

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, OCTOBER 22, 2019
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. [Proclamation: Dysautonomia Awareness Month](#)
- B. [Pierce Transit Update by Nancy Henderson](#)
- C. Pool and Community Center Project

5. PUBLIC 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, Courts
- D. Street, Water, Sewer, and Storm Drain
- E. Other Liaison Reports

7. CONSENT CALENDAR

- A. Approval of [vouchers](#)/payroll checks
- B. Approval of minutes: [October 7, 2019 Special Meeting](#) [October 14, 2019 Special Meeting](#)
[October 8, 2019 Regular Meeting](#)
- C. Setting a public hearing to receive comments on sewer rates on December 10, 2019 at 7:15 P.M. or soon thereafter.

8. PUBLIC HEARING 7:15 P.M.

- A. [To receive comments on 2020 Budget](#)

9. UNFINISHED BUSINESS

- A. [Ordinance: Salaries of Non-Union Employees, Including Casual and Seasonal Employees](#)

10. NEW BUSINESS

- A. [Motion: Alameda Avenue Grind & Overlay Project Acceptance](#)
- B. [Motion: Farallone Avenue Sanitary Sewer Connection Close-Out Change Order #1](#)
- C. [Ordinance: Creating a Park Bond Debt Fund](#)
- D. [Ordinance: Creating a Park Bond Capital Fund](#)
- E. [Resolution: BIAS Software Agreement](#)
- F. [Resolution: DAC Contract Amendment](#)
- G. [Resolution: Boers & Associates Contract Amendment](#)
- H. [Resolution: NW GIS Contract Amendment](#)
- I. [Resolution: Morris Law Contract Amendment](#)
- J. [Resolution: Sound Inspection Contract Amendment](#)

11. CITY MANAGER COMMENTS

- A. October 28, 2019 and November 4, 2019 Budget Special Meetings

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: Dysautonomia Awareness Month Proclamation
ITEM 4A.**

FROM: Hunter T. George, Mayor

RECOMMENDED MOTION: I move to authorize the Mayor's signature on a proclamation proclaiming the month of October as Dysautonomia Awareness Month.

PROPOSAL: The Council is being asked to approve the Dysautonomia Awareness Month proclamation.

FISCAL IMPACT: None.

ADVANTAGE: Increased awareness about Dysautonomia will help patients get diagnosed and treated earlier, save lives, and foster support for individuals and families coping with Dysautonomia in our community.

DISADVANTAGES: None known.

ALTERNATIVES: Not to participate.

HISTORY: Dysautonomia International is seeking assistance in raising awareness of an important public health matter. October is "Dysautonomia Awareness Month" around the world.

ATTACHMENT: [Proclamation](#)



Office of the Mayor

PROCLAMATION

WHEREAS, dysautonomia is a group of medical conditions that result in a malfunction of the autonomic nervous system, which is responsible for “automatic” bodily functions such as respiration, heart rate, blood pressure, digestion, temperature control and more; and

WHEREAS, some forms of dysautonomia are considered rare diseases, such as Multiple System Atrophy and Pure Autonomic Failure, while other forms of dysautonomia are common, impacting millions of people in the US and around the world, such as Diabetic Autonomic Neuropathy, Neurocardiogenic Syncope and Postural Orthostatic Tachycardia Syndrome; and

WHEREAS, dysautonomia impacts people of any age, gender, race or background, including individuals living in the City of Fircrest, and some forms of dysautonomia can be very disabling and this disability can result in social isolation, stress on the families of those impacted, and financial hardship; and

WHEREAS, some forms of dysautonomia can result in death, causing tremendous pain and suffering for those impacted and their loved ones; and

WHEREAS, increased awareness about dysautonomia will help patients get diagnosed and treated earlier, save lives, and foster support for individuals and families coping with dysautonomia in our community; and

WHEREAS, Dysautonomia International, a 501(c)(3) non-profit organization that advocates on behalf of patients living with dysautonomia, encourages communities to celebrate Dysautonomia Awareness Month each October around the world; and

WHEREAS, we seek to recognize the contributions of the professional medical community, patients and family members who are working to educate our citizenry about dysautonomia in the City of Fircrest.

NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS, of the City of Fircrest, do hereby proclaim the month of October 2019 as

Dysautonomia Awareness Month

Passed this 22nd day of October 2019

Hunter T. George, Mayor



**Pierce
Transit**

City of Fircrest

October 22, 2019

Why Public Transit?

- Reduces air pollution and traffic congestion
- Is a **mobility lifeline** for those who don't, or can't, drive
- Reduces expenses associated with private car ownership
- Is **10 times safer** than traveling in an automobile



Why Public Transit?

- Encourages **healthier habits**
- Reduces the stress of driving
- Allows for productive use of time en route
- **Generates \$4 in economic returns** for every dollar invested.



Pierce Transit History

Pierce County's local transit provider for 40 years

- Pierce County Public Transportation Benefit Area Corporation ("Pierce Transit")
- Founded in 1979; began service in 1980
- Provide fixed-route bus, SHUTTLE paratransit and Vanpool/Vanshare services



Yesterday

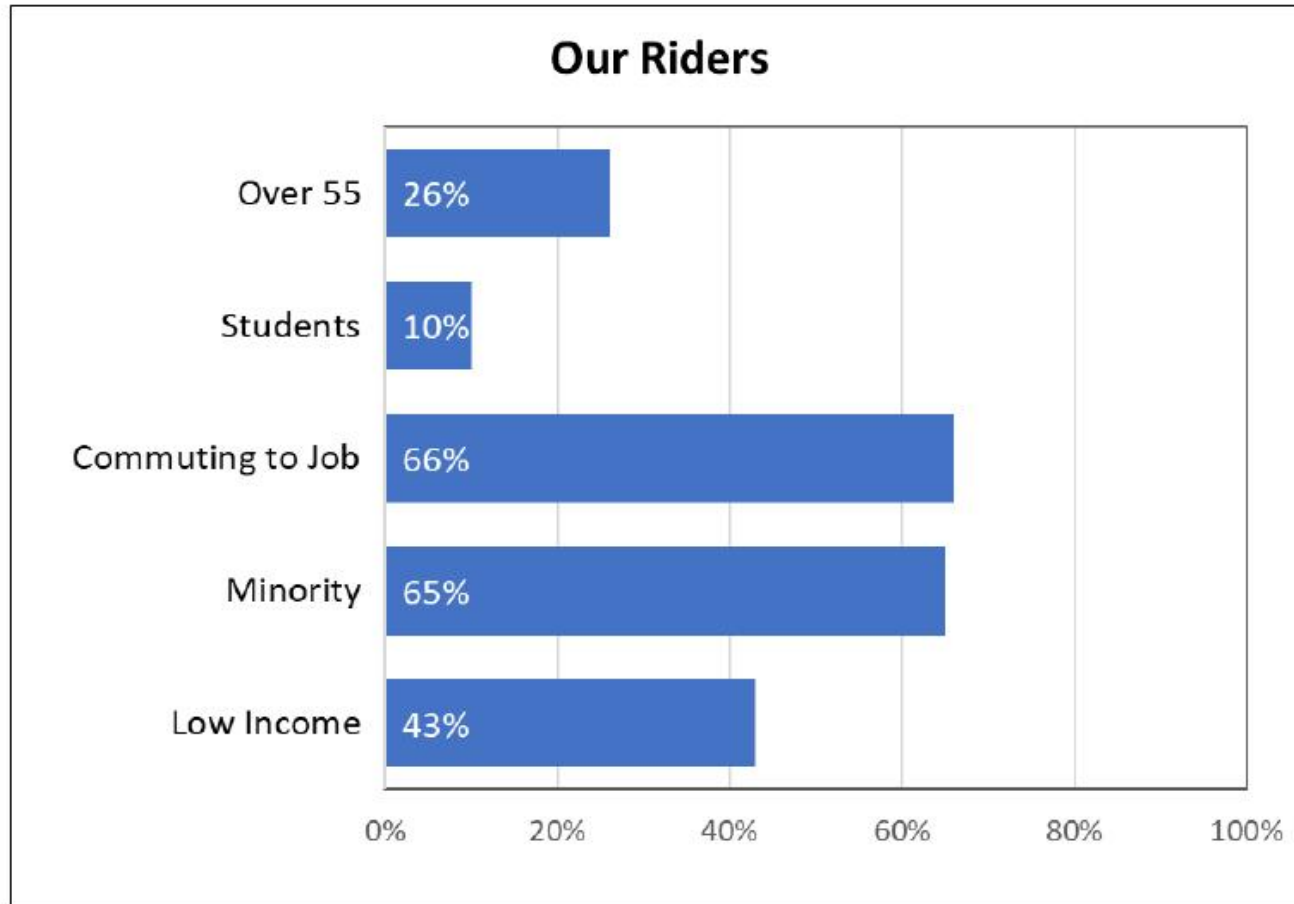


Today



Who We Serve

From Customer Survey Fall 2017



[illegible]

- Auburn
- Edgewood
- Fife
- Fircrest
- Gig Harbor
- Lakewood
- Milton
- Pacific
- Puyallup
- Ruston
- Steilacoom
- Tacoma
- Unincorporated PC
- University Place
- Pierce County
- Contracted routes with Sound Transit

- **292 Square Miles**
- **13 Cities and Towns and portions of Unincorporated Pierce County**
- **Joint Base Lewis McChord**
- **70% of Pierce County's Population**

Serving Fircrest

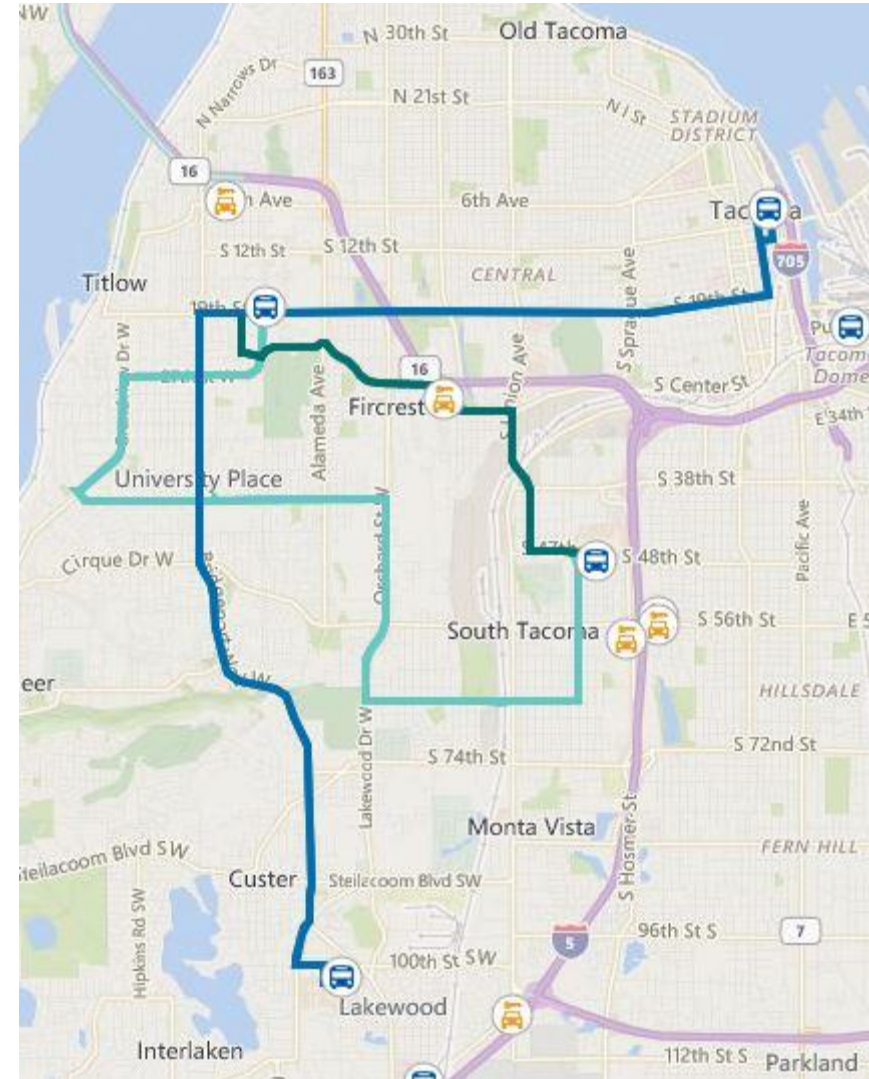
Served by Routes 2, 52, 53

Total Rides in 2018: 30,569

Average Weekday Boardings: 96

Average Saturday Boardings: 69

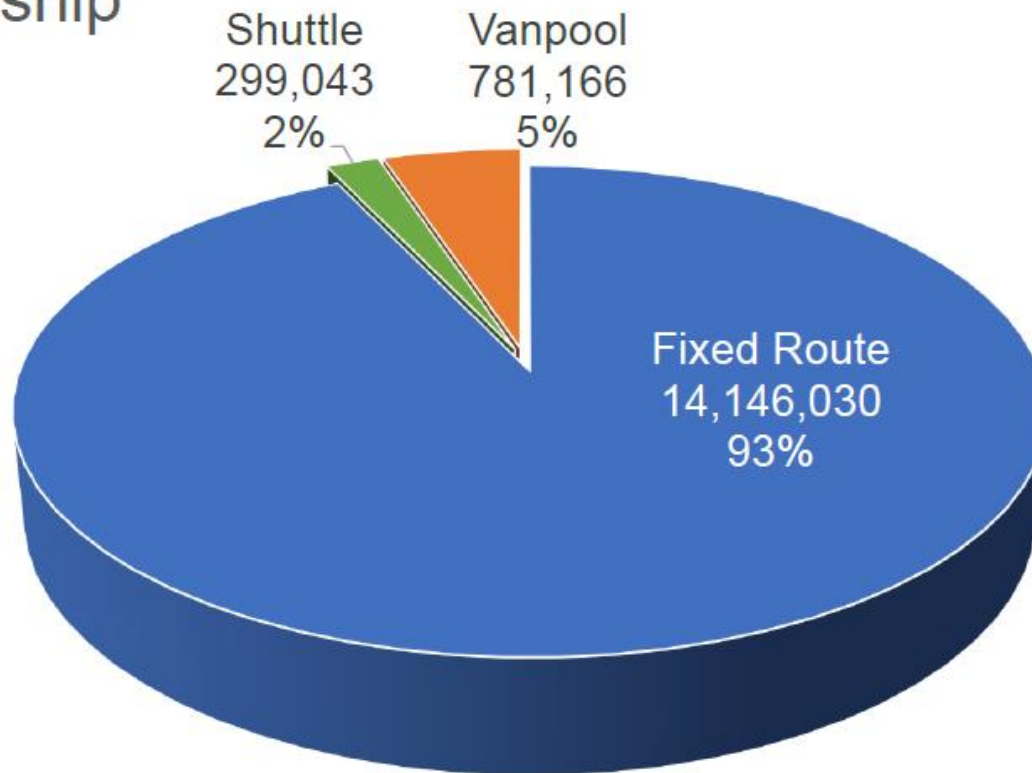
Average Sunday Boardings: 46



Services We Provide

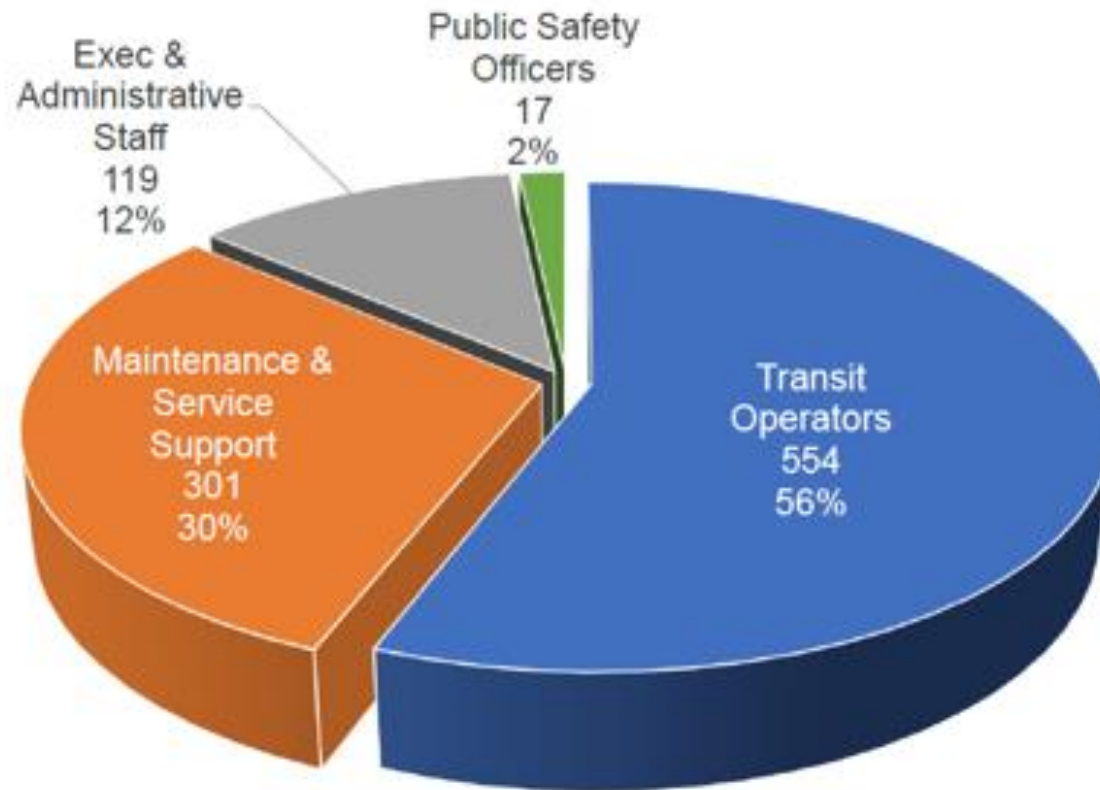
2020 Operating Statistics – Ridership by Mode

Ridership



Our Employees

2020 Budget Workforce



- 991 Positions
970.75 Full Time Equivalents (FTEs)



Where Our Revenue Comes From

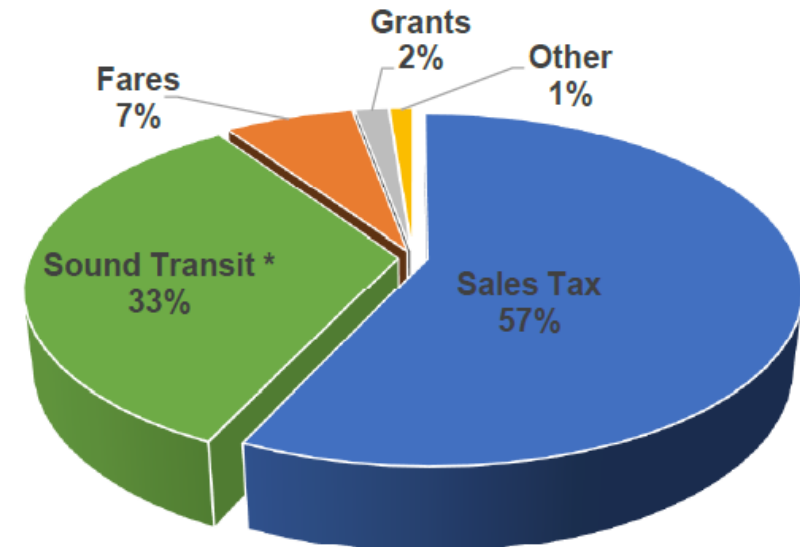
2020 Operating Revenue

Sales Tax	\$ 97,561,853
Sound Transit*	\$ 57,277,321
Fares	\$ 11,363,904
Grants	\$ 2,956,180
Other	<u>\$ 2,016,414</u>

Total Operating Revenue \$ 171,175,672

*Sound Transit contracts with Pierce Transit to provide Regional transit service

2020 Budget Operating Revenue

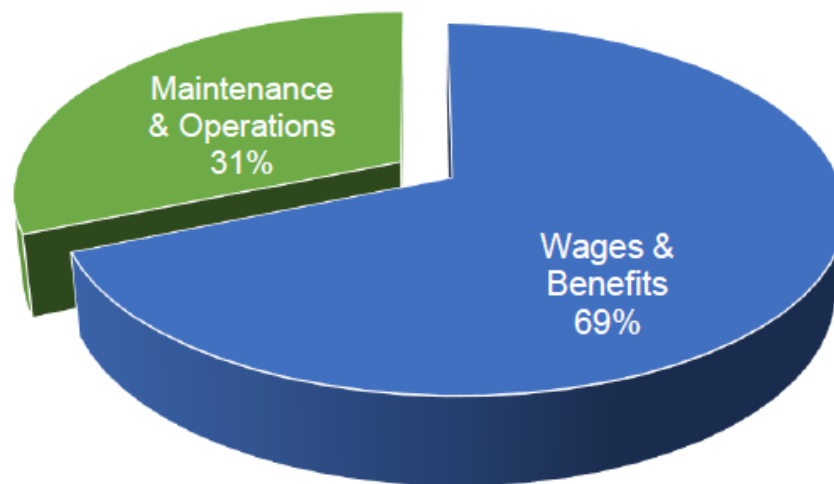


Where Our Revenue is Spent

2020 Operating Expenditures

Wages	\$ 77,035,334
Benefits	\$ 28,754,405
Maintenance & Operations	\$ 48,230,614
<i>Subtotal</i>	<i>\$ 154,020,353</i>
Non-Operating	\$ 1,143,054
Transfer to other Funds <i>(self insurance and capital)</i>	\$ 2,339,673
Total Operating Expenditures	\$157,503,080

2020 Budget Operating Expenditures
(excluding Non-Operating & Transfers)



Note that Total Operating Revenue is \$13.7 million more than Expenditures.



Helping the Community

- Pilot program selling tickets and passes to qualifying 501(c)(3) **human service agencies** at a 50 percent discount
- **Nearly 49,000 express bus rides** to the Washington State Fair and the Taste of Tacoma. Community-based “**trolleys**” in Gig Harbor and between downtown Tacoma and Point Defiance.

Community Events

Pierce Transit is the way to go to fairs and other festivities around town! If you're heading out, chances are there's a local Pierce Transit route that can take you there - or maybe even an express bus straight to the event! Check PierceTransit.org for more news!



National Drive Electric Week • Touch A Truck



Downtown to Defiance



Fife Harvest Festival • Truck and Tractor Day



Puyallup Santa Parade • Milton Santa Parade



6th Avenue Santa Parade



Spring Fair • Taste of Tacoma



Freedom Fair • Ethnic Fest



Washington State Fair



Downtown On The Go Events

transit to trails

Pierce Transit's Historic Twin bus will be on display this summer. Visit our website for more information www.PierceTransit.org/twin

Farmers Market locations include Fife, Gig Harbor, Puyallup, Ruston, Steilacoom, and Tacoma markets at: Broadway, Eastside and South Tacoma. For details visit www.pugetsoundfresh.org/markets

Helping the Community

- Care-A-Van program
- Disaster assistance



Partnerships

- Worked with local **school districts** to get ORCA (transit) cards into the hands of 5,700 students.
- Formalized agreements with three **community colleges** to provide expanded transit options to nearly 13,500 commuting students
- Partnered with **ride-hailing company Lyft** on a pilot project to provide people with rides to certain transit locations.
- Partnered with **180 local employers** to help them with their employees' transportation needs.



Renovations

Renovated six transit centers and Park & Rides, including the Tacoma Dome Station



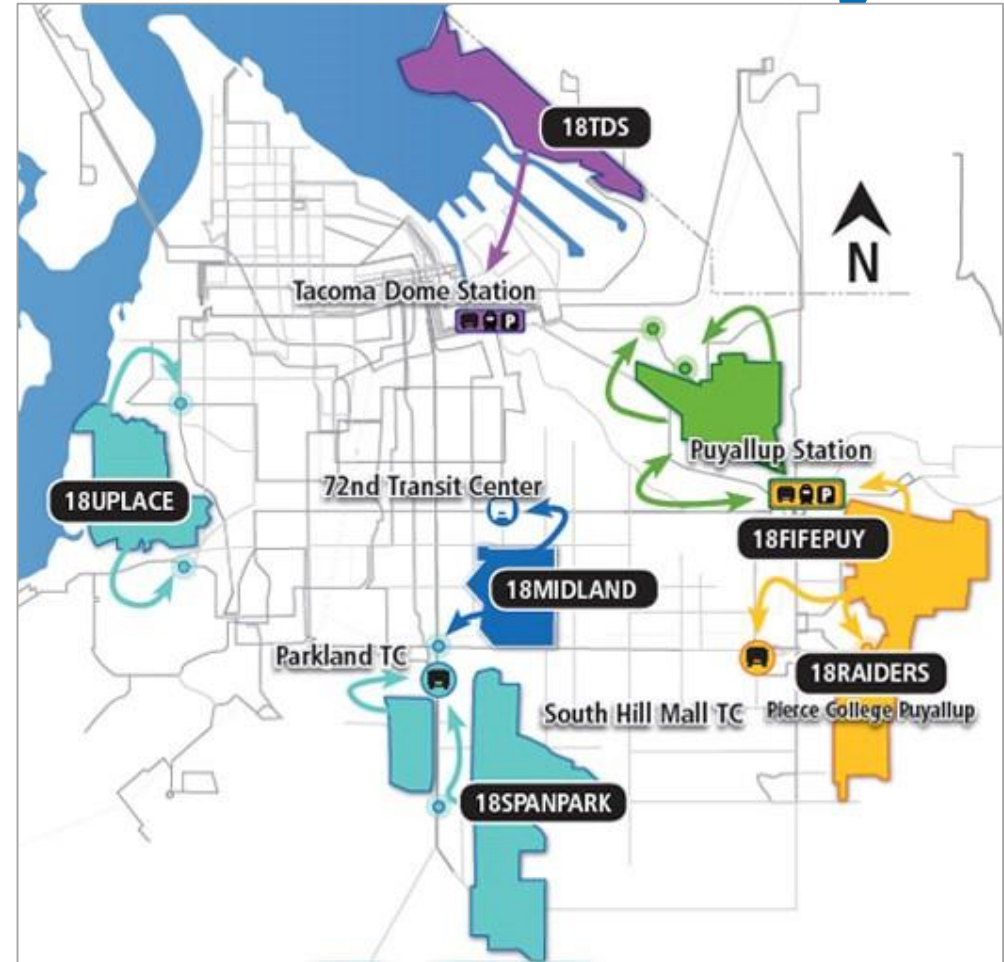
Innovations—Electric Buses

- Zero emissions
- Replaces a diesel bus
- Meets “Buy America” standards
- Thirty percent fewer parts
- Lower maintenance costs



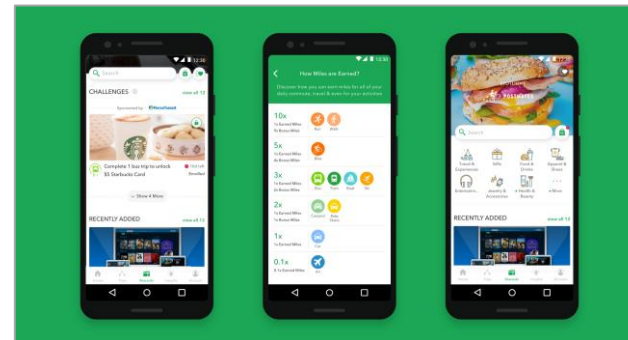
Getting People to their Transit Ride w/ Lyft

- Partnered with Lyft to get people to transit
- Within zones, provided free rides to bus stops, transit centers
- Grant funds paid for rides
- 16 months = 6,000 rides



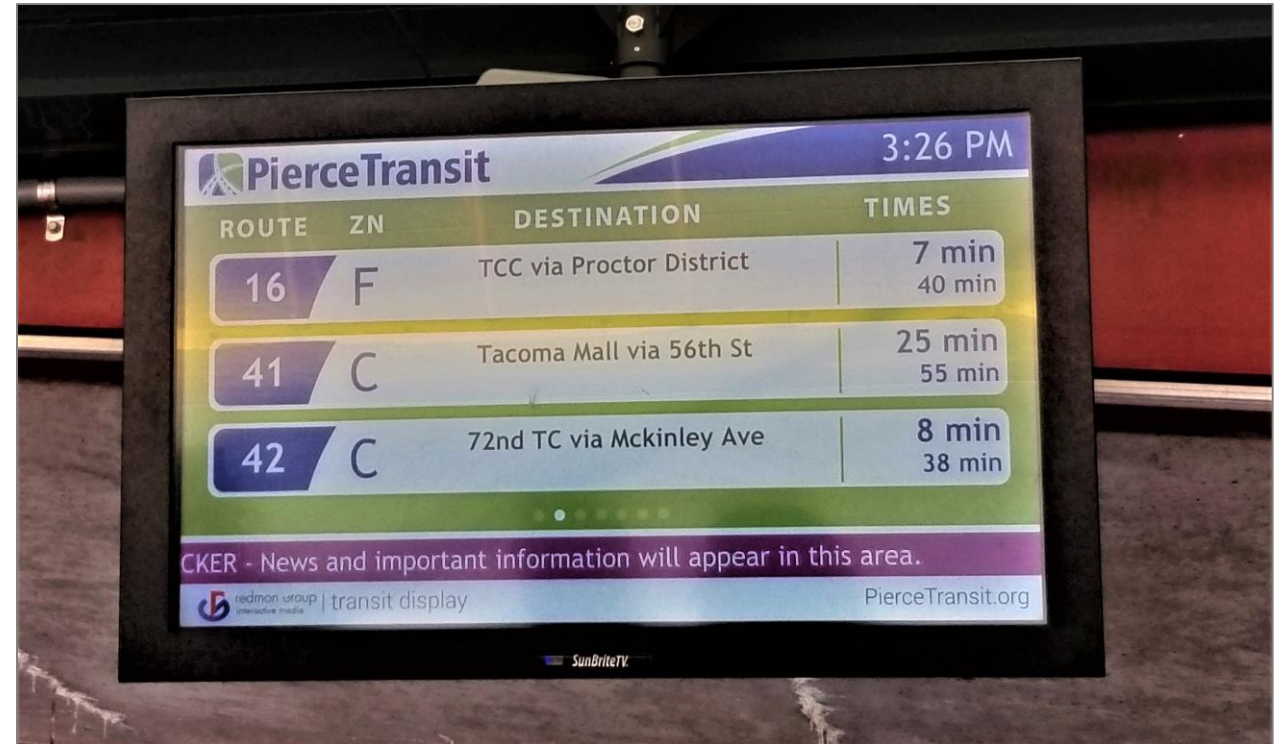
Mobile Ticketing & Travel Rewards

- PiercePay is available through the Hopthru app
- Partnering with travel rewards platform Miles
- App adds points to account when you travel
- Trade points for discounts



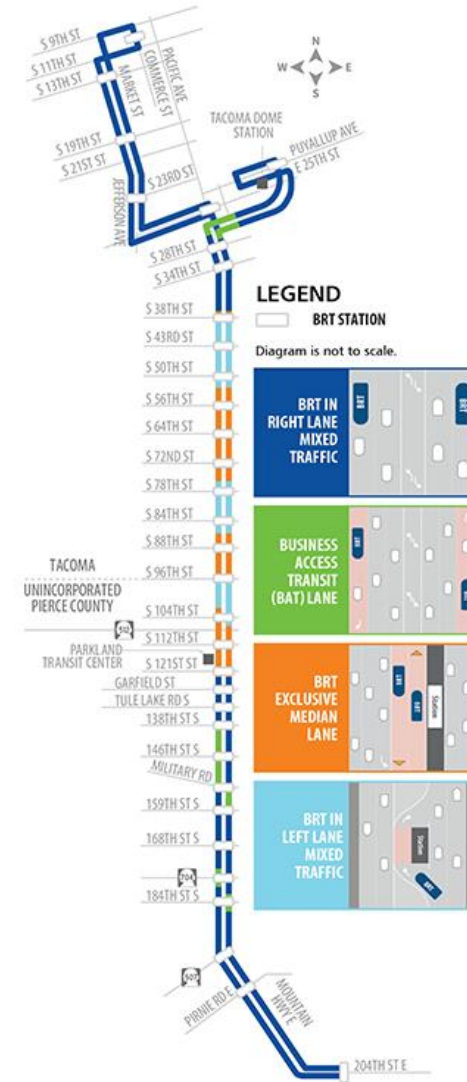
Enhancing the Transit Trip

- Real-time arrival signs at all transit centers
- Arrival information
- Scrolling messages



Bus Rapid Transit

- 14.4 miles from Tacoma to Spanaway
- Line serves six Opportunity Zones
- Now in Project Development phase
- Key decisions completed
- FTA has rated project “Medium-High”



Safety a Top Priority

- DriveCam
 - Installed in every agency vehicle
 - Preventable accidents decreased 30% last two years



- Million Mile Club – 45 Inductees in 2019!
- Pedestrian Avoidance Safety System (PASS) national study

Safety a Top Priority

Public Safety team

- 20 Transit Deputies
- 19 Public Safety Officers, who keep a watchful eye on routes and facilities.



Pierce Transit Board of Commissioners



Victoria Woodards
Chair
Mayor of Tacoma



Marty Campbell
Nice Chair
Pierce County
Council



Daryl Eidinger
Represents Fife,
Milton and Edgewood



Don Anderson
Mayor of Lakewood



Nancy Henderson
Represents Steilacoom,
Pacific, Auburn, Ruston,
Fircrest and Gig Harbor



Bruce Dammeier
Pierce County
Executive



Robin Ferris
Puyallup City
Council



Kent Keel
University Place
Council



Ryan Mello
Tacoma City Council



**Pierce
Transit**

Thank you!

Questions?

524

Pierce Transit

WASHINGTON
C4313C

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 10/22/2019

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
20489	10/11/2019	10/22/2019	4298	AWC Employee Benefit	694.00 November 2019 Retired Medical
521 22 20 01	LEOFF I Medical Premium	001 000 521	General Fund	694.00	11/2019 Retired Medical
20467	10/02/2019	10/22/2019	1484	Ash, Dana C.	153.90 02-01930.0 - 916 COLUMBIA AVE
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-50.44	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-31.25	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-72.21	
20530	10/14/2019	10/22/2019	3933	Asphalt Patch System	46,158.00 Excavation, Prep, Grinding And Paving 1200 Block Farallone - Storm Drain And Street Patching
594 31 63 00	Storm Improvements-Storm	416 000 594	Storm Improve	26,158.00	Grind & Pave 1200 Block Farallone - Storm Drain
595 32 63 01	Street Improvements	101 000 542	City Street Fun	20,000.00	Grind & Pave 1200 Block Farallone - Street Patching
20522	10/14/2019	10/22/2019	5428	Boers, Jeff	632.50 September 2019 Land Use Consulting (3.5 Hrs), Reimbursement For Annual Planning Conference
558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	332.50	09/2019 Land Use Consult (3.5 Hrs)
558 60 49 01	Reg & Tuition - Planning	001 000 558	General Fund	300.00	Reimbursement For Annual Planning Conf.
20501	10/11/2019	10/22/2019	8770	Boldenow, Sandra	100.00 Refund Rental Deposit Boldenow 8/24/19
586 00 00 00	Deposit Refunds	001 000 580	General Fund	100.00	Refund Rental Deposit Boldenow 8/24/19
20513	10/11/2019	10/22/2019	7191	Boss Mama's Kitchen	600.00 NNO Food Vendor
521 22 49 05	Reimbursable Programs	001 000 521	General Fund	600.00	NNO Food Vendor
20544	10/16/2019	10/22/2019	6754	Bova, Brooke	94.01 02-02430.0 - 201 PRINCETON ST
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-50.23	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-3.72	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-40.06	
20524	10/14/2019	10/22/2019	3572	CED	289.61 Fluorescent Light Bulbs (Quantity 60)
518 30 31 02	Oper Sup/PSB Bldg	001 000 518	General Fund	144.80	Fluorescent Light Bulbs (Quantity 30) - PSB
518 30 31 03	Oper Sup/PWF	001 000 518	General Fund	144.81	Fluorescent Light Bulbs (Quantity 30) - PW
20543	10/15/2019	10/22/2019	3994	CenturyLink	1,342.33 Telecommunications October 2019
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	67.52	CH Prim 911 10/2019
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	67.52	CH Message 10/2019
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	67.52	CH Alarm 10/2019
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	448.79	Circuit Line / PRI Line 10/2019
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	141.80	DID 10/2019
521 22 42 00	Communication - Police	001 000 521	General Fund	139.81	Police BA Machine / Modem 10/2019

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531 50 42 00	Communication - Storm	415 000	531 Storm Drain	33.76	PW Alarm & Prim 911 10/2019
531 50 42 00	Communication - Storm	415 000	531 Storm Drain	16.89	PW Fax 10/2019
534 10 42 00	Communication - Water	425 000	534 Water Fund (de	33.76	PW Alarm & Prim 911 10/2019
534 10 42 00	Communication - Water	425 000	534 Water Fund (de	33.49	PW DSL / Telemetry 10/2019
534 10 42 00	Communication - Water	425 000	534 Water Fund (de	16.88	PW Fax 10/2019
535 10 42 01	Communication - Sewer	430 000	535 Sewer Fund (de	33.76	PW Alarm & Prim 911 10/2019
535 10 42 01	Communication - Sewer	430 000	535 Sewer Fund (de	33.50	PW DSL / Telemetry 10/2019
535 10 42 01	Communication - Sewer	430 000	535 Sewer Fund (de	16.88	PW Fax 10/2019
542 30 42 00	Communication - Street	101 000	542 City Street Fun	33.76	PW Alarm & Prim 911 10/2019
542 30 42 00	Communication - Street	101 000	542 City Street Fun	16.88	PW Fax 10/2019
576 80 42 00	Communication - Parks	001 000	576 General Fund	67.52	REC Alarm 10/2019
576 80 42 00	Communication - Parks	001 000	576 General Fund	72.29	Parks Prim 911 10/2019
20500	10/11/2019 10/22/2019 4324		City Treasurer-City of Tacoma	55,403.25	Fire / EMS November 2019
522 20 40 00	Tacoma Contract - Fire	001 000	522 General Fund	27,884.67	Fire 11/2019
522 20 41 00	Tacoma Contract - EMS	001 000	522 General Fund	27,518.58	EMS 11/2019
20538	10/14/2019 10/22/2019 4325		City Treasurer-Tac Sewer	254,695.39	3rd Quarter 2019 Sewer Treatment
535 60 44 02	Sewage Treatment	430 000	535 Sewer Fund (de	254,695.39	3rd Quarter 2019 Sewer Treatment
20532	10/14/2019 10/22/2019 4318		City of Fircrest Treasurer	10,746.80	October 2019 Interfund
518 30 47 00	Public Utility Services - Ci	001 000	518 General Fund	804.83	10/2019 Interfund
531 50 47 02	Public Utility Services/Bldg	415 000	531 Storm Drain	306.77	10/2019 Interfund
531 50 47 02	Public Utility Services/Bldg	415 000	531 Storm Drain	5.30	10/2019 Interfund
534 10 47 00	Utility Services/Building -	425 000	534 Water Fund (de	306.77	10/2019 Interfund
534 80 47 01	Utility Services/Pumping	425 000	534 Water Fund (de	464.01	10/2019 Interfund
534 80 47 03	Public Utility Services/Met	425 000	534 Water Fund (de	98.19	10/2019 Interfund
535 10 47 00	Utility Services/Building -	430 000	535 Sewer Fund (de	306.77	10/2019 Interfund
535 80 47 04	Public Utility Services/Met	430 000	535 Sewer Fund (de	5.96	10/2019 Interfund
542 30 47 02	Electricity & Gas/Bldg - St	101 000	542 City Street Fun	306.78	10/2019 Interfund
542 30 47 02	Electricity & Gas/Bldg - St	101 000	542 City Street Fun	2.55	10/2019 Interfund
542 80 47 00	Public Utility Services-St E	101 000	542 City Street Fun	298.03	10/2019 Interfund
548 65 47 00	Utilities ShopGarage	501 000	548 Equipment Ren	34.50	10/2019 Interfund
576 20 47 00	Public Utility Services - Po	001 000	576 General Fund	555.52	10/2019 Interfund
576 80 47 00	Public Utility Services - Pa	001 000	576 General Fund	7,250.82	10/2019 Interfund
20546	10/16/2019 10/22/2019 4322		City of Tacoma Washington	10,596.18	Power - Various Locations September 2019
518 30 47 00	Public Utility Services - Ci	001 000	518 General Fund	614.56	City Hall 09/2019
531 50 47 02	Public Utility Services/Bldg	415 000	531 Storm Drain	106.69	PW 09/2019
534 10 47 00	Utility Services/Building -	425 000	534 Water Fund (de	106.69	PW 09/2019
534 80 47 01	Utility Services/Pumping	425 000	534 Water Fund (de	63.87	Surface Water 09/2019

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534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (de	5,095.56	High / Low Tank, Wells 4, 6, 7, 8, 9, Golf Course Tank, Weathervane 09/2019
535 10 47 00	Utility Services/Building -	430 000 535	Sewer Fund (de	106.68	PW 09/2019
535 80 47 01	Utility Services/Pumping	430 000 535	Sewer Fund (de	1,478.39	Pump 1, 3, Drake St, W. Creek Lift, Commons L/S, Princeton L/S 09/2019
542 30 47 02	Electricity & Gas/Bldg - St	101 000 542	City Street Fun	106.69	PW 09/2019
542 30 47 03	Electricity/Traffic Lights	101 000 542	City Street Fun	61.04	40th / Alameda, 400 Alameda 09/2019
542 63 47 00	Electricity/Street Lights	101 000 542	City Street Fun	2,252.50	Street Lights, 5200 Emerson 09/2019
548 65 47 00	Utilities ShopGarage	501 000 548	Equipment Ren	23.39	F&E Garage 09/2019
576 80 47 00	Public Utility Services - Pa	001 000 576	General Fund	580.12	Rec Center, Tot Lot, Storage Garage 09/2019
20494	10/11/2019 10/22/2019 6203	Code Mechanical Inc		1,434.20	Bi-Annual HVAC Maintenance Agreement
518 30 48 01	Rep & Maint - Rec Bldg	001 000 518	General Fund	358.55	Bi-Annual HVAC Maint. Agreement - REC
518 30 48 02	Rep & Maint - City Hall	001 000 518	General Fund	358.55	Bi-Annual HVAC Maint. Agreement - CH
518 30 48 03	Rep & Maint - PW	001 000 518	General Fund	358.55	Bi-Annual HVAC Maint. Agreement - PW
518 30 48 04	Rep & Maint - PSB	001 000 518	General Fund	358.55	Bi-Annual HVAC Maint. Agreement - PSB
20510	10/11/2019 10/22/2019 6268	Cole-Parmer Instrument Company		138.51	Fluoride And Chlorine Testing Materials
534 80 41 00	Water Testing	425 000 534	Water Fund (de	138.51	Fluoride And Chlorine Testing Materials
20531	10/14/2019 10/22/2019 3565	Comfort Davies & Smith		9,450.00	September 2019
515 41 41 01	City Attorney	001 000 515	General Fund	1,592.50	09/2019
515 41 41 03	City Prosecutor	001 000 515	General Fund	4,935.00	Fircrest 09/2019
515 41 41 03	City Prosecutor	001 000 515	General Fund	2,467.50	Ruston 09/2019
515 41 41 03	City Prosecutor	001 000 515	General Fund	455.00	McVeigh Appeal 9/20/2019
20499	10/11/2019 10/22/2019 7918	Contreras, Alejandra		140.00	Spanish Interpreting (2 Hrs)
512 50 41 03	Prof Svcs - Interpreter	001 000 512	General Fund	140.00	Spanish Interpreting (2 Hrs) 9Z0709622
20527	10/14/2019 10/22/2019 7918	Contreras, Alejandra		140.00	Spanish Interpreting (2 Hrs)
512 50 41 03	Prof Svcs - Interpreter	001 000 512	General Fund	140.00	Spanish Interpreting (2 Hrs) 8Z1083803
		Total Contreras, Alejandra		280.00	
20488	10/11/2019 10/22/2019 363	Corcoran, Colleen T		121.86	Reimbursement For Wellness Luncheon Supplies
517 90 31 01	Health Program - Supplies	001 000 517	General Fund	121.86	Reimbursement For Wellness Luncheon Supplies
20482	10/11/2019 10/22/2019 8271	Davis, Lindsay M		34.88	Reimbursement For Wellness Luncheon Supplies
517 90 31 01	Health Program - Supplies	001 000 517	General Fund	34.88	Reimbursement For Wellness Luncheon Supplies
20485	10/11/2019 10/22/2019 32	Dawson, Chet		756.00	Tennis Camp Instruction (8/12/19 - 8/15/19)

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			571 20 49 06 Instructor Fees	001 000 571 General Fund	756.00 Tennis Camp Instruction (8/12/19 - 8/15/19)
20540	10/15/2019	10/22/2019	4310	Dept Of Revenue-EXCISE TAX	104.91 September 2019 Excise Taxes
			531 50 44 00 Excise Tax - Storm	415 000 531 Storm Drain	12.97 09/2019 Excise Taxes
			534 10 44 00 Excise Tax - Water	425 000 534 Water Fund (de	22.75 09/2019 Excise Taxes
			534 80 41 00 Water Testing	425 000 534 Water Fund (de	20.56 09/2019 Excise Taxes
			535 10 44 00 Excise Tax - Sewer	430 000 535 Sewer Fund (de	48.63 09/2019 Excise Taxes
20542	10/15/2019	10/22/2019	3625	Espress O Yourself	145.07 Dinner For 9/30/19 And 10/14/19 Budget Meetings
			511 60 49 04 Meals	001 000 511 General Fund	145.07 Dinner For 9/30/19 And 10/14/19 Budget Meetings
20479	10/10/2019	10/22/2019	6872	Gorash, Sergey	39.11 06-02150.2 - 1519 ESTATE PLACE
			343 40 00 00 Sale Of Water	425 000 340 Water Fund (de	-12.02
			343 50 00 00 Sewer Revenues	430 000 340 Sewer Fund (de	-27.09
20486	10/11/2019	10/22/2019	6774	Greenleaf Landscaping 1 Inc	4,252.06 Monthly Landscape Service July 2019
			518 30 41 01 Contract Maintenance	001 000 518 General Fund	3,146.52 Monthly Landscape Service 07/2019
			542 80 49 03 Beautification Services (co	101 000 542 City Street Fun	1,105.54 Monthly Landscape Service 07/2019
20474	10/07/2019	10/22/2019	3098	Hayden, Maggie	264.24 07-00267.1 - 142 SPRUCE ST
			343 10 00 00 Storm Drain Fees & Charge	415 000 340 Storm Drain	-74.79
			343 40 00 00 Sale Of Water	425 000 340 Water Fund (de	-71.93
			343 50 00 00 Sewer Revenues	430 000 340 Sewer Fund (de	-117.52
20533	10/14/2019	10/22/2019	3692	Home Depot Credit Services	41.97 Plywood For Council Chambers
			518 30 31 04 Oper Sup/CH	001 000 518 General Fund	41.97 Plywood For Council Chambers
20521	10/14/2019	10/22/2019	4131	Humane Society - Tacoma	597.92 October 2019 Boarding Contract
			554 30 41 00 Animal Control	001 000 554 General Fund	597.92 10/2019 Boarding Contract
20516	10/11/2019	10/22/2019	3704	International Assoc Of Chiefs Of Police	370.00 Registration For IACP 2019 Conference - J. Cheesman
			521 22 49 02 Reg & Tuition - Police	001 000 521 General Fund	370.00 Registration For IACP 2019 Conference - J. Cheesman
20469	10/02/2019	10/22/2019	8625	Jesse's 112th St LLC	57.43 07-00060.0 - 105 BIRCH ST
			343 10 00 00 Storm Drain Fees & Charge	415 000 340 Storm Drain	-27.29
			343 40 00 00 Sale Of Water	425 000 340 Water Fund (de	-25.18
			343 50 00 00 Sewer Revenues	430 000 340 Sewer Fund (de	-4.96

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20539	10/14/2019	10/22/2019	3751	KPG, PS	14,191.58	P#57 Alameda Grind & Overlay Prof. Eng. Services Through 9/25/19
	595 10 63 06 Project Eng - Alameda Reg		101 000 594 City Street Fun	14,191.58	P#57 Alameda Grind & Overlay Prof. Eng. Services Through 9/25/19	
20545	10/16/2019	10/22/2019	8773	Kassel & Associates, Inc.	590,062.50	P#60 Pool And Bathhouse Progress Through 9/30/19
	594 76 62 00 Buildings & Structures - Pa		001 000 576 General Fund	590,062.50	P#60 Pool And Bathhouse Progress Through 9/30/19	
20508	10/11/2019	10/22/2019	6883	L.N. Curtis & Sons	635.22	Uniform Accessory Pouches - J. Cheesman, J. Miller, J. Roberts
	521 22 49 01 Uniforms/Clothing/Laundry		001 000 521 General Fund	635.22	Uniform Accessory Pouches - J. Cheesman, J. Miller, J. Roberts	
20509	10/11/2019	10/22/2019	6883	L.N. Curtis & Sons	155.01	Name Patches - "Police", J. Cheesman, J. Miller, J. Roberts
	521 22 49 01 Uniforms/Clothing/Laundry		001 000 521 General Fund	155.01	Name Patches - "Police", J. Cheesman, J. Miller, J. Roberts	
				Total L.N. Curtis & Sons	790.23	
20495	10/11/2019	10/22/2019	3776	Lemay Mobile Shredding	35.10	Shredding September 2019 - Court
	512 50 49 00 Miscellaneous - Court		001 000 512 General Fund	35.10	Shredding 09/2019 - Court	
20525	10/14/2019	10/22/2019	8404	Linda Kaye Briggs	2,050.85	P#55 Capital Campaign Sept 2019 (12.583 Hrs)
	594 76 62 00 Buildings & Structures - Pa		001 000 576 General Fund	2,050.85	P#55 Capital Campaign 09/2019 (12.583 Hrs)	
20515	10/11/2019	10/22/2019	2123	Londgren, Elizabeth	67.00	Library Reimbursement 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	67.00	Library Reimbursement 1 Year	
20487	10/11/2019	10/22/2019	318	Maenhout, Sherry L	10.99	Wall Clock For Office
	521 22 31 00 Office & Oper Sup - Police		001 000 521 General Fund	10.99	Wall Clock For Office	
20502	10/11/2019	10/22/2019	5484	Mishko, Abby	67.00	Library Reimbursement 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	67.00	Library Reimbursement 1 Year	
20529	10/14/2019	10/22/2019	7635	Nappi, Jessica	25.00	Gym Fees Reimbursement (October 2019)
	513 10 20 00 Personnel Benefits		001 000 513 General Fund	16.75	Gym Fees Reimbursement 10/2019 - J. Nappi	
	518 11 20 00 Personnel Benefits - Person		001 000 518 General Fund	8.25	Gym Fees Reimbursement 10/2019 - J. Nappi	

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20490	10/11/2019	10/22/2019	3957	PC Budget & Finance	39.00 September 2019 Recording Fees
531 50 49 00	Miscellaneous - Storm	415 000 531	Storm Drain	13.00	09/2019 Recording Fees
534 10 49 00	Miscellaneous - Water	425 000 534	Water Fund (de	13.00	09/2019 Recording Fees
535 10 49 00	Miscellaneous - Sewer	430 000 535	Sewer Fund (de	13.00	09/2019 Recording Fees
20514	10/11/2019	10/22/2019	3957	PC Budget & Finance	492.98 September 2019 Printing Services
512 50 31 00	Office & Oper Sup-Court	001 000 512	General Fund	492.98	09/2019 Order Of Release, Payment Plan
Total PC Budget & Finance				531.98	
20537	10/14/2019	10/22/2019	3937	Pape & Sons Construction Inc	15,205.22 P#58 Farallone Ave Sewer Progress Through 10/7/19
594 35 63 01	Other Improvements Sewer	432 000 594	Sewer Improve	15,205.22	P#58 Farallone Ave Sewer Progress Through 10/7/19
20536	10/14/2019	10/22/2019	3956	Petty Cash-Corcoran	57.72 Petty Cash Reimbursement 10/22/19
511 60 49 04	Meals	001 000 511	General Fund	12.00	Food For 10/7/19 Study Session
512 50 49 00	Miscellaneous - Court	001 000 512	General Fund	18.63	Court Expense
517 90 31 01	Health Program - Supplies	001 000 517	General Fund	27.09	Wellness Luncheon Supplies
20541	10/15/2019	10/22/2019	7839	Pingel, Scott	19.98 Reimbursement For Bond Rating Meeting Food
513 10 49 00	Miscellaneous - Admin	001 000 513	General Fund	19.98	Reimbursement For Bond Rating Meeting Food
20493	10/11/2019	10/22/2019	7272	Positive Concepts Inc	245.00 Thermal Paper For Police Citations (36 Rolls)
521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	245.00	Thermal Paper For Police Citations (36 Rolls)
20518	10/11/2019	10/22/2019	3986	Puget Sound Energy, BOT-01H	36.89 Natural Gas - City Hall September 2019
518 30 47 00	Public Utility Services - Ci	001 000 518	General Fund	36.89	Gas - CH 09/2019
20519	10/11/2019	10/22/2019	3986	Puget Sound Energy, BOT-01H	40.87 Natural Gas - Public Works September 2019
531 50 47 02	Public Utility Services/Bldg	415 000 531	Storm Drain	10.22	Gas - PW 09/2019
534 10 47 00	Utility Services/Building -	425 000 534	Water Fund (de	10.22	Gas - PW 09/2019
535 10 47 00	Utility Services/Building -	430 000 535	Sewer Fund (de	10.22	Gas - PW 09/2019
542 30 47 02	Electricity & Gas/Bldg - St	101 000 542	City Street Fun	10.21	Gas - PW 09/2019
20520	10/14/2019	10/22/2019	3986	Puget Sound Energy, BOT-01H	44.89 Natural Gas - Rec Center September 2019
576 80 47 00	Public Utility Services - Pa	001 000 576	General Fund	44.89	Gas - REC 09/2019
Total Puget Sound Energy, BOT-01H				122.65	

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20481	10/11/2019	10/22/2019	4004	Reserve Account	2,000.00 #15690704 Meter Refill October 2019
	518 10 42 01	Postage - Non-Dept	001 000 518 General Fund	2,000.00	#15690704 Meter Refill 10/2019
20468	10/02/2019	10/22/2019	2263	Roark, Jenna	496.62 04-03100.3 - 1032 FIR PARK LANE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-126.23	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-109.29	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-261.10	
20492	10/11/2019	10/22/2019	7820	Roberts, John H	17.89 Reimbursement For Gas (Card Unavailable)
	548 65 31 08	Police Gas	501 000 548 Equipment Ren	17.89	Reimbursement For Gas (Card Unavailable)
20523	10/14/2019	10/22/2019	4018	Rosen Supply Company Inc	70.24 Expansion Tank For Hot Water Heater - Public Safety Building
	518 30 31 02	Oper Sup/PSB Bldg	001 000 518 General Fund	70.24	Expansion Tank For Hot Water Heater - PSB
20473	10/07/2019	10/22/2019	7389	Sand, Steve	92.13 02-01540.2 - 349 BERKELEY AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-35.99	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-32.43	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-23.71	
20504	10/11/2019	10/22/2019	6088	Sentinel Pest Control Inc	192.33 Pest Control - Public Works October 2019
	531 50 48 00	Rep & Maint - Storm	415 000 531 Storm Drain	48.08	Pest Control - PW 10/2019
	534 50 48 01	Rep & Maint - Water Main	425 000 534 Water Fund (de	48.08	Pest Control - PW 10/2019
	535 50 48 00	Rep & Maint - Sewer Main	430 000 535 Sewer Fund (de	48.09	Pest Control - PW 10/2019
	542 30 48 01	Rep & Maint - Street Main	101 000 542 City Street Fun	48.08	Pest Control - PW 10/2019
20491	10/11/2019	10/22/2019	228	Smith, Michael B	940.96 Registration, Mileage And Lodging - 2019 WSAMA Fall Conference
	515 31 43 00	Travel - Legal	001 000 515 General Fund	705.96	Mileage And Lodging - 2019 WSAMA Fall Conference M. Smith
	515 31 49 01	Reg & Tuition - Legal	001 000 515 General Fund	235.00	Registration 2019 WSAMA Fall Conference - M. Smith
20480	10/10/2019	10/22/2019	1916	Snyder*, Terry	77.78 03-02590.1 - 920 ALAMEDA AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-14.69	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-18.54	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-44.55	
20512	10/11/2019	10/22/2019	5304	South Sound 911	26,397.50 4th Quarter 2019 Communications And Core Technology Services
	521 22 41 02	Dispatching - Lesa	001 000 521 General Fund	19,807.50	4th Qtr 2019 Services

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	521 22 41 05	IT Charges	001 000 521 General Fund	6,590.00	4th Qtr 2019 Services
20503	10/11/2019	10/22/2019	4084 Staples Business Advantage	53.83	Rec Supplies
	571 10 31 00	Office Supplies - Rec	001 000 571 General Fund	53.83	Rec Supplies
20517	10/11/2019	10/22/2019	4328 Systems for Public Safety Inc	1,272.38	#60942D LOF, Replaced Battery, Replaced Tires
	548 65 48 08	O & M - Police	501 000 548 Equipment Ren	1,272.38	#60942D LOF, Replaced Battery, Replaced Tires
20496	10/11/2019	10/22/2019	4120 Tacoma Daily Index	79.06	September 2019 Publications
	558 60 41 01	Advertising - Planning	001 000 558 General Fund	79.06	Public Hearing - Env. Determination
20528	10/14/2019	10/22/2019	4120 Tacoma Daily Index	142.67	September 2019 Publications
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	142.67	Public Hearing Notices - Rev. Sources, Oct 8 & Oct 22 Prel Budget
			Total Tacoma Daily Index	221.73	
20526	10/14/2019	10/22/2019	4133 Tacoma Rubber Stamp	22.96	Nameplate For Commissioner J. Bechtoldt
	521 10 31 00	Office Supplies - Civil Svc	001 000 521 General Fund	22.96	Nameplate For Commissioner J. Bechtoldt
20535	10/14/2019	10/22/2019	8756 Tony Lind Paving	27,642.84	P#57 Alameda Grind & Overlay Progress Payment #2 (Through 10/7/19)
	595 32 63 06	Construction - Alameda Re	101 000 594 City Street Fun	27,642.84	P#57 Alameda Grind & Overlay Progress Payment #2 (Through 10/7/19)
20534	10/14/2019	10/22/2019	5934 US Bank, City Hall Account	252.05	City Hall Charges Through 10/11/19
	511 60 49 04	Meals	001 000 511 General Fund	80.25	Food For 10/7 Study Session
	512 50 31 00	Office & Oper Sup-Court	001 000 512 General Fund	45.69	Court Supplies
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	92.24	Labor Law Posters
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	-22.00	Labor Law Poster Returned
	518 11 41 01	Advertising - Personnel	001 000 518 General Fund	175.00	Job Posting - CSO 1
	518 30 31 04	Oper Sup/CH	001 000 518 General Fund	-153.19	Returned Fence Stain - CH
	518 81 35 00	Small Tools & Equip - I/S	001 000 518 General Fund	34.06	USB Flash Drives (10)
20464	10/02/2019	10/22/2019	6507 Underbrink, Matthew	5.40	02-02270.3 - 718 DARTMOUTH ST
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-1.20	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-1.29	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-2.91	
20497	10/11/2019	10/22/2019	4180 Utilities Underground	47.74	Locates September 2019

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534 10 49 00	Miscellaneous - Water		425 000 534 Water Fund (de	23.87	Locates 09/2019	
535 10 49 00	Miscellaneous - Sewer		430 000 535 Sewer Fund (de	23.87	Locates 09/2019	
20507	10/11/2019	10/22/2019	4181	Utility Services Associates LLC	2,500.00	Leak Detection Throughout City 7/22/19 - 7/23/19
534 50 48 01	Rep & Maint - Water Main		425 000 534 Water Fund (de	2,500.00	Leak Detection Throughout City 7/22/19 - 7/23/19	
20483	10/11/2019	10/22/2019	4188	Verizon Wireless LLC	487.99	October 2019 Police Air Cards (11) And 1 Officer
521 22 42 00	Communication - Police		001 000 521 General Fund	487.99	10/2019 Police Air Cards (11) & 1 Officer	
20484	10/11/2019	10/22/2019	4188	Verizon Wireless LLC	1,062.40	October 2019 Shared Plan (25 Lines)
513 10 42 00	Communication - Admin		001 000 513 General Fund	47.84	City Manager 10/2019	
518 30 42 00	Communication - Fac/Equi		001 000 518 General Fund	76.70	Maint. Supervisor & Custodian 10/2019	
521 22 42 00	Communication - Police		001 000 521 General Fund	409.57	Chief, 2 Sergeants & 5 Officers 10/2019, Chief Air Card 9/2019 & 10/219	
524 20 42 00	Communications- Bldg		001 000 524 General Fund	23.92	B / P Admin 10/2019	
531 50 42 00	Communication - Storm		415 000 531 Storm Drain	93.72	PW Director, Crew & Air Card 10/2019	
534 10 42 00	Communication - Water		425 000 534 Water Fund (de	93.72	PW Director, Crew & Air Card 10/2019	
535 10 42 01	Communication - Sewer		430 000 535 Sewer Fund (de	93.72	PW Director, Crew & Air Card 10/2019	
542 30 42 00	Communication - Street		101 000 542 City Street Fun	93.73	PW Director, Crew & Air Card 10/219	
558 60 42 00	Communications - Planning		001 000 558 General Fund	23.92	B / P Admin 10/219	
576 80 42 00	Communication - Parks		001 000 576 General Fund	105.56	Parks Director, Maint. Super & Comm. Events Spec 10/219	
Total Verizon Wireless LLC				1,550.39		
20505	10/11/2019	10/22/2019	4231	Water Mgmt Labs Inc	266.00	Fluoride And Coliform Testing September 2019
534 80 41 00	Water Testing		425 000 534 Water Fund (de	266.00	Fluoride & Coliform 09/2019	
20511	10/11/2019	10/22/2019	4231	Water Mgmt Labs Inc	760.00	Copper And Lead Testing September 2019
534 80 41 00	Water Testing		425 000 534 Water Fund (de	760.00	Copper & Lead 09/2019	
Total Water Mgmt Labs Inc				1,026.00		
20506	10/11/2019	10/22/2019	5286	Winsupply	28.51	Meter Box Lid
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	28.51	Meter Box Lid	
20498	10/11/2019	10/22/2019	4273	Zumar Industries Inc	267.88	Brackets To Attach Street Signs To Posts (25)
542 30 31 02	Oper Supplies - Street Reg		101 000 542 City Street Fun	267.88	Brackets To Attach Street Signs To Posts (25)	
Report Total:				1,088,254.09		

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Fund

001 General Fund	710,117.30
101 City Street Fund	66,438.09
415 Storm Drain	1,028.26
416 Storm Improvement Fund	26,158.00
425 Water Fund (department)	10,450.09
430 Sewer Fund (department)	257,508.97
432 Sewer Improvement Fund	15,205.22
501 Equipment Rental Fund	1,348.16

This report has been reviewed by:

REMARKS:

Signature & Title

Date

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

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

AGENDA MODIFICATIONS

There were none.

PRELIMINARY 2020 BUDGET

City Manager Pingel presented the Preliminary 2020 Budget General Fund overview, which included personnel changes, capital projects, and transfers. Reynolds departed at 6:04 P.M. and returned at 6:05 P.M. After a brief discussion, Pingel confirmed the budget would note that the sale of the current Police Chief's vehicle would be applied toward the purchase of a new one and that up to \$13,900 would be transferred out of General Fund. Pingel confirmed the existing Police Tough Books had no resale value and were beyond their useful life.

Pingel presented General Fund revenue projections and changes, stating the change in operating revenue was \$4,168. After a brief discussion on the Chick-fil-A tax projections and Utility Tax revenues and sewer treatment pass-through, Pingel presented the General Fund operating budget expenditures and major variances. Pingel confirmed the 1.7% COLA wage increase would apply to all non-represented staff as well as the represented staff since the 1.7% COLA fell within the 1-3% range as prescribed by the collective bargaining agreement. There was a brief discussion on the recent cybersecurity high level assessment, information services, police officer uniforms, voluntary home camera catalog, emphasis patrol to address speed and truck traffic on Regents Boulevard, crime mapping analytics, anticipated condominium construction, and temporary accommodations during the community center construction.

Pingel presented the General Fund capital expenses, which amounted to \$202,700 in judicial, facilities, police, recreation, and parks expenditures. After a brief discussion on tree removal and tot lot swing set replacement, Pingel requested Council consensus on the readerboard replacement; Waltier, Nixon, and Surina commented on their support and Viafore commented on his concern regarding the project and commented on having this project go through the public process to obtain public input. Pingel confirmed there would be a placeholder in the budget for readerboard replacement project and that staff would return to Council with more information about the project.

Pingel briefed the Council on the remaining budget meetings, and the following individual provided comment:

- Charlene Laymon, 550 Berkeley Avenue, inquired on the short- and long-term objectives for the City. There was a brief discussion on the City's mission statement, strategies, and goals.

Viafore requested Council feedback on whether the City should increase the property tax by 1% or to bank the levy capacity for a future date. After a brief discussion, there was a general

consensus for staff to provide more information about banking levy capacity and the impact to the City.

Pingel briefed the Council on potential adjustments, which included the City's liability insurance and sewer treatment utility tax pass-through. Pingel briefed the Council on the proposal to establish the Park Bond Debt Service and Park Bond Capital funds to account for payments and capital outlay expenses related to the park bond debt. Finance Director Corcoran indicated the final budget would reflect any significant changes to the restricted fund balance, and briefed the Council on the reimbursement to the 44th/Alameda fund balance.

Council commented on their appreciation of the budget process and thanked the staff for their efforts.

ADJOURNMENT

Viafore MOVED to adjourn the meeting at 7:03 P.M., seconded by Reynolds. The Motion Carried (7-0).

Hunter T. George, Mayor

Jessica Nappi, City Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

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

PRESIDING OFFICER’S REPORT

Viafore MOVED to remove New Business Item #10E. Ordinance: Salaries of Non-Union Employees, Including Casual and Seasonal Employees; seconded by Waltier. George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent).**

A. Pool and Community Center Project

Parks and Recreation Director Grover reported on the pool and bathhouse project update, commenting on the ground and rain water mitigation, pool excavation, plumbing installation, and bathhouse construction. After a brief discussion on incorporating the donated Kokich Larry Anderson statue into the pool area, Grover indicated he would provide consult with the contractor and bring back more information to Council. Grover confirmed the project schedule was not impacted by the abatement process and that the project was on schedule.

Pingel and George briefed the Council on the bond rating meeting, and Pingel stated the bond rating agency would provide the City its rating by October 17, 2019 and that the sale of the bond was tentatively scheduled for October 29, 2019.

Waltier requested an update to Council from the Capital Campaign Committee and there was a brief discussion on the grant applications.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited public comment; none were provided.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Administration

Reynolds had no report to provide.

B. Environment, Planning and Building

As Wittner was absent, no report was provided.

C. Finance, IT, Facilities

Viafore commented on staff’s work on the budget.

D. Other Liaison Reports

There were none.

CONSENT CALENDAR

George requested the City Manager read the Consent Calendar as follows: approval of Voucher No. 213737 through Voucher Check No. 213815 in the amount of \$253,909.50; approval of Payroll Check No. 13731 through Payroll Check No. 13735 in the amount of \$107,011.78; approval of Payroll Check No. 13736 through Payroll Check No. 13739 in the amount of \$8,504.88; approval of Payroll Check No. 13740 through Payroll Check No. 13745 in the amount of \$88,431.53;

approval of the September 10, 2019 Regular Meeting minutes; approval of the September 16, 2019 Study Session minutes; approval of the September 24, 2019 Regular Meeting minutes; approval of the September 30, 2019 Special Meeting minutes; and setting a public hearing on November 12, 2019 to receive comments on 2019 Comprehensive Plan Amendments. Pingel noted the corrected Voucher Report and the Scribner's error in the September 30, 2019 Special Meeting minutes. **Reynolds MOVED to approve the Consent Calendar as read; seconded by Waltier.** Viafore requested to remove Consent Calendar Item 7C. Setting a public hearing on November 12, 2019 to receive comments on 2019 Comprehensive Plan Amendments. **The Motion Carried As Amended (6-0 with Wittner absent).** Viafore inquired about the 2019 Comprehensive Plan Amendments, and Pingel stated the amendments would add the capital improvements plan and inquired if Council wanted a study session on this item. Planning and Building Administrator Stahlnecker indicated the Planning Commission made a recommendation to propose changes to the six-year capital improvement program and changing the wording from "center of local importance" to "countywide center." **Viafore MOVED to set a public hearing on November 12, 2019 to receive comments on 2019 Comprehensive Plan Amendments; seconded by Reynolds.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent).**

PUBLIC HEARING

A. Preliminary 2020 Budget Revenue Sources

At 7:18 P.M., George opened the public hearing. Finance Director Corcoran briefed the Council on the Preliminary 2020 Budget, stating the public hearing was to receive comments on the Preliminary 2020 Budget revenue sources. George invited councilmember comments; Viafore commented on the banking the 1% levy capacity for property and new construction. Viafore stated the 1% increase would bring in approximately \$21,494 and that the effect to the budget would be less, and recommended postponing the related New Business items. Reynolds and Nixon commented on their support for the proposal and for more information about the banking levy capacity. George invited public testimony; none were provided. At 7:27 P.M., George closed the public hearing.

B. Preliminary 2020 Budget

At 7:27 P.M., George opened the public hearing. Finance Director Corcoran briefed the Council on the Preliminary 2020 Budget, stating the public hearing was to receive comments on the Preliminary 2020 Budget expenditures. George invited councilmember comments; Reynolds inquired on whether an additional public hearing would need to be held if the salaries of non-union employees ordinance was updated. Corcoran indicated no. George invited public testimony; none were provided. At 7:31 P.M., George closed the public hearing.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

Viafore MOVED to remove New Business Items #10A, B, C, and D; seconded by Reynolds. George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent).**

F. Municipal Court Judge, Chief Examiner, and Information Services Manager Rate of Pay Corcoran briefed the Council on the proposed ordinance that provides for a 1.7% COLA increase for the Municipal Court Judge, Civil Service Chief Examiner, and the Information Services Manager rate of pay effective January 1, 2020. **Reynolds MOVED to adopt Ordinance No. 1642, amending Section 1 of Ordinance No. 1625 and FMC 2.44.070 reestablishing the Municipal Court Judge monthly rate of pay, the Civil Service Chief Examiner rate of pay and the Information Services Manager rate of pay; seconded by Waltier.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent).**

G. Comfort, Davies and Smith, P.S. Contract Amendment Corcoran briefed the Council on amendment to the amending the contract for legal services with Comfort, Davies and Smith, P.S., indicating a 1.7% COLA increase and extension of the contract through December 31, 2020. **Reynolds MOVED to adopt Resolution No. 1607, authorizing the City Manager to execute an amendment to the Contract for Legal Services with Comfort, Davies and Smith, P.S. for City Attorney and City Prosecutor services in 2020; seconded by Waltier.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent).**

H. Issuance and Sale of Bonds

Pingel briefed the Council on the proposed ordinance that would authorize the issuance, sale, and delivery of approximately \$10,000,000 in bonds, stating the ordinance would authorize the City Manager, or the Finance Director in the City Manager's absence, to conduct the sale of the bonds in the manner and upon the terms deemed most advantageous to the City, and to approve the final terms of each series of the bonds. **Reynolds MOVED to adopt Ordinance No. 1643, an ordinance of the City of Fircrest, Washington, relating to contracting indebtedness; providing for the issuance, sale and delivery of not to exceed \$10,000,000 aggregate principal amount of unlimited tax general obligation bonds to provide funds to finance pool, community center and parks projects as authorized by the qualified voters of the City at a special election held on April 23, 2019; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the City's designated representative to approve the final terms of the sale of the bonds; and providing for other related matters; seconded by Nixon.** George invited councilmember comment; Viafore inquired about the term of the parameters. Pingel indicated the parameters were set up to 25 years but that the goal would be 20 years. Viafore inquired if about the interest rate terms; Pingel indicated the interest rate would be better with the shorter term and that he would include an updated amortization schedule in the weekly update. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent).**

City Attorney Smith requested to add an additional new business item for the consideration of adoption for a six-month building moratorium regarding new development in certain areas of the City. **Reynolds MOVED to amend the agenda to add New Business Item #10I Ordinance No. 1644 regarding a six-month development moratorium in certain portions of the City; seconded**

by Surina. George invited councilmember comment; Waltier inquired for clarification on the motion. George indicated the motion was to amend the agenda to add the new business item for discussion. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent)**. Stahlnecker briefed the Council on the proposed six-month moratorium, stating it would prohibit the submission or acceptance of any development applications for new development, additions, and alterations in the 44-acres of property located at the northwest corner of the City, bounded by 19th Street West and Mildred Street West and zoned Commercial Mixed Use and Residential-30. Stahlnecker indicated Pierce County Regional Council approved to amend its Countywide Planning Policies to designate the proposed area as a Countywide Center and that the Planning Commission recommended approval to amend the City's Comprehensive Plan to designate this area as a Countywide Center. Stahlnecker indicated the moratorium would allow staff time to review how the designation would affect the City's land use and zoning regulations. Stahlnecker indicated the proposed ordinance scheduled a City Council public hearing on November 12, 2019, and that the City would adopt the findings to either continue the moratorium or repeal it at the following meeting. After a brief discussion on impacts to current developments and applications, **Reynolds MOVED to adopt Ordinance No. 1644, adopting a six-month moratorium prohibiting the submission or acceptance of any development applications for new development, additions, and alterations in the property comprised of 44 acres, located at the northwest corner of the City, bounded by 19th Street West and Mildred Street West, zoned Commercial Mixed Use and Residential-30, and proposed to be designated as a Countywide Center in the Countywide Planning Policies, said moratorium to be in effect while the City performs the activities described in this ordinance; seconded by Nixon.** George invited councilmember comment; Viafore requested clarification for the term alterations; Smith referred to list of applications that would be exempt from the moratorium. George invited public comment; none were provided. **The Motion Carried (6-0 with Wittner absent)**.

CITY MANAGER COMMENTS

Pingel indicated the upcoming 2019 Comprehensive Plan amendments would not need a study session. Pingel reported on the city insurance liability quotes and recommended the City remain with the City's current provider as they continued to serve the City well and renewal fee decreased from \$208,000 to \$157,000.

DEPARTMENT HEAD COMMENTS

- Stahlnecker reported on a Department of Commerce grant the department anticipated applying for as it related to the potential rezoning amendments of the Countywide Center. Viafore inquired on the status of the streets sign at the 11th Tee condominiums; staff indicated the signs were installed. Waltier inquired on the status of the proposed dialysis center, staff indicated it was in progress.
- Corcoran invited councilmembers to an audit exit interview on October 28, 2019.

COUNCILMEMBER COMMENTS

- Viafore commented on the infrastructure and capital improvements.
- Waltier thanked the audience for their attendance.
- Surina commented on the park bond, commented on the history of Fircrest Park, and commended Council and staff for their efforts.
- Nixon thanked the audience for their attendance.

- Viafore inquired on the community center project timeframe; Pingel anticipated having the design phase ready for Council review by the November 12, 2019 Council meeting, construction documents by April 2020, and begin construction at the end of the pool season.
- George commended all those involved in the community center and pool project

EXECUTIVE SESSION

None scheduled.

ADJOURNMENT

Reynolds MOVED to adjourn the meeting at 8:05 P.M., seconded by Nixon. The Motion Carried (6-0 with Wittner absent).

Hunter T. George, Mayor

Jessica Nappi, City Clerk

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 Shannon Reynolds, Brett Wittner, Denny Waltier, and Blake Surina were present. Councilmember David M. Viafore and Jamie Nixon were absent and excused.

AGENDA MODIFICATIONS

There were none.

PRELIMINARY 2020 BUDGET

City Manager Pingel reported on the proposed banking of the 1% property tax levy for 2020, stating although it would reduce impacts, adjustments could be made to ensure budgeted revenues exceeded expenses. After a brief discussion on banking levy capacity, the intent of the state statute, benefits and drawbacks, there were no objections to move forward with banking the 1% of the property tax levy for 2020.

There was a brief discussion on the sewer treatment pass-through, and Pingel indicated the staff recommendation was to maintain the expense in the 2020 budget and make the budget adjustment to account for the revenue in January 2020 after the December 10, 2019 public hearing and possible action in January 2020. There were no objections, and George requested staff to inform residents about the sewer treatment pass-through and Tacoma project via the City's newsletter.

Pingel reported he met with Judge Miller regarding potentially budgeting for a promotion for a lead court clerk and would continue to meet with him to discuss options. After a brief discussion regarding the court administration, Pingel indicated the Ruston contract included a COLA increase for 2020 and that a full analysis would be performed after a full year of service.

Pingel confirmed that the revenues and expenditures reflected conservative estimates regarding the pool 2020 season and an increase in pool room rentals. There was a brief discussion on the temporary accommodations during the community center construction and incorporating the updated rate schedule.

Pingel requested additional feedback:

- Surina requested consideration for a citywide energy audit of its public facilities and to establish a citizen committee to incorporate a pedestrian/bicycle/trail system into neighboring systems.

George requested feedback from Council on whether it would be necessary to hold the October 28, 2019 and November 4, 2019 budget special meetings; Wittner and Waltier indicated in support of canceling those meetings.

Waltier complimented Pingel on his approach regarding the banking level capacity.

ADJOURNMENT

Reynolds MOVED to adjourn the meeting at 6:27 P.M., seconded by Waltier. The Motion Carried (5-0 with Nixon and Viafore absent).

Hunter T. George, Mayor

Jessica Nappi, City Clerk

**PUBLIC HEARING: 2020 Budget
ITEM 8A.****FROM: Colleen Corcoran, Finance Director**

RECOMMENDED MOTION: No Motion. Public Hearing Only.

PROPOSAL: To receive public input on 2020 Preliminary Budget.**FISCAL IMPACT:**

General	8,998,366
Street	2,111,182
Park Bond Debt Service.....	1,191,440
Park Bond Capital	9,870,141
Storm Drain.....	698,699
Storm Drain Capital	601,148
Water	1,504,221
Water Capital	285,621
Sewer	3,597,771
Sewer Capital	1,380,841
Equipment Replacement	1,677,506
Police Investigation	12,248
Real Estate Excise Tax	1,741,370
Cumulative Reserve.....	3,780,763
TOTAL.....	37,451,317

ADVANTAGE: Allows citizens to comment on 2020 Preliminary Budget.**DISADVANTAGES:** None identified.**ALTERNATIVES:** None identified.**HISTORY:** Public hearings have been set for 7:15 P.M. or soon thereafter at 115 Ramsdell Street, Fircrest, WA on: October 8, 2019 to receive comments on revenue sources for the 2020 Budget including property taxes; October 8, 2019 to receive comments on the 2020 Budget; and October 22, 2019 to receive comments on the 2020 Budget.**ATTACHMENT:** [2020 Preliminary Budget](#)

**CITY OF FIRCREST, WASHINGTON
2020 PRELIMINARY BUDGET**

CITY OFFICIALS

Council: Hunter T. George (Mayor)
Denny Waltier (Mayor Pro Tempore)
Jamie Nixon
Shannon Reynolds
Blake L. Surina
David M. Viafore
Brett L. Wittner
City Manager: Scott Pingel
Finance Director: Colleen Corcoran

POPULATION: 6,710

2020 ASSESSED VALUATION REGULAR LEVY: \$969,575,059
REGULAR MILL LEVY: 1.6372
EMS MILL LEVY: 0.3399

2020 REVENUES, EXPENDITURES & BALANCES BY FUND

General	8,998,366
Street	2,111,182
Park Bond Debt Service	1,191,440
Park Bond Capital	9,870,141
Storm Drain.....	698,699
Storm Drain Capital	601,148
Water.....	1,504,221
Water Capital	285,621
Sewer	3,597,771
Sewer Capital.....	1,380,841
Equipment Replacement	1,677,506
Police Investigation	12,248
Real Estate Excise Tax.....	1,741,370
Cumulative Reserve	3,780,763
 TOTAL	 37,451,317

**UNFINISHED BUSINESS: Salaries of Non-Union Employees, Including Casual and Seasonal Employees
ITEM 9A.**

FROM: Colleen Corcoran, Finance Director

RECOMMENDED MOTION: I move to adopt Ordinance No. _____, amending Section 1 of Ordinance No. 1624 and FMC 2.44.050 relating to salaries of non-union City employees and amending Section 2 of Ordinance No. 1624 and FMC 2.44.090 relating to hourly rate of pay for casual and seasonal employees.

PROPOSAL: The Council is being asked to approve and adopt the attached proposed salary ordinance for implementation January 1, 2020.

FISCAL IMPACT: The attached ordinance includes a proposed Cost of Living Adjustment (COLA) for non-represented employees of 1.7% based on the Consumer Price Index All Urban Consumers (CPI-W) for the year ending June 2019.

ADVANTAGE: This proposal provides for a 1.7% COLA.

DISADVANTAGES: None (other than the cost which has been included in the 2020 Preliminary Budget).

ALTERNATIVE: Not provide a cost of living adjustments.

HISTORY: The history of COLA adjustments for non-represented employees is as follows:

2020 – 1.7% (proposed)
2019 – 3.6%
2018 – 3.0%
2017 – 2.0%
2016 – 2.0%
2015 – 2.5%
2014 – 2.0%
2013 – 0.0%
2012 – 0.0%
2011 – 0.0% (4 furlough days)
2010 – 0.0%

ATTACHMENT: [Ordinance](#)

**CITY OF FIRCREST
ORDINANCE NO. _____**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,
AMENDING SECTION 1 OF ORDINANCE NO. 1624 AND F.M.C.
2.44.050 RELATING TO SALARIES AND BENEFITS OF NON-UNION
CITY EMPLOYEES AND AMENDING SECTION 2 OF ORDINANCE
NO. 1624 AND FMC 2.44.090 RELATING TO HOURLY RATE OF PAY
FOR CASUAL AND SEASONAL EMPLOYEES.**

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

Section 1. Section 1 of Ordinance No. 1624 and F.M.C. Section 2.44.050 are hereby amended to read as follows:

"Non-Union Salaries. From and after January 1, 2020 the full-time equivalent monthly salary range of the following regular full-time, regular part-time, and temporary City positions is fixed at the following sums. No employee shall be paid an average monthly base salary, which exceeds the maximum provided hereunder.

<u>Position</u>	<u>Minimum</u>	<u>Maximum</u>
Custodian	\$2,838	\$3,625
Office Assistant	\$2,908	\$3,774
Senior Office Assistant	\$3,555	\$4,538
Court Clerk	\$3,555	\$4,538
Police Records Technician/CSO I	\$3,650	\$4,659
Maintenance Worker I	\$3,801	\$4,852
Administrative Assistant	\$3,841	\$4,902
Lead Court Clerk	\$3,982	\$5,083
Utility Service Person I	\$3,991	\$5,093
Permit Coordinator/Code Enforcement Officer	\$4,000	\$5,106
Recreation Program Coordinator	\$4,007	\$5,114
Utility Billing Clerk	\$4,015	\$5,124
Accountant I	\$4,051	\$5,169
Police Records Technician/CSO II	\$4,087	\$5,217
Maintenance Worker II	\$4,291	\$5,477
Public Works Support Services Coordinator	\$4,538	\$5,792
Accountant II	\$4,754	\$6,068
Utility Service Person II	\$4,791	\$6,115
Recreation Supervisor	\$4,805	\$6,133
Parks Maintenance Supervisor	\$4,805	\$6,133
Facilities Maintenance Supervisor	\$4,805	\$6,133
Planning/Building Administrator	\$5,369	\$6,852
Court Administrator	\$5,369	\$6,853
City Clerk	\$5,456	\$6,964
Court Administrator-with contracted court	\$5,907	\$7,539
Working Utility Foreman	\$6,068	\$7,745
Parks/Recreation Director	\$6,174	\$7,879
Planning/Building Director	\$6,316	\$8,060
Finance Director	\$7,464	\$9,526
Public Works Director	\$8,019	\$10,234
Police Chief	\$8,376	\$10,691

For payroll purposes and for the computation of hourly rates for regular employees, the monthly salary of said positions shall be multiplied by twelve (12) and then divided by two thousand and eighty (2,080) hours and rounded to the nearest one hundredth to determine the corresponding hourly rate of pay for entry into the bi-weekly payroll system."

Section 2. Section 2 of Ordinance No. 1624 and F.M.C. 2.44.090 are hereby amended to read as follows:

“Casual and seasonal employees. From and after January 1, 2020, the hourly rate of pay for casual or seasonal employees, unless otherwise provided, shall range between the State of Washington’s minimum wage of thirteen dollars and fifty cents and seventeen dollars and thirty-five cents per hour, depending on the requirements of the position and the qualifications of the individual, as determined by the City Manager.”

No employee shall be paid on an hourly rate that exceeds the maximum provided hereunder.

<u>Position</u>	<u>1st Year of Employment</u>	<u>2nd Year of Employment</u>	<u>3rd Year of Employment</u>
Maintenance Worker	\$13.50	\$13.75	\$14.00
Pool Cashiers	\$13.50	\$13.75	\$14.00
Lifeguards	\$14.05	\$14.30	\$14.55
Swim Instructors	\$14.05	\$14.30	\$14.55
Recreation Leader	\$14.15	\$14.40	\$14.65
Swim Coaches	\$14.75	\$15.00	\$15.25
Pool Openers	\$15.35	\$15.60	\$15.85
Senior Bus Driver	\$17.35	\$17.35	\$17.35

Section 3. Effective Date: This ordinance shall take effect and be in full force five (5) days after publication of an approved summary consisting of its title.

PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 22nd day of October 2019.

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: Alameda Avenue Grind & Overlay Project Acceptance
ITEM 10A.

FROM: Jerry Wakefield, Public Works Director

RECOMMENDED MOTION: I move the City Council accept the contract for the Alameda Grind and Overlay Project completed by Tony Lind Paving, LLC in the final contract amount of \$120,696.86.

PROPOSAL: It is recommended that the City of Fircrest accept the Alameda Grind and Overlay Project completed by Tony Lind Paving, LLC for a total project cost of \$120,696.86.

FISCAL IMPACT: The contract award for the project was \$138,793.64. The final contract amount is \$120,696.86. The difference in final costs was due to not needing bids item A1, minor change in the amount of \$4000.00 and bid item A8, A9, and A12 which were for potential need for pavement repair as none was needed in the amount of \$3,393.00, 1 less water valve adjustment for \$780.00, 1 less catch basin adjustment of \$1000.00, minor adjustment in striping quantities, \$156.00 and reduced quantities of Planing and HMA in the amount \$8,767.78. This is a total amount of adjustments of \$18,097.78. The final project amount is within the grant amount.

ADVANTAGE: The project is complete and under budget.

DISADVANTAGES: None identified.

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

HISTORY: This project received a grant from PSRC based on the scope and estimated costs prepared in December of 2016. KPG was selected as the consultant to prepare the design and construction management of the project.

Tony Lind Paving, LLC has completed the project under budget and with the contract time limits. This project is also required to meet the Underutilized Disadvantaged Business Enterprise (UDBE) goal of 8% and Tony Lind Paving, LLC has provided a certification meeting that goal.

KPG acknowledges that Tony Lind Paving, LLC has completed the project and substantial completion was given October 7, 2019. WSDOT will do a final inspection and also a final document review for the project.

ATTACHMENT: [Final Pay Request](#)



CITY OF FIRCREST
Alameda Avenue Grind & Overlay
STPUL 2991 (003)
Progress Payment #1

CONTRACTOR
Tony Lind Paving
23048 172nd Ave SE
Kent, WA 98042

PE Period: Start Day 8/31/2019 End Day 10/7/2019

KPG
SEATTLE · TACOMA

PE Period: 8/31/2019 10/7/2019 SEATTLE · TACOMA											
Item	Description	Quantity	Unit	Tony Lind Paving		Previous Quantities		Estimate 2		Grand Total	
				Unit Cost	Total Cost	Quantity	Total Cost	Quantity	Total Cost	Quantity	Total Cost
Schedule A											
A1	Minor Changes	1	Est	\$	4,000.00	\$	4,000.00	0.00	\$	-	
A2	SPCC Plan	1	LS	\$	720.00	\$	720.00		\$	-	0.00
A3	Mobilization	1	LS	\$	18,396.04	\$	18,396.04	1.00	\$	720.00	\$
A4	Project Temporary Traffic Control	1	LS	\$	23,184.00	\$	23,184.00	1.00	\$	18,396.04	1.00
A5	Adjust Water Valve to Finished Grade	4	EA	\$	780.00	\$	3,120.00	0.33	\$	7,720.27	1.00
A6	Adjust Sewer Manhole to Finished Grade	2	EA	\$	1,000.00	\$	2,000.00	0.67	\$	15,463.73	1.00
A7	Adjust Catch Basin to Finished Grade	1	EA	\$	1,000.00	\$	2,000.00	3.00	\$	2,340.00	3.00
A8	Curshed Surfacing Base Course	25	EA	\$	1,000.00	\$	1,000.00	2.00	\$	2,000.00	2.00
A9	Pavement Repair Excavation Incl Haul	25	TON	\$	6.00	\$	150.00	0.00	\$	-	0.00
A10	Planing Bituminous Pavement	25	CY	\$	24.99	\$	624.75	0.00	\$	-	0.00
A11	HMA Cl. 1/2 In. PG 64-22	3380	SY	\$	6.10	\$	20,618.00	0.00	\$	-	0.00
A12	HMA Cl. 1/2 In. PG 64-22	420	TON	\$	104.73	\$	43,986.60	3255.56	\$	19,858.92	3255.56
A13	Supply Sewer Manhole Ring and Cover	25	TON	\$	104.73	\$	2,618.25	343.53	\$	35,977.90	343.53
A14	Erosion/Water Pollution Control	2	EA	\$	442.20	\$	884.40	0.00	\$	-	0.00
A15	Inlet Protection	1	LS	\$	2,976.00	\$	2,976.00	2.00	\$	884.40	2.00
A16	Traffic Induction Loop	11	EA	\$	50.00	\$	550.00	1.00	\$	2,976.00	1.00
A17	Paint Line	3	EA	\$	1,800.00	\$	5,400.00	11.00	\$	550.00	11.00
A18	Plastic Stop Line	1020	LF	\$	6.00	\$	6,120.00	3.00	\$	5,400.00	3.00
A19	Plastic Traffic Letter	15	LF	\$	42.00	\$	630.00	0.00	\$	-	994.00
		17	EA	\$	106.80	\$	1,815.60	15.00	\$	630.00	15.00
Total Schedule A					\$	138,793.64	0.00	\$	-	17.00	\$
								\$	29,097.73		\$
Base Bid Total					\$	138,793.64		\$	91,599.12		\$
								\$	29,097.73		\$
											\$

Prepared By:

Darla Wright
Darla Wright, KPG

10-10-19
Date

Reviewed By:

Melvin Carden
Melvin Carden, R.E., KPG

10-11-19
Date

Reviewed By:

Kevin Christopherson
Kevin Christopherson, Tony Lind Paving

Date

Approved By:

Jerry Wakefield
Jerry Wakefield, City of Fircrest

10-11-19
Date

NEW BUSINESS: Farallone Avenue Sanitary Sewer Connection Close-Out Change Order #1
ITEM 10B.

FROM: Jerry Wakefield, Public Works Director

RECOMMENDED MOTION: I move the City Council approve Close-Out Change Order #1 to Pape & Sons Construction Inc. for the Farallone Sanitary Sewer Connection Project decreasing the contract total by \$589.92 for the project for an adjusted total contact price of \$105,622.66 and acceptance of the project.

PROPOSAL: This proposal is a request to provide a “close-out” change order that will result in a net decrease to the contract of \$589.92. By this action, the completed project will be considered accepted.

FISCAL IMPACT: The fiscal impact of this change order is a decrease in the project cost of \$589.92, resulting in a total project cost of \$105,622.66. There is sufficient money in the Capital Improvements Portion of the Budget, as the total project cost is below the budgeted amount. The original contract awarded by Council was for \$106,212.58 with an additional \$10,000 contingency allowance.

ADVANTAGE: This change order will close-out the project.

DISADVANTAGES: None identified.

ALTERNATIVES: None identified.

HISTORY: This project is to replace aging sewer line that runs underneath existing house and in the back yard. This will relocate the sewer line to a new connection point in Farallone Avenue and extend between two residents via obtained easements from the property owners. The contract for the Farallone Sanitary Sewer Connection Project was awarded to Pape & Sons Construction, Inc. for a total project cost of \$106,212.58 (including sales tax). Additionally, a contingency allowance of \$10,000 for unforeseen problems encountered during construction (such as utility conflicts, unsuitable subgrade/trench backfill material, etc.) was included.

Most of the changes were a result of the condition of the existing sidewalk and where it could be connected. We also had some saving due to the public works staff providing the testing and TV of the new line by our own forces. The contractor also provided some credit for the paving as the subcontractor for this work changed and provided a lower cost.

ATTACHMENTS: [Close-Out Change Order](#)
[Final Pay Request](#)



THE CITY OF FIRCREST

PUBLIC WORKS

CLOSE OUT CHANGE ORDER NOTICE #1

TO: Pape & Sons Construction, Inc. DATE: October 9, 2019
9401 Bujacich Road, Suite 1A Project: City of Fircrest – Farallone Ave.
Gig Harbor, WA. 98332 Sanitary Sewer Connection Project

You are hereby notified of the following changes in the bid pay schedule for the City of Fircrest – Farallone Ave. Sanitary Sewer Connection Project:

Close out Change Order Item #1: Modification of Bid Quantities

The quantities for certain items have changed from the bid amount during the course of construction. The item quantities listed below shall be the final quantities paid for the items identified:

Bid Item #5 Remove and Dispose of existing Curb	9	LF
Bid Item #6 Remove and Dispose of existing Sidewalk	15	SY
Bid Item #7 Cement Concrete Curb and gutter	9	LF
Bid Item #8 Cement Concrete Sidewalk	15	SY
Bid Item #10 Plane Bituminous Pavement	229.86	SY
Bid Item #15 Remove and Dispose Exist Curb:	40	L.F.
Bid Item #20 Sanitary Sewer Pipe Cleaning and TV	0	LS
Bid Item #21 Topsoil Type A	0	CY
Bid Item #24 Testing	0	LS

Added Items

Credit

CO#1 Credit for Paving and Plane Lump Sum

\$1,200.00

Net decrease in Contract Cost due to modification of bid quantities, credit items and added item of a total of \$589.92 (including sales tax).

City of Forest
Owner
[Signature]
By
Public Works Director
Title

ACCEPTANCE OF CLOSE OUT CHANGE ORDER NOTICE #1

Receipt of the above CLOSE OUT CHANGE ORDER NOTICE #1 is hereby acknowledged by:

Pape & Sons Construction, this date October 9, 2019
Cheri Wyatt
By
Office Manager
Title

MONTHLY PROGRESS BILLING

To: City of Fircrest 115 Ramsdell Street Fircrest, WA 98460	From: Pape & Sons Construction, Inc 9401 Bujacich Road, Suite 1A Gig Harbor, WA 98332 Phone: 253-851-6040 Fax: 253-851-3290
Project: Farallone Ave Sanitary Sewer Connection	

Estimate No. 2-FINAL-Revised	Date: 10/08/19	Work Done To: 10/07/19	Pape Job # 801
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Bid Item	Description	Contract Bid				Total Complete to Date		Total Previously Billed		Total This Pay Period	
		Units	QTY	Unit \$	Total Bid	Quantity	Payment	Quantity	Payment	Quantity	Payment
1	Mobilization	LS	1	\$ 12,000.00	\$ 12,000.00	1	\$ 12,000.00	1	\$ 12,000.00	0	\$ -
2	Traffic Control	LS	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00	1	\$ 3,000.00	0	\$ -
3	Temporary Erosion Control	LS	1	\$ 900.00	\$ 900.00	1	\$ 900.00	1	\$ 900.00	0	\$ -
4	Clearing & Grubbing	LS	1	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00	1	\$ 2,500.00	0	\$ -
5	Remove and Dispose of Existing Curb & Gutter	LF	10	\$ 50.00	\$ 500.00	9	\$ 450.00	9	\$ 450.00	0	\$ -
6	Remove and Dispose of Existing Sidewalk	SqYd	6	\$ 85.00	\$ 510.00	15	\$ 1,275.00	15	\$ 1,275.00	0	\$ -
7	Cement Concrete Curb & Gutter	LF	10	\$ 200.00	\$ 2,000.00	9	\$ 1,800.00	9	\$ 1,800.00	0	\$ -
8	Cement Concrete Sidewalk	SqYd	6	\$ 350.00	\$ 2,100.00	15	\$ 5,250.00	15	\$ 5,250.00	0	\$ -
9	Crushed Surfacing Top Course	Ton	6	\$ 70.00	\$ 420.00	6	\$ 420.00	6	\$ 420.00	0	\$ -
10	Plane Bituminous Pavement	SqYd	239	\$ 18.25	\$ 4,361.75	229.86111	\$ 4,194.97		\$ -	229.86111	\$ 4,194.97
11	2" min. depth-HMA CI 1/2" PG 64-22	LS	1	\$ 11,500.00	\$ 11,500.00	1	\$ 11,500.00		\$ -	1	\$ 11,500.00
12	Trench Safety Systems (Shoring)	SqYd	1,293	\$ 1.00	\$ 1,293.00	1293	\$ 1,293.00	1293	\$ 1,293.00	0	\$ -
13	New Sewer Pipe Connection to Existing Sewer Manhole	Each	2	\$ 3,350.00	\$ 6,700.00	2	\$ 6,700.00	2	\$ 6,700.00	0	\$ -
14	6" Diam Sanitary Sewer Pipe	LF	20	\$ 60.00	\$ 1,200.00	20	\$ 1,200.00	20	\$ 1,200.00	0	\$ -
15	8" Diam Sanitary Sewer Pipe	LF	203	\$ 125.00	\$ 25,375.00	203	\$ 25,375.00	203	\$ 25,375.00	0	\$ -
16	6" Ciam Sanitary Sewer Cleanout	Each	2	\$ 2,500.00	\$ 5,000.00	2	\$ 5,000.00	2	\$ 5,000.00	0	\$ -
17	Sanitary Sewer Manhole Type 1, 48"	Each	1	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00	1	\$ 6,000.00	0	\$ -
18	Bypass Pumping of Sanitary Sewer	LS	1	\$ 1,350.00	\$ 1,350.00	1	\$ 1,350.00	1	\$ 1,350.00	0	\$ -
19	Plug & Abandon Existing Sanitary Sewer Pipe	LS	1	\$ 500.00	\$ 500.00	1	\$ 500.00	1	\$ 500.00	0	\$ -
20	Sanitary Sewer Pipe Cleaning and Video Inspection	LS	1	\$ 1,500.00	\$ 1,500.00		\$ -		\$ -	0	\$ -
21	Topsoil Type A	CuYd	1	\$ 85.00	\$ 85.00		\$ -		\$ -	0	\$ -
22	Sod Installation	SqYd	6	\$ 100.00	\$ 600.00	6	\$ 600.00	6	\$ 600.00	0	\$ -
23	Surface Restoration on Private Property	LS	1	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00	1	\$ 6,000.00	0	\$ -
24	Testing	LS	1	\$ 1,250.00	\$ 1,250.00		\$ -		\$ -	0	\$ -
co#1	Credit for Paving & Planing	LS		\$ (1,200.00)	\$ -	1	\$ (1,200.00)		\$ -	1	\$ (1,200.00)

Subtotal Due		\$96,644.75	\$96,107.97	\$81,613.00	\$14,494.97
Less 5% Retainage		(4,805.40)	(4,805.40)	(4,080.65)	(724.75)
Sales Tax @ 9.9% (2707)		\$9,567.83	\$9,514.69	\$8,079.69	\$1,435.00
TOTAL DUE		\$106,212.58	\$100,817.26	\$85,612.04	\$15,205.22

NEW BUSINESS: **Creating a Park Bond Debt Fund**
ITEM 10C.

FROM: **Colleen Corcoran, Finance Director**

RECOMMENDED MOTION: **I move to adopt Ordinance No. _____, establishing a fund to be used for all proper Park Bond Debt services and adding section 3.20.301 of the Fircrest Municipal Code.**

PROPOSAL: The City Council is being asked to establish a fund to account for the revenues and expenditures relating to park bond debt services.

FISCAL IMPACT: None.

ADVANTAGE: This will establish an accounting mechanism allowing for funds to be distinguished from the general operating budget for park bond debt service purposes.

DISADVANTAGES: None known.

ALTERNATIVE: None. This fund is required to account for financial resources and expenditures related to the general obligation park bond debt services.

HISTORY: The City held an election and the citizens passed a park bond of up to \$13.5 million dollars on April 23, 2019. The bond ordinance to proceed with the sale of the bond was passed at the October 8, 2019 meeting. The sale of the bonds is expected to take place in November 2019. The property tax levied for the bond will be received into this fund.

ATTACHMENT: [Ordinance](#)

**CITY OF FIRCREST
ORDINANCE NO. ____**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,
ESTABLISHING A FUND TO BE USED FOR ALL PROPER PARK BOND
DEBT SERVICES; AND ADDING SECTION 3.20.301 OF THE CITY OF
FIRCREST MUNICIPAL CODE.**

WHEREAS, the Fircrest City Council has established a need for a Park Bond Debt Service Fund;
and

WHEREAS, the City of Fircrest desires to account for the revenue and expenditures associated with
park bond debt services in a separate fund. Now, Therefore,

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

Section 1 Chapter 3.20 FMC is hereby amended by adding a new section (3.20.301) to read as
follows:

“3.20.301 Park Bond Debt Service Fund – Created.

(a) There is hereby established a fund to be known as the “Park Bond Debt Service Fund” which
shall be used to pay the principal and interest on general obligation bonds issued to cover the
costs of constructing and equipping a municipal swimming pool, bath house, recreation center
and other parks capital projects.

(b) Source of Moneys. The general obligation bond fund receives moneys from an annual tax levy.

Section 2 Effective Date: This ordinance shall become effective five (5) days after passage,
approval and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a
regular meeting thereof this 22nd day of October 2019.

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: **Creating a Park Bond Capital Fund**
ITEM 10D.

FROM: **Colleen Corcoran, Finance Director**

RECOMMENDED MOTION: **I move to adopt Ordinance No. _____, establishing a fund to be used for all proper Park Bond Capital Project purposes and adding section 3.20.302 of the Fircrest Municipal Code.**

PROPOSAL: The City Council is being asked to establish a fund to account for the revenues and expenditures relating to park bond capital projects.

FISCAL IMPACT: None.

ADVANTAGE: This will establish an accounting mechanism allowing for funds to be distinguished from the general operating budget for park bond purposes.

DISADVANTAGES: None known.

ALTERNATIVE: None. This fund is required to account for financial resources and expenditures related to the general obligation park bond.

HISTORY: The City held an election and the citizens passed a park bond of up to \$13.5 million dollars on April 23, 2019. The bond ordinance to proceed with the sale of the bond was passed at the October 8, 2019 meeting. The sale of the bonds is expected to take place in November 2019. The bond proceeds will be received into this fund.

ATTACHMENT: [Ordinance](#)

**CITY OF FIRCREST
ORDINANCE NO. ____**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,
ESTABLISHING A FUND TO BE USED FOR ALL PROPER PARK BOND
CAPITAL PURPOSES; AND ADDING SECTION 3.20.302 OF THE CITY
OF FIRCREST MUNICIPAL CODE.**

WHEREAS, the Fircrest City Council has established a need for a Park Bond Capital Fund; and

WHEREAS, the City of Fircrest desires to account for the revenue and expenditures associated with park bond capital revenues and expenditures in a separate fund. Now, Therefore,

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

Section 1. Chapter 3.20 FMC is hereby amended by adding a new section (3.20.302) to read as follows:

“3.20.302 Park Bond Capital Fund – Created.

(a) There is hereby established a fund to be known as the “Park Bond Capital Fund” which shall be used to account for bond proceeds and expenditures on general obligation bonds issued to cover the costs of constructing and equipping a municipal swimming pool, bath house, recreation center and other park capital projects.

(b) Source of Moneys. The Park Bond Capital Fund receives moneys from the proceeds of general obligation bonds, donations, interest and other lawful revenue sources allowed by law.

Section 2. Effective Date: This ordinance shall become effective five (5) days after passage, approval and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 22nd day of October 2019.

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: **BIAS Software Agreement**
ITEM 10E.

FROM: **Colleen Corcoran, Finance Director**

RECOMMENDED MOTION: **I move to adopt Resolution No. ____, authorizing the City Manager to execute an agreement with BIAS Software to provide software support for BIAS software applications for the year 2020.**

PROPOSAL: The Council is being asked to authorize entering into a professional services agreement with BIAS Software to provide software support for BIAS software applications for the year 2020.

FISCAL IMPACT: Funds are included in the 2020 Budget for maintenance support. The cost from BIAS Software is \$10,380.08 for the year. This is an increase of \$557.80 from the 2019 agreement.

ADVANTAGE: This agreement will allow for support services and updates necessary to operate the software applications.

DISADVANTAGES: None known.

ALTERNATIVE: Not have maintenance support.

HISTORY: BIAS Software was installed in 2011 and implemented January 1, 2012. A service agreement was purchased for the year of 2012, 2013, 2014, 2015, 2016, 2017, 2018 and 2019.

ATTACHMENTS: [Resolution](#)
[2020 Software Service 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 BIAS SOFTWARE TO PROVIDE SOFTWARE
SUPPORT FOR BIAS SOFTWARE APPLICATIONS FOR THE YEAR
2020.**

WHEREAS, the City of Fircrest has need of specialized services; and
WHEREAS, BIAS Software has the required experience and expertise to provide such services.
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 the agreement with BIAS Software to provide software support for BIAS software applications for the time period of January 1, 2020 through December 31, 2020.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON**, at a regular meeting thereof this 22nd day of October 2019.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

ORDER FORM

ORDER FORM for: City of Fircrest

Prepared on: October 11, 2019

Contract Start Date: 01-01-2020

Contract End Date: 12-31-2020

SUBSCRIPTION TOTAL	\$10,380.08
---------------------------	--------------------

Financial Essentials
Payroll Essentials
Utilities Essentials
Cash Receipting Essentials
Building Permits

ORDER PREPARED FOR:

Company: **City of Fircrest**
Contact: **Colleen Corcoran**
Address: **115 Ramsdell St.**
Fircrest, Washington 98466

Phone: **(253) 564-8901**
Email: ccorcoran@cityoffircrest.net

ORDER PREPARED BY:

Company: **BIAS Software**
Proposed by: **Mark Felchlin**
Address: **327 E. Pacific**
Spokane, WA 99202

Phone: **(509) 443-3332**
Email: mark@biassoftware.com

ORDER DETAILS

ORDER DETAILS

Subscription Type	Enhancements	Order Term (months)	Monthly/ Unit Price	Qty	Total Price
Financial Essentials	None	12	\$150.94	1	\$1,811.25
Payroll Essentials	None	12	\$161.25	1	\$1,935.00
Utilities Essentials	Xpress	12	\$201.25	1	\$2,415.00
Cash Receipting Essentials	None	12	\$140.25	1	\$1,683.00
Building Permits	None	12	\$140.63	1	\$1,687.50
<i>Discounts:</i>					
Tax:					\$848.33
Remarks:					
Subscription Total (tax included)					\$10,380.08

ORDER FORM

ORDER FORM for: City of Fircrest

Prepared on: October 11, 2019

Contract Start Date: 01-01-2020

Contract End Date: 12-31-2020

SUBSCRIPTION TOTAL	\$10,380.08
Financial Essentials Payroll Essentials Utilities Essentials Cash Receipting Essentials Building Permits	

TERMS AND CONDITIONS

Software Subscription Only		Software Subscription + Asset Connect (single-user)		Software Subscription + Asset Connect (multi-user)	
Subscription Total	\$10,380.08	Subscription Total	\$10,380.08	Subscription Total	\$10,380.08
		Plus		Plus	
		Asset Connect (Single-user)	\$564.00	Asset Connect (Multi-User)	\$1,644.00
		12 Month Subscription	Included	12 Month Subscription	Included
		2019 Subscription	Included	2019 Subscription	Included
		1 user license	Included	Up to 5 user licenses	Included
		Training & Set-up	Included	Training & Set-up	Included
				One-time Asset Import	Included
Select an option:	\$10,380.08		\$10,944.08		\$12,024.08
	<i>Initial</i>		<i>Initial</i>		<i>Initial</i>

AUTHORIZATION

_____ Name	_____ Signature
_____ Title	_____ Date

Upon signature by Customer and submission to BIAS, this Order Form shall become legally binding and governed by [BIAS Master Subscription Agreement](#), between BIAS and Customer unless otherwise agreed by BIAS and Customer. During the Contract Term and for one year thereafter, Customer shall not disclose the pricing or terms hereunder to any third party (unless required by law) without BIAS prior written consent.

PAYMENT

Annual Support Fee is due on the contract year by January 31st. Invoice will be generated upon receiving signed Order Form.

PLEASE RETURN BOTH PAGES

PLEASE SIGN DIGITALLY OR PRINT AND FAX TO 888.228.0030 OR EMAIL TO [KATIE@BIASSOFTWARE.COM](mailto:katie@biassoftware.com)

NEW BUSINESS: Department of Assigned Counsel Agreement
ITEM 10F.

FROM: Kristi Perry, Court Administrator

RECOMMENDED MOTION: I move to adopt Resolution No. ____, authorizing the City Manager to execute an agreement for Public Defense Services with Pierce County for indigent legal defense services.

PROPOSAL: The Council is being asked to adopt a resolution authorizing the City Manager to execute the Agreement for Public Defense Services with Pierce County through the Department of Assigned Counsel. The agreement incorporates the City's contracted services for the Ruston municipal court services, extends the contract through December 31, 2020, and updates the compensation.

FISCAL IMPACT: The maximum annual contract amount is \$66,990, which is less than the 2019 maximum annual contract amount of \$75,250. The 2020 Budget includes \$67,000 for assigned counsel.

ADVANTAGE: The contract allows continuation of public defense services with Pierce County Department of Assigned Counsel and the Court will be in compliance with RCW 10.101.030.

DISADVANTAGES: None known.

ALTERNATIVE: The City could consider another source for indigent defense representation.

HISTORY: The City has entered into a contract with the Pierce County Department of Assigned Counsel for a number of years for indigent defense representation. The Court is required to provide this service to all defendants that are indigent per RCW 10.101.030.

ATTACHMENTS: [Resolution Agreement for Public Defense Services RCW 10.101.030](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON AUTHORIZING THE CITY MANAGER
TO EXECUTE AN AGREEMENT FOR PUBLIC DEFENSE SERVICES
WITH PIERCE COUNTY DEPARTMENT OF ASSIGNED COUNSEL
TO PROVIDE LEGAL REPRESENTATION TO INDIGENT
DEFENDANTS.**

WHEREAS, for the past several years, the Fircrest Municipal Court has had a contract with the Pierce County Department of Assigned Counsel to provide legal representation to indigent defendants, and wishes to continue this service. Now, Therefore,

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

Section 1. The City Manager is hereby authorized and directed to execute an agreement for public defense services with the Department of Assigned Counsel for indigent defense, from January 1, 2020 through December 31, 2020, to perform legal representation to defendants in the City of Fircrest and in the City of Ruston referred to the Fircrest Municipal Court.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON**, at a regular meeting thereof this 22nd day of October 2019.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

AGREEMENT
FOR
PUBLIC DEFENSE SERVICES

1. Date and Parties.

This agreement, for reference purposes only, is dated the 1st day of January 2020, and is entered into between the City of Fircrest, Washington, a municipal corporation, herein referred to as the "City," and Pierce County, herein referred to as the "County."

2. General Recitals.

a. The City is required by Court Rule and state law to provide legal representation to indigent defendants charged in Fircrest Municipal court with violations of city ordinances punishable by loss of liberty. The City does not have the personnel to provide said services. The City is further required by contractual agreement to provide legal representation to indigent defendants charged in the City of Ruston with violations of City ordinances punishable by loss of liberty.

b. The County, through its Department of Assigned Counsel (herein referred to as Department), has the capability to provide the City with mandated indigent legal defense services.

c. The County agrees to serve as Fircrest Municipal Court appointed counsel to provide legal services for indigent defendants upon the terms and conditions set forth herein.

3. Scope of Services.

a. All indigent defendants charged in the Fircrest Municipal Court with Ordinance violations punishable by loss of liberty and all indigent defendants charged with City of Ruston Ordinance violations punishable by loss of liberty and referred to the Fircrest Municipal Court and who qualify for appointed counsel shall be referred to the Department. The Department shall be provided with the name, address, and telephone number, if available, for each person referred to the Department. The Department shall provide legal representation for each of those defendants from arraignment through trial, sentencing, post trial review and any appeals. This shall include interviewing defendants in custody as needed and providing 24 hour

telephone access to an attorney for those seeking "critical stage" advice during the course of police investigation.

- b. The scope of services shall also include the representation of indigent defendants assigned appointed counsel prior to the effective date of this agreement and for whom the previously assigned counsel has withdrawn as counsel of record.
- c. The scope of services shall also include standby representation to all in-custody defendants.

4. Conflict

All indigent defendants determined to have a conflict of interest by the Department of Assigned Counsel will be represented by conflict counsel. The City shall reimburse the County for any and all costs associated with furnishing conflict counsel, experts, and investigators. Pursuant to RPC 1.8, all payments for those services will remain separate from this contract compensation to the Department of Assigned Counsel.

5. Applicant Screening.

Determination of indigence for eligibility for appointed counsel under this agreement shall be determined by an independent screening process established by the City. Should the Department determine a defendant is not eligible for assigned counsel during the course of representation, the Department shall advise the Court pursuant to RCW 10.101.020(3).

6. Associated Counsel.

Any counsel associated with or employed by the Department shall have the authority to perform the services called for herein, and the Department may employ associate counsel to assist it, at its expense. The Department and all associate counsel or attorneys hired pursuant to this section shall be admitted to practice pursuant to the rules of the Supreme Court of the State of Washington. No legal intern shall perform the services called for herein without the prior approval of the Court.

7. Indemnification:

The County shall indemnify and hold the City, its elected officials, officers, employees, and agents harmless from any and all claims whatsoever arising out of the Department's performance of obligations pursuant to the agreement, including claims arising by reason of accident, injury or death caused to persons or property of any kind occurring by the fault or neglect of the Department, its agents, associates or employees, and occurring without the fault or neglect of the City.

The City shall indemnify and hold the County, its elected officials, officers, employees, and agents harmless from any and all claims whatsoever, including claims arising by reason of accident, injury or death caused to persons or property of any kind, occurring by the fault or neglect of the City, its agents, associates or employees, and occurring without the fault or neglect of the County.

8. Compensation.

- a. The City shall pay to the County for services rendered under this agreement the maximum annual amount of \$66,990; payments shall be due as follows: June 30, 2020--\$33,495 and December 31,

2020--\$33,495. This amount includes compensation for representation in Fircrest Municipal Court and Ruston City cases referred to the Fircrest Municipal Court.

- b. This agreement may be reviewed quarterly to determine if the rate of compensation is adequate to cover the costs incurred in providing the necessary level of service. If at any such review it is determined that the rate of compensation is inadequate the parties shall attempt to negotiate a reasonable compensation rate. The parties further agree that should another source of funding become available to meet the costs contemplated herein, the total cost of any applicable portion thereof may be revised downward accordingly or may be eliminated entirely pursuant to mutual agreement of the parties.

9. Discovery Period.

The City shall provide to the Department one copy of all discoverable material concerning such assigned case except in matters related to sentencing. Such material shall include, where relevant, a copy of the abstract of the defendant's driving record.

10. Costs.

a. If, in the opinion of the Department, an expert witness and/or an investigator is needed in order to adequately prepare a defense for an indigent person, or to adequately represent that defendant at trial, the Department shall petition the Court for the appointment of said expert. The Court shall then determine the need for the service, the rate of compensation to be paid, and the amount that shall be paid by the City. The rate of compensation paid to the Department does not include an amount for experts or investigation.

In the event that the retention of above services requires any additional funds for investigation or expert services, the City shall provide all additional funds for those services, so that all payments for those services remain separate from this contract compensation to the Department of Assigned Counsel.

- b. If the Department appeals a case, the costs of the transcript shall be borne by the City.

11. Defense Standards Compliance.

This contract complies with all standards for indigent defense as listed under CrRLJ 3.1 and CrR 3.1, Washington State Bar Association Standards for Indigent Defense and the Rules of Professional Conduct.

12. No Assignments.

No assignment or transfer of this agreement, nor of any interest in this agreement, shall be made by either of the parties, without prior written consent.

13. Term of Agreement.

a. This agreement shall commence on the 1st day of January 2020, and shall be in force and effect through December 31, 2020, said date being the termination date unless the agreement is terminated earlier pursuant to provisions hereof.

b. This agreement may be extended for additional terms upon the mutual agreement of the parties, and the termination date shall also be extended pursuant to said extension agreement.

14. Termination.

a. For Cause: Either party may terminate this agreement in the event the other fails to perform its obligations as described in this agreement, and if such failure has not been corrected to the reasonable satisfaction of the other in a timely manner after notice of breach has been provided to such other party.

b. Without Cause: If the parties are unable to negotiate a new rate of compensation pursuant to paragraph 8(b) above, then either party may terminate this agreement without cause by giving the other party 60 days written notice prior to the date of proposed termination.

c. Future Non-Allocation of Funds: Notwithstanding any other terms of this Agreement, if sufficient funds are not appropriated or allocated for performance under this contract for any future fiscal period, the Department will not be obligated to provide services after the end of the fiscal period through which funds have been appropriated and allocated, unless authorized by county ordinance. No penalty or expense shall accrue to Pierce County in the event this provision applies.

15. Amendments.

No modification or amendment of the provisions of this agreement shall be in effect unless in writing and signed by authorized representatives of the parties hereto.

16. Entire Agreement.

This instrument contains the entire agreement between the parties and may not be enlarged, modified, or altered except in writing signed by both parties.

CITY OF FIRCREST

PIERCE COUNTY

FIRCREST CITY MANAGER

DIRECTOR OF ASSIGNED COUNSEL

ATTEST:

FIRCREST CITY CLERK

DIRECTOR OF FINANCE

APPROVED AS TO FORM:

FIRCREST CITY ATTORNEY

DEPUTY PROSECUTING ATTORNEY

RCW 10.101.030

Standards.

Each county or city under this chapter shall adopt standards for the delivery of public defense services, whether those services are provided by contract, assigned counsel, or a public defender office. Standards shall include the following: Compensation of counsel, duties and responsibilities of counsel, case load limits and types of cases, responsibility for expert witness fees and other costs associated with representation, administrative expenses, support services, reports of attorney activity and vouchers, training, supervision, monitoring and evaluation of attorneys, substitution of attorneys or assignment of contracts, limitations on private practice of contract attorneys, qualifications of attorneys, disposition of client complaints, cause for termination of contract or removal of attorney, and nondiscrimination. The standards endorsed by the Washington state bar association for the provision of public defense services should serve as guidelines to local legislative authorities in adopting standards.

[2005 c 157 § 2; 1989 c 409 § 4.]

NEW BUSINESS: **Boers & Associates Agreement Amendment**
ITEM 10G.

FROM: **Angelie Stahlnecker, Planning and Building**

RECOMMENDED MOTION: **I move to adopt Resolution No. ____, authorizing the City Manager to execute Amendment #7 to the agreement with Jeff Boers and Associates for current and long-range planning consulting services.**

PROPOSAL: The Council is being asked to authorize an amendment to the professional services agreement with Jeff Boers and Associates to extend the date of the agreement to December 31, 2020.

FISCAL IMPACT: None, the rate of \$95 per hour will remain the same for 2020.

ADVANTAGE: The City needs a qualified professional to serve as the principal planner for the City. Jeff Boers has existing knowledge of Fircrest's land use code and has extensive experience working with local jurisdictions on land use issues and GMA required Comprehensive Plan updates.

DISADVANTAGES: None known.

ALTERNATIVE: The City could consider another planning consultant, although Jeff Boers and Associates has the most Fircrest experience and is the lowest cost.

HISTORY: On April 23, 2013, the City contracted with Jeff Boers to serve as principal planner. A principal planner is required to review all land use issues, prepare the Growth Management Act updates and serve as the SEPA responsible official.

ATTACHMENTS: [Resolution](#)
[Amendment #7](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON AUTHORIZING THE CITY MANAGER TO EXECUTE
AMENDMENT #7 TO THE AGREEMENT WITH JEFF BOERS AND
ASSOCIATES FOR CURRENT AND LONG-RANGE PLANNING
CONSULTING SERVICES.**

WHEREAS, the City of Fircrest has need of consultant services to serve as the principal land use consultant planner for the City; and

WHEREAS, the term of said Agreement will expire on December 31, 2019; and

WHEREAS, Section 3 of said Agreement provides for the option to extend the term of the Agreement for one year; and

WHEREAS, the City of Fircrest desires to maintain these services. 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 amendment to the Professional Service Agreement with Jeff Boers and Associates, extending the term of said agreement through December 31, 2020.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON**, at a regular meeting thereof this 22nd day of October 2019.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**AMENDMENT #7
TO THE CITY OF FIRCREST**

**PROFESSIONAL SERVICES AGREEMENT WITH JEFF BOERS AND ASSOCIATES TO
PROVIDE CURRENT AND LONG-RANGE PLANNING CONSULTING SERVICES**

This Seventh amendment is hereby made and entered into this 22nd day of October 2019 by and between the City of Fircrest, a political subdivision of the state of Washington, hereinafter referred to as the "City" and Jeff Boers and Associates, hereinafter referred to as "Consultant", to be effective January 1, 2020.

WITNESSETH:

1. Purpose

The purpose of this amendment is to amend Section 3 of the April 23, 2013 contract with Jeff Boers and Associates to provide current and long-range planning consulting services, regarding the term of the agreement. This amendment is limited as set forth herein. All of the remaining terms and conditions of the April 23, 2013 agreement shall remain in full force and effect. The amendment is as follows:

2. Section 3 is hereby amended to read as follows:

The term of this Agreement shall be from January 1, 2020 until December 31, 2020, and may be extended or modified by mutual consent of the parties.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in duplicate, each of which shall be deemed as originals, in the year and day first above mentioned.

CITY OF FIRCREST

JEFF BOERS AND ASSOCIATES

By: _____
Scott Pingel, City Manager

By: _____

APPROVED AS TO FORM:

By: _____
City Attorney

ATTEST:

By: _____
City Clerk

NEW BUSINESS: NW GIS Agreement Amendment
ITEM 10H.

FROM: Angelie Stahlnecker, Planning and Building

RECOMMENDED MOTION: I move to adopt Resolution No. ____, authorizing the City Manager to execute Amendment #5 to the professional services agreement with NW GIS Consulting, LLC to provide on call GIS support services through December 31, 2020.

PROPOSAL: The Council is being asked to authorize an amendment to the professional service agreement with NW GIS Consulting, LLC extending the term of said agreement through December 31, 2020.

FISCAL IMPACT: None, the \$100 per hour for training and \$120 per hour for consulting/planning will remain the same for 2020.

ADVANTAGE: The City needs a qualified professional to bring our GIS data and system up-to-date, especially as it relates to utility information. NW GIS Consulting, LLC has begun the process of updating our GIS program and has extensive experience in the area.

DISADVANTAGES: None known.

ALTERNATIVE: While another consultant could be considered, the significant progress we have made to update our GIS data and enable its usability would be hindered.

HISTORY: In 2015, the City contracted with NW GIS Consulting, LLC to update our GIS data and provide on call GIS support services.

ATTACHMENTS: [Resolution](#)
[Amendment #5](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON AUTHORIZING THE CITY MANAGER TO EXECUTE
AMENDMENT #5 TO THE AGREEMENT WITH NW GIS FOR ON CALL
GIS SUPPORT SERVICES.**

WHEREAS, the City has a need for on call GIS support services; and

WHEREAS, the term of said Agreement will expire on December 31, 2019; and

WHEREAS, Section 3 of said Agreement provides for the option to extend the term of the Agreement for one year; and

WHEREAS, the City desires to maintain these services. 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 amendment to the professional services agreement with NW GIS, extending the term of said agreement through December 31, 2020.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON**, at a regular meeting thereof this 22nd day of October 2019.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**AMENDMENT #5
TO THE CITY OF FIRCREST**

**PROFESSIONAL SERVICES AGREEMENT WITH NW GIS CONSULTING, LLC TO PROVIDE
ON CALL GIS SUPPORT SERVICES.**

This Fifth amendment is hereby made and entered into this 22nd day of October 2019 by and between the City of Fircrest, a political subdivision of the state of Washington, hereinafter referred to as the "City" and NW GIS Consulting, LLC, hereinafter referred to as "Consultant", to be effective January 1, 2020.

WITNESSETH:

1. Purpose

The purpose of this amendment is to amend Section 3 of the May 26, 2015 contract with NW GIS Consulting, LLC to provide on call GIS support services, regarding the term of the agreement. This amendment is limited as set forth herein. All of the remaining terms and conditions of the May 26, 2015 agreement shall remain in full force and effect. The amendment is as follows:

2. Section 3 is hereby amended to read as follows:

The term of this Agreement shall be from January 1, 2020 until December 31, 2020, and may be extended or modified by mutual consent of the parties.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in duplicate, each of which shall be deemed as originals, in the year and day first above mentioned.

CITY OF FIRCREST

NW GIS CONSULTING, LLC

By: _____
Scott Pingel, City Manager

By: _____

APPROVED AS TO FORM:

By: _____
City Attorney

ATTEST:

By: _____
City Clerk

NEW BUSINESS: **Morris Law Agreement Amendment**
ITEM 10I.

FROM: **Angelie Stahlnecker, Planning and Building**

RECOMMENDED MOTION: **I move to adopt Resolution No. ____, authorizing the City Manager to execute Amendment #13 to the professional services agreement with Morris Law, P.C. for special legal counsel services in land use matters and environmental law.**

PROPOSAL: The Council is being asked to authorize the City Manager to execute Amendment #13 to the agreement with Morris Law, P.C. for special legal counsel services in land use matters and environmental law as needed by the City. By this action, the contract amendment would extend the date of the agreement to December 31, 2020.

FISCAL IMPACT: None, the rate of \$275 per hour will remain the same for 2020.

ADVANTAGE: The City needs legal counsel with litigation, municipal law practice experience, knowledge and expertise in land use and environmental police law. Morris Law has demonstrated extensive experience in representing local governments in land use matters throughout Washington State.

DISADVANTAGES: None known.

ALTERNATIVE: The City could consider another firm with equivalent experience.

HISTORY: In the course of land use decisions, special legal counsel has been utilized to represent the City. A considerable amount of legal experience in land use and environmental law is highly desirable in those occasions where special expertise is needed.

ATTACHMENTS: [Resolution](#)
[Amendment #13](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON AUTHORIZING THE CITY MANAGER TO EXECUTE
AMENDMENT #13 TO THE AGREEMENT WITH MORRIS LAW, P.C.
FOR SPECIAL LEGAL COUNSEL SERVICES IN LAND USE MATTERS
AND ENVIRONMENTAL LAW.**

WHEREAS, the City Council finds that it is in the best interests of the City to retain special legal counsel with expertise in land use law to provide legal assistance in land use and environmental policy issues that could arise during land use proceedings and other land use issues; and

WHEREAS, the City contracted for professional services with the Law Office of Morris Law, P.C., to provide special legal counsel on land use matters; and

WHEREAS, Morris Law, P.C., has substantial experience and knowledge in the field of land use and environmental law; and

WHEREAS, the budgeted amount is included in the 2020 Legal Services department for special legal counsel; and

WHEREAS, the City of Fircrest desires to maintain these services for as long as necessary. Now, Therefore,

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

Section 1. The City Manager is hereby authorized to amend the contract term with the Law Firm of Morris Law, P.C., for special legal counsel related to land use matters through December 31, 2020.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON**, at a regular meeting thereof this 22nd day of October 2019.

APPROVED:

Hunter T. George, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**AMENDMENT #13
TO THE CITY OF FIRCREST**

**PROFESSIONAL SERVICES AGREEMENT WITH THE LAW FIRM OF MORRIS LAW, P.C.
FOR SPECIAL LEGAL COUNSEL SERVICES RELATING TO LAND USE MATTERS**

This Thirteen amendment is hereby made and entered into this 22nd day of October 2019 by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the "City" and Morris Law, P.C.

WITNESSETH:

1. Purpose

The purpose of this thirteenth amendment is to amend paragraph 3 of the December 26, 2007 contract with Morris Law, P.C., for special legal counsel services, regarding the term of the agreement. This amendment is limited as set forth herein. All of the remaining terms and conditions of the December 26, 2007 agreement shall remain in full force and effect as well as all previous amendments. The amendment is as follows:

2. Section 3 is hereby amended to read as follows:

The term of this Agreement the City hereby exercises its option to extend the term of the Agreement for one year to expire December 31, 2020.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in duplicate, each of which shall be deemed as originals, in the year and day first above mentioned.

CITY OF FIRCREST

MORRIS LAW, P.C.

By: _____
Scott Pingel, City Manager

By: _____

APPROVED AS TO FORM:

By: _____
City Attorney

ATTEST:

By: _____
City Clerk

NEW BUSINESS: **Sound Inspection Agreement Amendment**
ITEM 10J.

FROM: **Angelie Stahlnecker, Planning and Building**

RECOMMENDED MOTION: **I move to adopt Resolution No. ____, authorizing the City Manager to execute Amendment #7 to the agreement with Sound Inspection LLC for inspection services.**

PROPOSAL: The Council is being asked to authorize the City Manager to execute an amendment to the professional services agreement with Sound Inspection LLC to extend the date of the agreement to December 31, 2020.

FISCAL IMPACT: None, the rate of \$95 per hour will remain the same for 2020.

ADVANTAGE: The City needs a qualified professional to serve as the Building Official. Sound Inspection LLC has existing knowledge of Fircrest, extensive experience, and the required qualifications.

DISADVANTAGES: None known.

ALTERNATIVE: The City could consider another firm with equivalent experience.

HISTORY: Plan review and inspection services are mandated functions of the Building Division under the requirements of the International Building Code. The City has had a relationship with Sound Inspection LLC since 2003.

ATTACHMENTS: [Resolution](#)
[Amendment #7](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON AUTHORIZING THE CITY MANAGER TO EXECUTE
AMENDMENT #7 TO THE AGREEMENT WITH SOUND INSPECTION
LLC FOR INSPECTION SERVICES.**

WHEREAS, Sound Inspections LLC has been providing building official, building inspection, and plan review services for the City; and

WHEREAS, the term of said Agreement will expire on December 31, 2019; and

WHEREAS, Section 3 of said Agreement provides for the option to extend the term of the Agreement for one year; and

WHEREAS, the City desires to maintain these services. 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 amendment to the professional services agreement with Sound Inspection LLC extending the term of said agreement through December 31, 2020.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON**, at a regular meeting thereof this 22nd day of October 2019.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**AMENDMENT #7
TO THE CITY OF FIRCREST**

**PROFESSIONAL SERVICES AGREEMENT WITH SOUND INSPECTION LLC TO PROVIDE
BUILDING OFFICIAL, BUILDING INSPECTION, AND PLAN REVIEW SERVICES FOR THE
CITY**

This Seventh amendment is hereby made and entered into this 22nd day of October 2019 by and between the City of Fircrest, a political subdivision of the state of Washington, hereinafter referred to as the "City" and Sound Inspection LLC, hereinafter referred to as "Consultant", to be effective January 1, 2020.

WITNESSETH:

1. Purpose

The purpose of this amendment is to amend Section 3 of the November 27, 2012 contract with Sound Inspection LLC, regarding the term of the agreement. This amendment is limited as set forth herein. All of the remaining terms and conditions of the November 27, 2012 agreement as amended shall remain in full force and effect. The amendment is as follows:

2. Section 3 is hereby amended to read as follows:

The term of this Agreement shall be from January 1, 2020 through December 31, 2020, or as may be extended or modified by mutual consent of the parties.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in duplicate, each of which shall be deemed as originals, in the year and day first above mentioned.

CITY OF FIRCREST

SOUND INSPECTION LLC

By: _____
Scott Pingel, City Manager

By: _____

APPROVED AS TO FORM:

By: _____
City Attorney

ATTEST:

By: _____
City Clerk