

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, MAY 22, 2018
7:00 P.M.**

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
 - A. Community Center and Pool Update
 - B. [Planning Commission Appointments](#)
- 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: [April 24, 2018 Regular Meeting](#)
- 8. PUBLIC HEARING 7:15 P.M.**
 - A. [2019-2024 Transportation Improvement Plan](#)
- 9. UNFINISHED BUSINESS**
- 10. NEW BUSINESS**
 - A. [Amendments to F.M.C. Sections 22.07.004 and .005, Type II-A Public Notices](#)
 - B. [Amendments to F.M.C. Section 22.58, Accessory Building Setbacks](#)
 - C. [Fircrest Soccer Club Field Use Agreement](#)
 - D. [Senior Bus Purchase](#)
- 11. CITY MANAGER COMMENTS**
- 12. DEPARTMENT HEAD COMMENTS**
- 13. COUNCILMEMBER COMMENTS**
- 14. EXECUTIVE SESSION**
- 15. ADJOURNMENT**

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

PRESIDING OFFICER'S REPORT: Confirmation of Appointment of Planning
ITEM: 4B Commissioner Sarah Hamel

FROM: Hunter T. George, Mayor

RECOMMENDED MOTION: I move to confirm the Mayor's appointment of Sarah Hamel to the City of Fircrest Planning Commission effective May 23, 2018 through June 15, 2021.

PROPOSAL: To confirm the appointment of Sarah Hamel to the Planning Commission to fill the unexpired term of Planning Commissioner Arne Michaelsen.

FISCAL IMPACT: The proposed appointment will have no direct fiscal impact.

ADVANTAGE: Ms. Hamel is an 11-year resident of the City of Fircrest and is the current project manager for the Pacific Seas Aquarium at the Point Defiance Zoo. She resides in The Commons and is Treasurer for their homeowner association. Her experience as a civil engineer and community volunteer will be a great asset to the Planning Commission.


DISADVANTAGES: None known.


ALTERNATIVES: Select another candidate.


HISTORY: Beginning in March, the City advertised for two upcoming positions on the Planning Commission. One was for an expected resignation due to a commissioner moving out of the City and the second was for a term that will expire June 15, 2018. A group made up of Mayor George, City Manager Pingel, Councilmember Wittner and Planning and Building Administrator Stahlnecker met with five individuals who had submitted letters of interest. Following review and discussion, two individuals were selected for appointment.

ATTACHMENTS: [Letter of Interest](#)
[Resume](#)

Sarah Hamel, PE

 (253) 682-9374

 sarah.hamel@hotmail.com

 www.linkedin.com/in/sarahhamelpe/

May 10, 2018

Fircrest City Hall
C/O Mayor's Office
115 Ramsdell Street
Fircrest, WA 98466

RE: Planning Commission Opportunity

Dear Mayor George and Fircrest City Council Members,

I am interested in the opportunity to serve on the Planning Commission. My professional career as a civil engineer started in New Hampshire where I had the opportunity to work for the City of Manchester. My duties consisted of providing technical reviews of residential, commercial and industrial development projects submitted through the planning department as well as providing engineering design on department initiated projects.

In 2003 I moved to Washington and have lived in the City of Fircrest since 2007. My on-going career as a civil engineer has led to my current position as a project manager for Metro Parks Tacoma. My duties include implementing and completing approved capital budget projects and other District-funded projects for development of parks and recreation facilities as well as participating in the review of private development projects.

My volunteer experience includes being a co-leader of a Girl Scout troop where I co-planned weekly activities and meetings, several day trips and two overnight events per school year, and helped to manage fundraising activities. I served as President of the Northwest Ladies Golf Association, a non-profit organization with the goal to promote regular golf play for women of all skill levels where I led an elected board of six and oversaw ten committee chairs. Currently I serve as treasurer for my home owners association which serves 183 owners.


I hope you will find my professional experience along with my dedication to volunteering an asset when considering me for an appointment on the Planning Commission.


Very truly yours,



Sarah Hamel, P.E.
1516 Twin Berry Avenue, Fircrest, WA 98466

Sarah Hamel, PE

 (253) 682-9374 mobile

 sarah.hamel@hotmail.com

 www.linkedin.com/in/sarahhamelpe/

AREAS OF EXPERTISE

- Bid Assistance
- Construction Cost Estimates
- Contract Admin, Construction Management
- Field Inspections, Construction Observation
- Design Build/GCCM process
- NEPA, SEPA
- Permit Preparation, Coordination and Tracking
- Prepare/Track/Document RFI's, DC's, ASI's
- Project Closeout Activities
- Project Management, Work Plans
- Scope, Schedule, Budget
- Site evaluation/Assessment
- Sub-consultant Selection and Management
- Sustainable Design/LEED/LID

PROFESSIONAL TRAINING

- APWA NPWI: Public Works Essentials, Developing Leader & Public Works Leadership Skills
- Asphalt Pavement Training Conference
- Bioretention Technical Workshop
- Developing Leader Workshop
- GC/CM 2-day Workshop
- Green Building & LEED Fundamentals
- Low Impact Development Seminar
- OSHA 30-hour Construction Safety
- WSDOT Specification Writing

EDUCATION

- B.S.—Civil Engineering, University of New Hampshire
- Associate- Architectural Engineering Technology, NH Technical Institute

LICENSES

- Professional Engineer, Civil Engineering, Washington

QUALIFICATIONS

Extensive experience in the planning, design, management and construction of a wide variety of public work project types. Adept at supervising consultants, teams and staff.

KEY VOLUNTEER EXPERIENCE

HOA Board of Directors 2014 - current
Currently serving as Treasurer for 183 lot residential community in Fircrest.

Northwest Ladies Golf Association 2011 - 2014
Registered non-profit organization to promote golf for women in the Puget Sound area with an annual membership of 150. Various Board positions, including President.

Wednesday Women's League 2008 - 2013
Recreational golf club established to provide women an opportunity to play 9-holes of golf after work on a weekly basis. Served as Activity Committee Chair.

Girl Scout Troop Co-Leader Fall 2003 – Summer 2006
Local troop co-leader of 12-16 elementary school age girls.

KEY PROFESSIONAL EXPERIENCE

Project Manager – Metro Parks Tacoma 12/14 – Present
✦ Plan and design capital projects including implementing and completing approved capital budget projects and other District-funded projects. Currently managing \$51 million Pacific Seas Aquarium project.
✦ Prepare project scopes; review designs prepared by consultants; coordinate consultant selection process; negotiate consultant contracts; evaluate the performance of consultants.

Project Manager – Association Reserves 3/14 – 12/14
✦ Conduct evaluations of common capital assets for homeowners associations.
✦ Prepare financial analysis; create 30-year funding plans; prepare reserve studies.

Senior Civil Engineer - Tetra Tech 12/10 – 1/14
✦ Responsible for civil design elements for Federal design-build projects.
✦ Participate in public meetings, design review conferences, value engineering studies and partnering sessions.

Senior Project Engineer - Skillings Connolly 10/08 – 11/10
✦ Responsible for providing leadership and direction on multidiscipline civil construction projects including private development and public work contracts.
✦ Conduct engineering plan reviews for private development projects for local cities.

Senior Project Manager - Apex Engineering 4/05 – 9/08
✦ Responsible for planning, organizing and directing engineering efforts.
✦ Performed construction inspection/administration duties for roadway/utility reconstruction projects.

Engineer IV - Parametrix 7/03 – 2/05
✦ Lead design team in the development of contract documents (PS&E).
✦ Coordinate contract documents for bid, including advertising for bids; coordinate bid opening activities; analyze and publish bid results.
✦ Prepare scope of work, develop budgets, contract plans, studies, specifications, special provisions and construction cost estimates.

PRESIDING OFFICER'S REPORT: Confirmation of Appointment of Planning
ITEM: 4B Commissioner Karissa Carpenter

FROM: Hunter T. George, Mayor

RECOMMENDED MOTION: I move to confirm the Mayor's appointment of Karissa Carpenter to the City of Fircrest Planning Commission effective June 16, 2018 through June 15, 2024.

PROPOSAL: To confirm the appointment of Karissa Carpenter to the Planning Commission to fill the expired term of Planning Commissioner Ken Halgren.

FISCAL IMPACT: The proposed appointment will have no direct fiscal impact.

ADVANTAGE: Ms. Carpenter is a Pacific Lutheran University graduate and works for Concrete Technology Corporation. When buying her first home three years ago, she specifically chose to be a part of the Fircrest community and has great enthusiasm to help maintain its "unique and friendly atmosphere."

DISADVANTAGES: None known.

ALTERNATIVES: Select another candidate.

HISTORY: Beginning in March, the City advertised for two upcoming positions on the Planning Commission. One was for an expected resignation due to a commissioner moving out of the City and the second was for a term that will expire June 15, 2018. A group made up of Mayor George, City Manager Pingel, Councilmember Wittner and Planning and Building Administrator Stahlnecker met with five individuals who had submitted letters of interest. Following review and discussion, two individuals were selected for appointment.

ATTACHMENTS: [Letter of Interest](#)
[Resume](#)

April 16, 2018

Fircrest City Hall
c/o Mayor's Office
115 Ramsdell Street
Fircrest, WA 98466

To Whom It May Concern:

I am interested in becoming a member of the Fircrest Planning Commission and request that you consider me for one of the current open seats. What piqued my interest in seeking appointment to the Planning Commission is my desire to serve the city and its residents. I have been a resident of Fircrest since I purchased my first home here in 2015. My sisters, their families, and my parents also live in Fircrest, and it has become our hub and home. I have enjoyed seeing the city continue to be one of Pierce County's most desirable areas to live and would appreciate the opportunity to help shape the unique and friendly atmosphere that Fircrest fosters.

In this role, I would volunteer my time, skills, and talents to assist in planning the future of our city. After graduating from Pacific Lutheran University with a degree in Business Management, I have grown my career with Concrete Technology Corporation located in the Port of Tacoma. As a Human Resources professional, I negotiate and mitigate business and personnel issues on a daily basis. I also make hard, yet necessary, decisions for the benefit of the organization. I look forward to using these skills to help the development of the city of Fircrest.

With my educational background and understanding of the business community in and around Fircrest and Tacoma, I look forward to gaining a better understanding the challenges of managing Fircrest, as well as continuously improving its infrastructure.

I respectfully request your support in being appointed to the Fircrest Planning Commission.

I would be happy to provide my resume or answer any questions you may have. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Karissa Carpenter".

Karissa Carpenter
223 Del Monte Avenue
Fircrest, WA 98466
253-370-9389

KARISSA R. CARPENTER

karissarcarpenter@gmail.com | 253.370.9389 | Fircrest, WA

CORE COMPETENCIES

Employee Relations	Benefits Administration
Recruitment and Interviewing	Onboarding and Training
Claims Management	Union Relations / CBA Interpretation
Federal Compliance Reporting	Data Maintenance

EXPERIENCE

Human Resources | June 2011 – Present Concrete Technology Corporation – Tacoma, WA

I manage a variety of Human Resources responsibilities that are essential to the daily operations of Concrete Technology Corporation, as well as its long-term success in the pre-stressed/precast concrete manufacturing industry. I have developed a deep knowledge of the following functions:

Employee Benefits and Compensation: Oversee compensation planning and implementation to ensure that the company remains competitive to attract and retain talent. Enter employee benefits information into the HRIS system (BambooHR) to generate annual employee benefit compensation reports, and assist with preparation of employee benefit renewal process and distribution of materials upon completion of open enrollment.

Safety and Claims: Manage L&I claims by recordkeeping, corresponding with L&I and healthcare providers, and assisting injured employees. Active member of Safety Committee that reviews, analyzes, and verifies companywide WISHA and OSHA compliance. Assist in incident investigations.

Recruiting and Talent Planning: Seek applicants through various resources (advertisements, contacting local employment agencies, job fairs, etc.) and maintain record of all recruiting activity. This requires coordinating activities for job fairs, and/or open houses for recruiting contacts and local employment resources. Interview candidates for various administrative and labor positions. Conduct new hire orientation classes and training for 10-15 employees.

Recordkeeping and Data Reporting: Recordkeep all personnel files and applicant information. Provide reports for labor forecast rates for Finance and Union, as well as data, documentation, calculations, graphs, and charts for Collective Bargaining negotiations between the Union and Management. Manage Leave Administration for Family Medical Leave Act (FMLA), general absence processes, and provide support and guidance in the development and effective administration of the company's programs, policies, and procedures. Manage compliance programs and reporting, including AAP and EEO/VETS reports.

In addition to the functions listed above, I also plan and coordinate company training events that require working with both internal and external partners and vendors. I have experienced several proud moments in this role—namely, monitoring light duty claims for submission to the L&I Stay At Work Program, and returning \$60,000+ to the company from L&I since assuming management of the program in October 2013.

Business Office Assistant | September 2007 – August 2011 Pacific Lutheran University – Tacoma, WA

As Business Office Assistant, I assisted PLU Accountants with large accounts management and input journal entries into Banner software program for banking. I managed accounting files and supported Accounts Payable with invoice organization, in addition to performing financial audits for various accounts and corporate credit cards. Other responsibilities included identifying any fraud or misuse of University funds and creating equipment purchase orders for various University departments.

EDUCATION & PROFESSIONAL CREDENTIALS

Pacific Lutheran University

Bachelor of Business Administration, Management & Human Resources Concentration

Society of Human Resources Management Certified Professional (SHRM-CP)

PROFESSIONAL ASSOCIATIONS + VOLUNTEER WORK

Society of Human Resources Management

September 2010 - Present

Current and active member of South Puget Sound SHRM chapter

United Way of Pierce County

November 2010 – Present

Campaign for Concrete Technology Corporation 2010-2017

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16504	05/22/2018	05/22/2018	4298	AWC Employee Benefit	631.64 June 2018
521 22 20 01	LEOFF I Medical Premium	001 000 521	General Fund	631.64	June 2018 Retired Medical
16578	05/22/2018	05/22/2018	3647	Agrishop Inc	92.40 2-Sroke Oil (6), Weedeater Autocut Heads (2)
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	92.40	2-Sroke Synthetic Oil (6), Weedeater Autocut Heads (2) - Parks
16565	05/22/2018	05/22/2018	8039	All Traffic Solutions	3,670.66 Radar Speed Display
521 22 49 05	Reimbursable Programs	001 000 521	General Fund	3,670.66	Radar Speed Display: Includes Shield 15B Speed Display, Traffic Data Collection, Solar Battery Kit, 60-Watt Solar Panel, Bluetooth Wireless Control, Mobile User Interface License, Shipping - Police
16614	05/22/2018	05/22/2018	7066	Apex Engineering	3,000.00 P#49 Ramsdell Water Project: Task Order No. 2018-001
594 34 63 02	Project Engineering Water	426 000 594	Water Improve	3,000.00	P#49 Construction Services (04/01/18 - 04/30/18)
16531	05/08/2018	05/22/2018	7843	Aravena, Christina	31.06 03-01920.3 - 402 BERKELEY AVE
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-8.60	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-9.07	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-13.39	
16557	05/10/2018	05/22/2018	7447	Ball, Carlton	203.09 03-01190.4 - 409 DEL MONTE AVE
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-45.30	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-48.00	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-109.79	
16579	05/22/2018	05/22/2018	5258	Big 5 Sporting Goods	154.07 Baseball Equipment
571 20 49 09	Youth Baseball	001 000 571	General Fund	154.07	Baseball Equipment: Easton T-Ball Bat, Easton Junior Chest Protector, Franklin Heavy Duty Rubber Ball, Louisville Slugger Fast Pitch Bat
16566	05/22/2018	05/22/2018	5428	Boers, Jeff	595.00 Apr 2018 Land Use Consulting (7.00 Hrs)
558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	595.00	Apr 2018 Land Use Consulting (7.00 Hrs)
16532	05/08/2018	05/22/2018	7836	Brown, Matthew	29.66 02-01865.0 - 118 ALAMEDA AVE
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-6.85	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-7.26	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-15.55	
16580	05/22/2018	05/22/2018	4282	Bunce Rental Inc	164.07 Trailer Concrete Agitating U-Cart Rental

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542 30 31 02	Oper Supplies - Street Reg		101 000 542 City Street Fun	164.07	Trailer Concrete Agtating U-Cart Rental & Concrete 3/4 Yard - 600 Block Spring Street Sidewalk Repairs
16533	05/08/2018	05/22/2018	2488	351.99	05-01970.0 - 1008 CORONA DR
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-79.24	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-83.87	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-188.88	
16524	05/22/2018	05/22/2018	4324	53,478.00	June 2018 Fire / EMS
522 20 50 00	Tacoma Contract - Fire		001 000 522 General Fund	26,303.58	June 2018 Fire
522 20 51 00	Tacoma Contract - EMS		001 000 522 General Fund	27,174.42	June 2018 EMS
16560	05/22/2018	05/22/2018	7151	1,900.00	Global Positioning Subscriber (06/15/18 - 06/14/19)
531 50 48 00	Rep & Maint - Storm		415 000 531 Storm Drain	475.00	GPS Subscriber - Storm
534 50 48 01	Rep & Maint - Water Main		425 000 534 Water Fund (de	475.00	GPS Subscriber - Water
535 50 48 00	Rep & Maint - Sewer Main		430 000 535 Sewer Fund (de	475.00	GPS Subscriber - Sewer
542 30 48 01	Rep & Maint - Street Maint		101 000 542 City Street Fun	475.00	GPS Subscriber - Street
16611	05/22/2018	05/22/2018	4322	11,331.80	Power / Various Locations
518 30 47 00	Public Utility Services - Ci		001 000 518 General Fund	535.68	
531 50 47 02	Public Utility Services/Bldg		415 000 531 Storm Drain	101.27	
534 10 47 00	Utility Services/Building -		425 000 534 Water Fund (de	101.27	
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (de	5,210.62	
535 10 47 00	Utility Services/Building -		430 000 535 Sewer Fund (de	101.26	
535 80 47 01	Utility Services/Pumping		430 000 535 Sewer Fund (de	1,733.15	
542 30 47 02	Electricity & Gas/Bldg - St		101 000 542 City Street Fun	101.27	
542 30 47 03	Electricity/Traffic Lights		101 000 542 City Street Fun	56.90	
542 63 47 00	Electricity/Street Lights		101 000 542 City Street Fun	2,189.75	
548 65 47 00	Utilities ShopGarage		501 000 548 Equipment Ren	24.17	
576 80 47 00	Public Utility Services - Pa		001 000 576 General Fund	1,176.46	
16507	05/22/2018	05/22/2018	8029	59.00	1 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Ivy Colberg
16574	05/22/2018	05/22/2018	3565	7,098.00	Apr 2018
515 30 41 01	City Attorney		001 000 515 General Fund	1,250.60	Apr 2018 - Administration
515 30 41 03	City Prosecutor		001 000 515 General Fund	5,847.40	Apr 2018 - Court, Police
16508	05/22/2018	05/22/2018	3572	216.68	Flourescent Lamp Bulbs (Quantity: 60)
518 30 31 02	Oper Sup/PSB Bldg		001 000 518 General Fund	108.34	Lamp Bulbs (Quantity: 30) - Public Safety Building
518 30 31 03	Oper Sup/PWF		001 000 518 General Fund	108.34	Lamp Bulbs (Quantity: 30) - Public Works

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16581	05/22/2018	05/22/2018	3572	Consolidated Electrical Distributors	60.56 PVC Conduit, PVC Elbows, PVC Glue
542 63 31 00	Oper Supplies - Street Ligh	101 000 542	City Street Fun	60.56	PVC Conduit, PVC Elbows, PVC Glue - Streetlight Wire Repairs (1420 Weathervane Drive)
16503	05/22/2018	05/22/2018	3573	Copiers Northwest Inc	145.07 Laserjet Printer Rentals (04/28/18 - 05/28/18) & Copier Usage (03/28/18 - 04/28/18) Police
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	17.18	Police Upstairs Office (03/28/18 - 04/28/18) Black
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	50.50	Chief's Office Area (03/28/18 - 04/28/18) Color
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	3.38	Chief's Office Area (03/28/18 - 04/28/18) Black
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	74.01	Laserjet Printer Rentals (04/28/18 - 05/28/18) - Police
16619	05/22/2018	05/22/2018	3573	Copiers Northwest Inc	60.66 04/04/18 - 05/03/18 Police
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	60.66	04/04/18 - 05/03/18 Police
16509	05/22/2018	05/22/2018	3589	Databar Inc	370.51 Town Topics Separate Mailing (Apr 2018)
518 10 49 01	Town Topics	001 000 518	General Fund	197.82	Town Topics Separate Mailing (Non-Utility) - Mailing Service
518 10 49 01	Town Topics	001 000 518	General Fund	172.69	Town Topics Separate Mailing (Non-Utility) - Postage
16620	05/22/2018	05/22/2018	3590	Datec Incorporated	276.73 SECTOR Vehicle Printer
521 22 35 00	Small Tools & Equip - Poli	001 000 521	General Fund	276.73	#2219EX (Motorcycle) SECTOR Vehicle Printer - Police (PJ 722 USB Printer "Engine" 200 DPI) SAA No. 1647
16571	05/22/2018	05/22/2018	333	Deal Jr, Robert	19.10 Postage - USPS Certified Mail "DUI Blood Vials"
521 22 49 00	Miscellaneous - Police	001 000 521	General Fund	19.10	Postage - USPS Certified Mail "DUI Blood Vials" /Officer Deal (Shipped To: Tri-Tech Forensics Lab / North Carolina)
16528	05/22/2018	05/22/2018	3593	Dept Of Commerce	176,554.44 Public Works Trust Fund (Contract PC12-951-039)
591 35 78 02	Principal Loan Payment	430 000 591	Sewer Fund (de	170,583.99	PWTF - Loan Payment Principal (Backyard Sewer)
592 35 83 01	Interest Loan Payment	430 000 591	Sewer Fund (de	5,970.45	PWTF - Loan Payment Interest (Backyard Sewer)
16561	05/22/2018	05/22/2018	3594	Dept Of Ecology	4,369.00 Regional Stormwater Monitoring Permit Fee

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	531 50 49 01	Operation Permit	415 000 531 Storm Drain	4,369.00	Regional Stormwater Monitoring Permit Fee (2018 Invoice) Breakdown: Status & Trends \$1,549.00 & Effectiveness Studies \$2,581.00 & Source Identification \$239.00
16622	05/22/2018	05/22/2018	4310	12,626.34	Apr 2018 Excise Tax
	511 60 49 00	Miscellaneous - Legisl	001 000 511 General Fund	4.85	
	531 50 53 00	Excise Tax - Storm	415 000 531 Storm Drain	1,221.39	
	534 10 53 00	Excise Tax - Water	425 000 534 Water Fund (de	6,792.65	
	535 10 53 00	Excise Tax - Sewer	430 000 535 Sewer Fund (de	4,544.09	
	571 20 53 00	Excise Tax - Participation I	001 000 571 General Fund	5.71	
	571 20 53 00	Excise Tax - Participation I	001 000 571 General Fund	48.74	
	573 90 49 01	Community Events	001 000 573 General Fund	8.91	
16510	05/22/2018	05/22/2018	7934	176.12	Baseball Equipment - Youth Baseball
	571 20 49 09	Youth Baseball	001 000 571 General Fund	176.12	Easton Topaz Fast Pitch Bat (1), Amythest Fast Pitch Bat (1), Baseballs (Dozen) - Youth Baseball
16582	05/22/2018	05/22/2018	3612	218.70	Drain Cleaning & Labor - 510 Vassar
	535 50 48 00	Rep & Maint - Sewer Main	430 000 535 Sewer Fund (de	218.70	Cleaned Mainline Roots From 6" PVC Cleanout In Front Eastside With Cable To 4" To 6" Blade To 50', Hit Rough Areas, Flushed With Water While Cleaning - 510 Vassar
16583	05/22/2018	05/22/2018	8047	100.00	Refund Rental Deposit / Darcy Elliott
	586 00 00 00	Deposit Refunds	001 000 580 General Fund	100.00	Refund Rental Deposit / Darcy Elliott - Senior Room (Event Date: 11/15/18) Medicare Benefits Presentation
16584	05/22/2018	05/22/2018	6995	358.40	Silver Sneakers Yoga Instruct & Chair Yoga
	571 20 49 06	Instructor Fees	001 000 571 General Fund	358.40	Silver Sneakers Yoga Instruct & Chair Yoga (04/01/18 - 04/30/18)
16511	05/22/2018	05/22/2018	4858	890.49	Turfacer - Baseball Field Mix
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	890.49	Turfacer - Baseball Field Mix
16512	05/22/2018	05/22/2018	3636	177.17	Reed Switch Sensor Pulse Meter
	534 80 35 00	Small Tools & Equip - Wat	425 000 534 Water Fund (de	177.17	Reed Switch Sensor Pulse Meter - Flouride Monitoring Well #9 (SAA No. 1646)
16585	05/22/2018	05/22/2018	8046	137.44	Russian Interpreter (2 Hrs)
			Goncharova, Natalya		

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512 50 41 03	Prof Svcs - Interpreter		001 000 512 General Fund	137.44	Russian Interpreter (2 Hrs) Plus Mileage (Case No. 8Z0390219, Case No. 8Z0390220, Case No. 8Z0390234) 05/09/18
16513	05/22/2018	05/22/2018	3668	Gray Lumber Company Inc	304.43 P#45 Fence Materials
594 35 63 01	Other Improvements Sewer		432 000 594 Sewer Improve	304.43	P#45 Fence Boards, Framing Lumber - Alameda Liftstation Screening
16559	05/22/2018	05/22/2018	6774	Greenleaf Landscaping 1 Inc	4,049.58 May 2018 Landscaping
518 30 41 01	Contract Maintenance		001 000 518 General Fund	2,996.69	May 2018 Landscaping - General Fund
542 80 49 03	Beautification Services (co		101 000 542 City Street Fun	1,052.89	May 2018 Landscaping - Street Fund (Islands)
16586	05/22/2018	05/22/2018	107	Grolbert, Elizabeth	59.00 1 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Elizabeth Grolbert
16606	05/22/2018	05/22/2018	311	Grover, Jeff	32.70 Muffins, Clementine Oranges, Gum, Donuts
576 80 31 02	Oper Supplies - Parks		001 000 576 General Fund	32.70	Muffins, Clementine Oranges, Gum, Donuts / Jeff Grover - Parks Appreciation Day
16612	05/22/2018	05/22/2018	311	Grover, Jeff	37.67 M & M's, Sour Patch, Swedish Fish, Skittles, Nestle Candy
573 90 49 01	Community Events		001 000 573 General Fund	37.67	M & M's, Sour Patch, Swedish Fish, Skittles, Nestle Candy / Mother Son Dance - Jeff Grover
16538	05/22/2018	05/22/2018	4131	Humane Society - Tacoma	415.98 05/2018 Contract Billing
554 30 41 00	Animal Control		001 000 554 General Fund	415.98	05/2018 Contract Billing "Boarding Fee"
16514	05/22/2018	05/22/2018	7524	Hunt, David	29.50 1/2 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	29.50	1/2 Yr Library 2018 / David Hunt
16529	05/22/2018	05/22/2018	334	Joyce, Peter B	10.00 Defensive Tactics Training / Lunch Meal
521 22 43 00	Travel - Police		001 000 521 General Fund	10.00	Defensive Tactics Training / Lunch Meal - Pete Joyce (04/17/18) Spanaway, WA
16564	05/22/2018	05/22/2018	3751	KPG, PS	4,152.39 P#47 Traffic Signal Safety (Through 04/25/18)
595 10 63 08	Traffic Signal Grant P.E.		101 000 542 City Street Fun	4,152.39	P#47 Traffic Signal Safety Improvement (Professional Services 03/26/18 - 04/25/18)
16549	05/09/2018	05/22/2018	6551	Leggett, Todd	9.89 02-00750.1 - 358 DEL MONTE AVE
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-2.21	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-2.33	

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	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-5.35	
16587	05/22/2018	05/22/2018	3776	25.50	Apr 2018 Shredding - Public Works
	531 50 49 00	Miscellaneous - Storm	415 000 531 Storm Drain	8.50	Apr 2018 Shredding - Storm
	534 10 49 00	Miscellaneous - Water	425 000 534 Water Fund (de	8.50	Apr 2018 Shredding - Water
	535 10 49 00	Miscellaneous - Sewer	430 000 535 Sewer Fund (de	8.50	Apr 2018 Shredding - Sewer
16515	05/22/2018	05/22/2018	3791	218.68	P#45 Fence Materials
	594 35 63 01	Other Improvements Sewer	432 000 594 Sewer Improve	218.68	P#45 Treated Lumber Fence Materials - Alameda Liftstation Screening
16516	05/22/2018	05/22/2018	3791	92.84	Fir Lumber Posts (Quantity: 8)
	576 20 31 03	Oper Supplies - Pool	001 000 576 General Fund	92.84	Fir Lumber Posts (Quantity: 8) - Swimming Pool Bench
16575	05/22/2018	05/22/2018	8045	205.00	Refund Rental Deposit (\$100.00) & Refund Space & Facility Rental (\$105.00) / Melinda Lowe
	362 40 00 00	Space & Facility Rental	001 000 360 General Fund	-105.00	Refund Space & Facility Rental / Melinda Lowe - Fircrest Pavilion (Event Date: 06/10/18) Picnic Cancelled
	586 00 00 00	Deposit Refunds	001 000 580 General Fund	100.00	Refund Rental Deposit / Melinda Lowe - Fircrest Pavilion (Event Date: 06/10/18) Picnic Cancelled
16618	05/16/2018	05/22/2018	2884	86.35	06-02140.2 - 1517 ESTATE PLACE
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-26.27	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-60.08	
16588	05/22/2018	05/22/2018	6639	170.66	Top Soil (5 Yards) - Yard Repairs
	542 63 31 00	Oper Supplies - Street Ligh	101 000 542 City Street Fun	170.66	Top Soil (5 Yards) - Yard Repairs @ 1420 Weathervane "Streetlight Issue"
16517	05/22/2018	05/22/2018	6877	59.00	1 Yr Library 2018
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2018 / Susan McColm
16589	05/22/2018	05/22/2018	2744	59.00	1 Yr Library 2018 / Linda McKeller
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2018 / Linda McKeller
16550	05/09/2018	05/22/2018	3341	1,260.94	11-00520.0 - 1311 CONTRA COSTA AVE 1311-25
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-167.25	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-1,093.69	

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16518	05/22/2018	05/22/2018	1952	Morasch, Lynn	59.00 1 Yr Library 2018
	572 21 49 00	Library Services	001 000 572	General Fund	59.00 1 Yr Library 2018 / Lynn Morasch
16521	05/22/2018	05/22/2018	6589	Murray, Smith & Associates Inc	1,980.00 P#45 Alameda Liftstation Upgrade Project: Task Order No. 2017-001
	594 35 63 03	Project Engineering Sewer	432 000 594	Sewer Improve:	1,980.00 P#45 Alameda Liftstation Upgrade Project (Engineering Services Through 02/28/18)
16522	05/22/2018	05/22/2018	6589	Murray, Smith & Associates Inc	2,911.14 P#45 Alameda Liftstation Upgrade Project: Task Order No. 2017-001
	594 35 63 03	Project Engineering Sewer	432 000 594	Sewer Improve:	2,911.14 P#45 Alameda Liftstation Upgrade Project (Engineering Services Through 04/25/18)
16523	05/22/2018	05/22/2018	6589	Murray, Smith & Associates Inc	5,683.00 P#50 Drake Street Liftstation Construction Phase: Task Order No. 2018-002
	594 35 63 03	Project Engineering Sewer	432 000 594	Sewer Improve:	5,683.00 P#50 Drake Street Liftstation Construction Phase (Engineering Services Through 03/31/18)
16554	05/22/2018	05/22/2018	7635	Nappi, Jessica	220.82 Labor Relations Institute Training / Mileage & Meals - Jessica Nappi
	518 11 43 00	Travel - Personnel	001 000 518	General Fund	220.82 Labor Relations Institute Training / Mileage & Meals - Jessica Nappi (05/02/18 - 05/04/18) Yakima, WA
16563	05/22/2018	05/22/2018	7635	Nappi, Jessica	25.00 Gym Fees Reimbursement (May 2018)
	513 10 20 00	Personnel Benefits	001 000 513	General Fund	16.75 Gym Fees Reimburse (May 2018) - Jessica Nappi (Administration)
	518 11 20 00	Personnel Benefits - Person	001 000 518	General Fund	8.25 Gym Fees Reimburse (May 2018) - Jessica Nappi (Personnel)
16519	05/22/2018	05/22/2018	3910	Office Depot	75.94 Organizer, Markers, Labels, Filing System - Community Event Specialist Supplies
	571 10 31 00	Office Supplies - Rec	001 000 571	General Fund	75.94 Organizer, Markers, Labels, Filing System - Community Event Specialist Supplies (Kristen Kubitza)
16530	05/22/2018	05/22/2018	3957	PC Budget & Finance	456.66 1st Qtr 2018 Liquor Tax
	566 66 49 00	Substance Abuse Fee	001 000 566	General Fund	456.66 1st Qtr 2018 Liquor Tax
16539	05/22/2018	05/22/2018	3957	PC Budget & Finance	904.03 April 2018 Printing Charges
	512 50 31 00	Office & Oper Sup-Court	001 000 512	General Fund	546.98 Judgement & Sentence Forms, Orders Of Release Forms, Impound Release Forms - Court

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521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	357.05	Authorization To Tow Forms, Property Reports - Police
16590	05/22/2018	05/22/2018	3957	PC Budget & Finance	136.00 Apr 2018 Recording Fees (Utility Liens)
531 50 49 00	Miscellaneous - Storm	415 000 531	Storm Drain	22.68	Apr 2018 Recording Fees (Utility Liens) - Storm
534 10 49 00	Miscellaneous - Water	425 000 534	Water Fund (de	22.66	Apr 2018 Recording Fees (Utility Liens) - Water
535 10 49 00	Miscellaneous - Sewer	430 000 535	Sewer Fund (de	90.66	Apr 2018 Recording Fees (Utility Liens) - Sewer
16591	05/22/2018	05/22/2018	3961	PCRCD, LLC dba LRI-HV	291.29 Street Sweepings
531 50 47 01	Dumping Fees - Storm	415 000 531	Storm Drain	291.29	Street Sweepings (04/18/18) Net Weight 10.61 "Waste Disposal"
16520	05/22/2018	05/22/2018	2122	Parent, Christine	59.00 1 Yr Library 2018 / Chris Parent
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2018 / Chris Parent
16540	05/22/2018	05/22/2018	3945	Patriot Fire Protect Inc	648.41 Fire Sprinkler Inspections "Includes Backflow Inspections"
518 30 48 01	Rep & Maint - Rec Bldg	001 000 518	General Fund	351.68	Fire Sprinkler Inspection - Community Center (04/25/18) "Includes Backflow Inspection"
518 30 48 03	Rep & Maint - PW	001 000 518	General Fund	296.73	Fire Sprinkler Inspection - Public Works (04/25/18) "Includes Backflow Inspection"
16592	05/22/2018	05/22/2018	3955	Petrocard Systems Inc	420.72 Gas / Fuel
548 65 31 12	Street Gas	501 000 548	Equipment Ren	15.60	Diesel Fuel - Street
548 65 31 13	Storm Gas	501 000 548	Equipment Ren	311.54	Diesel Fuel - Storm
548 65 31 14	Wtr/Swr Gas	501 000 548	Equipment Ren	93.58	Diesel Fuel - Wtr / Swr
16593	05/22/2018	05/22/2018	7738	Pierson Fire Protection	164.85 Stove Exhaust Hood Cleaning - Community Center
518 30 48 01	Rep & Maint - Rec Bldg	001 000 518	General Fund	164.85	Stove Exhaust Hood Cleaning - Community Center Senior Room (Service Date: 05/09/18)
16553	05/22/2018	05/22/2018	7839	Pingel, Scott	60.00 Labor Relations Institute Training / Meals - Scott Pingel
518 11 43 00	Travel - Personnel	001 000 518	General Fund	60.00	Labor Relations Institute Training / Meals - Scott Pingel (05/02/18 - 05/04/18) Yakima, WA
16604	05/22/2018	05/22/2018	7839	Pingel, Scott	10.00 Gym Fees Reimburse (Apr 2018)
513 10 20 00	Personnel Benefits	001 000 513	General Fund	10.00	Gym Fees Reimburse (Apr 2018) - Scott Pingel
16594	05/22/2018	05/22/2018	4828	Protect Youth Sports	99.50 Background Checks - Youth Sports & Swimming Pool Staff

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518 11 41 00	Prof Svcs - Personnel		001 000 518 General Fund	69.65	Background Checks - Youth Sports & Swimming Pool Staff (Through 04/01/18)
518 11 41 00	Prof Svcs - Personnel		001 000 518 General Fund	29.85	Background Checks - Youth Sports & Swimming Pool Staff (Through 03/01/18)
16500	05/22/2018	05/22/2018	3986 Puget Sound Energy, BOT-01H	129.09	Apr 2018 City Hall
518 30 47 00	Public Utility Services - Ci		001 000 518 General Fund	129.09	PSE Gas - City Hall
16501	05/22/2018	05/22/2018	3986 Puget Sound Energy, BOT-01H	499.90	Apr 2018 Parks
576 80 47 00	Public Utility Services - Pa		001 000 576 General Fund	499.90	PSE Gas - Parks
16502	05/22/2018	05/22/2018	3986 Puget Sound Energy, BOT-01H	46.55	Apr 2018 Public Works
531 50 47 02	Public Utility Services/Bldg		415 000 531 Storm Drain	11.64	PSE Gas - Storm
534 10 47 00	Utility Services/Building -		425 000 534 Water Fund (de	11.64	PSE Gas - Water
535 10 47 00	Utility Services/Building -		430 000 535 Sewer Fund (de	11.64	PSE Gas - Sewer
542 30 47 02	Electricity & Gas/Bldg - St		101 000 542 City Street Fun	11.63	PSE Gas - Street
16547	05/09/2018	05/22/2018	6561 Ramos, Theresa	125.56	07-00116.6 - 1525 COTTONWOOD AVE
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-28.00	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-29.68	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-67.88	
16541	05/22/2018	05/22/2018	4018 Rosen Supply Company Inc	33.03	Frost Proof Hose Bib - Wading Pool
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	33.03	Frost Proof Hose Bib - Wading Pool
16615	05/22/2018	05/22/2018	4018 Rosen Supply Company Inc	43.82	24" Water Flex Nut (2)
518 30 31 02	Oper Sup/PSB Bldg		001 000 518 General Fund	43.82	24" Water Flex Nut (2) - Public Safety Building "Leaking Water Line"
16616	05/22/2018	05/22/2018	4018 Rosen Supply Company Inc	136.29	Moen Hot & Cold Water Chrome Faucet Handles
518 30 31 03	Oper Sup/PWF		001 000 518 General Fund	136.29	Moen Hot & Cold Water Chrome Faucet Handles - Public Works
16552	05/09/2018	05/22/2018	7631 Roth, Karl	260.00	02-02890.2 - 306 STANFORD ST
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-57.99	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-61.45	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-140.56	
16595	05/22/2018	05/22/2018	4035 Sarco Supply	55.62	Vehicle Brush, Car Wash Soap/Wax, Metal Handle

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	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	55.62	Vehicle Brush, Car Wash Soap/Wax, Metal Handle - Parks
16542	05/22/2018	05/22/2018	2650	Schmidtke, Ken	59.00 1 Yr Library 2018
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2018 / Judy Schmidtke
16543	05/22/2018	05/22/2018	7626	Schultz, Sherry	59.00 1 Yr Library 2018
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2018 / Sherry Schultz
16621	05/22/2018	05/22/2018	6088	Sentinel Pest Control Inc	192.33 Extended Rodent Coverage - Public Works (05/14/18) Serviced Existing Bait Stations, Checked Attic Snap Traps, No Acitivity To Report, Treated Exterior & Interior Perimeters
	531 50 48 00	Rep & Maint - Storm	415 000 531 Storm Drain	48.08	Extended Rodent Coverage - Storm
	534 50 48 01	Rep & Maint - Water Main	425 000 534 Water Fund (de	48.08	Extended Rodent Coverage - Water
	535 50 48 00	Rep & Maint - Sewer Main	430 000 535 Sewer Fund (de	48.09	Extended Rodent Coverage - Sewer
	542 30 48 01	Rep & Maint - Street Main	101 000 542 City Street Fun	48.08	Extended Rodent Coverage - Street
16544	05/22/2018	05/22/2018	4056	Sherwin-Williams Company	38.73 Interior Paint (1 Gallon) - City Hall
	518 30 31 04	Oper Sup/CH	001 000 518 General Fund	38.73	Interior Paint (1 Gallon) - City Hall "Black & Deep Gold Color Mix"
16605	05/22/2018	05/22/2018	4060	Sir Speedy	437.40 Annual Car Show Posters
	573 90 49 01	Community Events	001 000 573 General Fund	437.40	Annual Car Show Posters (Quantity: 200)
16505	05/22/2018	05/22/2018	7749	Sound Uniform Solutions Inc	589.04 Jumpsuit - Officer John Roberts
	521 22 49 01	Uniforms/Clothing/Laundry	001 000 521 General Fund	589.04	Jumpsuit - Officer John Roberts
16506	05/22/2018	05/22/2018	7749	Sound Uniform Solutions Inc	42.94 Jumpsuit Alterations - John Villamor
	521 22 49 01	Uniforms/Clothing/Laundry	001 000 521 General Fund	42.94	Jumpsuit Alterations: Remove & Replace Center Front Zipper - John Villamor
16617	05/22/2018	05/22/2018	326	Stahlnecker, Angelie	323.04 PAW Spring Conference / Lodging, Mileage, Meals (05/02/18 - 05/04/18) Chelan, WA "Planning Association Of Washington"
	524 20 43 00	Travel - Building	001 000 524 General Fund	161.52	PAW Spring Conference / Lodging, Mileage, Meals - Angelie Stahlnecker (Building)
	558 60 43 00	Travel - Planning	001 000 558 General Fund	161.52	PAW Spring Conference / Lodging, Mileage, Meals - Angelie Stahlnecker (Planning)
16577	05/22/2018	05/22/2018	7804	Stanton, Meegan	20.00 Refund Pee Wee T-Ball

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	347 60 00 02	Youth Baseball Registratio	001 000 340 General Fund	-20.00	Refund Pee Wee T-Ball / Meegan Stanton "Greyson Stanton Unable To Play"
16545	05/22/2018	05/22/2018	4084	56.15	Universal Padfolio, Logitech Speakers (2)
	518 30 35 00	Small Tools & Equip-Fac	001 000 518 General Fund	23.29	Universal Padfolio - Facilities (Doug Deines)
	524 20 35 00	Small Tools & Equip - Bldg	001 000 524 General Fund	16.43	Logitech Multimedia Computer Speakers - Building
	558 60 35 00	Small Tools & Equip - Plar	001 000 558 General Fund	16.43	Logitech Multimedia Computer Speakers - Planning
16596	05/22/2018	05/22/2018	4084	398.03	Mechanical Pencils, Brother Printer, Toner Cartridge, Dell Keyboard - Building / Planning
	524 20 31 00	Office & Oper Sup-Bldg	001 000 524 General Fund	49.92	Mechanical Pencils, Toner Cartridge - Building Split
	524 20 35 00	Small Tools & Equip - Bldg	001 000 524 General Fund	149.09	Brother HL-L5200DW Monochrome Laser Printer (SAA No. 1645), Dell Keyboard - Building Split
	558 60 31 00	Office & Oper Sup-Plan	001 000 558 General Fund	49.93	Mechanical Pencils, Toner Cartridge - Planning Split
	558 60 35 00	Small Tools & Equip - Plar	001 000 558 General Fund	149.09	Brother HL-L5200DW Monochrome Laser Printer (SAA No. 1645), Dell Keyboard - Building Split
16548	05/09/2018	05/22/2018	3361	0.04	11-02110.0 - 1332 BERKELEY AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-0.04	
16525	05/22/2018	05/22/2018	4120	46.41	Public Hearing - Amend FMC 22.07.004 & FMC 22.07.05
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	46.41	Public Hearing - Amend FMC 22.07.04 & FMC 22.07.05 (Type II-A Public Notices)
16526	05/22/2018	05/22/2018	4120	44.69	Public Hearing - Amend FMC 22.58
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	44.69	Public Hearing - Amend FMC 22.58 (Accesory Building Setbacks)
16527	05/22/2018	05/22/2018	4120	44.69	Public Hearing - 6-Yr Transportation Imprv Program
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	44.69	Public Hearing - 6-Yr Transportation Imprv Program
16567	05/22/2018	05/22/2018	4120	39.53	2018 Comprehensive Plan Amendments
	558 60 41 01	Advertising - Planning	001 000 558 General Fund	39.53	2018 Comprehensive Plan Amendments
16568	05/22/2018	05/22/2018	4120	60.16	Public Hearing - Site Plan Review (Chick-fil-A)
	558 60 41 01	Advertising - Planning	001 000 558 General Fund	60.16	Public Hearing - Site Plan Review (Chick-fil-A)
16569	05/22/2018	05/22/2018	4120	56.72	Request For Bids - 14 Passenger Bus
	594 48 64 11	Parks/Rec - ERR Capital	501 000 548 Equipment Ren	56.72	Request For Bids - 14 Passenger Bus

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16570	05/22/2018	05/22/2018	4120	Tacoma Daily Index	29.22 Environmental Determination - 6-Yr Transportation Improvement Plan
558 60 41 01	Advertising - Planning	001 000 558	General Fund	29.22	Environmental Determination - 6-Yr Transportation Improvement Plan
16576	05/22/2018	05/22/2018	7558	Tacoma Unit 451	250.00 Refund Rental Deposit / Brian Reagan (American Contract Bridge League Tournament)
586 00 00 00	Deposit Refunds	001 000 580	General Fund	250.00	Refund Rental Deposit - Gymnasium (Event Date: 04/27/18 - 04/29/18) American Contract Bridge League Tournament "Tacoma Unit 451"
16555	05/22/2018	05/22/2018	4139	Tapco Visa Card	224.18 Oxford Inn / LRI Training Lodging - Jessica Nappi
518 11 43 00	Travel - Personnel	001 000 518	General Fund	224.18	Oxford Inn / AWC Labor Relations Institute Training Lodging - Jessica Nappi (05/02/18 - 05/04/18) Yakima, WA
16556	05/22/2018	05/22/2018	4139	Tapco Visa Card	241.86 Red Lion Hotel / LRI Training Lodging - Scott Pingel
518 11 43 00	Travel - Personnel	001 000 518	General Fund	241.86	Red Lion Hotel / AWC Labor Relations Institute Training Lodging - Scott Pingel (05/02/18 - 05/04/18) Yakima, WA
16607	05/22/2018	05/22/2018	4139	Tapco Visa Card	60.43 Harbor Greens / Fruit Platter
573 90 49 01	Community Events	001 000 573	General Fund	60.43	Harbor Greens / Fruit Platter - Mother Son Dance
16608	05/22/2018	05/22/2018	4139	Tapco Visa Card	41.92 Safeway / Pepperidge Farm Snack Tray, Chips, Water, Vegetable Tray
573 90 49 01	Community Events	001 000 573	General Fund	41.92	Safeway / Pepperidge Farm Snack Tray, Chips, Water, Vegetable Tray - Mother Son Dance
16609	05/22/2018	05/22/2018	4139	Tapco Visa Card	192.69 Party City / Balloon Order
573 90 49 01	Community Events	001 000 573	General Fund	192.69	Party City / Balloon Order, Decorations, Ribbon, Popcorn, Gummi Bears - Mother Son Dance
16610	05/22/2018	05/22/2018	4139	Tapco Visa Card	325.00 PoliceOne.Com / Taser CEW Instructor Certification Training - Christopher Roberts
521 22 49 02	Reg & Tuition - Police	001 000 521	General Fund	325.00	PoliceOne.Com / Taser CEW Instructor Certification Training - Christopher Roberts
16551	05/09/2018	05/22/2018	7829	Tobin, Michael	157.60 07-00055.1 - 1541 EDWARDS AVE

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343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-35.15	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-37.25	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-85.20	
16558	05/10/2018	05/22/2018	7798	Totten, Thomas	181.46 04-01275.0 - 964 ALTADENA DR
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-40.47	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-42.89	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-98.10	
16597	05/22/2018	05/22/2018	4180	Utilities Underground	36.96 Apr 2018 Locates
534 10 49 00	Miscellaneous - Water	425 000 534	Water Fund (de	18.48	Apr 2018 Locates - Water
535 10 49 00	Miscellaneous - Sewer	430 000 535	Sewer Fund (de	18.48	Apr 2018 Locates - Sewer
16572	05/22/2018	05/22/2018	4188	Verizon Wireless LLC	400.10 04/02/18 - 05/01/18 Air Cards (10)
521 22 42 00	Communication - Police	001 000 521	General Fund	400.10	04/02/18 - 05/01/18 Air Cards (10) - Police
16573	05/22/2018	05/22/2018	4188	Verizon Wireless LLC	276.00 Public Works Plan (9 Phones) & Global Positioning System Air Card (1)
531 50 42 00	Communication - Storm	415 000 531	Storm Drain	59.00	PW Cell Phones (04/02/18 - 05/01/18) - Storm
531 50 42 00	Communication - Storm	415 000 531	Storm Drain	10.00	GPS Air Card - Storm
534 10 42 00	Communication - Water	425 000 534	Water Fund (de	58.99	PW Cell Phones (04/02/18 - 05/01/18) - Water
534 10 42 00	Communication - Water	425 000 534	Water Fund (de	10.01	GPS Air Card - Water
535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	59.00	PW Cell Phones (04/02/18 - 05/01/18) - Sewer
535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	10.00	GPS Air Card - Sewer
542 30 42 00	Communication - Street	101 000 542	City Street Fun	59.00	PW Cell Phones (04/02/18 - 05/01/18) - Street
542 30 42 00	Communication - Street	101 000 542	City Street Fun	10.00	GPS Air Card - Street
16562	05/22/2018	05/22/2018	339	Villamor, John	31.91 Eyewear Reimburse
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	31.91	Eyewear Reimburse - John Villamor
16599	05/22/2018	05/22/2018	4211	W M C A	75.00 Annual Dues / Jessica Nappi
513 10 49 02	Dues,Memberships,Subscri	001 000 513	General Fund	75.00	Annual Dues / Jessica Nappi (05/01/18 - 04/30/19) Washington Municipal Clerks Association
16598	05/22/2018	05/22/2018	5637	WA St Assoc. of Permit Technicians	35.00 Membership Dues / Jayne Westman
524 20 49 00	Dues,Memberships,Subscri	001 000 524	General Fund	17.50	Membership Dues / Jayne Westman (Building Split)
558 60 49 02	Dues,Memberships,Subscri	001 000 558	General Fund	17.50	Membership Dues / Jayne Westman (Planning Split)
16600	05/22/2018	05/22/2018	4231	Water Mgmt Labs Inc	60.00 TISAB Flouride Solution
534 80 31 02	Oper Supplies - Water	425 000 534	Water Fund (de	60.00	TISAB Flouride Solution (2)

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 05/22/2018

Time: 14:46:04 Date: 05/17/2018
Page: 14

Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
16601	05/22/2018	05/22/2018	4231	Water Mgmt Labs Inc	287.00 Coliform, Fluoride
	534 80 41 00	Water Testing	425 000 534	Water Fund (de	287.00 Coliform, Fluoride
16602	05/22/2018	05/22/2018	4241	Western Builders Supply	16.88 Folding L Bracket
	518 30 31 04	Oper Sup/CH	001 000 518	General Fund	16.88 Folding L Bracket - City Hall
16613	05/22/2018	05/22/2018	7040	Williams, Jesse	400.00 DJ Music Services
	573 90 49 01	Community Events	001 000 573	General Fund	400.00 Disc Jockey & Master Of Ceremonies - Mother Son Dance (05/11/18) 2 Hrs + Set Up
16546	05/09/2018	05/22/2018	3019	Winders, Amy	132.58 07-00125.4 - 1537 COTTONWOOD AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-29.57
	343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-31.34
	343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-71.67
16603	05/22/2018	05/22/2018	4256	Winning Seasons	915.47 Pee Wee T-Ball Uniforms
	571 20 49 09	Youth Baseball	001 000 571	General Fund	915.47 Pee Wee T-Ball Uniforms (Quantity: 149)

Report Total: 313,241.34

Fund

001 General Fund	83,487.13
101 City Street Fund	8,552.20
415 Storm Drain	7,118.52
425 Water Fund (department)	13,661.48
426 Water Improvement Fund	3,000.00
430 Sewer Fund (department)	185,823.15
432 Sewer Improvement Fund	11,097.25
501 Equipment Rental Fund	501.61

This report has been reviewed by:

REMARKS:

Signature & Title

Date

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

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

PRESIDING OFFICER'S REPORT

A. Legislative Delegation Recap

Senator Steve O'Ban and Representatives Dick Muri and Christine Kilduff individually briefed the Council on a 2018 legislative end of session recap. Highlights of the briefing included: the State's basic education obligations under the McCleary decision, funding for behavioral health services, property tax relief for homeowners, strategies to fight the opioid epidemic, school safety task force, approval of a capital budget, addressing sexual harassment in the workplace, Voting Rights Act, Initiative 940, road usage study, carbon tax, and consumer protection. There was a brief discussion regarding the Voting Rights Act impact to local voting procedures and communicating to residents the impacts of the property tax relief. Council thanked the legislative delegation for their efforts and for supporting the capital budget, which allocated the City \$750,000 for the construction of the Fircrest pool.

B. Community Center and Pool Update

Parks and Recreation Director Grover briefed the Council on the status of the pool repair, stating that even though KPG found breakage in the line and made the appropriate repairs, staff was continuing to work on the pool leak. Grover indicated results from the ground penetrating radar performed this past fall to check for major voids were inconclusive and nothing was found. Grover stated he met with KPG to determine the next steps to hone in on the issue, and stated the leak could be due to the age of the structure. Grover indicated the next steps include ruling out areas where water could be seeping (jets, water inlet valves, and light fixtures) and repairing one-way valves. There was a brief discussion regarding safety issues and liability concerns, and whether the pool should be closed if the leak could not be repaired.

C. Pool, Community Center, and Parks Steering Committee

Wittner reported that the first meeting of the Pool, Community Center, and Parks Steering Committee met on April 18, 2018 and had a good turnout of participants. Wittner provided a summary of the meeting, which included discussing the different design options. Wittner stated the Committee was committed to replacing the pool and deciding what to do with the community center. Wittner indicated the next meeting of the Steering Committee was scheduled to meet on May 9, 2018, and that a public meeting would follow later in the month.

George indicated that he was invited to speak on behalf of the City on community priorities, quality of life issues, and local economic development opportunities at the Tacoma-Pierce County Chamber West Side Wake Up April 27, 2018 meeting.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited public comment. None were provided.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Parks and Recreation

Wittner indicated the top focus of the department this past week was repairing the pool, new Community Event Specialist employee onboarding, and online registration software.

B. Pierce County Regional Council

Reynolds reported that the Pierce County Regional Council met on April 19, 2018. Reynolds indicated the meeting included a lengthy discussion on the transit set-aside. Reynolds stated that PCRC was having a difficult time attracting qualified candidates to the Puget Sound Regional Council boards and as such, membership would be open to any PSRC members, which would include anyone on the Council, regardless if they were a PCRC delegate.

C. Public Safety, Court

Viafore stated that the Court continued to be busy and that passport services continued to be on the upswing. Viafore reported that the police statistics (e.g., citations, traffic enforcement, assisting outside agencies) continued to increase. Viafore indicated the City Manager, Court Administrator, and Municipal Judge met with the City of Ruston the previous week to discuss the possibility of contracting with Ruston for the City of Fircrest to provide municipal court services to the City of Ruston. Viafore indicated the City Manager would bring forth the proposal at a future study session. There was a brief discussion on the background of Ruston's need for services and the potential impacts to the City.

D. Street, Water, Sewer, and Storm Drain

Surina reported that a pre-construction meeting was recently held for the Drake Street Lift Station and that a Notice to Proceed was issued with a start date of May 14, 2018. Surina indicated staff was working on the six-year transportation improvement program and would be brought before a public hearing on May 22, 2018 and to Council for adoption in June. Surina stated staff was working with KPG on a grant application for the Alameda Avenue from Regents Boulevard to Spring Street curb and gutter project; ADA pedestrian facilities (curbing and ramps); and updating the City's stormwater management plan. Surina indicated staff was working on the Ramsdell Water Main project closeout and indicated the project came in under budget and that the City was in its 8th year in the LED Street light replacement project.

George reported that the Investment Committee met on April 23, 2018 to review the City's current investments and approve the October 7, 2016 minutes. George indicated that since the maturity dates of the investments were not until 2019, he did not anticipate the Committee reconvening in the near future.

CONSENT CALENDAR

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 211121 through Check No. 211173 in the amount of \$724,844.53; approval of Payroll Check No. 13129 through Check No. 13135 in the amount of \$97,125.68; approval of the March 27, 2018 regular Council meeting minutes; approval of the April 10, 2018 regular Council meeting minutes; and setting a public hearing on May 22, 2018 to receive comments on the Six-Year Transportation Improvement Program. **Surina MOVED to approve the Consent Calendar as read; seconded by Wittner.** Viafore removed the March 27, 2018 regular Council meeting minutes for discussion and to be voted on separately. George indicated Item 7B was removed and considered the question called to approve the Consent Calendar as modified; **The Motion Carried As Modified (7-0).** **Viafore MOVED to adopt the minutes of the March 27, 2018 regular Council meeting**

with the addition of the Pool, Community Center, and Parks Steering Committee Charter as presented; seconded by Reynolds. Reynolds requested to have a Scribner's error under the March 27, 2018 regular Council meeting minutes Item 6B line 8 ("participate") be corrected; the City Clerk recommended correcting the error to "participation." Due to the omission of the April 10, 2018 regular Council meeting minutes from the modified motion, Viafore withdrew his motion to adopt the minutes of the March 27, 2018 regular Council meeting with the addition of the Pool, Community Center, and Parks Steering Committee Charter as presented. **Viafore MOVED to adopt the minutes of the March 27, 2018 regular Council meeting with the addition of the Pool, Community Center, and Parks Steering Committee Charter as corrected and the April 10, 2018 regular Council meeting minutes as written; seconded by Reynolds. The Motion Carried (7-0).**

PUBLIC HEARING

No public hearing was scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Liquor License Renewal: Royal Thai Bistro

Pingel briefed the Council on a request by the Washington State Liquor and Cannabis Control Board to register no objections to the liquor license renewal for Royal Thai Bistro at 2045 Mildred Street. Pingel indicated there were no problems regarding liquor sales at this place of business and that the Finance, Planning and Building, and Police departments expressed no objections regarding the renewing of this license. **Wittner MOVED to register no objections to the liquor license renewal for the Royal Thai Bistro; seconded by Reynolds.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (7-0).**

B. RCO Grant – Fircrest Pool

Grover briefed the Council on the proposed resolution to authorize the City Manager to act as the authorized representative/agent on behalf of the City of Fircrest and to legally bind the City of Fircrest with respect to the Fircrest Community Pool for which the City is seeking grant funding assistance for two grants managed through the Recreation and Conservation Office (RCO) agreements. Grover stated both grant applications are requesting the grant maximum of \$500,000 each, and indicated that by applying for both grants, the funds could be leveraged against each other for matching funds if both are awarded so long as the City provides 10% in local funds. **Wittner MOVED to adopt Resolution No. 1529, 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; seconded by Nixon.** George invited councilmember comment; Wittner inquired about the grant application submission deadline; Grover stated the deadline was April 30, 2018. Viafore inquired if the text in the resolution was boilerplate language; Grover stated that the State required the authorizing resolution to include standardized language as provided by the RCO. George asked for clarification regarding the 10% local match of the total project cost; Grover indicated that the local match could come from different sources of funds at the local level so long as it was not from the State. George commented on the competitiveness of the grant

program and grant proposal process. George invited public comment; none were provided.
The Motion Carried (7-0).

C. Summer Water Rates Discussion

Public Works Director Wakefield briefed the Council on the City staff analysis of the 3rd tier City water rate structure based on feedback and concerns. Wakefield indicated the numbers included only single-family water customers and an updated cost comparison of current rates to the City's surrounding cities. Wakefield provided a brief background on the water rate design structure and goals the City intended to accomplish, which included water conservation, generating revenue for needed capital improvements and increased operations and maintenance, and a block rate structure designed to allow customers to control and be efficient in the water use, which would, in turn, help them lower their rate and conserve water. Wakefield indicated that out of the 2,780 connections, 567 exceeded the 4,000 cf (500 gallons/day) in the August (two-month) billing cycle and noted that the average day demand in the City of Fircrest was 1,435 cf (179 gallons/day). Wakefield indicated the cost comparison showed the City's rates to be among the lowest, and recommended the City maintain the water rate structure as it was accomplishing the City's goals and competitive for consumers. There was a brief discussion on community outreach efforts and water conservation as well as affordability concerns. Viafore commented on providing constituents relief for four months of the year and recommended the City include an allocated built-in water quota for consumers to offset the rate increases and to take a slower approach to increasing the water rates. Reynolds recommended the Council consider reopening the discussion and re-examining the rate structure and reviewing REET as a source of funding, and commented on the advantages and disadvantages of block rates and maintaining lawns for fire prevention. Waltier commented on the breakdown of the utility bill, and recommended the Council should address water consumption in the summer months. Surina commented on the base rates of utility bill components, stating that the sewer treatment and storm fees of \$222 were a large portion of the utility bill while water base rate of \$37 was a small component. Surina commented that water rates were competitive, affordable, and funding the City's capital improvements. Nixon commented that water revenues were funding the City's aging infrastructure and that water rates were among the lowest in the area and that the water portion of the utility bill was not the highest percentage of the bill; and expressed hesitation to modify the water rate structure until data was provided to demonstrate necessity and impacts. Wittner commented on prior Council action, public hearings, and staff work regarding the water rate study, and concluded that the water rate increase were necessary due the City's aging infrastructure and recommended the Council not consider changing the water rate structure. George commented on prior City work regarding the water rate structure and the necessity to provide basic services such as water, and recommended the City focus on better communicating to residents about the needs of the City and the breakdown of their utility bills and pass-through charges.

George invited public comment; Evan Lee, 514 Ramsdell Street, commented on the residents' efforts to maintain lawns and need for relief as it related to water consumption rates. George invited councilmember comment; Viafore commented on the City's past actions to upgrade the water mains and upgrading the fire ratings, and recommended the City reinstitute the base water rate allocation. Waltier stated he was in favor of summer water rates and requested more information to determine the feasibility of adjusting the water rates. Wakefield indicated that the rates were adopted by ordinance through 2019 and that some localities have summer rates and that those rates are increased during the summer months to encourage consumers to use water wisely. Wakefield indicated that the water rate structure was designed to assist

individuals on fixed incomes. George commented on better public education and expanding the eligibility for the City's relief program; Wakefield indicated the City had a low income senior/disabled persons utility fee credit program and the Council could adopt its own eligibility percentage threshold. There was further discussion on re-examining the water rate structure and the impacts to changing the water rate structure, and Viafore requested the impact of including 700 cf per month on the base rate. Pingel indicated staff would provide the Council the analysis of Viafore's request and the impact to the consumer and the cost to the City.

At the request of Reynolds, the meeting recessed at 9:41 P.M. for a five minute recess. The Council reconvened at 9:46 P.M.

CITY MANAGER COMMENTS

A. City Council Retreat

Pingel briefed the Council on the information provided in the Council agenda packet regarding the proposed City Council retreat. Pingel recommended the City hold a retreat to establish the foundation of goals and objectives and review the City's mission and values. Pingel indicated the price point of a third party facilitator would be in the range of \$2,000-\$5,000. Pingel stated that the goals and objectives would feed into the City's work plans and the objectives the City wants to set annually in meeting those goals. There was a brief discussion on the purpose and goal of the retreat, the purpose of a third party facilitator, pre-retreat work, and return on investment of a retreat. Reynolds indicated she could not attend the retreat if it was scheduled during day business hours. Pingel stated the Council could choose to schedule the retreat around a study session. Nixon commented on the value of a retreat and a third party facilitator. Waltier commented on the value of a retreat and recommended planning and budgeting for a retreat for 2019. Pingel indicated a June 2018 retreat would assist in the development of the 2019 Budget. Viafore expressed interest including the budget as a topic for the retreat and concern that the retreat was not budgeted for. George indicated the costs for the budget could be accommodated via a budget amendment. Wittner clarified that the retreat was similar to a workshop held locally. Reynolds requested further price point information on the third party facilitator; Pingel indicated he would provide the Council third party facilitator names and costs.

DEPARTMENT HEAD COMMENTS

- Police Chief Cheesman reported that the Police Department is cohosting a Cinco de Mayo emphasis patrol with Lakewood and University Place on May 5, 2018.

COUNCILMEMBER COMMENTS

Councilmembers thanked the audience for their attendance. Additional comments included:

- Viafore inquired if the staff had heard from the Pierce County Cities and Towns Association and if staff had received a response from Sound Transit. Pingel indicated he had not received a response from Sound Transit. Viafore requested that Sound Transit come before Council in a study session.

EXECUTIVE SESSION

There was none.

April 24, 2018

Firecrest City Council Meeting Minutes – Regular 6

ADJOURNMENT

Reynolds MOVED to adjourn the meeting at 10:10 P.M., seconded by Waltier. The Motion Carried (7-0).

Hunter T. George, Mayor

Jessica Nappi, City Clerk

**PUBLIC HEARING: 2019-2024 Transportation Improvement Plan
ITEM 8A.****FROM: Jerry Wakefield, Public Works Director**

RECOMMENDED MOTION: No Motion. Public Hearing Only.

PROPOSAL: This is a public hearing on the draft 2019-2024 Six-Year Transportation Improvement Plan (TIP). Attached is a copy of the draft TIP. At the conclusion of the public hearing, staff requests Council's deliberation and consideration of the draft TIP. Once the input of the City Council and the public has been obtained, staff will prepare the TIP for formal consideration and adoption at the next regularly scheduled City Council meeting.

FISCAL IMPACT: None at this time. This is a planning document and therefore is not anticipated to have any significant, direct fiscal impact. The projects within the TIP have a significant fiscal impact, however, these will be evaluated separately through the budget and project review and approval processes.

ADVANTAGE: The adoption of a Six-Year transportation Improvement Plan (TIP) will ensure compliance with the requirements relative to an annual, public participatory transportation improvement planning process as dictated by State statute. The TIP will become a guidance document throughout the budgetary planning process and will also serve as the adopted priority array of projects to be completed in the future. The TIP will be referenced by other jurisdictions and will be included in regional and State planning documents as well. The TIP will also provide staff with a guidance document to apply for grant opportunities and/or loans in the future as opportunities arise. The TIP can be modified at any time during the year as conditions and priorities change.

DISADVANTAGES: None known.

ALTERNATIVES: The City Council has the authority to revise the priority ranking of any of the projects. The City Council may also add projects, delete projects, or modify projects contained within the TIP.

HISTORY: Each year, all cities, towns and other jurisdictions are required to review and update their respective transportation improvements plans. This requirement provides the framework for jurisdictional coordination of planning documents as well as the ability to compile individual plans into regional plans for the purpose of determining State, regional and local transportation needs. Prior to the adoption of a new TIP, jurisdictions are required to conduct a public hearing on this subject in an effort to include the input of the public at large. This agenda bill is intended to assist in the public hearing requirement of the adoption process.

Chapter 35.77.010 of the Revised Code of Washington (RCW) provides that each city shall annually update its Six-Year Comprehensive Transportation Program and file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding from the State, it must appear in the agency's current Program. Because the State also disperses federal highway funds, this requirement applies

to federally-funded projects as well.

RCW 35.77.010 also requires each city to specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program for that region. There are no projects included in this TIP which are considered regionally significant.

The TIP is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the TIP is to integrate the two to produce a comprehensive, realistic program for the orderly development and maintenance of our street system.

Several important points must be considered during the review of the proposed Program. The early years of the TIP are fairly definite in that it can be assumed that those projects will be constructed as scheduled, pending anticipated funding received. Projects in the later years are more flexible and may be accelerated, delayed or canceled as funding and conditions change.

It is also important to note that the adoption of the TIP does not irreversibly commit the City of Fircrest to construct the projects. A project may be canceled at any time during the course of study or design. The usual reasons for canceling a project are that it is environmentally unacceptable or contrary to the best interests of the community as a whole. The TIP may at any time be revised by a majority of the City Council, but only after a public hearing.

ATTACHMENT: [Draft 2019-2024 Transportation Improvement Plan](#)

A photograph of a suburban street scene. In the foreground, a wide concrete sidewalk runs along the right side of a two-lane asphalt road. The road has a white arrow pointing forward in the left lane. Several cars are visible in the distance, driving away from the viewer. The road is flanked by lush green trees and some residential buildings. The sky is blue with scattered white clouds. A semi-transparent dark grey box is overlaid on the bottom half of the image, containing white and red text.

CITY OF FIRCREST

Six-Year Comprehensive Transportation Improvement Program

2019-2024

DRAFT

- - - - -

ACKNOWLEDGEMENTS

Fircrest City Council

Hunter T. George, Mayor
Denny Waltier, Mayor Pro Tempore
David M. Viafore
Shannon Reynolds
Brett L. Wittner
Blake L. Surina
Jamie Nixon

City Manager

Scott Pingel

Public Works

Jerry Wakefield, Director
Jeff Davis, Working Utility Foreman
Jim Marzano, Utility Service Person II
Russ Parsons, Utility Service Person II
Tim Piercy, Utility Service Person II
Roger Schlosstein, Utility Service Person II
Bryce Wakefield, Utility Service Person II
Sue Lockard, Public Works Support Service Coordinator
Vicky Walston, Utility Billing Clerk

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Figure 1: 2019-2024 Projects Map 6



DRAFT

PREFACE

Chapters 35.77.010 of the Revised Code of Washington (RCW) provide that each city shall annually update its Six-Year Comprehensive Transportation Program and, after a public hearing thereon, file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) by July 1 of each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding from the State, it must appear in the agency's current Program. Because the state also disperses federal highway funds, this requirement applies to federally funded projects as well.

RCW 35.77.010 also requires each city to specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement plan for that region. There are no projects included in this Program which are considered regionally significant.

The Program is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the Program is to integrate the two to produce a comprehensive, realistic program for the orderly development and maintenance of our street system.

Several important points must be considered during the review of the proposed Program. The early years of the Program are fairly definite; that is, it can be assumed that those projects will be constructed as scheduled. Projects in the later years are more flexible and may be accelerated, delayed or canceled as funding and conditions change.

It is also important to note that the adoption of the Program does not irreversibly commit the City of Fircrest to construct the projects. A project may be canceled at any time during the course of study or design. The usual reasons for canceling a project are that it is environmentally unacceptable or contrary to the best interests of the community as a whole. The Program may be revised at any time by a majority of the City Council, but only after a public hearing.

NON-DISCRIMINATION

The City of Fircrest assures that no person shall, on the ground of race, color, national origin, handicap, sex, age, or income status as provided by Title VI of the Civil Rights Act of 1964 and subsequent authorities, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program or activity.

GRANT APPLICATIONS AND LEVERAGING LOCAL DOLLARS

The need to leverage local dollars through grant applications is very important to the City, especially in light of the decrease in funding available for transportation related capital improvements. The intent of this Program is not only to list and program projects for funding, but to establish City Council approval to submit grant applications on those projects contained in the Program.

ABOUT THE CITY OF FIRCREST

The City of Fircrest is a non-charter code city, operating under a Council-Manager form of government, with an annual General Fund budget of \$7.9 million and a total budget of over \$26 million. Fircrest is a full service city, providing a wide range of services, including police and fire protection, animal control, emergency medical aid, building safety regulation and inspection, street lighting, land use planning and zoning, housing and community development, full range of recreational and cultural programs, traffic safety maintenance and improvement, and maintenance and improvement of streets, water, sewer, and storm.

Fircrest is a vibrant community that offers the perks of small suburb town life with major urban cities nearby. Incorporated as a town in 1925 and as a city in 1990, Fircrest is centrally located just 32 miles south of the City of Seattle and 31 miles north of the state capital. Covering 1.58 square miles, Fircrest started as the first master-planned community in the state of Washington. With over 30 chain saw sculptures, six beautiful parks, an urban forest of Fir trees, and friendly, active neighborhoods, Fircrest has earned its title as “The Jewel of Pierce County” and is known as a residential oasis nestled between the cities of Tacoma and University Place. The City is home to the Fircrest Golf Club, a 160-acre, 18-hole golf course that has stood the test of time for more than 94 years and fits perfectly among the premier private golf clubs in the Puget Sound region.

Home to 6,640 residents, Fircrest has a strong local history and residents who are active and passionate in the community. The City operates and maintains 27.1 acres of land providing a range of active and passive recreational opportunities and community events. The City continues to work hard to keep its reputation of a quiet, residential community with attractive, livable neighborhoods and fine recreational facilities and setting the standard for community oriented policing. Fircrest is planning for additional growth in the future that will continue to shape the character of the community. As growth occurs, there are characteristics that residents would like to retain, such as Fircrest’s green character; a safe, friendly and sustainable community; and some physical remnants of the past as reminders of its early history.



FUNDING SOURCES

Motor Vehicle Fuel Tax Funds

By law, each city receives a proportionate share of the total state motor vehicle fuel tax. Money received is a monthly allocation based on population. In the City's 2017 budget, it is anticipated that revenue received from the state gas tax for the Street Fund will be \$144,160 in FY 2017. This is the same as anticipated to be received in 2018 and therefore should be relatively accurate.

Fixing America's Surface Transportation Act (FAST Act)

On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act (FAST Act) (Pub. L. No. 114-94), the first federal law in over 10 years to provide long-term funding certainty for surface transportation. The Fast Act replaces the "Moving Ahead for Progress in the 21st Century Act" (MAP-21) which was enacted on July 6, 2012. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. With the enactment of the FAST Act, states and local governments are now moving forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

Of the \$225.2 billion total, \$207.4 billion will be apportioned to the states by formula and includes a new Surface Transportation Block Grant Program (STBGP). The FAST Act provides that every state will see an increase of 5.1 percent increase in formula funds for FY 2016. This will be followed by annual increases of 2.1 to 2.4 percent between FY 2017 to FY 2020.

Transportation Improvement Board (TIB)

The Washington State Transportation Improvement Board (TIB) funds high priority transportation projects in communities throughout the state to enhance the movement of people, goods and services. TIB is an independent state agency, created by the Legislature, which distributes and manages street construction and maintenance grants to 320 cities and urban counties throughout Washington State. Funding for TIB's grant programs comes from revenue generated by three cents of the statewide gas tax.

The TIB has a number of statewide competitive programs which use criteria developed by the TIB for prioritization of projects. The three TIB programs in which the City of Fircrest can compete are as follows:

1. Urban Corridor Program (UCP)
This program is for transportation projects with primary emphasis on public/private cooperation and economic development.
2. Urban Arterial Program (UAP)
This program is for arterial street construction with primary emphasis on safety and mobility. This is the program from which the City received the \$558,008 grant for the 2013 Emerson Street and Orchard Street grind and overlay project.
3. Sidewalk Program (SP)
This program is for the improvement of pedestrian safety, and to address pedestrian system continuity and connectivity. This is the program from which the City received the \$575,252 grant for the 2016 Emerson Street Sidewalk Project.

City Funding Sources

Recently funds from the sale of the City's power utility have been used to fund capital projects in the City's Street Fund. There are not sufficient funds in this source to fully fund the projects included in the Six-Year Program, however, the City will consistently apply for grant funding in order to use as little of this fund as possible to maintain a healthy reserve to get through tough economic times.

Real Estate Excise Taxes

The City can also use the Real Estate Excise Tax it receives for funding, in whole or in part, any capital project associated with the work identified in this plan.

Washington State Department of Transportation

- Traffic Safety Near Schools Program – This program is for the improvement of safety for children traveling to and from school.

Surface Water Management Program

The City's Stormwater Management Program (SWMP) pays for all drainage facilities constructed in conjunction with street improvements. The revenue from SWM is directly related to the amount of capital improvement projects constructed. Because there will be little impact to storm drainage facilities resulting from the projects proposed in the Six-Year Transportation Improvement Program, only a minor amount of funding is expected from this source.

CONSISTENCY WITH LAND USE MANAGEMENT PLAN

The State's Growth Management Act (GMA) requires local governments to develop and adopt comprehensive plans covering land use, housing, capital facilities, utilities, and transportation. These comprehensive plans must balance the demands of growth with the provision of public facilities and services and, in particular, transportation facilities and services. The City of Fircrest was required to develop and adopt a comprehensive plan that is in conformance with the requirements of the GMA.

The City of Fircrest has, as part of its Comprehensive Plan, Transportation Goals and Policies. The projects in the Six-Year Comprehensive Transportation Improvement Program are intended to conform to the goals and policies within the City's Comprehensive Plan.

TABLE 1: 2019-2024 TRANSPORTATION FACILITY IMPROVEMENTS

Transportation Facility Improvements		2019	2020	2021	2022	2023	2024	TOTAL
Capital Appropriations								
1.	Major Pavement Patching: Citywide	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
Grind and Overlays								
2.	Alameda Ave: Regents Blvd to Columbia St/South 19th	\$230,000						\$230,000
3.	Berkeley Ave: 1100-1200 block		\$150,000					\$150,000
4.	Regents Blvd: Alameda Ave to 67th Ave						\$750,000	\$750,000
5.	Farallone Ave: 1200 block		\$75,000					\$75,000
Roadway Improvements								
6.	Alameda Ave: Regents Blvd to Spring St (sidewalks on west side with bike lanes)			\$1,009,474				\$1,009,474
7.	Alameda Ave: Spring St to Greenway (sidewalks on west side with bike lanes)				\$1,157,922			\$1,157,922
8.	Buena Vista Ave: 1300 block (curb/gutter and overlay)			\$65,000				\$65,000
9.	Berkeley Ave: 1300 block (curb/gutter and overlay)			\$65,000				\$65,000
Pedestrian, Non-Motorized								
10.	Alameda Ave: Emerson St to Rosewood Ln (curb/gutter, sidewalk - east side)		\$450,000					\$450,000
11.	Alameda Ave: 44th St to Emerson St (curb, gutter, sidewalk - both sides)			\$300,000				\$300,000
12.	44th St: 67th Ave to 60th Ave (curb/gutter, sidewalk - north side)					\$450,000		\$450,000
13.	Emerson St: Alameda Ave to Woodside Dr (planter strip, sidewalk - south side)					\$380,000		\$380,000
14.	Emerson St: Woodside Dr to 67th St (sidewalks, retaining walls, entry island)						\$465,000	\$465,000
Street Lights								
15.	LED Street Light Replacement	\$50,000						\$50,000
Total Capital Appropriations		\$330,000	\$725,000	\$1,489,474	\$1,207,922	\$880,000	\$1,265,000	\$5,897,396

DRAFT

FIGURE 1: 2019-2024 PROJECTS MAP

As listed in Table 1, Map 1 illustrates the transportation facility improvements for the 2019-2024 Six-Year Transportation Improvement Program planned for the City of Fircrest. Below is a brief description of the work for these projects.

Grind and Overlay

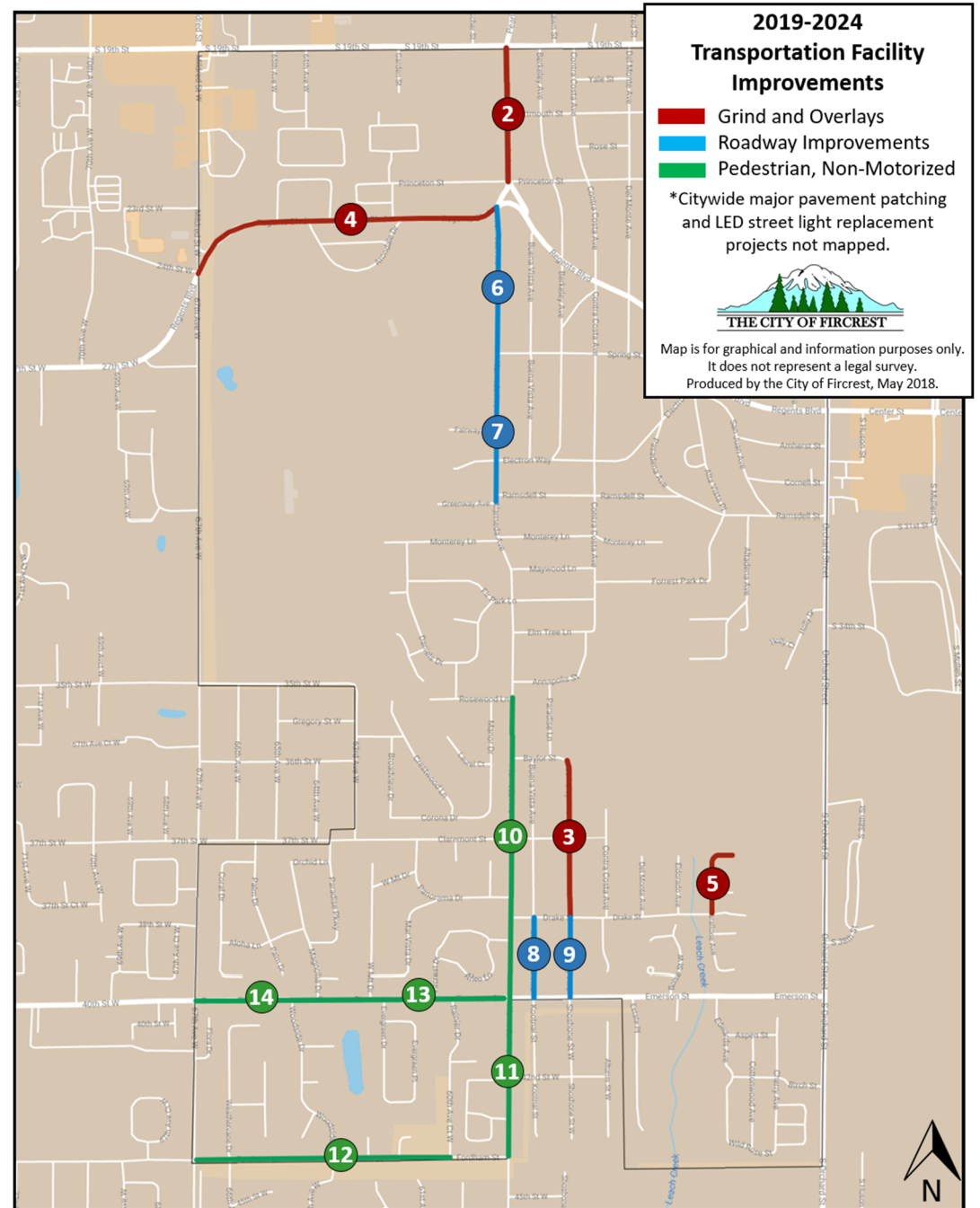
A grind and overlay project consists of grinding the existing pavement down a few inches and overlaying the roadway with a new wearing surface. This is a way to preserve the existing roadway and provide a new wearing surface and seal the roadbed.

Roadway Improvements

This is a reconstruction of the existing roadway. The roadbed is removed and replaced with new material and a new pavement section. This work also includes replacing or adding curb and gutters and sidewalks along both sides of the roadway or where they do not exist.

Pedestrian, Non-Motorized

This improvement is typically construction of a new curb and gutter and sidewalk improvement. This will add new sidewalks where there presently is no sidewalk and also complete gaps sidewalks. This also provides for bike lanes along designated routes.



DRAFT

NEW BUSINESS: Amendments to FMC Sections 22.07.004 and .005, Type II-A Public
ITEM 10A. Notices

FROM: Angelie Stahlnecker, Planning and Building Administrator

RECOMMENDED MOTION: I move to adopted Ordinance No. _____, amending Fircrest Municipal Code 22.07.004 and 22.07.005, related to public notices for Type II-A projects.

PROPOSAL: The City of Fircrest proposes to amend FMC 22.07.004 and .005, related to Type II-A Public Notices. The proposed amendments will:

- Increase the minimum distance of public notice for commercial projects to 300 feet from 100 feet.
- Increase the minimum comment period from 10 days to 14 days calendar days.

FISCAL IMPACT: The proposed amendments will have no direct fiscal impact.

ADVANTAGE: Increasing the comment time period and increasing the public notice distance for commercial properties would provide greater public input on projects that may have more impact on the adjacent properties.

DISADVANTAGES: None.

ALTERNATIVES: Maintain the current code

HISTORY: At the request of the City Council, staff reviewed the notice requirements for Type II-A permits, which include administrative use permits, minor site plan reviews, minor variances and administrative interpretations. Type II-A applications are a staff level review and do not require a public hearing. Current code requires a 100-foot notice distance with a 10-day comment period. The Planning Commission held a public hearing on April 3, 2018 and forwarded their recommendation onto the City Council. The City Council reviewed the proposal at the April 16, 2018 study session and held a public hearing on May 8, 2018 where no comments were received.

The City prepared an Environmental Checklist and issued a Determination of Nonsignificance for the proposed amendments on March 19, 2018. The environmental determination was issued with a 14-day comment/appeal period ending on April 2, 2018. No comments were received. The City submitted a Notice of Proposed Amendment with a request for Expedited Review to the Washington State Department of Commerce on March 16, 2018. The State granted the expedited review on April 2, 2018. No comments were received.

ATTACHMENT: [Ordinance \(redlined\)](#)

**CITY OF FIRCREST
ORDINANCE NO. _____**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,
AMENDING ORDINANCE NO. 1245 SECTION 5 AND FMC
22.07.004 AND ORDINANCE NO. 1611 SECTION 2 AND FMC
22.07.005.**

WHEREAS, the City has identified the desire to increase notice and comment opportunities for Type II-A applications; and

WHEREAS, the City submitted a *Notice of Intent to Adopt Amendment* with a request for *Expedited Review* to the Washington State Department of Commerce on March 16, 2018, which was issued to state agencies for a comment period that ended on April 2, 2018 as required pursuant to RCW 36A.70 RCW, and no comments were received; and

WHEREAS, the City issued a *Determination of Nonsignificance* on March 19, 2018 with a 14-day comment period ending April 2, 2018, and no adverse comments were received; and

WHEREAS, the Planning Commission conducted a public hearing on April 3, 2018 to accept public testimony and comment on the proposed amendments; and

WHEREAS, the Planning Commission adopted the following findings in support of approval of the proposed amendments, in consideration of the criteria listed in FMC 22.78.004, prior to final action:

(a) The proposed amendment is consistent with the goals, objectives and policies of the comprehensive plan; and

(b) The proposed amendment will promote, rather than detract from, the public health, safety, morals and general welfare by providing greater public input for projects that may have more impact on the adjacent properties.

WHEREAS, the City Council conducted a public hearing on May 8, 2018 to accept public testimony and comment on the proposed amendments. Now, Therefore,

**THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS
FOLLOWS:**

Section 1. Ordinance 1245 §5 and FMC 22.07.004 are hereby amended to read as follows:

22.07.004 Notice of comment period for ~~administrative use permit, minor site plan review and minor variance~~ Type II-A permits.

Upon receipt of a complete application for an ~~administrative use permit, minor site plan review, or minor variance~~ Type II-A permit, the director shall send written notice to the owners of property within 100 feet of the subject property for a residential proposal, and within 300 feet of the subject property for a commercial proposal, notifying them of the application and the opportunity to comment on the proposal. Public comments must be received by the director within 10-14 calendar days of the issuance date of the notice. No public hearing will be conducted for these applications. However, public comments

received within the comment period will be considered by the director prior to issuance of a written decision. [Administrative interpretations are exempt from this requirement.](#)

Section 2. Ordinance 1611 §2 and FMC 22.07.005 are hereby amended to read as follows:

22.07.005 Notice of decision for ~~administrative use permit, minor site plan review, minor variance, and administrative interpretation~~ [Type II-A permits](#).

Upon issuance of a decision on a proposed ~~administrative use permit, minor site plan review, minor variance, or administrative interpretation~~ [Type II-A permit](#), the director shall provide a written notice of this decision to the applicant and any parties who have provided written comment during the ~~10-day~~ comment period, if applicable. The director shall also provide written notice of this decision to the planning commission.

Section 3. Severability. If any section, sentence, clause or phrase of this title shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this title.

Section 4. Publication and Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the city. This ordinance shall be effective five (5) days after such publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 22nd day of May, 2018.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

DATE OF PUBLICATION:

EFFECTIVE DATE:

**NEW BUSINESS: Amendments to FMC Section 22.58, Accessory Building Setbacks
ITEM 10B.****FROM:** Angelie Stahlnecker, Planning and Building Administrator

RECOMMENDED MOTION: I move to adopted Ordinance No. _____, amending Fircrest Municipal Code 22.58.003, related to accessory building setbacks.

PROPOSAL: The City of Fircrest proposes to amend FMC 22.58.003, Accessory Buildings as it relates to rear and side setbacks. The proposed amendments will:

- Reduce the minimum “rear yard” setback of a through-lot to five feet if no building permit required.
- Reduce the minimum setback for side street side yard to five feet if no building permit required.
- Increase the interior side yard setback and rear yard setback from three feet to five feet.

FISCAL IMPACT: The proposed amendments will have no direct fiscal impact.**ADVANTAGE:** The amendments will bring more consistency, equitably, and clarity to the accessory building standards.**DISADVANTAGES:** None.**ALTERNATIVES:** Maintain the current code.**HISTORY:** At the request of the Planning Commission, staff reviewed the setback standards for accessory structures for through-lots and corner lots. Staff also made recommendations to address concerns over fire separation, storm run-off separation, and privacy between accessory structures and adjacent properties. The Planning Commission held a public hearing on April 3, 2018 and forwarded their recommendation onto the City Council. The City Council reviewed the proposal at the April 16, 2018 study session and held a public hearing on May 8, 2018.

The City prepared an Environmental Checklist and issued a Determination of Nonsignificance for the proposed amendments, on March 19, 2018. The environmental determination was issued with a 14-day comment/appeal period ending on April 2, 2018. No comments were received. The City submitted a Notice of Proposed Amendment with a request for Expedited Review to the Washington State Department of Commerce on March 16, 2018. The State granted the expedited review on April 2, 2018. No comments were received.

ATTACHMENT: [Ordinance \(redlined\)](#)

**CITY OF FIRCREST
ORDINANCE NO. _____**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,
AMENDING ORDINANCE 1562 SECTION 37 AND FIRCREST
MUNICIPAL CODE 22.58.003, ACCESSORY BUILDINGS SETBACKS.**

WHEREAS, the City has identified the desire to amend the setback requirements for accessory structures; and

WHEREAS, the City submitted a *Notice of Intent to Adopt Amendment* with a request for *Expedited Review* to the Washington State Department of Commerce on March 16, 2018, which was issued to state agencies for a comment period that ended on April 2, 2018 as required pursuant to RCW 36A.70 RCW, and no comments were received; and

WHEREAS, the City issued a *Determination of Nonsignificance* on March 19, 2018 with a 14-day comment period ending April 2, 2018, and no adverse comments were received; and

WHEREAS, the Planning Commission conducted a public hearing on April 3, 2018 to accept public testimony and comment on the proposed amendments; and

WHEREAS, the Planning Commission adopted the following findings in support of approval of the proposed amendments, in consideration of the criteria listed in FMC 22.78.004, prior to final action:

(a) The proposed amendment is consistent with the goals, objectives and policies of the comprehensive plan; and

(b) The proposed amendment will promote, rather than detract from, the public health, safety, morals and general welfare by minimizing the impact on adjacent properties by increasing side and rear setbacks for accessory structures that will provide better fire, stormwater, and aesthetic separation and by improving equitability and preserving backyard space by establishing a five-foot rear yard of a through-lot setback for accessory structures that do not require a permit.

WHEREAS, the City Council conducted a public hearing on May 8, 2018 to accept public testimony and comment on the proposed amendments. Now, Therefore,

**THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS
FOLLOWS:**

Section 1. Ordinance 1562 §37 and FMC 22.58.003 are hereby amended to read as follows:

22.58.003 Accessory buildings.

(a) One or more detached accessory buildings, including, but not limited to, garages, carports, garden sheds, greenhouses and other similar structures, may be constructed on a parcel containing a principal residential structure, subject to the following standards:

Maximum building footprint area	600 sf.
Maximum lot coverage	10% of the lot area or 1,000 sf, whichever is less, for all accessory buildings combined on a single lot.
Maximum building height	18 feet at top of ridge and 10 feet at top of wall.
Minimum front yard setback	Same as specified for principal residential structure.
Minimum interior side yard setback	3-5 feet, if located \geq 50 feet from the front property line. 5 feet, if located $<$ 50 feet from the front property line.
Minimum side street side yard setback on a corner lot	Same as specified for principal residential structure <u>if building permit required, otherwise 5 feet.</u>
Minimum rear yard setback	3-5 feet.
Minimum setback from “rear” lot line on either street frontage on of a “through lot”	Same as specified for required front yard for principal residential structure <u>if building permit required, otherwise 5 feet.</u>
Minimum setback from alley	3-5 feet. Vehicle access points from garages, carports or fenced parking areas shall be set back from the alley property line to provide a straight-line separation of at least 22 feet from the access point to the opposite property line of the alley. No portion of the garage or the door in motion may cross the property line abutting the alley.
Minimum separation from principal residential structure	5 feet. Note: the building code may require a 6-foot minimum <u>additional</u> separation based on construction design.
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i>	

(b) Exceptions to Building Footprint Area, Height and Lot Coverage Limits. The director may grant an administrative use permit for a building that exceeds the building footprint, height or lot coverage standards listed in subsection (a) of this section if it finds that:

- (1) The building and its use will not significantly impact adjoining properties;
- (2) The architecture will incorporate exterior finish materials and design elements consistent with, or superior to, that of the principal residential structure on the property;
- (3) The building will fit the character of the neighborhood;

- 1 (4) The architecture complies with the city's design guidelines;
2 (5) The building footprint will not exceed 800 square feet, and the building height
3 will not exceed 21 feet at the top of ridge or 12 feet at the top of wall; and
4 (6) The combined building footprints of existing and proposed accessory buildings
5 on the same lot will not exceed 1,000 square feet.
6 (c) Determination of Attached Versus Detached Status for Garages. A garage that is
7 connected to a principal residential structure by an architecturally integrated,
8 covered breezeway is classified as an attached garage if the separation between the
9 parallel walls of the garage and principal structure does not exceed eight feet. For
10 purposes of determining allowable setbacks, height and lot coverage, an attached
11 garage is treated as if it were part of the principal structure. If the separation between
12 the parallel walls of a garage and principal structure exceeds eight feet, the garage
13 is classified as a detached building subject to the accessory building standards listed
14 in this section.

15 **Section 2. Severability.** If any section, sentence, clause or phrase of this title shall be
16 held to be invalid or unconstitutional by a court of competent jurisdiction, such
17 invalidity or unconstitutionality shall not affect the validity or constitutionality of any
18 other section, sentence, clause or phrase of this title.

19 **Section 3. Publication and Effective Date.** A summary of this ordinance consisting of
20 its title shall be published in the official newspaper of the city. This ordinance shall be
21 effective five (5) days after such publication.

22 **PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,**
23 **WASHINGTON,** at a regular meeting thereof this 22nd day of May, 2018.

24 **APPROVED:**

25 _____
26 Hunter T. George, Mayor

27 **ATTEST:**

28 _____
29 Jessica Nappi, City Clerk

30 **APPROVED AS TO FORM:**

31 _____
32 Michael B. Smith, City Attorney

33 **DATE OF PUBLICATION:**
34 **EFFECTIVE DATE:**

NEW BUSINESS: **Fircrest Soccer Club Field Use Agreement**
ITEM 10C.

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

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute an agreement between the Fircrest Soccer Club and the City of Fircrest for the use of Fircrest and Whittier Park Soccer Fields from July through December 2018.

PROPOSAL: The Council is being asked to authorize an agreement between the Fircrest Soccer Club and the City of Fircrest. The purpose of this Agreement is to establish an agreement that addresses fees, materials and hours of usage in order to offset city expenses, protect turf fields, and to minimize the impact to adjacent residents.

FISCAL IMPACT: The City would be compensated for materials and maintenance, field light usage and non-resident player registration. The increase in field use fees helps to close the gap and brings the fees closer to the actual costs. We will be revisiting these fees again in 2019 after further research.

ADVANTAGE: This agreement will provide clear expectations between the City of Fircrest and the Fircrest Soccer Club on field maintenance, policies and rules, fees and charges, and liability.

DISADVANTAGES: None.

ALTERNATIVES: Do not authorize, continue to use old method of billing.

HISTORY: The Fircrest Soccer Club has provided youth soccer in the City of Fircrest for many years. Many of today's coaches grew up playing for the club as children. The Fircrest Soccer Club offers soccer for children ages 6-18. The City and the Soccer Club have worked well together in the past, and this agreement will help to clearly define the expectations that the City has of the Club and that the Club has of the City.

ATTACHMENTS: [Resolution](#)
[Agreement](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY MANAGER
TO EXECUTE AN AGREEMENT WITH FIRCREST SOCCER CLUB.**

WHEREAS, Council is being asked to authorize an agreement between the Fircrest Soccer Club and the City of Fircrest to address fees, materials and hours of usage in order to offset city expenses, protect turf fields, and to minimize the impact to adjacent residents; and

WHEREAS, the City shall be compensated for materials and maintenance, field light usage and non-resident player registration; and

WHEREAS, this agreement will provide clear expectations between the City of Fircrest and the Fircrest Soccer Club on field maintenance, policies and rules, fees and charges, and liability. Now, Therefore

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

Section 1. The City Manager is hereby authorized and directed to execute an agreement with the Fircrest Soccer Club.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 22nd day of May 2018.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**AGREEMENT PROVIDING FIELD USE
BETWEEN THE CITY OF FIRCREST
AND
THE FIRCREST SOCCER CLUB**

- 1. Date and Parties:** This Agreement is entered into on this ____ day of _____, 2018, between the City of Fircrest, hereinafter referred to as "City" and Fircrest Soccer Club, hereinafter referred to as "FSC", the City and FSC hereafter referred to collectively as the "Parties".
- 2. General Recitals:** The purpose of this Agreement is to establish an agreement that addresses fees, materials, hours of usage, and City maintenance activities in order to offset city expenses, protect turf fields, and to minimize the impact to adjacent residents.
- 3. Term:** The term of this Agreement shall be from April 1, 2018, to December 31, 2018, and may be extended or modified by mutual consent of the parties.
- 4. Termination of Agreement:** This Agreement may be terminated by either party, with or without cause, upon thirty (30) days' written notice served to the other party by registered mail. City will make every effort not to terminate the agreement during the FSC's season.
- 5. Field Maintenance:** The City shall provide the services as specified in the attached Exhibit A.
- 6. Policy Rules:** FSC shall follow all policy rules and ordinances outlined in Exhibit B.
- 7. Fees & Charges:** The City shall be compensated as outlined in Exhibit C.
- 8. Notices:** Any notice required or permitted herein shall be deemed properly given at the time personally delivered or mailed postage prepaid and first class to the following addresses, or such other addresses as the City or FSC may designate in the future:

If to the City:

City Manager
City of Fircrest
115 Ramsdell Street
Fircrest, WA 98466

With a copy to:

City Clerk
City of Fircrest
115 Ramsdell Street
Fircrest, WA 98466

If to FSC:

President
c/o Fircrest Soccer Club 555
Contra Costa Avenue
Fircrest, WA 98466

- 9. Discrimination and Compliance with Laws:** FSC agrees to not discriminate against any participant or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, age, disability, or other circumstance prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.
- a. FSC shall comply with all federal, state and local laws and ordinances applicable under this Agreement.
 - b. Violation of this section shall be a material breach of this Agreement and grounds for cancellation, termination or suspension by the City, in whole or in part, and may result in ineligibility for further use of the City fields.
- 10. Defense, Indemnity, and Hold Harmless Agreement:** FSC agrees to Defend, Indemnify and hold harmless the City, it's elected officials, officers, employees, directors, agents, volunteers, and members from any and all claims, demands, losses, actions, or liabilities to or by any and all persons, property, facility, or entity for any occurrence on or about City property or facilities as a result of use or occupancy of the facilities, grounds or other property of any kind. However, FSC shall not be responsible for the sole negligence or willful misconduct of the City of Fircrest or their elected officials, officers, employees, directors, agents, volunteers and members.
- 11. Liability Insurance Requirements:** FSC shall purchase and maintain a \$1,000,000 General Liability Insurance Policy protecting the City of Fircrest, its elected officials, officers, employees, directors, agents, volunteers, and members and naming the City of Fircrest et al as a Primary Non-Contributory Additional Insured. A certificate of insurance will be provided annually. Limits and coverage of the insurance policy and this agreement do not relieve FSC from uninsured or underinsured losses or additional liability.
- 12. Sole Contract Between Parties:** This Agreement is the sole written contract between the parties. Any prior written or oral understanding shall merge with this Agreement. It shall be amended only upon express written consent of the Parties hereto.

Dated this _____ day of _____, 2018.

CITY OF FIRCREST:

By: _____
Scott Pingel, City Manager

FSC

By: _____
Fircrest Soccer Club

Print Name

EXHIBIT A FIELD MAINTENANCE

What Is Included:

- All aspects of maintenance will be handled by the City, including but not necessarily limited to: mowing, edging, management of maintenance schedule and distribution of chemicals and fertilizers, regular watering and management of irrigation systems.
- The City will follow this schedule as close as possible, staffing and weather permitting. If for any reason the City is unable to perform any of the tasks on the schedule set forth below during the Season, it will provide prompt notice to FSC.

1. Mowing

- Mow weekly July through October
- Mow as needed November through December.
- Total projected mowings per year range from 20 to 25 times.

2. Coring

- Core fields 2 to 3 times per year with conventional 0.75" hollow tines once school is out in June, in mid- August before fall sports begin, and at the end of the Season if the field is firm enough to drive on.

3. Over seeding

- One application of over seeding done in April or May

4. Top dressing

- One application of top dressing in the dry months from April through August.

5. Fertilization

- Fertilize 3 times a year with applications in mid-spring, early June, mid- September. Actual application rates and timing will vary for every field and should be based on the Parks & Recreation Department's observation and judgment.

6. Irrigation

- Operate and maintain irrigation systems at Fircrest and Whittier Parks. Repairs needed to the irrigation systems during the Season will be made as quickly as possible.

What Is Not Included:

- All costs of additional fertilizer and chemicals requested by FSC.
- Any additional labor and material required to repair the fields due to game play, overuse, and wear and tear.
- Material for lining the fields. FSC must supply their own materials for painting lines on the fields.
- The field layout must be approved by the Fircrest Parks and Recreation Director prior to the first painting of the season.

Exhibit B
Policies, Rules and Ordinances

Field Wear

- FSC teams shall rotate drills/warm-ups around a playing field to prevent deep wear from overuse in any one area of a field. Fields cannot be modified, improved, dug in to, repaired, or modified in any way without prior written permission from the City. The cost for repairs to correct damage above and beyond soccer related normal wear and tear caused by FSC teams (volunteer, parent, player, etc.) will be the responsibility of FSC. FSC is responsible for educating volunteers, referees, coaches, parents and visitors about monitoring players and their actions while on a field. Garbage, restroom and concession stand topics are covered below.

Subletting/Trading

- Subletting is not allowed. Unneeded time does need to be returned to the City for redistribution by the City. Subletting may result in immediate revocation of FSC's use.

Field Closures and Rain Outs

- City of Fircrest staff will have final say on city field playability and safety during inclement weather conditions. Once a field is officially closed, it cannot be used until reopened by the City. Closures may also result from poor playing conditions or a concern of potential damage which could cause hazardous safety concerns or could cause the need for excessive repairs. Damage that is caused by FSC's excessive or improper use or with disregard may result in a field being closed until repairs are complete and FSC being assessed for the cost of repairs to bring the field back to a playable condition.
- For fields potentially not inspected by City staff prior to use (i.e. practice sites, soccer sites), common sense applies - do not use a saturated field.

Admissions/Donations

- Teams or organizations hosting events are not permitted to charge fees or receive donations relating directly to such events.

Business Activity/Use and Solicitations

- Solicitations are not allowed within a park. It is unlawful to conduct any type of business activity in any park. Business activity shall include, but not be limited to, sale of food, beverages or merchandise, providing classes or other forms of instruction for a fee or other valuable consideration, or use of a park facility for advertising any business, product or service.

Initial Field Layout

- The field layout must be approved by the Fircrest Parks and Recreation Director prior to the first painting of the Season.

EXHIBIT C FEES AND CHARGES

Fees and Charges

Fees are assessed in three areas:

1. Basic Field Use Fees: this a flat fee charged per FSC team to offset operation and maintenance costs specific to the soccer fields at both Fircrest and Whittier Parks.
2. Lighted Fields: This fee is based on the past 3 years of light and power consumption on the soccer fields.
3. Non-Resident Player Fee: this fee is charged based on the number of non-Fircrest residents playing with FSC teams.

The City shall not increase usage fees. Field Use Fees are detailed below:

- ***Field Use Fees:**
 - \$75 per team per season for mod & full field (increased from \$35)
 - \$37.50 per team per season for micro teams (increased from \$17.50)
- ***Lighted Field Fees:**
 - \$7.00 per hour, based on the 2018 Fee and Rate Schedule
- **Non-Resident Fees:**
 - \$10 per nonresident player per season

**In 2017 Fircrest Parks Maintenance spent an average of 8 hours per week on soccer field painting and the delivery of materials used for field wear & tear, totaling \$4,926.48. The increase in Field Use Fees helps to close the gap and brings the fees closer to the actual costs. We will be revisiting these fees again in 2019 after further research.*

**Based on previous years, lighting the fields for FSC practices cost the City an average cost of \$294/month.*

Payments and Invoicing

- For full season users, fees are invoiced at the end of each Season. The invoice will detail the Season's use, applicable fees and the date the payment is due.
- Final payment for field use is due within 30 days of billing. Payment not received within a timely fashion may affect FSC's standing for the following year.

NEW BUSINESS: **Senior Bus Purchase**
ITEM 10D.

FROM: **Colleen Corcoran, Finance Director**

RECOMMENDED MOTION: I move to authorize the City Manager to purchase a 14-passenger bus from _____ for the amount of \$ _____ including sales tax.

PROPOSAL: The Council is being asked to authorize the City Manager to purchase a 14 passenger bus to replace the current senior bus.

FISCAL IMPACT: The total price is \$ _____ including sales tax. The amount budgeted in the ERR Fund is \$60,000. The sale/trade in value of the old senior bus will decrease the total cash outlay by approximately \$1,500.

ADVANTAGE: The new bus will provide a reliable mode of transportation for senior programs. Staff is looking in to expanding the services offered to seniors. These may include weekly trips for seniors who are unable to drive to the grocery stores, pharmacies, etc. In addition, staff is looking at how youth, teens, and adult programs may utilize the bus.

DISADVANTAGES: The disadvantage is the cost to purchase the new bus plus future replacement contributions. Currently \$60,000 has been accumulated in ERR for replacement and is included in the 2108 Budget.

ALTERNATIVES: Not purchase the bus, which would result in decreased services for Fircrest's senior citizens.

HISTORY: The current senior bus, a 1997 Chevy, was purchased used in 2003. It was scheduled to be replaced in 2011 and had \$60,000 accumulated for replacement at that time. The bus was used for an additional seven years and is now undependable.

During the 2018 budget process, \$60,000 was approved to purchase a bus in 2018. Staff began the research using the State Purchasing Contract. The 14-passenger bus that was demonstrated to staff was not available on the state contract. After further research, there were no 14-passenger buses available. For purchases of equipment over \$7,500, a competitive bid process must be used. On May 9, 2018 a bid was placed in the Tacoma Daily Index and on the City's website. The bid is required to be open for 13 days, and will close on May 22, 2018 at 9:00 a.m. at which time the sealed bids will be opened. The City's purchasing policy states any bid award for a purchase over \$20,000 requires approval and award of the City Council.

The name and amount will be available at the Council meeting on May 22, 2018.

ATTACHMENT: None.