

**FIRCREST CITY COUNCIL  
REGULAR MEETING AGENDA**

**TUESDAY, APRIL 24, 2018  
7:00 P.M.**

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

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- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
  - A. Legislative Delegation Recap
  - B. 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: [March 27, 2018 Regular Meeting](#)  
[April 10, 2018 Regular Meeting](#)
  - C. Setting a public hearing on May 22, 2018 to receive comments on the Six-Year Transportation Improvement Program
- 8. PUBLIC HEARING 7:15 P.M.**
- 9. UNFINISHED BUSINESS**
- 10. NEW BUSINESS**
  - A. [Liquor License Renewal: Royal Thai Bistro](#)
  - B. [Resolution: RCO Grant – Fircrest Pool](#)
  - C. [Summer Water Rates Discussion](#)
- 11. CITY MANAGER COMMENTS**
  - A. [City Council Retreat](#)
- 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  
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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16362</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3715</b>	<b>15.74</b>	<b>Nozzle - Pool Surface Cleaning</b>
	576 20 35 00	Small Tools & Equip - Poo	001 000 576 General Fund	15.74	Nozzle - Pool Surface Cleaning
<b>16353</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4298</b>	<b>631.64</b>	<b>May 2018</b>
	521 22 20 01	LEOFF I Medical Premium	001 000 521 General Fund	631.64	May 2018 Retired Medical
<b>16363</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4829</b>	<b>835.04</b>	<b>Baseballs (Quantity: 19 Dozen)</b>
	571 20 49 09	Youth Baseball	001 000 571 General Fund	835.04	Soft Baseballs Level 1 (15 Dozen) & Soft Baseballs Level 5 (4 Dozen)
<b>16402</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6018</b>	<b>563.79</b>	<b>Copier Rental (Apr 2018) - City Hall, Public Works, Parks &amp; Recreation, Municipal Court</b>
	512 50 45 00	Oper Rentals - Copier - Co	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
	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	35.24	Copier Lease - Sewer
	542 30 45 00	Oper Rentals - Copier - Str	101 000 542 City Street Fun	35.23	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
<b>16410</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6018</b>	<b>244.61</b>	<b>Police Copier Rental (Apr 2018)</b>
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	244.61	Contract Charges (04/01/18 - 04/30/18) Police
<b>16411</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6018</b>	<b>13.63</b>	<b>Police Faxboard Rental (Apr 2018)</b>
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	13.63	Contract Charges (04/01/18 - 04/30/18) Police Fax
<b>16394</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3994</b>	<b>61.31</b>	<b>Public Works Fax</b>
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	15.33	Public Work Fax - Storm
	534 10 42 00	Communication - Water	425 000 534 Water Fund (de	15.32	Public Work Fax - Water
	535 10 42 01	Communication - Sewer	430 000 535 Sewer Fund (de	15.33	Public Work Fax - Sewer
	542 30 42 00	Communication - Street	101 000 542 City Street Fun	15.33	Public Work Fax - Street
<b>16395</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3994</b>	<b>64.89</b>	<b>Parks Primary 911</b>
	576 80 42 00	Communication - Parks	001 000 576 General Fund	64.89	Parks Primary 911
<b>16396</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3994</b>	<b>125.36</b>	<b>Direct Inward Dial - City Hall</b>
	518 10 42 00	Communication - Non Dep	001 000 518 General Fund	125.36	Direct Inward Dial - City Hall
<b>16397</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3994</b>	<b>126.26</b>	<b>Police BA Machine / Modem</b>

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521 22 42 00	Communication - Police		001 000 521 General Fund	126.26	Police BA Machine / Modem
<b>16336</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4324</b>	<b>53,478.00</b>	<b>May 2018 Fire / EMS</b>
522 20 50 00	Tacoma Contract - Fire		001 000 522 General Fund	26,303.58	May 2018 Fire
522 20 51 00	Tacoma Contract - EMS		001 000 522 General Fund	27,174.42	May 2018 EMS
<b>16391</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4325</b>	<b>323,156.07</b>	<b>1st Qtr 2018 Sewer Treatment</b>
535 60 51 00	Sewage Treatment		430 000 535 Sewer Fund (de	323,156.07	1st Qtr 2018 Sewer Treatment
<b>16393</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4318</b>	<b>3,712.59</b>	<b>Apr 2018 Interfund</b>
518 30 47 00	Public Utility Services - Ci		001 000 518 General Fund	329.15	
531 50 47 02	Public Utility Services/Bldg		415 000 531 Storm Drain	150.81	
531 50 47 02	Public Utility Services/Bldg		415 000 531 Storm Drain	16.00	
534 10 47 00	Utility Services/Building -		425 000 534 Water Fund (de	150.81	
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (de	100.50	
534 80 47 03	Public Utility Services/Met		425 000 534 Water Fund (de	5.77	
535 10 47 00	Utility Services/Building -		430 000 535 Sewer Fund (de	150.81	
535 80 47 04	Public Utility Services/Met		430 000 535 Sewer Fund (de	4.71	
542 30 47 02	Electricity & Gas/Bldg - St		101 000 542 City Street Fun	150.79	
542 30 47 02	Electricity & Gas/Bldg - St		101 000 542 City Street Fun	2.02	
548 65 47 00	Utilities ShopGarage		501 000 548 Equipment Ren	33.50	
576 20 47 00	Public Utility Services - Po		001 000 576 General Fund	1,449.96	
576 80 47 00	Public Utility Services - Pa		001 000 576 General Fund	1,167.76	
<b>16409</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4322</b>	<b>10,456.47</b>	<b>Power / Various Locations</b>
518 30 47 00	Public Utility Services - Ci		001 000 518 General Fund	547.68	
531 50 47 02	Public Utility Services/Bldg		415 000 531 Storm Drain	129.30	
534 10 47 00	Utility Services/Building -		425 000 534 Water Fund (de	129.30	
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (de	4,800.85	
535 10 47 00	Utility Services/Building -		430 000 535 Sewer Fund (de	129.30	
535 80 47 01	Utility Services/Pumping		430 000 535 Sewer Fund (de	1,214.84	
542 30 47 02	Electricity & Gas/Bldg - St		101 000 542 City Street Fun	129.30	
542 30 47 03	Electricity/Traffic Lights		101 000 542 City Street Fun	57.61	
542 63 47 00	Electricity/Street Lights		101 000 542 City Street Fun	2,091.29	
548 65 47 00	Utilities ShopGarage		501 000 548 Equipment Ren	23.63	
576 80 47 00	Public Utility Services - Pa		001 000 576 General Fund	1,203.37	
<b>16373</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6268</b>	<b>132.28</b>	<b>TISAB Reagent Tablets (Quantity: 4)</b>
534 80 31 02	Oper Supplies - Water		425 000 534 Water Fund (de	132.28	TISAB Reagent Tablets (Quantity: 4) Flouride Water Testing
<b>16335</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3565</b>	<b>8,162.70</b>	<b>Mar 2018</b>
515 30 41 01	City Attorney		001 000 515 General Fund	777.40	Mar 2018 - Administration

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515 30 41 03			City Prosecutor	001 000 515 General Fund	7,385.30 Mar 2018 - Court, Police
<b>16354</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3572</b>	<b>Consolidated Electrical Distributors</b>	<b>34,351.20 Cree LED Cobra Head Fixtures - 2018 Streetlight Changeout Program</b>
595 63 63 00			Street Light - Other Improv	101 000 542 City Street Fun	34,351.20 Cree LED Cobra Head Fixtures (Quantity: 20) 100 Watt & Cree LED Cobra Head Fixtures (Quantity: 80) 53 Watt - 2018 Streetlight Changeout Program
<b>16374</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3573</b>	<b>Copiers Northwest Inc</b>	<b>56.72 03/04/18 - 04/03/18 Police</b>
521 22 45 00			Oper Rentals - Copier - Pol	001 000 521 General Fund	56.72 03/04/18 - 04/03/18 Police
<b>16385</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>7802</b>	<b>Core &amp; Main LP</b>	<b>1,174.86 P#49 PVC Watermain Fitting Restraints</b>
594 34 63 01			Other Improvements Water	426 000 594 Water Improve	1,174.86 P#49 PVC Watermain Fitting Restraints (Quantity: 18)
<b>16386</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>7802</b>	<b>Core &amp; Main LP</b>	<b>109.90 2-Way Cleanout Tees (2)</b>
535 50 31 01			Oper Supplies - Sewer Mai	430 000 535 Sewer Fund (de	109.90 2-Way Cleanout Tees (2) - Sewer Supplies
<b>16375</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3589</b>	<b>Databar Inc</b>	<b>339.60 Utility Rate Increase Insert (April 2018)</b>
531 50 49 03			Printing & Binding-Storm	415 000 531 Storm Drain	113.20 Utility Rate Increase Insert - Storm
534 10 49 04			Printing & Binding - Water	425 000 534 Water Fund (de	113.20 Utility Rate Increase Insert - Water
535 10 49 03			Printing & Binding - Sewer	430 000 535 Sewer Fund (de	113.20 Utility Rate Increase Insert - Sewer
<b>16376</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3589</b>	<b>Databar Inc</b>	<b>427.29 Community Sponsorship Program Letter</b>
542 80 31 04			Beautification-Supplies	101 000 542 City Street Fun	427.29 Community Sponsorship Program Letter
<b>16361</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>8004</b>	<b>Davis, Stephanie</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 / Stephanie Davis
<b>16377</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>333</b>	<b>Deal Jr, Robert</b>	<b>10.00 Active Shooter Training / Lunch Meal</b>
521 22 43 00			Travel - Police	001 000 521 General Fund	10.00 Pierce County Sheriff Active Shooter Training / Lunch Meal - Robert Deal (03/28/18) Buckley, WA
<b>16355</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3591</b>	<b>Dell Marketing L.P.</b>	<b>5,385.06 Dell XPS I7-8700 Computers (Quantity: 5)</b>
594 48 64 03			Admin - ERR Capital	501 000 548 Equipment Ren	1,077.01 Dell XPS I7-8700 Computer - Administration (Scott Pingel) City Manager
594 48 64 04			Finance - ERR Capital	501 000 548 Equipment Ren	1,077.01 Dell XPS I7-8700 Computer - Finance (Colleen Corcoran) Finance Director
594 48 64 04			Finance - ERR Capital	501 000 548 Equipment Ren	1,077.01 Dell XPS I7-8700 Computer - Finance (Sandra Schibig) Accountant I

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594 48 64 04	Finance - ERR Capital		501 000 548 Equipment Ren	1,077.02	Dell XPS I7-8700 Computer - Finance (Michelle Thomas) Accountant II
594 48 64 09	Building - ERR Capital		501 000 548 Equipment Ren	1,077.01	Dell XPS I7-8700 Computer - Building (Angelie Stahlnecker) Plng/Bldg Administrator
<b>16359</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4310</b>	<b>240.64</b>	<b>Mar 2018 Excise Tax</b>
			<b>Dept Of Revenue-EXCISE TAX</b>		
521 22 35 00	Small Tools & Equip - Poli		001 000 521 General Fund	112.07	
531 50 53 00	Excise Tax - Storm		415 000 531 Storm Drain	15.38	
534 10 53 00	Excise Tax - Water		425 000 534 Water Fund (de	19.51	
535 10 53 00	Excise Tax - Sewer		430 000 535 Sewer Fund (de	56.34	
571 20 53 00	Excise Tax - Participation I		001 000 571 General Fund	37.34	
<b>16357</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6995</b>	<b>308.00</b>	<b>Silver Sneakers Yoga Instruct &amp; Chair Yoga</b>
			<b>Endicott, Cynthia J.</b>		
571 20 49 06	Instructor Fees		001 000 571 General Fund	308.00	Silver Sneakers Yoga Instruct & Chair Yoga (03/01/18 - 03/31/18)
<b>16387</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3636</b>	<b>875.47</b>	<b>PVC Watermain Fitting Roma Grip Lugs</b>
			<b>Ferguson Enterprises Inc, #1539</b>		
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	875.47	PVC Watermain Fitting Roma Grip Lugs (Quantity: 12)
<b>16403</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3656</b>	<b>302.23</b>	<b>Hytrol Valve</b>
			<b>G C Systems Inc</b>		
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	302.23	Hytrol Valve - Swimming Pool
<b>16331</b>	<b>04/10/2018</b>	<b>04/24/2018</b>	<b>7420</b>	<b>57.44</b>	<b>04-00960.0 - 1014 BRENTWOOD PL</b>
			<b>Glenn, Ronda</b>		
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-12.81	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-13.58	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-31.05	
<b>16342</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6774</b>	<b>4,049.58</b>	<b>April 2018 Landscaping</b>
			<b>Greenleaf Landscaping 1 Inc</b>		
518 30 41 01	Contract Maintenance		001 000 518 General Fund	2,996.69	April 2018 Landscaping - General Fund
542 80 49 03	Beautification Services (co		101 000 542 City Street Fun	1,052.89	April 2018 Landscaping - Street Fund (Islands)
<b>16365</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3692</b>	<b>60.36</b>	<b>Putty Knife, Marine Sealant - Swimming Pool</b>
			<b>Home Depot Credit Services</b>		
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	60.36	Putty Knife, Marine Sealant - Swimming Pool
<b>16388</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3692</b>	<b>5.59</b>	<b>PVC Couplings, Adapter, Bushings, Sealant Tape</b>
			<b>Home Depot Credit Services</b>		
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	5.59	PVC Couplings, Adapter, Bushings, Sealant Tape - Ramsdell Sprinkler Line Repair Parts
<b>16404</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3692</b>	<b>19.97</b>	<b>Air Fresheners, Rebar</b>
			<b>Home Depot Credit Services</b>		

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548 65 31 15	Central Vehicle Supplies		501 000 548 Equipment Ren	4.34	Little Trees Vanilla Scent Air Fresheners - Central Vehicle Supplies
576 80 31 02	Oper Supplies - Parks		001 000 576 General Fund	15.63	1/2" X 3' Rebar - Parks Baseball Back Stops
<b>16378</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4131</b>	<b>415.98</b>	<b>04/2018 Contract Billing</b>
554 30 41 00	Animal Control		001 000 554 General Fund	415.98	04/2018 Contract Billing "Boarding Fee"
<b>16348</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3751</b>	<b>20,122.60</b>	<b>KPG, PS P#47 Traffic Signal Safety (Through 03/25/18)</b>
595 10 63 08	Traffic Signal Grant P.E.		101 000 542 City Street Fun	20,122.60	P#47 Traffic Signal Safety Improvement (Professional Services 02/26/18 - 03/25/18)
<b>16400</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3751</b>	<b>14,705.27</b>	<b>KPG, PS P#51 Pool Leak Evaluation (Through 03/25/18) Task Order No. 2017-004 &amp; 2018-005</b>
576 20 48 00	Rep & Maint - Pool		001 000 576 General Fund	4,466.84	P#51 Pool Leak Evaluation & Overall Safety Aspect (Professional Services Through 03/25/18) Task Order No. 2017-004 "Assistance With Pool Investigation"
576 20 48 00	Rep & Maint - Pool		001 000 576 General Fund	10,238.43	P#51 Pool Leak Evaluation & Overall Safety Aspect (Professional Services Through 02/25/18) Task Order No. 2018-005 "Completed Lining Of Pipe" (Includes \$1,480.00 Trenchless Pipe Repairs)
<b>16405</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>1065</b>	<b>59.00</b>	<b>Khavin, Nina 1 Yr Library 2018</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Nina Khavin
<b>16379</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3776</b>	<b>58.90</b>	<b>Lemay Mobile Shredding Mar 2018 Shredding - Court, Finance</b>
512 50 49 00	Miscellaneous - Court		001 000 512 General Fund	33.40	Mar 2018 Shredding (65 Gallon Cart) - Court (03/07/18)
514 23 49 00	Miscellaneous - Finance		001 000 514 General Fund	25.50	Mar 2018 Shredding (35 Gallon Cart) - Finance (03/07/18)
<b>16366</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3791</b>	<b>113.30</b>	<b>Lowe's Company-#338954 Copper Pipe, Shark-Bite Valve, Adapters, Sanding Cloth, 90 Degree Elbow, Coupling - Swimming Pool</b>
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	113.30	Copper Pipe, Shark-Bite Valve, Adapters, Sanding Cloth, 90 Degree Elbow, Coupling - Swimming Pool
<b>16380</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>178</b>	<b>29.50</b>	<b>McDonald, Janelle 1/2 Library 2018</b>
572 21 49 00	Library Services		001 000 572 General Fund	29.50	1/2 Library 2018 / Janelle McDonald
<b>16343</b>	<b>04/11/2018</b>	<b>04/24/2018</b>	<b>2685</b>	<b>66.60</b>	<b>Monroe, James L 06-00200.0 - 1105 PARADISE PARKWAY</b>
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	5.10	

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343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-56.38	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-15.32	
<b>16389</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>183</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 / Diane Moseid
<b>16349</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6589</b>	<b>15,539.99</b>	<b>P#50 Drake Street Liftstation Construction Phase: Task Order No. 2018-002</b>
594 35 63 03	Project Engineering Sewer		432 000 594 Sewer Improve:	15,539.99	P#50 Drake Street Liftstation Construction Phase (Engineering Services Through 02/28/18)
<b>16392</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>7942</b>	<b>181,347.76</b>	<b>P#47 Traffic Signal Safety Improvements - Regents/Alameda (02/26/18 - 03/25/18)</b>
595 64 63 04	Traffic Signal Grant Const		101 000 542 City Street Fun	181,347.76	P#47 Traffic Signal Safety Improvements - Regents/Alameda (02/26/18 - 03/25/18)
<b>16406</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3923</b>	<b>4,196.61</b>	<b>Filtration Grids (Quantity: 6)</b>
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	4,196.61	Filtration Grids (Quantity: 6) - Swimming Pool
<b>16401</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3964</b>	<b>321.94</b>	<b>2018 Dues</b>
511 60 49 02	Dues, Memberships, Subsc		001 000 511 General Fund	321.94	2018 PCRC Membership Dues "Pierce County Regional Council"
<b>16346</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>5210</b>	<b>65.96</b>	<b>Gym Fees Reimburse (Jan, Feb, Mar, Apr 2018)</b>
512 50 20 00	Personnel Benefits-Court		001 000 512 General Fund	65.96	Gym Fees (Jan, Feb, Mar, Apr 2018) - Kristi Perry
<b>16398</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>3955</b>	<b>244.43</b>	<b>Gas / Fuel</b>
548 65 31 11	Parks/Rec Gas		501 000 548 Equipment Ren	85.62	Diesel Fuel - Parks
548 65 31 12	Street Gas		501 000 548 Equipment Ren	28.74	Diesel Fuel - Street
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	81.34	Diesel Fuel - Storm
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	48.73	Diesel Fuel - Wtr / Swr
<b>16332</b>	<b>04/10/2018</b>	<b>04/24/2018</b>	<b>7796</b>	<b>49.39</b>	<b>06-01530.3 - 1548 WOODSIDE CT</b>
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-22.80	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-23.59	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-3.00	
<b>16345</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6116</b>	<b>349.48</b>	<b>Defribillator Replacement Kits "Includes Pads, Batteries &amp; Electrode" (Quantity: 3) - City Hall, Public Safety Building, Public Works</b>

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548 65 48 06	O & M - Facilities		501 000 548 Equipment Ren	349.48	Defibrillator Replacement Kits "Includes Pads, Batteries & Electrode" (Quantity: 3) - City Hall, Public Safety Building, Public Works		
<b>16347</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>357</b>		<b>Piercy, Timothy C</b>	<b>75.00</b>	<b>Gym Fees Reimburse (Feb, Mar, Apr 2018)</b>
531 50 20 00	Personnel Benefits - Storm		415 000 531 Storm Drain	18.75	Gym Fees (Feb, Mar, Apr 2018) - Tim Piercy (Storm)		
534 10 20 00	Personnel Benefits - Wtr A		425 000 534 Water Fund (de	18.75	Gym Fees (Feb, Mar, Apr 2018) - Tim Piercy (Water)		
535 10 20 00	Personnel Benefits-Swr Ad		430 000 535 Sewer Fund (de	18.75	Gym Fees (Feb, Mar, Apr 2018) - Tim Piercy (Sewer)		
542 30 20 00	Personnel Benefits-Street R		101 000 542 City Street Fun	18.75	Gym Fees (Feb, Mar, Apr 2018) - Tim Piercy (Street)		
<b>16371</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>8006</b>		<b>Powder Coating Systems</b>	<b>280.76</b>	<b>Powder Coated &amp; Painted Lifeguard Stand</b>
576 20 48 00	Rep & Maint - Pool		001 000 576 General Fund	280.76	Powder Coated & Painted Lifeguard Stand - Swimming Pool		
<b>16399</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>6088</b>		<b>Sentinel Pest Control Inc</b>	<b>576.99</b>	<b>Extended Rodent Coverage - Public Works (02/12/18, 03/09/18, 04/09/18) Serviced Existing Bait Stations, Checked Attic Snap Traps, No Acitivity To Report, Treated Exterior &amp; Interior Perimeters</b>
531 50 48 00	Rep & Maint - Storm		415 000 531 Storm Drain	144.25	Extended Rodent Coverage - Storm		
534 50 48 01	Rep & Maint - Water Main		425 000 534 Water Fund (de	144.24	Extended Rodent Coverage - Water		
535 50 48 00	Rep & Maint - Sewer Main		430 000 535 Sewer Fund (de	144.25	Extended Rodent Coverage - Sewer		
542 30 48 01	Rep & Maint - Street Maint		101 000 542 City Street Fun	144.25	Extended Rodent Coverage - Street		
<b>16407</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4328</b>		<b>Systems for Public Safety Inc</b>	<b>14,385.37</b>	<b>#66367D (2018 Ford Interceptor) Emergency Equipment Installation Charges</b>
594 48 64 08	Police - ERR Capital		501 000 548 Equipment Ren	14,385.37	#66367D (2018 Ford Interceptor) Liberty II Duo Lightbar, Partition, Push Bumper, Dual T-Rail Mount, Prisoner Seat, Police Interceptor Utility Console, Laptop Mount, Window Barrier, Siren, Radar Radio		
<b>16408</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4328</b>		<b>Systems for Public Safety Inc</b>	<b>14,385.37</b>	<b>#66368D (2018 Ford Interceptor) Emergency Equipment Installation Charges</b>
594 48 64 08	Police - ERR Capital		501 000 548 Equipment Ren	14,385.37	#66368D (2018 Ford Interceptor) Liberty II Duo Lightbar, Partition, Push Bumper, Dual T-Rail Mount, Prisoner Seat, Police Interceptor Utility Console, Laptop Mount, Window Barrier, Siren, Radar Radio		



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<b>16364</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4120</b>	<b>Tacoma Daily Index</b>	<b>73.91 Whittier Park Tennis Courts - RFP</b>
576 80 41 01	Advertising - Parks	001 000 576	General Fund	73.91	Whittier Park Tennis Courts - Request For Proposals (03/23/18)
<b>16381</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4120</b>	<b>Tacoma Daily Index</b>	<b>36.09 Ordinance 1614</b>
511 60 41 01	Advertising - Legislative	001 000 511	General Fund	36.09	Ordinance 1614 "Authorizing Additional Expenditures Not Forseen In Preliminary Budget 2018"
<b>16367</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4135</b>	<b>Tacoma Screw Products Inc</b>	<b>61.98 Swivel Casters (3) - Swimming Pool</b>
576 20 31 03	Oper Supplies - Pool	001 000 576	General Fund	61.98	Swivel Caster 4" With Brake (1), Swivel Caster 4" Without Brake (2) - Swimming Pool
<b>16333</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>353.86 Amazon.Com / Monitors (2) - City Manager &amp; Intern</b>
513 10 35 00	Small Tools & Equip - Adr	001 000 513	General Fund	353.86	Amazon.Com / View Sonic 27" LED Monitors (2) - City Manager & Intern (SAA No.'s 1639 & 1640)
<b>16334</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>164.84 Amazon.Com / Monitor (1) - Parks Community Srv</b>
571 10 35 00	Small Tools & Equip - Rec	001 000 571	General Fund	164.84	Amazon.Com / Acer 27" LCD Monitor (1) - Parks Community Service Part-Time Position "Kristin Kubitza" (SAA No. 1641)
<b>16341</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>329.69 Amazon.Com / NAS Diskless Storage Station</b>
518 81 35 00	Small Tools & Equip - I/S	001 000 518	General Fund	329.69	Amazon.Com / Synology 4-Bay NAS "Network Attached Storage System" Diskless Station DS418 Which Holds Weekly Back-ups Of Our Servers - Computer Room (SAA No. 1642)
<b>16344</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>48.99 SmugMug.Com / Council Photos</b>
511 60 49 00	Miscellaneous - Legisl	001 000 511	General Fund	48.99	SmugMug.Com / Council Photos 8" X 10" Prints (Quantity: 7)
<b>16350</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>56.05 Amazon.Com / Folding Hand Truck</b>
518 81 35 00	Small Tools & Equip - I/S	001 000 518	General Fund	56.05	Amazon.Com / Mount-It! Folding Hand Truck With Telescoping Handle, Rubber Wheels - Computer Room (SAA No. 1643)
<b>16356</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>168.30 Walmart / Egg Hunt Prizes</b>

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo		
573 90 49 01	Community Events		001 000 573 General Fund	168.30	Mini Dolls, Bubbles, Bubble Blitz, Paddle Set, Chalk, Basketballs, Soccer Ball, Puzzles, Car Kits, Moana Kit, Nerf Blaster, Super Darts, Microphone, Sports Games - Egg Hunt Prizes		
<b>16358</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>		<b>Tapco Visa Card</b>	<b>125.00</b>	<b>WFOA / Class Registration - Barb Gollinger</b>
518 10 49 04	Reg & Tuition - Non Dept		001 000 518 General Fund	125.00	Washington Finance Officers Association / Beginning Government Accounting "Cash Basis" Training Class - Barb Gollinger (05/15/18) Olympia, WA		
<b>16372</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4139</b>		<b>Tapco Visa Card</b>	<b>90.00</b>	<b>Car-Clip-Art.Com / Car Show Poster</b>
573 90 49 01	Community Events		001 000 573 General Fund	90.00	Car-Clip-Art.Com / Car Show Poster (Downloaded 1953 Ford Truck, Custom 1932 Ford, Willys Dragster)		
<b>16360</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>8003</b>		<b>Tsukamoto, Gale</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 / Gale Tsukamoto		
<b>16390</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4177</b>		<b>University Place Radiator</b>	<b>1,171.61</b>	<b>#38484D (2004 Ford F250 Truck) Replace Front &amp; Rear Brakes</b>
548 65 48 12	O & M - Street		501 000 548 Equipment Ren	1,171.61	#38484D (2004 Ford F250 Truck) Replace Front & Rear Brakes "Rotors, Pads, Labor" - Street		
<b>16351</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4188</b>		<b>Verizon Wireless LLC</b>	<b>400.10</b>	<b>03/02/18 - 04/01/18 Air Cards (10)</b>
521 22 42 00	Communication - Police		001 000 521 General Fund	400.10	03/02/18 - 04/01/18 Air Cards (10) - Police		
<b>16352</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4188</b>		<b>Verizon Wireless LLC</b>	<b>275.75</b>	<b>Public Works Plan (9 Phones) &amp; Global Positioning System Air Card (1)</b>
531 50 42 00	Communication - Storm		415 000 531 Storm Drain	58.93	PW Cell Phones (03/02/18 - 04/01/18) - Storm		
531 50 42 00	Communication - Storm		415 000 531 Storm Drain	10.01	GPS Air Card - Storm		
534 10 42 00	Communication - Water		425 000 534 Water Fund (de	58.94	PW Cell Phones (03/02/18 - 04/01/18) - Water		
534 10 42 00	Communication - Water		425 000 534 Water Fund (de	10.00	GPS Air Card - 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	58.94	PW Cell Phones (03/02/18 - 04/01/18) - Sewer		
542 30 42 00	Communication - Street		101 000 542 City Street Fun	10.00	GPS Air Card - Street		
542 30 42 00	Communication - Street		101 000 542 City Street Fun	58.93	PW Cell Phones (03/02/18 - 04/01/18) - Street		
<b>16382</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4231</b>		<b>Water Mgmt Labs Inc</b>	<b>252.00</b>	<b>Coliform, Fluoride</b>
534 80 41 00	Water Testing		425 000 534 Water Fund (de	252.00	Coliform, Fluoride		
<b>16368</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4256</b>		<b>Winning Seasons</b>	<b>3,124.46</b>	<b>Youth Baseball Uniforms</b>

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571 20 49 09	Youth Baseball		001 000 571 General Fund	3,124.46	Sportek Jerseys (Quantity 284) Various Sizes & Colors - Youth Baseball
<b>16369</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4256</b>	<b>450.59</b>	<b>Youth Baseball Coach T-Shirts</b>
571 20 49 09	Youth Baseball		001 000 571 General Fund	450.59	Coach T-Shirts (Quantity 60) - Youth Baseball
<b>16370</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>4256</b>	<b>32.97</b>	<b>Additional Youth Baseball Uniforms</b>
571 20 49 09	Youth Baseball		001 000 571 General Fund	32.97	Additional Youth Baseball Uniforms (Quantity 3)
<b>16383</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>5286</b>	<b>413.94</b>	<b>Valve Box, Adapters, Plugs, Caps, 2-Way Tees (2), Non-Locking Cleanout Cover, PVC Cement</b>
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	120.60	Valve Box, Adapters, Plugs, Caps - Water Supplies
535 50 31 01	Oper Supplies - Sewer Mai		430 000 535 Sewer Fund (de	530.97	2-Way Tees (2), Non-Locking Cleanout Cover, PVC Cement - Sewer Supplies
535 50 31 01	Oper Supplies - Sewer Mai		430 000 535 Sewer Fund (de	-237.63	CREDIT MEMO 2-Way Tee (1) - Sewer Supplies "Return Item"
<b>16384</b>	<b>04/24/2018</b>	<b>04/24/2018</b>	<b>5286</b>	<b>122.41</b>	<b>Couplings (2), Gasket Pipes (28)</b>
535 50 31 01	Oper Supplies - Sewer Mai		430 000 535 Sewer Fund (de	122.41	Couplings (2), Gasket Pipes (28) - Sewer Supplies

Report Total: 724,844.53

Fund	
001 General Fund	98,629.22
101 City Street Fund	240,015.24
415 Storm Drain	737.71
425 Water Fund (department)	7,081.92
426 Water Improvement Fund	1,174.86
430 Sewer Fund (department)	325,682.80
432 Sewer Improvement Fund	15,539.99
501 Equipment Rental Fund	35,982.79

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 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 the Steering Committee charter, which included grammatical edits, expanding the membership list to residents and taxpayers, and including language to reflect the Steering Committee openness to the community and to demonstrate the intent to encourage community engagement and 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.**

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Hunter T. George, Mayor

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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, Blake Surina, Denny Waltier, and Jamie Nixon were present. Councilmember Brett Wittner was absent and excused.

**PRESIDING OFFICER’S REPORT**

**A. Community Center and Pool Update**

City Manager Pingel stated that the first meeting of the Fircrest Pool, Community Center and Parks Steering Committee was scheduled for April 18, 2018 at 6:00 P.M. at the Community Center. Parks and Recreation Director Grover briefed the Council on the Steering Committee membership, indicating he had received verbal commitments as well as applications to serve on the Steering Committee. George stated that only the three appointed councilmembers could attend this Steering Committee meeting, and that if one of those councilmembers could not attend, that they should alert Nixon as the alternate. There was a brief discussion on the promotion and advertisement of the Steering Committee member recruitment, which included the utilization of social media and the City’s website as well as reaching out to the individuals identified in the charter.

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

George invited public comment. None were provided.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS**

**A. Administration**

Waltier indicated he did not meet with Pingel the previous week as Pingel was on vacation and as such, no report was provided.

**B. Environmental, Planning and Building**

Reynolds indicated she did not meet with Planning and Building Administrator and as such, no report was provided.

**C. Finance, IT, Facilities**

Nixon provided an update on the recruitment status of the Senior Maintenance Supervisor position and indicated the purchasing card policy and first quarter reports would be on the May 8, 2018 Council agenda. Nixon stated that the Finance Director would be attending the WPTA Conference the following week, the Department acquired two interns to assist with policy reviews and financial/payroll work, and staff was working on the online registration for the Parks and Recreation Department. Finance Director Corcoran stated that she was in contact with several vendors to obtain more information related to online registration.

**CONSENT CALENDAR**

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 211045 through Voucher Check No. 211120 in the amount of \$338,341.48; approval of Payroll Check No. 13106 through Voucher Check No. 13112 in the amount of \$101,159.86; approval of Payroll Check No. 13113 through Voucher Check No. 13122 in the amount of \$6,465.42; approval of Payroll Check No. 13123 through Voucher Check No. 13128 in the amount of \$106,751.32; approval of the March 19, 2018 Council special meeting minutes; approval of the March 27, 2018 regular Council meeting minutes; 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; and setting a public hearing on April 24, 2018 to receive comments on amendments to Fircrest Municipal Code Sections 22.58, related to Accessory Building Setbacks. **Reynolds MOVED to approve the Consent Calendar as read; seconded by Surina.** Viafore removed the following items for discussion and to be voted on separately: March 27, 2018 regular Council meeting minutes; 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; and setting a public hearing on April 24, 2018 to receive comments on amendments to Fircrest Municipal Code Sections 22.58, related to Accessory Building Setbacks. **The Motion Carried As Modified (6-0).** Viafore requested the section of the March 27, 2018 minutes pertaining to the Fircrest Pool, Community Center and Parks Steering Committee Charter include language specifying the changes that led to the final Steering Committee charter document. Viafore expressed his concerns regarding the 14-day notice for the public hearings and requested to increase the notice period to enhance transparency and public awareness. A question arose regarding the distribution of Planning Commission minutes and Planning and Building Administrator Stahlnecker indicated staff would resume distributing the Planning Commission minutes to councilmembers. **Viafore MOVED to set a public hearing on May 8, 2018 to receive comments on amendments to Fircrest Municipal Code Sections 22.07.004 and .005, related to Type II-A Public Notices; seconded by Reynolds. The Motion Carried (6-0).** Viafore **MOVED to set a public hearing on May 8, 2018 at 7:15 P.M. or shortly thereafter to receive comments on amendments to Fircrest Municipal Code Sections 22.58, related to Accessory Building Setbacks; seconded by Reynolds. The Motion Carried (6-0).**

#### **PUBLIC HEARING**

No public hearing was scheduled.

#### **UNFINISHED BUSINESS**

There was no unfinished business.

#### **NEW BUSINESS**

##### **A. Traffic Light Improvement Project Close-Out**

Public Works Director Wakefield briefed the Council on the Traffic Signal Safety Improvement Project, stating the project was completed under budget and within the contract time limits. **Reynolds MOVED 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; seconded by Surina.** George invited councilmember comment; George commended the project. George invited public comment; none were provided. **The Motion Carried (6-0).**

##### **B. Interlocal Agreement with Pierce County for Jail Services**

Pingel briefed the Council on the proposed Interlocal Agreement with Pierce County for the housing of inmates in the Pierce County Jail, stating there was a basic increase of 2.5% over the previous year; Pingel indicated this increase was substantially less than what the City was previously paying in 2016 and early 2017. Pingel stated the County agreed to include language in the agreement that except in extreme emergencies that they would notify the City in advance prior to incurring costs as a result of extraordinary medical, mental health, or dental care. **Surina MOVED to adopt Resolution No. 1528, authorizing the City Manager to enter into an Interlocal Agreement with Pierce County for the Housing of Inmates in the**

**Pierce County Jail; seconded by Reynolds.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0).**

**C. Fundraising 101 Presentation by Linda Kay Briggs**

George introduced professional fundraiser Linda Kay Briggs and stated the concept of a professional fundraiser stemmed from a recommendation from the Names Family Foundation, who expressed interest in the pool and community center project, and strongly encouraged the City to employ a fundraising consultant. Briggs briefed the Council on what services The Briggs Group offers; capital campaigns; and a small case study. Briggs indicated that some of the services The Briggs Group offers include assessment of fund development departments, board of director training, board retreats, and fundraising solutions for capital campaigns. Briggs indicated that a capital campaign began with a feasibility study, which is a strategic tool to assess the community's perception of the importance of the need for which money is to be raised and size of the potential donor base and its ability to give. Briggs stated that in addition to the feasibility study, best practices in strategic fundraising could be used. Briggs indicated a clear, concise, and compelling case statement would be a strategy decision the City would need to form as well as building a budget, setting a goal amount, establishing the parameters of who would process the donations, marketing and solicitation tools, the recognition plan, creating strategies for major gift donors, identifying who would ask for the donations, planning the celebration event when the campaign goal was reached. Briggs briefed the Council on her involvement with the Foss Waterway Development Authority fundraising campaign, which included a feasibility study with one-hour, one-on-one interviews with 74 stakeholders. Briggs indicated the feasibility study created a quantitative voice about what they could expect from raising money from the stakeholders, and that the results of the feasibility study impacted their strategy and timeline. Briggs briefed the Council on some of the tasks performed in the first year, which included drafting a case statement, creating a perspective donor base, preparing the feasibility study, interviews, and analyzing the results to determine fundraising campaign strategies.

A brief question and answer session followed, which included: The Briggs Group staff; how would councilmembers participate; the City's legal capacity to accept donations for tax-deductible gifts; how the City could generate interest beyond city limits; and how the feasibility study could help determine the bond amount. Finance Director Corcoran stated the Internal Revenue Service permitted gifts to a local government entity as tax deductible and would provide more information to Council at a later time. Briggs provided the benefits of a 501(c)(3) in a capital campaign would be seen in the processing arm of the donations, especially if the donations were spread out over several years. Briggs indicated that relationships were important in seeking donations from stakeholders and that a formal gift approach structure to maximize donations would be a strategic tool.

**CITY MANAGER COMMENTS**

Pingel reported the City received a supplemental award letter from the Department of Commerce for the \$750,000 state capital budget award and indicated that staff would be working on meeting the requirements of the award. Pingel indicated the City received a letter from Pierce Transit announcing the appointment of Nancy Henderson to the Pierce Transit Board and thanking the City for participating in the election.

**DEPARTMENT HEAD COMMENTS**

None were provided.

**COUNCILMEMBER COMMENTS**

The Council thanked the public for their attendance and Briggs for her presentation. Additional comments included:

- Viafore inquired on the rise of a manhole on Ramsdell Street; Wakefield indicated that the grade of that manhole was maintained due to it being built on brick and mortar and that staff feathered out the grade during the paving and restoration of the street to lessen the impact. Viafore requested more information from the Finance Director regarding local entities and 501(c)(3)'s as it related to soliciting funds. Viafore commented on determining a fundraising goal for the pool and community center project and requested a future discussion on this topic.
- Reynolds commented that the Steering Committee April 18<sup>th</sup> meeting was scheduled the same time as the Pierce County Regional Council.
- Waltier commented on social media discussions on speeding on Alameda Avenue. A brief discussion followed regarding the traffic stacking on Alameda Avenue from Wainwright Intermediate School as well as traffic calming techniques to reduce speeding and increase pedestrian safety.
- George indicated the Investment Committee meeting was scheduled for April 16, 2018 at 5:00 P.M. and would report back to the full Council.

**EXECUTIVE SESSION**

There was none.

**ADJOURNMENT**

**Viafore MOVED to adjourn the meeting at 8:16 P.M., seconded by Waltier. The Motion Carried (6-0).**

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Hunter T. George, Mayor

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Jessica Nappi, City Clerk

**NEW BUSINESS:**       **Liquor License Renewal: Royal Thai Bistro**  
**ITEM 10A.**

**FROM:**               **Scott Pingel, City Manager**

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**RECOMMENDED MOTION:**   **I move to register no objections to the liquor license renewal for the Royal Thai Bistro.**

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**PROPOSAL:** The Council is being asked to approve a motion to register no objections to the liquor license renewal for the Royal Thai Bistro at 2045 Mildred Street W. There were no problems regarding liquor sales at this establishment. Financing, Planning and Building, and Police have expressed no concerns regarding renewing this license.

**FISCAL IMPACT:** None identified.

**ADVANTAGE:** Allows Council input on the license renewal.

**DISADVANTAGES:** None identified.

**ALTERNATIVES:** Council could recommend not renewing the license.

**HISTORY:** The Washington State Liquor and Cannabis Control Board sent notification of the liquor license application. This allows the City an opportunity to submit comments and recommendations regarding approval or disapproval to the Board. Unless the Council has objections, the license will be issued.

**ATTACHMENTS:** [Liquor License Renewal Application](#)  
[Staff Response Forms](#)

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 04/06/2018

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF FIRCREST  
(BY ZIP CODE) FOR EXPIRATION DATE OF 20180731

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. HENG HAN, INC.	ROYAL THAI BISTRO 2045 MILDRED ST W FIRCREST WA 98466 0000	086499	SPIRITS/BR/WN REST SERVICE BAR

CITY OF FIRCREST  
APR 10 2018  
RECEIVED



**Washington State  
Liquor and Cannabis Board**

PO Box 43098, 3000 Pacific Ave. SE, Olympia WA 98504-3098, (360) 664-1600  
www.liq.wa.gov Fax #: (360) 753-2710

April 06, 2018

Dear Local Authority:

RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

- o Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which contain or confirm the facts upon which your objections are based.
- o Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

5) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The Licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at [wslcb@liq.wa.gov](mailto:wslcb@liq.wa.gov).

Sincerely,

*Rebecca Smith*

Rebecca Smith, Director,  
Licensing and Regulation Division

LIQ 864 07/10





**THE CITY OF FIRCREST**

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

Applicant Information

Liquor License Renewal

Applicant Name	Heng Han, Inc.		
Establishment Name	Royal Thai Bistro		
Address	2045 Mildred St W		
Comments			
No concerns per Finance			
Director Signature	<i>Colleen Corcoran</i>		
Date	4/10/2018	Department	Finance



**THE CITY OF FIRCREST**

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

Applicant Information

Liquor License Renewal

Applicant Name	Heng Han, Inc		
Establishment Name	Royal Thai Bistro		
Address	2045 Mildred St		
Comments			
Zoned Commercial Mixed Use. This is a permitted use. Planning/Building has no objection to the license renewal.			
Director Signature	<i>Angelie Stahlnecker</i>		
Date	04/10/2018	Department	Planning/Building




**THE CITY OF FIRCREST**

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

Applicant Information

Liquor License Renewal

Applicant Name	Heng Han, Inc		
Establishment Name	Royal Thai Bistro		
Address	2045 Mildred Street West		
Comments			
We have had no problems with the service of alcohol at the Royal Thai Bistro.			
Director Signature			
Date	04/16/2018	Department	Police

**NEW BUSINESS:** RCO Grant – Fircrest Pool  
**ITEM 10B.**

**FROM:** Jeff Grover, Parks and Recreation Director

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**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to execute an agreement with the State of Washington Recreation and Conservation Office for two grant project agreements for the Fircrest Community Pool.

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**PROPOSAL:** The Council is being asked to authorize the City Manager to execute an agreement with the State of Washington Recreation and Conservation Office (RCO) for two grant project agreements for the Fircrest community pool.

**FISCAL IMPACT:** RCO grants are provided on a reimbursement basis. The City must provide matching funds for each grant with 10% of the total project cost coming from local matching funds.

**ADVANTAGE:** By applying for two grants for the same project, the City is leveraging RCO funds in a manner so that if both grants are awarded they can be used as matching funds, vice-versa.

**DISADVANTAGE:** Other than cost, none are identifiable at this time.

**HISTORY:** The pool, built in 1962, is an L-shaped, 6-lane lap pool with a deep diving tank area. It is a cherished and heavily used public amenity. It is an outdoor pool that fits the needs of Fircrest residents. There is a separate wading pool that is available to the public free of charge. The pool is over 50 years old and it has suffered from the site's high water table. As a result, the pool no longer drains properly and the skimmers and deck are uneven. The pool is losing considerable amounts of water through either the liner or piping. The total project cost is estimated to be around \$3 million. The grant award from RCO is \$500,000 for per grant.

**ATTACHMENT:** [Resolution](#)

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AUTHORIZING THE CITY MANAGER TO  
ACT AS THE AUTHORIZED REPRESENTATIVE/AGENT ON BEHALF  
OF THE CITY OF FIRCREST AND TO LEGAL BIND THE CITY OF  
FIRCREST WITH RESPECT TO THE FIRCREST COMMUNITY POOL  
FOR WHICH WE SEEK GRANT FUNDING ASSISTANCE MANAGED  
THROUGH THE RECREATION AND CONSERVATION OFFICE.**

**ORGANIZATION NAME (SPONSOR)** City of Fircrest

**RESOLUTION NO. (IF APPLICABLE)** \_\_\_\_\_

**PROJECT(S) NUMBER(S), AND NAME(S)**

- 1) 18-1279 DEV, Fircrest Community Pool
- 2) 18-1941 DEV, Fircrest Community Pool – LWCF

**WHEREAS**, the Fircrest community pool is a cherished and heavily used public amenity, averaging nearly 100 visitors a day during the summer; and

**WHEREAS**, built in 1962, the existing Fircrest community pool has widespread recognition of issues: un-level deck, un-level skimmers, leaking liner or piping or both, pool length that is not quite 25 yards, aged mechanical equipment, and a design that does not account for the high water table of the site; and

**WHEREAS**, the cost of renovating the pool approaches the cost of a new pool that would fix these problems and provide more current amenities; and

**WHEREAS**, the City has initiated the process to develop construction ready plans for an outdoor public pool for youth and families to come learn, play, and grow together; and

**WHEREAS**, state grant assistance is requested by the City of Fircrest to aid in financing the cost of this project; and Now, Therefore

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

**Section 1.** Our organization has applied for or intends to apply for funding assistance managed by the Office for the above “Project(s).”

**Section 2.** Scott Pingel, City Manager, is authorized to act as a representative/agent for our organization with full authority to bind the organization regarding all matters related to the Project(s), including but not limited to, full authority to: (1) approve submittal of a grant application to the Office, (2) enter into a project agreement(s) on behalf of our organization, (3) sign any amendments thereto on behalf of our organization, (4) make any decisions and submissions required with respect to the Project(s), and (5) designate a project contact(s) to implement the day-to-day management of the grant(s).

1 **Section 3.** Our organization has reviewed the sample project agreement on the Recreation and  
2 Conservation Office's WEBSITE at:  
3 <https://rco.wa.gov/documents/manuals&forms/SampleProjAgreement.pdf>. We understand and  
4 acknowledge that if offered a project agreement to sign in the future, it will contain an  
5 indemnification and legal venue stipulation (applicable to any sponsor) and a waiver of sovereign  
6 immunity (applicable to Tribes) and other terms and conditions substantially in the form contained  
7 in the sample project agreement and that such terms and conditions of any signed project agreement  
8 shall be legally binding on the sponsor if our representative/agent enters into a project agreement  
9 on our behalf. The Office reserves the right to revise the project agreement prior to execution and  
10 shall communicate any such revisions with the above authorized representative/agent before  
11 execution.

12 **Section 4.** Our organization acknowledges and warrants, after conferring with its legal counsel,  
13 that its authorized representative/agent has full legal authority to enter into a project agreement(s)  
14 on its behalf, that includes indemnification, waiver of sovereign immunity (as may apply to Tribes),  
15 and stipulated legal venue for lawsuits and other terms substantially in the form contained in the  
16 sample project agreement or as may be revised prior to execution.

17 **Section 5.** Grant assistance is contingent on a signed project agreement. Entering into any project  
18 agreement with the Office is purely voluntary on our part.

19 **Section 6.** Our organization understands that grant policies and requirements vary depending on  
20 the grant program applied to, the grant program and source of funding in the project agreement, the  
21 characteristics of the project, and the characteristics of our organization.

22 **Section 7.** Our organization further understands that *prior to* our authorized representative/agent  
23 executing the project agreement(s), the RCO may make revisions to its sample project agreement  
24 and that such revisions could include the indemnification, the waiver of sovereign immunity, and  
25 the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to  
26 execution of the project agreement(s), confer with our authorized representative/agent as to any  
27 revisions to the project agreement from that of the sample project agreement. We also acknowledge  
28 and accept that if our authorized representative/agent executes the project agreement(s) with any  
29 such revisions, all terms and conditions of the executed project agreement (including but not limited  
30 to the indemnification, the waiver of sovereign immunity, and the legal venue stipulation) shall be  
31 conclusively deemed to be executed with our authorization.

**Section 8.** Any grant assistance received will be used for only direct eligible and allowable costs  
that are reasonable and necessary to implement the project(s) referenced above.

**Section 9.** Our organization acknowledges and warrants, after conferring with its legal counsel,  
that no additional legal authorization beyond this authorization is required to make the  
indemnification, the waiver of sovereign immunity (as may apply to Tribes), and the legal venue  
stipulation substantially in form shown on the sample project agreement or as may be revised prior  
to execution legally binding on our organization upon execution by our representative/agent.

**Section 10.** *(Recreation and Conservation Funding Board Grant Programs Only)* If match is  
required for the grant, we understand our organization must certify the availability of match at least  
one month before funding approval. In addition, our organization understands it is responsible for  
supporting all non-cash matching share commitments to this project should they not materialize.

1 **Section 11.** Our organization acknowledges that if it receives grant funds managed by the Office,  
2 the Office will pay us on only a reimbursement basis. We understand reimbursement basis means  
3 that we will only request payment from the Office after we incur grant eligible and allowable costs  
4 and pay them. The Office may also determine an amount of retainage and hold that amount until  
5 the Project is complete.

6 **Section 12.** [*Acquisition Projects Only*] Our organization acknowledges that any property acquired  
7 with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise  
8 agreed to in writing by our organization and the Office. We agree to dedicate the property in a  
9 signed “Deed of Right” for fee acquisitions, or an “Assignment of Rights” for other than fee  
10 acquisitions (which documents will be based upon the Office’s standard versions of those  
11 documents), to be recorded on the title of the property with the county auditor.

12 **Section 13.** [*Acquisition Projects Only*] Our organization acknowledges that any property acquired  
13 in fee title must be immediately made available to the public unless otherwise provided for in  
14 policy, the project agreement, or authorized in writing by the Office Director.

15 **Section 14.** [*Development, Renovation, Enhancement, and Restoration Projects Only – If your  
16 organization owns the property*] Our organization acknowledges that any property owned by our  
17 organization that is developed, renovated, enhanced, or restored with grant assistance must be  
18 dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program  
19 policy, or Office in writing and per the project agreement or an amendment thereto.

20 **Section 15.** [*Development, Renovation, Enhancement, and Restoration Projects Only – If  
21 your organization DOES NOT own the property*] Our organization acknowledges that any  
22 property not owned by our organization that is developed, renovated, enhanced, or restored  
23 with grant assistance must be dedicated for the purpose of the grant as required by grant  
24 program policies unless otherwise provided for per the project agreement or an amendment  
25 thereto.

26 **Section 16.** [*Only for Projects located in Water Resources Inventory Areas 1 – 19 that are  
27 applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and  
28 Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; or the Puget  
29 Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved  
30 grant*] Our organization certifies the following: the Project does not conflict with the *Puget Sound  
31 Action Agenda* developed by the Puget Sound Partnership under RCW 90.71.310.

**Section 17.** This resolution/authorization is deemed to be part of the formal grant application to  
the Office.

**Section 18.** Our organization warrants and certifies, after conferring with its legal counsel, that this  
resolution/authorization was properly and lawfully adopted following the requirements of our  
organization and applicable laws and policies and that our organization has full legal authority to  
commit our organization to the warranties, certifications, promises and obligations set forth herein.

1 **APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF**  
2 **FIRCREST, WASHINGTON, at a regular meeting thereof this 24<sup>th</sup> day of April, 2018.**

3 **APPROVED:**

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

6 **ATTEST:**

7 \_\_\_\_\_  
8 Jessica Nappi, City Clerk

9 **APPROVED AS TO FORM:**

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

12 [*All Applicants*] Signed and approved on behalf of the resolving body of the organization by the  
13 following authorized member(s):

14 Signed \_\_\_\_\_

15  
16 Title \_\_\_\_\_ Date \_\_\_\_\_

17 Washington State Attorney General's Office

18  
19 Approved as to form *Brian Staller* 1/19/18

20 *Assistant Attorney General* *Date*



**NEW BUSINESS: Summer Water Rates Discussion  
ITEM 10C.**

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

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**RECOMMENDED MOTION: For informational purposes and discussion only.**

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In preparation for this discussion, City staff have assumed that the main issue in discussing summer water rates is the 3<sup>rd</sup> tier of our rate structure since it is when residents are irrigating their properties during the summer that their water bills get into the 3<sup>rd</sup> tier. The numbers included here only involve single family water customers since that was what we heard from the council to be the concern.

While this was not included initially, staff wanted to provide a cost comparison to our surrounding cities. While our assumption for this discussion is that we will be talking specifically about summer rates, we have provided a comparison in the attached spreadsheet for 1,500 cf of use, 2,500 cf of use, 4,500 cf of use, and 6,000 cf of use. It is the 4,500 cf and 6,000 cf comparisons that would affect our 3<sup>rd</sup> tier of rates.

The main question from Council has been should the water rates be lowered in the summer?

Staff's recommendation would be no due to following reasons and documentation.

The original water rate structure developed in report prepared by JWM&A, August 15, 2001 presented a three tier water rate structure. It should be noted that the following paragraph reflects the goal of the water rates. The last paragraph of this study states **“Regardless of the precise fee structure that is to be adopted, either type of block rate structure will promote water conservation, which is the ultimate goal of this type of fee structure. Once the fee structure is determined, the Conservation Program with the Comprehensive Water System Plan will be updated and submitted to the Washington State Department of Health for their, and the Department of Ecology, reviews. This type of structure has already been identified within the Conservation Program, but further submittals will demonstrate that the City of Fircrest is being “pro-active in water conservation, and will reflect positively on the City as a whole.”** Since that report was prepared and over the years, the City has promoted water conservation.

The current Water System Plan that was approved in 2014 included Appendix C, which is the Water Conservation Program currently approved. As part of the water conservation program is the community outreach and education that has been done over the last 10 years. This is outlined in the Water Conservation Plan. I have attached a listing of those items and examples of the materials provided to our residents and customers.

WAC 246-290-810 requires the City to prepare a water use efficiency report as part of our water system plan and conservation plan. Part of the water use efficiency is to comply with RCW 70.119A.108 which requires the conservation plan and describes what the planning requirement should include. Items A-E describe those with B being “Evaluation of the feasibility of adopting and implementing water delivery rate structures that encourage water conservation.” Attached is a copy of RCW 70.119A.180.

The water rate structure was evaluated extensively during the rate study conducted in 2015/2016. The recommended rate structure and rates were based on meeting the above requirements within the adopted Water System Plan which also adopted the Water Conservation Plan.

The water rate increases that were adopted by the City in 2016 provide for having a rate structure that promotes water conservation to meet the above requirement but also allows the customer to control and be efficient in the water use which will in turn help them lower their rate and conserve water. The base rates for each utility are shown in the table below which identifies the rate adjustments per year. What is being discussed is the water usage and more specifically is the 3<sup>rd</sup> tier of water usage, which is only a portion of the overall utility bill.

Base Rates for each utility					
	Water	Sewer/ Treatment	Storm	Total	
2016	\$ 44.00	\$ 114.00	\$ 25.00	\$ 183.00	older rate
2017	\$ 34.00	\$ 139.60	\$ 29.20	\$ 202.80	
2018	\$ 35.50	\$ 145.20	\$ 33.50	\$ 214.20	
2019	\$ 37.00	\$ 151.20	\$ 34.50	\$ 222.70	

The water usage rates are calculated based on the rates adopted below.

**Consumption Tier for Residential and Multiple Dwelling Units**

	2017	2018	2019
Tier 1 (0 – 1,000 cf)	\$0.0100	\$0.0104	\$0.0109
Tier 2 (1,001 – 4,000 cf)	\$0.0150	\$0.0157	\$0.0163
Tier 3 (4,001 – + cf)	\$0.0250	\$0.0261	\$0.0272

The present water rate structure was also designed around generating enough revenue for the water utility to be self-sustaining and support the capital improvement plan of needed infrastructure. The rate design model was to try to add approximately \$100,000 per year to help accomplish our capital improvement plan. In 2017, that was accomplished with the rate increase providing for approximately \$111,000 some of which will go to a modest increase in operating budget.

<b>Water</b>	2,016	2,017	Difference
April	\$ 125,414.14	\$ 131,294.36	\$ 5,880.22
June	\$ 148,669.59	\$ 145,640.87	\$ (3,028.72)
August	\$ 174,033.05	\$ 235,825.52	\$ 61,792.47
October	\$ 164,682.40	\$ 207,276.84	\$ 42,594.44
December	\$ 129,569.88	\$ 130,709.06	\$ 1,139.18
February	<u>\$ 128,032.01</u>	<u>\$ 130,735.97</u>	<u>\$ 2,703.96</u>
	\$ 870,401.07	\$ 981,482.62	\$ 111,081.55

The rate design also reviewed historic water consumption. The City of Fircrest average day demand is 179 gallons/connection/day. This equates to 1,435 cf for two months. The maximum day demand is 344 gallons/connection/day. This equates to 2,759 cf for two months. If a resident uses 4,000 cf in two months, they will be using 500 gallons/connection/day. That is basically why the last tier level was set at 4,000 cf. There are residents who use 20,000 cf per two months which equates to 2,500 gallons/connection/day.

The City of Fircrest has around 2,780 connections. The following table represents the number of connections that exceeded the 4,000 cf per billing cycle. In the August billing cycle there were 567 connections that exceeded this threshold 197 were between 4,000-5,000 cf and 52 exceeded 10,000 cf, with the high of 21,696 cf. This is excessive water use as can be seen by the comparison.

	Accounts Total	Account > 4000 cf	Account Leak Adj.
April	2,759	19	5
June	2,784	62	1
August	2,795	567	3
October	2,797	354	12
December	2,777	21	1
February	2,763	27	3

This also shows those accounts that have been adjusted due to leaks and subsequent repairs.

It should also be noted that the capital fund with the Ramsdell Water Project and the projected Tank Painting project will almost deplete the capital account. We also split the tank painting project into two projects and deferred the lower tank painting until 2019 or 2020 pending our capital account.

It is for these reasons that the recommendation of the City Manager and Public Works Director is that the water rates remain as designed without lowering the rate during the summer months.

**ATTACHMENTS**

As per the RCW 70.119A.180 Water Use Efficiency Requirements – Rules we do the following to help promote Water Conservation.

Have a booth at Fun Days on Saturday to educate, talk to and give water conservation items and information.

Include Water Conservation brochures and information in our welcome packets for new residents moving into the City of Fircrest.

Have a 3-tier water rate structure to help with Water Conservation Efforts.

Include Water Conservation Tips on our website.

The items we offer and give to residents are:

Outdoor water conservation kits

Rain Gauge

Hose Repair Kits

Moisture Meter

Hose Nozzle

Indoor water EcoKit

Toilet Tank Bank

Faucet Aerators (kitchen and bathroom)

Low Flow Showerhead

Indoor Water Conservation Tips Wheel

Flow Meter Bag

Brochures/Information

How to be a Salmon Friendly Gardener

Home Water Savings Tips

We All Share the Same Water Reasons to Use it Wisely

Rain Barrel and Rain Garden Info and How to

(although this is more for our Storm Drains and NPDES they are also a great way to conserve water and is promoted as such).

Kids Info

Educational Coloring and Activity Book (Learn About Water Conservation)  
w/crayons

Tattoos (Water Use it Wisely)

## RCW 70.119A.180

### Water use efficiency requirements—Rules.

(1) It is the intent of the legislature that the department establish water use efficiency requirements designed to ensure efficient use of water while maintaining water system financial viability, improving affordability of supplies, and enhancing system reliability.

(2) The requirements of this section shall apply to all municipal water suppliers and shall be tailored to be appropriate to system size, forecasted system demand, and system supply characteristics.

(3) For the purposes of this section:

(a) Water use efficiency includes conservation planning requirements, water distribution system leakage standards, and water conservation performance reporting requirements; and

(b) "Municipal water supplier" and "municipal water supply purposes" have the meanings provided by RCW 90.03.015.

(4) To accomplish the purposes of this section, the department shall adopt rules necessary to implement this section by December 31, 2005. The department shall:

(a) Develop conservation planning requirements that ensure municipal water suppliers are:

- (i) Implementing programs to integrate conservation with water system operation and management; and
- (ii) Identifying how to appropriately fund and implement conservation activities. Requirements shall apply to the conservation element of water system plans and small water system management programs developed pursuant to chapter 43.20 RCW. In establishing the conservation planning requirements the department shall review the current department conservation planning guidelines and include those elements that are appropriate for rule. Conservation planning requirements shall include but not be limited to:

(A) Selection of cost-effective measures to achieve a system's water conservation objectives. Requirements shall allow the municipal water supplier to select and schedule implementation of the best methods for achieving its conservation objectives;

(B) Evaluation of the feasibility of adopting and implementing water delivery rate structures that encourage water conservation;

(C) Evaluation of each system's water distribution system leakage and, if necessary, identification of steps necessary for achieving water distribution system leakage standards developed under (b) of this subsection;

(D) Collection and reporting of water consumption and source production and/or water purchase data. Data collection and reporting requirements shall be sufficient to identify water use patterns among utility customer classes, where applicable, and evaluate the effectiveness of each system's conservation program. Requirements, including reporting frequency, shall be appropriate to system size and complexity. Reports shall be available to the public; and

(E) Establishment of minimum requirements for water demand forecast methodologies such that demand forecasts prepared by municipal water suppliers are sufficient for use in determining reasonably anticipated future water needs;

(b) Develop water distribution system leakage standards to ensure that municipal water suppliers are taking appropriate steps to reduce water system leakage rates or are maintaining their water distribution systems in a condition that results in leakage rates in compliance with the standards. Limits shall be developed in terms of percentage of total water produced and/or purchased and shall not be lower than ten percent. The department may consider alternatives to the percentage of total water supplied where alternatives provide a better evaluation of the water system's leakage performance. The department shall institute a

graduated system of requirements based on levels of water system leakage. A municipal water supplier shall select one or more control methods appropriate for addressing leakage in its water system;

(c) Establish minimum requirements for water conservation performance reporting to assure that municipal water suppliers are regularly evaluating and reporting their water conservation performance. The objective of setting conservation goals is to enhance the efficient use of water by the water system customers. Performance reporting shall include:

(i) Requirements that municipal water suppliers adopt and achieve water conservation goals. The elected governing board or governing body of the water system shall set water conservation goals for the system. In setting water conservation goals the water supplier may consider historic conservation performance and conservation investment, customer base demographics, regional climate variations, forecasted demand and system supply characteristics, system financial viability, system reliability, and affordability of water rates. Conservation goals shall be established by the municipal water supplier in an open public forum;

(ii) Requirements that the municipal water supplier adopt schedules for implementing conservation program elements and achieving conservation goals to ensure that progress is being made toward adopted conservation goals;

(iii) A reporting system for regular reviews of conservation performance against adopted goals. Performance reports shall be available to customers and the public. Requirements, including reporting frequency, shall be appropriate to system size and complexity;

(iv) Requirements that any system not meeting its water conservation goals shall develop a plan for modifying its conservation program to achieve its goals along with procedures for reporting performance to the department;

(v) If a municipal water supplier determines that further reductions in consumption are not reasonably achievable, it shall identify how current consumption levels will be maintained;

(d) Adopt rules that, to the maximum extent practical, utilize existing mechanisms and simplified procedures in order to minimize the cost and complexity of implementation and to avoid placing unreasonable financial burden on smaller municipal systems.

(5) The department shall provide technical assistance upon request to municipal water suppliers and local governments regarding water conservation, which may include development of best management practices for water conservation programs, conservation landscape ordinances, conservation rate structures for public water systems, and general public education programs on water conservation.

(6) To ensure compliance with this section, the department shall establish a compliance process that incorporates a graduated approach employing the full range of compliance mechanisms available to the department.

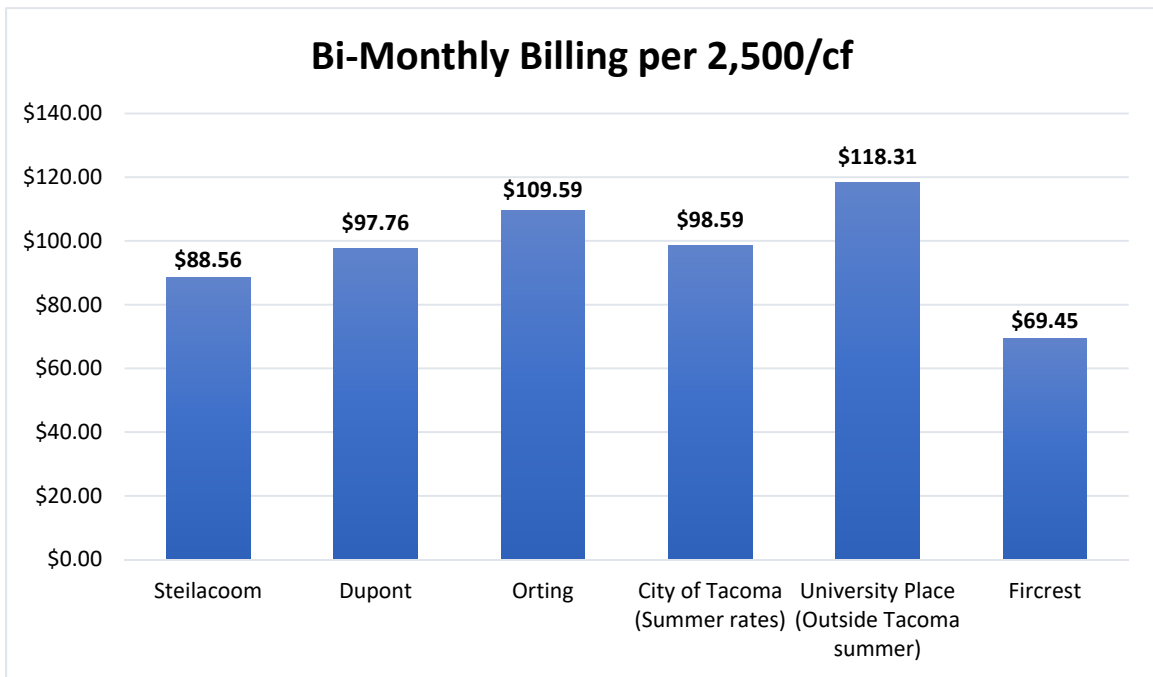
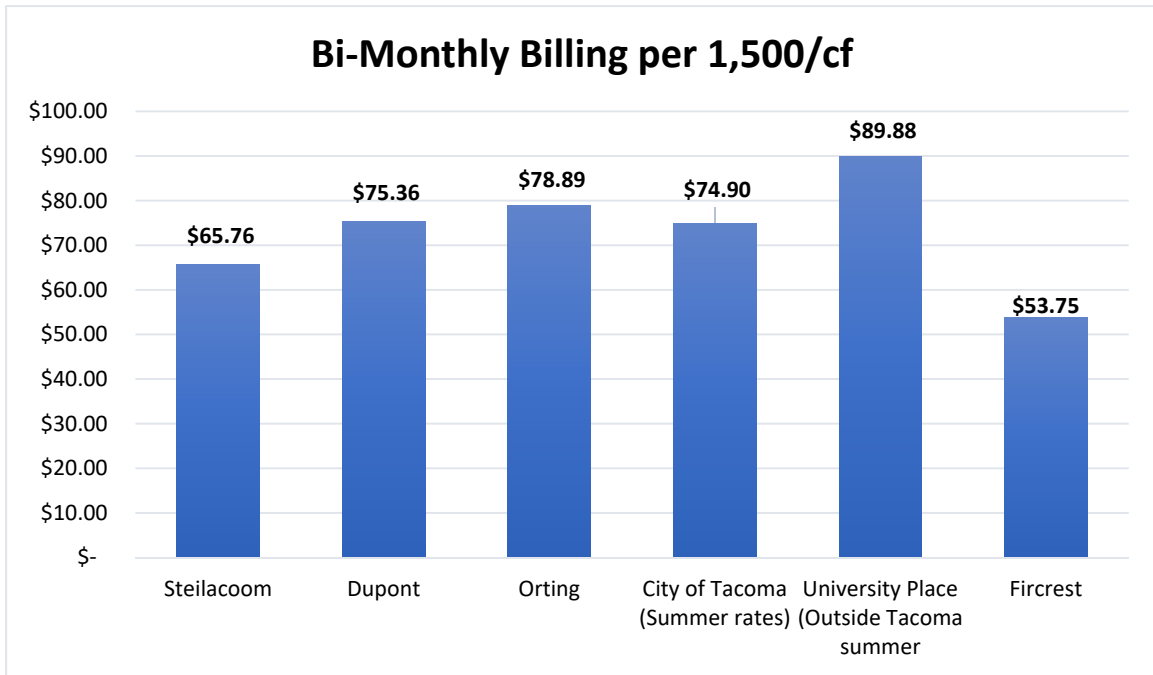
(7) Prior to completion of rule making required in subsection (4) of this section, municipal water suppliers shall continue to meet the existing conservation requirements of the department and shall continue to implement their current water conservation programs.

[ 2010 1st sp.s. c 7 § 121; 2003 1st sp.s. c 5 § 7.]

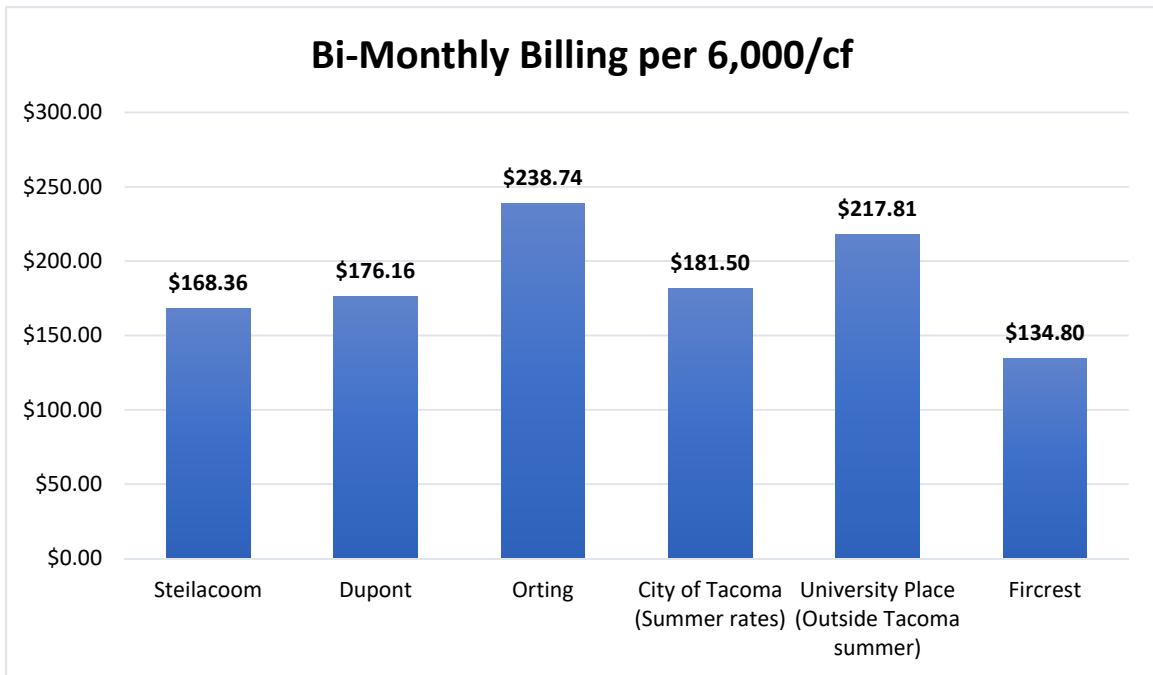
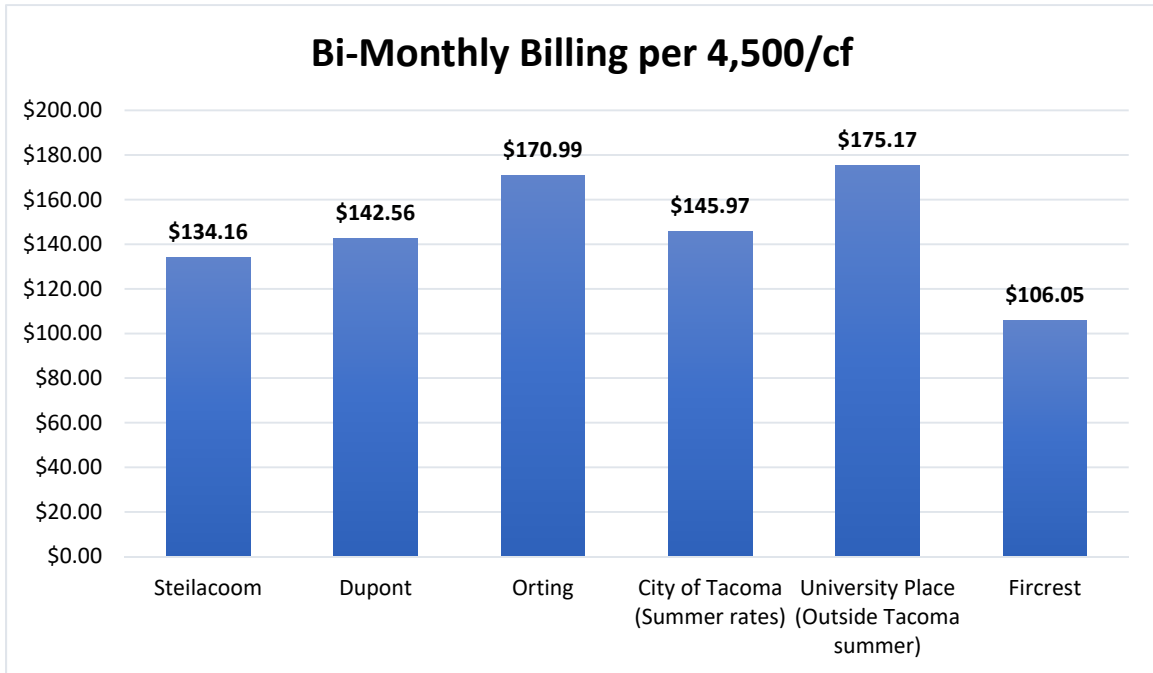
#### NOTES:

**Effective date—2010 1st sp.s. c 26; 2010 1st sp.s. c 7: See note following RCW 43.03.027.**

# Water Utility Billing Rate Comparison



# Water Utility Billing Rate Comparison





Residential Rate Comparison

2018

Smaller Cities, Tacoma and University Place

Water rate is based on Residential rate using 1500 cf in two months billing cycle

**Steilacoom**

Usage of 1500 cf in two months

Water	Base rate/month	Cost/100cf	usage/100cf	Bi monthly charge
5/8 meter		\$15.78	\$2.28	15.00 \$65.76

**Dupont**

Water	Bimonthly with 1000cf	cost over 1000 CF	usage/cf over 1000cf	bi monthly charge
5/8 meter		\$64.16	\$2.24	5 \$75.36

**Orting**

Water	base rate/month with 100cf	100-600cf	usage/100cf	600-1700cf	usage/100cf	1700+	usage/100cf	Bi monthly charge
3/4 meter		\$21.10	\$2.29	12	\$3.07	3	\$4.62	0 \$78.89

**City of Tacoma (Summer rates)**

water	base rate/month	0-1000 cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$22.05	\$1.8950	10	\$2.3690	5 \$74.90

**University Place (Outside Tacoma summer)**

water	base rate/month	0-1000cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$26.46	\$2.2740	10	\$2.8430	5 \$89.88

**Fircrest**

Water		0-1000cf	usage/cf	1001-4000	usage/cf	4000+	usage/cf	bi monthly charge
5/8 meter		\$17.75	\$0.0104	1000	\$0.0157	500	\$0.0261	0 \$53.75

Residential Rate Comparison 2018

Smaller Cities, Tacoma and University Place

Water rate is based on Residential rate using 2500 cf in two months billing cycle

**Steilacoom** Usage of 2500 cf in two months

Water	Base rate/month	Cost/100cf	usage/100cf	Bi monthly charge
5/8 meter		\$15.78	\$2.28	25.00 \$88.56

**Dupont**

Water	Bimonthly with 1000cf	cost over 1000 CF	usage/cf over 1000cf	bi monthly charge
5/8 meter		\$64.16	\$2.24	15 \$97.76

**Orting**

Water	base rate/month with 100cf	100-600cf	usage/100cf	600-1700cf	usage/100cf	1700+	usage/100cf	Bi monthly charge
3/4 meter		\$21.10	\$2.29	12	\$3.07	13	\$4.62	0 \$109.59

**City of Tacoma (Summer rates)**

water	base rate/month	0-1000 cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$22.05	\$1.8950	10	\$2.3690	15 \$98.59

**University Place (Outside Tacoma summer)**

water	base rate/month	0-1000cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$26.46	\$2.2740	10	\$2.8430	15 \$118.31

**Fircrest**

Water		0-1000cf	usage/cf	1001-4000	usage/cf	4000+	usage/cf	bi monthly charge
5/8 meter		\$17.75	\$0.0104	1000	\$0.0157	1500	\$0.0261	0 \$69.45

Residential Rate Comparison 2018

Smaller Cities plus Tacoma and University Place

Water rate is based on Residential rate using 6000 cf in two months billing cycle

**Steilacoom**

Usage of 6000 cf in two months

Water	Base rate/month	Cost/100cf	usage/100cf	Bi monthly charge
5/8 meter		\$15.78	\$2.28	60.00 \$168.36

**Dupont**

Water	Bimonthly with 1000cf	cost over 1000 CF	usage/cf over 1000cf	bi monthly charge
5/8 meter		\$64.16	\$2.24	50 \$176.16

**Orting**

Water	base rate/month with 100cf	100-600cf	usage/100cf	600-1700cf	usage/100cf	1700+	usage/100cf	Bi monthly charge
3/4 meter		\$21.10	\$2.29	12	\$3.07	34	\$4.62	14 \$238.74

**City of Tacoma (Summer rates)**

water	base rate/month	0-1000 cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$22.05	\$1.8950	10	\$2.3690	50 \$181.50

**University Place (Outside Tacoma summer)**

water	base rate/month	0-1000cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$26.46	\$2.2740	10	\$2.8430	50 \$217.81

**Fircrest**

Water		0-1000cf	usage/cf	1001-4000	usage/cf	4000+	usage/cf	bi monthly charge
5/8 meter		\$17.75	\$0.0104	1000	\$0.0157	4000	\$0.0261	1000 \$134.80

Residential Rate Comparison 2018

Smaller Cities, Tacoma and University Place

Water rate is based on Residential rate using 4500 cf in two months billing cycle

**Steilacoom** Usage of 4500 cf in two months

Water	Base rate/month	Cost/100cf	usage/100cf	Bi monthly charge
5/8 meter		\$15.78	\$2.28	45.00 \$134.16

**Dupont**

Water	Bimonthly with 1000cf	cost over 1000 CF	usage/cf over 1000cf	bi monthly charge
5/8 meter		\$64.16	\$2.24	35 \$142.56

**Orting**

Water	base rate/month with 100cf	100-600cf	usage/100cf	600-1700cf	usage/100cf	1700+	usage/100cf	Bi monthly charge
3/4 meter		\$21.10	\$2.29	12	\$3.07	33	\$4.62	0 \$170.99

**City of Tacoma (Summer rates)**

water	base rate/month	0-1000 cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$22.05	\$1.8950	10	\$2.3690	35 \$145.97

**University Place (Outside Tacoma summer)**

water	base rate/month	0-1000cf	usage	1000+	usage	bi monthly charge
5/8 meter		\$26.46	\$2.2740	10	\$2.8430	35 \$175.17

**Fircrest**

Water		0-1000cf	usage/cf	1001-4000	usage/cf	4000+	usage/cf	bi monthly charge
5/8 meter		\$17.75	\$0.0104	1000	\$0.0157	3000	\$0.0261	500 \$106.05

**CITY MANAGER COMMENTS: City Council Retreat  
ITEM 11A.****FROM: Scott Pingel, City Manager**

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**RECOMMENDED MOTION: For informational purposes and discussion only.**

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Doing a Council Retreat has been discussed for a few months now. The Council provided some feedback regarding potential dates, and we have landed on June 18<sup>th</sup>. We have not determined a time at this point, but I would propose 2:00 p.m. to 6:30 p.m. without the end time being a hard and fast rule. The Council has asked several good questions regarding what a retreat would accomplish and the need for it. This memo is meant to provide some context and recommendations for the retreat along with some information from other cities.

The City of Fircrest has vision and mission statements:

Vision

*The vision of the City of Fircrest is to protect and enhance our identity and quality of life and promote open and honest communication that builds a trusting environment. We will inspire a stronger community by working together towards excellence.*

Mission

*To enhance the quality of life where we live, work, and play, the City of Fircrest provides its citizens with efficient, courteous, professional services.*

I don't know when these were established, but almost no one knows them other than they think they exist, and the only place I have ever seen them is at the beginning of the PROS Plan. They are pretty decent statements, but are they what we want and believe in today? Do they need revision at all? This would be part of the retreat; establishing or re-establishing a vision and mission for the City. These should describe where we see the City going, and the type of City we want to be. It is important that these things start with the City Council.

Along with establishing a vision and mission, we should also establish some core values. Core values will help us define how we approach the business, and projects and activities of the City. They give us something to live up to and respect as we work towards our vision.

This conversation helps lead us into goal setting. Specifically regarding goal setting, the Council should think in terms of policy direction. As you can see from the examples from University Place and Lakewood, this can take on various formats and levels of detail. A major reason for holding the retreat is not only to come up with goals and objectives for meeting those goals, but to right-size it for us, for Fircrest. Also included in the packet is the "Bothell Road Map." This basically synthesizes Bothell's Vision, Values, Strategies and Goals into a one-page road map that they can then push out to the community.

When I was in Dayton, Oregon, I was able to see this play out with a fair amount of success. The vision and mission became tools for me as I demanded City staff approach the community in

certain ways. Goals became meaningful as we continually adjusted and achieved our objectives in meeting those goals. While I certainly don't expect us to do things like they were done in Dayton, their council goals and objectives are included in the packet as well. Sometimes it is easy to think that this is big city stuff, but it worked out great for a small city like Dayton (pop. 2,650) as well.

I recommend we use a third party facilitator. A facilitator had led my Dayton council through this process just before I started there. I believe having a third party facilitator allows all the council to participate without anyone worrying about leading the process, and the same is true for our department heads and me. A third party facilitator will also keep us on task without worrying about it affecting their job. While there are several city managers/administrators out there capable of facilitating, it is more difficult to do it when you need to be a part of the process and tell those that oversee you that they need to move on or get everyone back on track depending on how discussions go. Also, a facilitator will do quite a bit of pre-retreat and post-retreat work as well. For example, they will likely want to interview each councilmember and maybe the department heads prior to the retreat in order to have a good starting point. They will also provide a report that summarizes the results of the retreat for us afterwards with key next steps, etc.

My recommended goals/agenda for the retreat would be to establish or re-establish a mission, vision and values for the City, and to establish goals. I recommend we establish goal statements that are ongoing, such as can be seen in the Lakewood, U.P., Bothell, and Dayton examples, and each year we establish objectives for achieving those goals. It would be awesome to get into specific objectives, but this is an ambitious agenda for a 4 ½-hour meeting, so we will likely need to use an additional study session or two to wrap things up to consider them in the budget process.

While I certainly recommend doing a retreat and getting these things established, it really needs to be the Council's retreat. These are my recommendations along with some information that is hopefully helpful to the City Council. Our department heads and I will participate and hopefully have some input, but the process only works if the Council buys-in.

## **ATTACHMENTS**

# City of Lakewood

## City Council Goals

**L**akewood is a thriving, urban, South Puget Sound City, possessing the core values of family, community, education and economic prosperity. We will advance these values by recognizing our past, taking action in the present, and pursuing a dynamic future.

*The City Council's vision for Lakewood at its 30 Year Anniversary is a community:*

- *Inspired by its own sense of history and progress;*
- *Known for its safe and attractive neighborhoods, vibrant downtown, active arts and cultural communities;*
- *Sustained by robust economic growth and job creation;*
- *Recognized for the excellence of its public and private schools, and its community and technical colleges;*
- *Characterized by the beauty of its lakes, parks and natural environment;*
- *Acknowledged for excellence in the delivery of municipal services;*
- *Leveraging and embracing of our diversity; and*
- *Supportive of Joint Base Lewis McChord (JBLM), Camp Murray, service members and their families.*

**The purpose of the City Council Goals** is to direct our community toward positive change and serve as the policy direction for City government as well as the policy guide for developing and implementing the City's 2017-2018 biennial budget. Council goals guide the allocation of resources through the budget and capital improvement program to assure that organizational work plans and projects are developed that incrementally move the community toward the stated goals.

**In addition** to the Council goal statements, there are operational values that guide how the City organization works toward goal achievement:

- **Regional Partnerships** – Lakewood encourages and participates in regional approaches to service delivery to the extent that a regional model produces efficiencies and cost savings, and ultimately improves service to our citizens.
- **Efficiency** – Lakewood is committed to providing public services in the most efficient manner possible and maximizing the public's return on their investment.
- **Accountability** – The City of Lakewood is accountable to the community for the achievement of goals. To that end, meaningful performance measures will be developed for each goal area to track our progress toward the stated goals.
- **Proactive Focus** – Lakewood proactively focuses on the total condition of the City and promotes long-term financial and strategic forecasting and planning.

## FISCAL RESPONSIBILITY

*The City of Lakewood maintains a strong fiscal position while providing quality municipal services.*

### **Policy Objectives & Action Strategies:**

- **Support a stronger, more prosperous community by making smart investments that accomplish lasting, tangible returns**
- **Adjust to changes in the service requirements of the community, maximizing resources and creating meaningful performance measures for programs and services**
- **Focus on total financial picture of the City rather than single-issue areas and promote long-term financial forecasting in support of day-to-day operations**
- **Continuously evaluate city revenues and expenditures with a view of maintaining a strong fiscal position while providing quality municipal services**
- **Continuously perform organizational structure review for economic efficiencies and effectiveness, including contract services and vendors**
- **Do not balance the operating budget with one-time monies and/or reserves; one-time monies should be used for one-time projects, not ongoing or reoccurring programs**
- **Use performance measures and benchmark key community characteristics**



## PUBLIC SAFETY

*The City of Lakewood is one of the safest cities in Washington State.*

### **Policy Objectives & Action Strategies:**

- **The City of Lakewood is safe**
- **Residents and visitors will experience a sense of safety in all neighborhoods and in all activities in the City of Lakewood**
- **Ensure adequate resources are available to maintain and ensure health, welfare, and safety of community**
- **Enhance community safety through expanded public awareness and educational programs**

## ECONOMIC DEVELOPMENT

*The City of Lakewood supports a dynamic and robust local economy through implementation of an effective economic development strategy.*

### **Policy Objectives & Action Strategies:**

- **Lakewood will support a dynamic and robust local economy with balanced and sustainable growth by implementing an economic development strategy that will create jobs and improve the tax base in the community with a particular focus on the community's commercial corridors**
- **Provide leadership and strategic guidance concerning economic development, including coordination with various stakeholders**
- **Create collaborative and effective working partnerships with the business community, and other key organizations to effectively manage the City's regulatory environment while accomplishing economic development goals**
- **Update and implement the Comprehensive Plan, Community Vision and key development regulations and other policies such as housing and capital facilities plan (CFP) in partnership with residents, neighborhoods and businesses**
- **Attract new housing development to accommodate military and all segments of population**
- **Explore ways the City can effectively stimulate economic development with our economic partners to address community-wide economic development issues (e.g., assistance to existing businesses, business recognition, business retention and expansion strategies, business attraction strategies, community marketing)**
- **Promote an attractive Lakewood image to include a positive message about doing business in the City and leverage existing competitive advantages such as location, access, military, lakes, parks, golf courses, civic and community involvement, transit options, and wide variety of retail, restaurant and cultural activities.**
- **Promote better access (e.g., I-5, Bridgeport, Gravelly Lake Dr, 100<sup>th</sup>, 108<sup>th</sup>) and increase visibility to Towne Center and other commercial centers to take advantage of proximity to I-5 and six freeway exits**
- **If feasible, pursue annexation of selected areas within the City's Urban Growth Area (UGA)**

## DEPENDABLE INFRASTRUCTURE

*The City of Lakewood provides a safe, clean, and well-maintained community and provides preventative maintenance to avoid greater replacement costs.*

### **Policy Objectives & Action Strategies:**

- **Implement a capital improvement program that provides a safe, clean, and well-maintained community for the enjoyment of all residents and to provide preventive maintenance to avoid greater replacement costs**
- **Identify, review and prioritize capital infrastructure projects for transportation and parks**
- **Explore, identify and develop long-term funding strategies to maintain the City's infrastructure assets (i.e., Transportation Benefit District, voter-approved initiative, grants, etc.)**
- **Enhance curb appeal with ramp beautification, well maintained properties on major thoroughfares, right of way maintenance, and beautification plan for all entry points to the City**
- **Develop and implement a vision for parks and public spaces to improve quality of life, ensure a healthy environment and attract residents**

## TRANSPARENCY

*The City of Lakewood engages the community in City government to include providing timely and accurate information about City services as well as information about City actions and decisions.*

### **Policy Objectives & Action Strategy:**

- **Enhance and promote the community's image – “#IamLakewood”**
- **Develop and implement a coordinated communication and engagement plan that will better allow the City to share information about the good work the City is doing, as well as obtain feedback from those the City serves about community priorities and public services**
- **Engage the community in City government to include providing timely and accurate information about City services and openly share information about City actions and decisions**
- **Ensure transparency between the City as an organization and the community to encourage and promote citizen and civic engagement**
- **Actively participate in local and regional issues that impact the Lakewood community to include coordination and partnerships with military partners and educational institutions**
- **Committed to developing and maintaining a professional, highly qualified, well-trained, and service-oriented City workforce that utilizes sound business practices rooted in accountability, ethical behavior, efficiency, technology, effectiveness, and responsiveness in the delivery of city services.**
- **Promote the interests and needs of Lakewood in local, state, and national affairs**
- **Support human services for the benefit of residents of all ages**
- **Continue to promote and partner with various volunteer group**

# LAKEWOOD 2017 GOALS AND OBJECTIVES

## Goal 1: Fiscal Responsibility

- 2017-2018 Mid-Biennial Biennial Budget review
- Six Year Financial Forecast
- Quarterly Financial Reports
- Annual Comprehensive Annual Financial Report (CAFR) to include preparation of Popular Annual Financial Report (PAFR)
- Storm Water Management (SWM) rate analysis & Sewer Funds Analysis
- Fleet Maintenance Services RFP

## Goal 2: First-Rate Public Safety Services

- Expand in car camera program
- Continue use of Pre-Pol and evaluate its effectiveness
- Implement Washington State's first Police Officer phlebotomist program
- Continue proactive approach with CSRT
- Continue embedded Mental Health Professional (MHP) program
- Begin transition to paperless court

## Goal 3: Promote Economic Development

- Community Visioning Strategic Action Plan
- Initiate Comprehensive Plan process in late 2017
- Foster redevelopment and revitalization opportunities for:
  - Central Business District (CBD) to include Towne Center
    - Motor Avenue Design Project
    - CBD Subarea Plan
  - Springbrook Neighborhood
  - Pacific Highway corridor with specific focus on WSDOT property and adjoining parcels
  - South Tacoma Way/International District corridor
  - Woodbrook Business Park
  - Tillicum Neighborhood
- Continue partnership with Pierce County Library District to evaluate a new main Lakewood Library that could include a senior activity center and other uses coupled with possible branches in Tillicum and Springbrook
- Implementation of Rental Housing Inspection Program
- Review city codes and regulations to identify updates and efficiencies as well as updates to encourage and support development and redevelopment and improve quality of life (i.e., LMC 18A, pan handling, park code update, backflow device program, work crew standards, adult family homes, service club signs, "annexation" of Tacoma Mall Blvd, street engineering standards, etc.)
- Continued leadership in supporting SSMCP to include work plan and deliverables and implementation of JLUS to include making progress to resolve encroachment in the North Clear Zone (NCZ)
- Review and update franchise agreements accordingly

## Goal 4: Maintain and Improve Public Infrastructure and Facilities

- Develop and implement six year Capital Improvement Plan/Transportation Improvement Plan (2017-2022) with a focus on a multi-modal transportation plan including streets, sidewalks, bike paths, signal improvements, and other system improvements such as parks, gateways, and facilities
- Continue to pursue local, state and federal grant opportunities
- Continue Lakewood's leadership role in support of I-5/JBLM Corridor Improvement Project

## **LAKWOOD 2017 GOALS AND OBJECTIVES**

### Goal 5: Communication -- Honest, Open, and Transparent Government

- Continue the coordinated communication and engagement plan that better allows the City to share information about the good work the City is doing, as well as obtain feedback from those the City serves about community priorities and public services
- Initiate a statistically valid community satisfaction survey to measure quality of life, community perception, and service level in Lakewood
- JBLM community connector
- Continue social media to include newer applications, You Tube, public education videos, other appropriate applications, and #IamLakewood social media campaign as well as improvements to overall City website
- State Legislative Agenda & State Legislative Policy Manual
- Federal Legislative Agenda
- Pierce County Legislative Police Manual

# **CITY OF TACOMA CITY COUNCIL STRATEGIC DIRECTION**

## **Our Mission**

The City of Tacoma provides high-quality, innovative and cost-effective municipal services that enhance the lives of its citizens and the quality of Tacoma's neighborhoods and business districts.

## **Our Vision**

Tacoma is a livable and progressive international city, regarded for the richness of its diverse population and its natural setting.

## **The Principles That Guide Us**

- **Integrity**  
We conduct our personal, work group, and organizational actions in an ethical and honest manner, and we serve as responsible stewards of the public resources entrusted to us.
- **Service**  
We treat everyone with courtesy and empathy. We provide customer-focused municipal services that produce high value and results.
- **Excellence**  
We achieve the highest performance possible. We use collaborative and inclusive approaches to organizational and community issues. We are accountable for individually and collectively meeting high standards.
- **Equity**  
We understand and reflect the community we serve. We ensure every community member has services and opportunities that will enable people to satisfy their essential needs and advance their wellbeing.

## **Core Values**

- Health and Safety
- Human and Social Needs
- Economic Vibrancy and Employment
- Education and Learning
- Arts and Cultural Vitality
- Natural and Built Environment
- Government Performance

## **Strategic Policy Priorities**

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Foster a vibrant and diverse economy with good jobs for all Tacoma residents.
- Encourage thriving residents with abundant opportunities for life-long learning.
- Cultivate a vibrant cultural sector that fosters a creative, cohesive community.
- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.



# CITY OF UNIVERSITY PLACE VISION

Adopted August 5, 1996

Revised July 6, 1998, February 8, 1999, May 1, 2000, March 18, 2002, October 4, 2004

**Twenty years after incorporation**, University Place is a safe, attractive city that provides a supportive environment for all citizens to work, play, (obtain) get an education and raise families. Children and youth are nurtured and encouraged to develop into competent, contributing citizens in a changing world. The physical and mental well-being and health of all individuals is valued. Violence is not tolerated. A cooperative community spirit and respect for each other--our commonalities and differences--foster a diverse cultural, spiritual and ethnic life and prepare us for future challenges.

## ***Land Use and Environment***

Residential areas and commercial corridors retain a green, partially wooded or landscaped character, although the city is almost fully developed. The public enjoys trail access to protected creek corridors, wetlands and greenbelts. As the gravel pit site on the Chambers Creek properties gradually is reclaimed for public use, people enjoy expansive views, access to Puget Sound, and parks and recreation opportunities.

Community character has been enhanced by fair and consistent enforcement of land use regulations. Buffering and landscaping separate incompatible uses, support the integrity of residential neighborhoods, and create more attractive business/industrial developments.

## ***Housing***

University Place has a mix of housing densities and maintains a friendly neighborhood and community atmosphere. The proportion of residents who own their homes has increased. A mix of housing styles and types is affordable to households at various income levels.

## ***Transportation, Capital Facilities, and Utilities***

Street lighting, sidewalks, curbs/gutters and bicycle lanes on all arterial streets have improved safety and created better connections between residential and business areas. Sanitary sewer services are available City-wide.

## ***Community and Economic Development***

The City Hall complex has contributed to the development of a thriving commercial and civic area. This pedestrian friendly town center and community focal point offers civic activities, convenient shopping, and a welcoming downtown park. Residents and visitors enjoy a walk along shaded trails, a place to sit and relax on a sunny day, an active play area for children and a gathering place for community events.

Partnerships between the City and business sector have resulted in a viable, economically stable business community. Compact commercial and light industrial developments have attracted new investment and brought additional goods, services, and jobs to the community. Public investment and new infill developments contribute to the vitality of the core business areas. University Place has established itself as a destination for regional shopping, arts, entertainment, and special community events and festivals.

## ***Parks and Recreation***

Expansion of parks and recreation services has been achieved through cooperative efforts of the City, School Districts and many citizen volunteers. Residents enjoy more neighborhood parks and public spaces, a community and civic center, public access to the shoreline, and a variety of recreation programs and activities for children, youth, adults, and senior citizens.

## ***Governance and Community Services***

Open communication between citizens, business, industry and government has strengthened community ties and created an environment of trust, listening, and responsive, fair governance. Information is readily available to citizens and issues are fully discussed. The result has been quality, cost-effective services.

While not always a direct provider of services, the City assists residents in gaining access to needed community services through partnerships and contracts with other agencies.

Coordination with human service agencies results in the delivery (and outcome) of human services that promote(s) empowerment and self-determination for individuals in need.

Local government, school districts and private schools work together in planning for quality education. The City has increased public safety by partnering with the Fire District and by implementing a community-policing program which maintains a partnership between community and the police, promotes respect for neighbors, and encourages individual responsibility.

## 2017-2018 UNIVERSITY PLACE COUNCIL GOALS

### **I. Goal: A SAFER, MORE LIVABLE COMMUNITY**

#### **A. Outcome: Effective community services with emphasis on police services, public safety, transportation infrastructure, and parks.**

##### **Actions:**

- 1. Maintain funding in the University Place Police Department budget to allow for current or better staffing levels for the biennium.*
- 2. Continue to identify and apply for transportation and other infrastructure grants where a local match is available or reasonably anticipated to be available.*
- 3. Identify funding to develop Park CIP projects, such as Paradise Pond Parking and Trails, and consider any necessary implementing legislation.*
- 4. Identify funding to construct additional gateway signs and Curran Apple Orchard restroom, and consider any necessary implementing legislation.*
- 5. Maintain funding for the City's beautification program at current or better levels for the biennium.*

#### **B. Outcome: More physical and visual connections to Puget Sound and Chambers Bay from public areas in the City.**

##### **Actions:**

- 1. Participate fully with Pierce County, and Lakewood in the Chambers Creek Properties Master Site Plan Update, seeking to include such connections, including facilities that allow public access to the waters of Chambers Bay, with priority on facilities for the launching and docking of watercraft.*
- 2. Identify funding to construct Leach Creek Trail from 40th to Kobayashi, and consider any necessary implementing legislation.*
- 3. Continue to work with Pierce County and Lakewood on the Chambers Creek Canyon Trail, and consider any necessary legislation.*
- 4. Consider amending the Shoreline Master Program and Comprehensive Plan to include the above Outcome.*

#### **C. Outcome: Effective communications between the City Council and other local, state and federal elected officials.**

##### **Actions:**

- 1. Study and consider legislation adopting updated City Council intergovernmental legislative priorities for the new biennium.*
- 2. Review, identify and consider any necessary legislation to implement a City Council intergovernmental legislative outreach program.*

3. *Consider additions to the Council Rules to establish a timely, and effective intergovernmental legislative agenda, and improved inter, and intra-governmental communications in support of the adopted legislative agenda.*
4. *Approve a City intergovernmental legislative agenda by the 2<sup>nd</sup> City Council meeting in September of each year.*

**II. Goal: INCREASED ECONOMIC VITALITY**

- A. Outcome: Position the City for redevelopment of commercial areas such as Narrows Plaza, and consider means and methods to promote the City to potential investors such as significant employers, lodging, leisure and other businesses.**

**Actions:**

1. *Consider legislation making additional revisions to development regulations to improve conditions for development and redevelopment, including review of permitting processes and timelines.*
2. *Consider legislation adopting and implementing a completed Regional Growth Center Subarea Plan.*
3. *Consider legislation updating the Economic Development Strategic Action Plan to 2019.*
4. *Consider budgeting for promotion of the City to potential investors such as significant employers, lodging, leisure and other businesses through new identified means and methods.*
5. *Study the usefulness of a video to promote the City.*
6. *Consider funding a study of the economic impact of changing the name of the city to Chambers Bay.*
7. *Consider funding for next steps in implementing the Regional Growth Center Subarea Plan.*

**III. Goal: STRONGER FINANCIAL CONDITIONS**

- A. Outcome: Complete an assessment of the sustainability of City revenues, including all fees and taxes, and consider revenue options to fund police services, public safety, streets, and events.**

**Action:**

1. *Review fees and taxes, and other revenue options to fund police services, public safety, streets, and events, and upon completion of study, determine to conclude the topic, or consider legislation achieving the outcome.*

- B. Outcome: Maintain a balanced budget and enhance our reserve goals to allow for future financial stability and flexibility.**

**Actions:**

1. *Consider legislation to increase strategic reserves to 7% of the adopted biennial general fund.*
2. *Study options to reduce City debt, and consider any necessary implementing legislation.*
3. *Review current City assets that are surplus to the City's needs and consider legislation disposing of those assets.*
4. *Study the feasibility of re-capitalizing the fleet and equipment funds.*
5. *Study potential annexations.*

**IV. Goal: GREATER CITIZEN TRUST AND CONFIDENCE**

- A. Outcome: Maintain and improve community engagement to build public trust in City government, to value U.P.'s history and heritage, to maintain community pride and the sense of U.P. as a safe and special place, and to encourage volunteers.**

**Actions:**

1. *Consider identifying the scoping of a new professionally conducted community survey and budgeting the cost of such a survey.*
2. *Consider identifying new or enhanced community engagement events and budgeting the cost of those events.*
3. *Consider funding the development and staffing of a University Place City Government Facebook page embracing all aspects of City government. (Current City Facebook pages are Rec, and event-specific).*
4. *Study the feasibility of establishing a U.P. City 4<sup>th</sup> of July celebration at Chambers Bay.*
5. *Review the purpose and operations of the City Council's Legislative Advisory Commissions.*
6. *Study potential City roles in recording, securing and affording public access to City historical resources and artifacts.*
7. *Consider funding the development and staffing of a part-time U.P. volunteer and event coordinator position.*

- B. Outcome: Maintain and improve the quality of information provided to the public about U.P. government operations, and our focus on integrity and transparency in government, helpful and timely customer service, and remaining within the proper role of government.**

**Actions:**

1. *Consider funding increased production of City informational videos for broadcast on UPTV, and to be available on the City's website and social media forums.*
2. *Consider funding the production of additional reporting content for the City pages within the U.P. Press.*
3. *Consider cost-effective online and/or other information technology based surveys to engage citizens and obtain their feedback.*



# Bothell Road Map

*“For a Day or a Lifetime”*

City of Bothell™

## VISION

“Bothell is a vibrant, ‘green,’ mid-sized city, still with a ‘small town’ feel. Bothell has balanced both managed growth/economic development and environmental protection/neighborhood liveability. Bothell is first a community of quality residential neighborhoods, with an active downtown, a vibrant college campus, multiple business centers, and light industrial park areas. Because of its strong, diverse, commercial/light industrial economy, Bothell services are high quality and comparatively affordable. Bothell’s streets are walkable, multi-modal, with local and regional transit availability. Bothell has a mix of active parks and recreation available city-wide, and several large open space areas preserved and protected. Our citizens are informed, involved, and connected by events and activities. Bothell is proud of its past and future.

## STRATEGIES

- ◆ Quality of Life/Liveability
- ◆ Involved and Informed Community Partnerships & Volunteers
- ◆ Community Events and Activities
- ◆ Safe and Secure
- ◆ Quality and Affordable City Services
- ◆ Financial Stability
- ◆ Diverse Economy and Local Jobs
- ◆ Technologically “Smart” Community
- ◆ Diverse Housing for All
- ◆ Involved/Engaged City Workforce

## VALUES

- ◆ Respect for All and Differing Viewpoints
- ◆ Welcoming, Open and Transparent Government
- ◆ Integrity and Honesty as Foundation of Trust
- ◆ Professional Pride in Serving the Public Interest
- ◆ Involved and Engaged City Workforce Teams

## COUNCIL

### 2017-2018 GOALS

- Safe Streets and Sidewalks
- Main Street Enhancements
- Heroin Addiction Action Plan
- City-Wide Technology Strategy
- Fire and E.M.S. Training & Equipment
- Community Events & Activities
- Start Canyon Park Master Planning
- Complete Downtown Redevelopment
- Affordable Housing Strategy
- Wayne Golf Course Plan and Purchase
- Parks & Recreation/Open Space Partnerships
- City-Wide Teambuilding, Training, & Organizational Development

# Dayton Mission & Vision Statements

## **Mission Statement**

The City of Dayton will provide inclusive, responsive, efficient, and ethical municipal government services to facilitate the health, safety, and livability of our community.

## **Vision Statement**

Dayton is an authentic, family-friendly small town with deep historic roots and cultural diversity surrounded by rich agriculture. Our City is a vibrant place to live, work, and play. There is a strong sense of community in Dayton where people value creativity, health, and learning.

# City of Dayton

## *FY 2014-15 Major Accomplishments*

- Replaced half of the main transmission line from the springs to the McDougall Wells
- Installed a cooling system at Palmer Creek Lodge
- Completed sidewalk improvements on Ferry Street from 5<sup>th</sup> Street to 6<sup>th</sup> Street, on Fletcher Road from Ash Street to Howard Jordan Loop, and from the front of Roman's Café to Palmer Creek Lodge
- Rebuilt Miller Fountain
- Completed interior pathway improvements to Courthouse Square Park
- Establish a Yard of the Month/Mayor's Beautification Program
- Worked with the School District to reopen the nature trail
- Completed various code updates including the sign code and medical marijuana dispensary code updates
- Completed improvements to the 9<sup>th</sup> Street Lift Station

## ***STRATEGIC PLAN GOALS 2015-16***

- Goal A Develop and maintain infrastructure to improve livability and support operations and growth***
- Make a decision on whether to remain a part of the Yamhill Regional Water Authority (YRWA)
    - Objectives if the City remains a part of the YRWA:
      - Develop a funding plan for paying the City's 7% portion of the regional system.
      - Research and decide whether joint ownership or a supply contract is in the best interest of the City.
    - Objective if the City withdraws from the YRWA:
      - Obtain funding for the water system's short-term capital improvement needs including: the Fisher Farms Wells, replacing the Main Transmission Line from the Springs to the Footbridge, and replacing the well pumps for wells 1 and 3 with VFD pumps
  - Develop a plan for sewer system build out for the MBR/RO system
- Goal B Create an aesthetically pleasing and inviting community***
- Goal C Capitalize on Dayton's facilities and resources to provide recreational and cultural opportunities***
- Add signage for the Alderman Park and off-leash area
  - Take steps to revitalize the water front
- Goal D Support the creation of a vibrant, diverse economic environment***
- Goal E Use Dayton's heritage and historic resources to forward our image as an authentic and charming town***
- Goal F Engage in efficient and effective activities to promote community safety and wellness***
- Partner with Recology Western Oregon to provide additional recycling options
  - Promote the next public safety levy option
- Goal G Enhance communications to actively engage the community***
- Update the City Website
  - Develop communication tools other than the website