

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Hunter T. George called the special meeting to order at 6:00 P.M. and led the pledge of allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Denny Waltier, and Blake Surina. Councilmember Jamie Nixon was absent and excused.

AGENDA MODIFICATIONS

There were none.

George provided an update on the High Tank painting project, stating the News Tribune would be doing a positive story about community engagement and the tank project.

ALAMEDA GRIND AND OVERLAY PROJECT BID AWARD AND CONTRACT APPROVAL

Public Works Director Wakefield briefed the Council on the recommendation to award the contract for the Alameda Avenue Grind and Overlay project to Tony Lind Paving, LLC in the amount of \$138,793.64. Wakefield indicated that the was within the budget and grant amounts for this project, and that the low bidder was responsive and came recommended to do this project. Wakefield indicated that by this action, the Council would give authorization to prepare and execute contract documents, and give the low bidder a “Notice to Proceed” with the work detailed in the plans and specifications. **Reynolds MOVED the City Council authorize the City Manager to award the contract for the Alameda Avenue Grind and Overlay project to Tony Lind Paving, LLC in the amount of \$138,793.64 to prepare and execute the required contract documents, and to give the “Notice to Proceed” to commence construction of the project; seconded by Wittner.** George invited councilmember comment; Wittner inquired on the scope of the project. Wakefield stated the Alameda Avenue project was from Regence Boulevard to S 19th Street and that no utility work would be done within five years of the project’s completion. Viafore inquired on the difference between a motion versus resolution on the approval of the item; Pingel stated approval procedures for a particular item were carried over from the previous time of approval. George inquired on the timeline; Wakefield stated although there was a 45-day limit on the contract, the project was anticipated to start work on August 1st and be completed prior to school starting. Wittner inquired on traffic disruption; Wakefield indicated WSDOT required one lane to be open during construction and that there would be minimal traffic disruption due to the scope of the project. Wittner requested notification to the public via the City’s website and Facebook to alert the public of the upcoming construction project. George invited public comment; there were none. **The Motion Carried (6-0 with Nixon absent).**

KPG, P.S. SUPPLEMENT #1 FOR CONSTRUCTION MANAGEMENT SERVICES

Wakefield briefed the Council on the proposed supplement #1 to the Local Agency A&E Professional Services Negotiated Hourly Rate Agreement with KPG, P.S. for providing construction management services for the Alameda Avenue Grind and Overlay project. Wakefield indicated that this contract had been reviewed and approved by WSDOT and that the project was under budget. **Reynolds MOVED to adopt Resolution No. 1597, authorizing the City Manager to execute Supplement #1 to the Local Agency A&E Professional Services Negotiated Hourly Rate Agreement with KPG, P.S. for providing construction management services for the Alameda Avenue Grind and Overlay project; seconded by Waltier.** George invited councilmember comment; Viafore inquired on the RFI and Case

Management logs removed from the contract. Wakefield indicated those logs would not be needed for this type of project. George invited public comment; there were none. **The Motion Carried (6-0 with Nixon absent).**

CASELLE SOFTWARE PRESENTATION AND DISCUSSION

City Manager Pingel briefed the Council on the shortcomings of the City's current software and impressions of the Caselle software. Pingel indicated staff would continue to do its due diligence as well as demo other software solutions to determine how they compare. Pingel stated once staff found a preferable solution, an RFP would be advertised, and a recommendation would be brought before Council. There was a brief discussion on return on investment, compatibility, report generation, data linking, and continuing to perform due diligence.

Waltier departed at 6:51 P.M and returned at 6:53 P.M.

FINANCIAL POLICIES DISCUSSION

Finance Director Corcoran briefed the Council on the draft financial policies, stating written, adopted financial policies would have many benefits, such as meeting the Auditor's request, potentially lowering our interest rate when issuing bonds, assisting the elected officials and staff in the financial management of the City, and providing continuity over time as elected officials and staff members change. Pingel indicated the draft financial policies were written as the City currently operated and requested Council feedback. After a brief discussion on the reserve policies and softening the requirements, there was a general consensus to review the language to change "shall" to "should" wherever feasible. Pingel and Corcoran indicated she would make the appropriate changes and bring back the updated draft policies to the next regularly scheduled meeting for Council consideration for approval in hopes of having the document ready for presentation to bond rating agencies in early August.

POOL AND BATHHOUSE BID AWARD DISCUSSION

Pingel briefed the Council on the proposed Owner/Contractor contract and General Conditions of the contract for the pool and bathhouse project, stating that once the bids were opened, staff could be prepared to bring forth the contract at the July 23, 2019 regularly scheduled Council meeting. There was a brief discussion on whether the City Attorney had been consulted and had an opportunity to review the contract; Pingel confirmed that the City Attorney had reviewed the contract prior to the bid advertisement. There was a brief discussion how many days of the week the contractor would be able to work; Pingel indicated that had not been determined yet, but that they would work with what the Fircrest Municipal Code allowed. There was a brief discussion on whether a third party general contractor would be needed to represent the City as the owner's project manager to ensure the project stays on time and on budget; Pingel indicated he would obtain fee proposals to determine whether it would be a reasonable soft cost to incur. There was a brief discussion on when the results of the bid openings would be communicated to Council; Pingel indicated he would provide the bid tally results by the close of business Wednesday, July 17th. Pingel anticipated bring the pool and bathhouse project bid award and contract approval for Council consideration at its July 23rd meeting.

George indicated he received communications from Councilmember Nixon requesting an excused absence. George inquired if there were any objections; there were none.

JULY 15, 2019


FIRCREST CITY COUNCIL MEETING MINUTES – STUDY SESSION 3

ADJOURNMENT

Reynolds MOVED to adjourn the meeting at 7:26 P.M., seconded by Waltier. The Motion Carried (6-0 with Nixon absent).



Hunter T. George, Mayor



Jessica Nappi, City Clerk