

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, SEPTEMBER 22, 2020
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. [Tacoma Public Utilities Rate Proposal Presentation](#)
 - B. [Use of Force Policy Changes Presentation – Acting Chief Celis](#)
 - C. Pool & Community Center Project
- 5. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA** (Please email the City Clerk if you would like to make a public comment. Your comment will be read into the record at the appropriate time. JWESTMAN@CITYOFFIRCREST.NET)
- 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: [August 25, 2020, Regular Meeting](#)
[September 1, 2020, Joint Meeting](#)
- 8. PUBLIC HEARING 7:15 P.M. OR SOON THEREAFTER**
 - A. [To receive comments on renewing the 6-month Moratorium](#)
- 9. UNFINISHED BUSINESS**
- 10. NEW BUSINESS**
 - A. [Ordinance: Extension of the six-month moratorium adopted by Ordinance No. 1654](#)
 - B. [Resolution: AWC Employer Master Participation Agreement – High Deductible Health Plan](#)
 - C. [Resolution: CARES Act Grant Contract Amendment](#)
 - D. [Resolution: Approval of Additional Business and Rental Assistance Grants for the Fircrest Business and Tenant Assistance Program](#)
 - E. [Resolution: Memorandum of Understanding with University Place about the Pierce Transit Board Representation](#)
 - F. 2021 Budget Introduction – City Manager Scott Pingel
- 11. CITY MANAGER COMMENTS**
- 12. DEPARTMENT HEAD COMMENTS**
- 13. COUNCILMEMBER COMMENTS**
- 14. EXECUTIVE SESSION**
 - A. To Review the Performance of a Public Employee per RCW 42.30.110
 - B. To discuss Labor Negotiations per RCW 42.30.140
- 15. ADJOURNMENT**



**Proposed Rates Adjustments
Presentation to
Fircrest City Council
September 22, 2020**

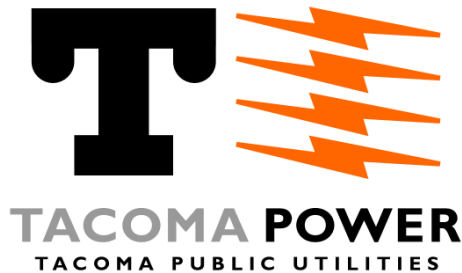


Tacoma Public Utilities Overview

Our mission:

Tacoma Public Utilities provides services that are vital to our quality of life.

Who we are:



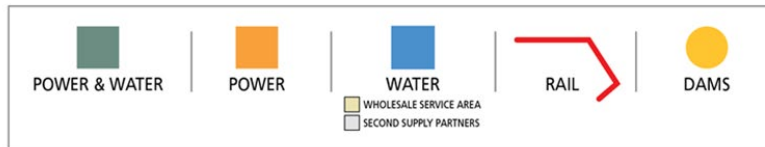
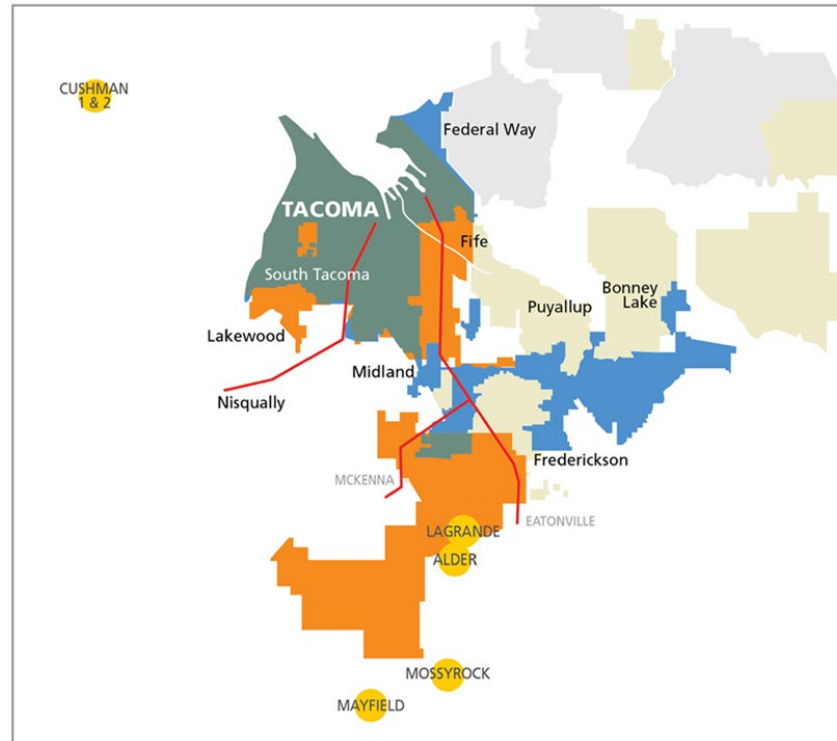
Tacoma Public Utilities Overview

About us:

- Public, cost-of-service organization; we don't pay investors
- Part of the community since 1893
- Led by a 5-member Public Utility Board
- Jackie Flowers, Director of Public Utilities



Tacoma Public Utilities service area



Commitment to equity

TPU is committed to achieving equity in our...

- Service delivery: Equitable service delivery
- Workforce: Our workforce reflects the community we serve
- Community and Stakeholder Engagement: Purposeful community outreach and engagement



Our service portfolio

- Tacoma Power is one the cleanest utilities in the world, our portfolio is nearly carbon free
- We have an ample, sustainable water supply
- We manage our water and power supplies so we can meet customers' needs for decades to come
- Our water system relies primarily on gravity, minimizing the electricity needed
- We are stewards of our environment by protecting lands, fish and wildlife



Tacoma Public Utilities principles

- We are committed to gradual, consistent, stable, and predictable rate changes over the long term and to avoiding sudden or large changes
- We bill customers only for the costs required to serve each customer



Tacoma Public Utilities principles

Why adjust rates during the COVID-19 pandemic?

- Inflationary costs
 - Gradual changes
 - Revenue impact & spending adjustments
-
- How is TPU assisting customers impacted by COVID-19?
 - Emergency Assistance Program (EAP)
 - \$2.4 million for those in need due to COVID-19
 - \$1.92 million provided to households in our service area to date
 - \$13.6K+ to 100 residents in Fircrest
 - Visit mytpu.org/emergencyassistance or call Customer Services at 253.502.8600 to apply for the EAP



Ongoing utilities costs

Operating and capital expenses in 2021 & 2022 include:

- Technology projects
- Regulatory compliance to manage fish and the environment; and analyze impacts of potential seismic activity
- Enhancement of cyber security measures



2021/2022 Residential rate proposal

Adjustments are per year for both 2021 and 2022

Power

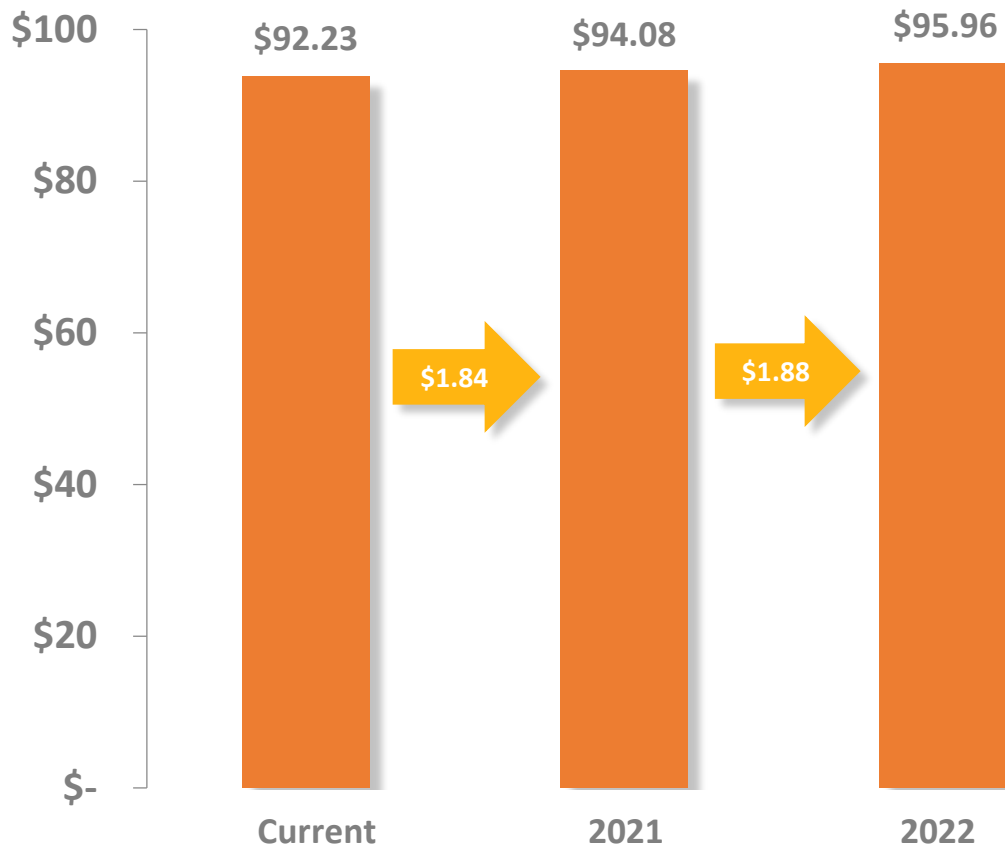
- 2.0% increase for all customers
- Residential customers
 - \$1.84 average monthly increase in 2021
 - \$1.88 average monthly increase in 2022

Water

- 2.0% increase for all customers
- Residential customers
 - \$0.95 average monthly increase in 2021
 - \$0.98 average monthly increase in 2022



Average monthly residential electric bill



Assumed average usage. Individual customer bills may be higher or lower depending on usage.



Managing Power challenges, costs

Challenges:

- 2019 record-low rainfall, less excess hydropower
- Inflationary costs
- COVID-19 decline in revenue

Cost Reductions:

- Reduced planning spending by \$8 million in 2020 and by \$20 million in 2021-2022
 - Prioritize critical hiring
 - Reduced travel and office-related expenses
 - Delayed or cancelled infrastructure projects



Average monthly residential water bill

POWER RATES

We are proud to say that our rates are among the lowest in the region.



KWH
=
KILOWATT-HOUR



Snohomish PUD
\$99 month

Seattle City Light
\$111 month

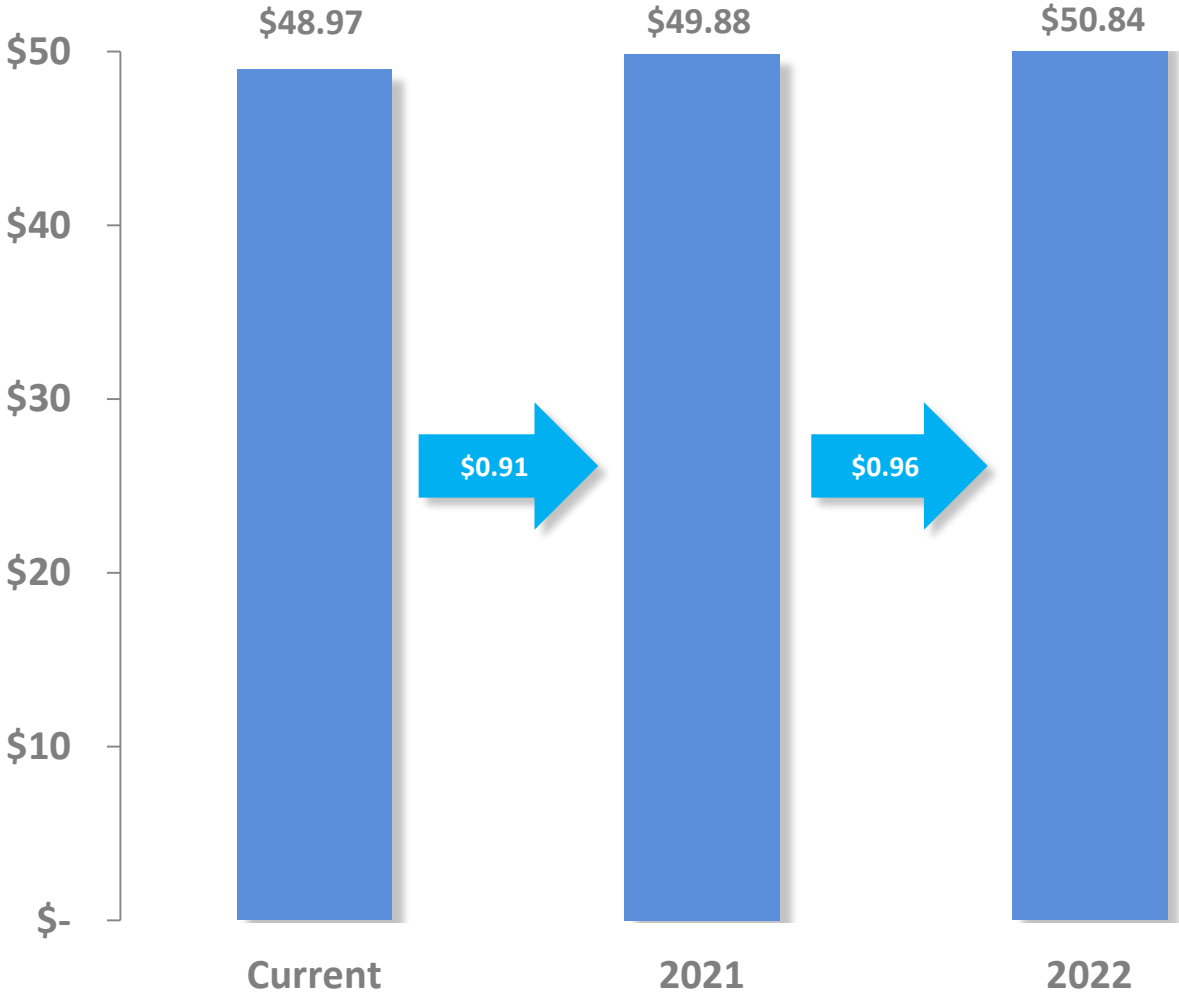
Puget Sound Energy
\$103 month



**AVERAGE
COST PER
HOUSEHOLD**



Average monthly residential water bill



Managing Water challenges, costs

Challenges:

- Inflationary costs
- COVID -19 decline in revenue

Cost Reductions:

- Deferring capital projects
- Long-term financial planning
- Prioritized critical hiring



Managing Water challenges, costs

WATER RATES

We are proud to say that our rates are among the lowest in the region.



1 CCF
=
748 GALLONS

City of Puyallup
\$26 month



City of Bellevue
\$53 month

City of Seattle
\$58 month



AVERAGE COST
PER HOUSEHOLD



How customers can lower their costs

- **Conservation** — lowers your cost and good for the environment, visit: [MyTPU.org/Rebates](https://www.mytpu.org/Rebates)
- **Zero-interest and deferred loans** - support for energy efficient home improvement projects
- **Payment assistance** – programs available for income qualifying customers, including seniors and people living with a disability visit: [MyTPU.org/Assistance](https://www.mytpu.org/Assistance)
- **Emergency Assistance Program** – support for those impacted by COVID -19 visit: [MyTPU.org/emergencyassistance](https://www.mytpu.org/emergencyassistance)



Want to learn more or get involved?

Visit our website: MyTPU.org/Rates

- Review information about our rates
- Attend public meetings and provide comments or submit written public comments
 - **Rates Public Hearing on September 23rd, 6pm**
- Subscribe to rates email notifications





Thank you

What feedback or questions
do you have for us?



Contact

LaTasha Wortham

Regional Relations Manager

LWortham@cityoftacoma.org

C: 253-753-6858



#8CANTWAIT

TAKE ACTION RIGHT NOW.

Data proves that together these eight policies can decrease police violence by 72%.

BAN CHOKEHOLDS & STRANGLEHOLDS



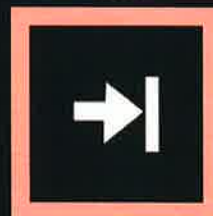
REQUIRE DE-ESCALATION



REQUIRE WARNING BEFORE SHOOTING



EXHAUST ALL OTHER MEANS BEFORE SHOOTING



DUTY TO INTERVENE



BAN SHOOTING AT MOVING VEHICLES



REQUIRE USE OF FORCE CONTINUUM



REQUIRE COMPREHENSIVE REPORTING



The "8 Can't Wait" Campaign is an initiative to address eight specific policing policies nationwide

Changes to our Use of Force Policies have been made to closely align with 8 Can't Wait Policies. Data shows that employing these 8 policies can substantially decrease police violence.

The "8 Can't Wait" initiatives are numbered in order. Below each initiative is our policy addressing the initiative. The language in bold under our policies are the changes we made to closely align with the initiative.

1. *Ban chokeholds and strangleholds*

We do not condone or even use chokeholds or strangleholds. This has been considered deadly force in Fircrest since I began policing. Law enforcement around the nation and in our area have increased the use of the Lateral vascular neck restraint (LVNR) and carotid control holds.

Governor Inslee has also discussed a ban on Lateral Vascular Neck restraints as he is currently working with a task force looking at the use of force.

02.02.10-----DEADLY FORCE – NECK HOLDS

Neck holds must be considered potentially lethal because of this, they may be considered as an alternative to the use of a firearm when the use of deadly force is permitted by law.

Neck holds may be used in self-defense of others whenever the force used or attempted to be used against the officer or another is potentially lethal or creates a substantial risk of serious bodily harm.

Neck holds will not be used by officers for routine control of a person already in custody, or already restrained.

Whenever an officer uses a neck hold, the officer will cause the person that received the neck hold to be examined by medical personnel. The officer will also notify a supervisor **ASAP** of the incident.

2. *Require de-escalation*

All our officers have been receiving annual de-escalation training through the WSCJTC and in our defensive tactics and firearms classes. As stated in policy the members of the Fircrest Police Department exhaust all other means apprehension and control before resorting to the use of force. Officers are allowed to use only the amount of force which is reasonable and necessary to effect the arrest or assume control over any given situation.

02.01.00-----USE OF FORCE –

Officers should use advisements, warnings and verbal persuasion when possible, before resorting to force. Force shall be de-escalated immediately as resistance decreases.

3. *Require warning before shooting*

We are taught and trained to give a warning prior to firing our weapons when it is practical to do so. A sudden attack or ambush may not always allow for such a warning and should be responded to appropriately and within the law. It would be unreasonable to expect an officer to give a warning in certain situations.

02.02.03-----USE OF DEADLY FORCE

- b) When feasible, officers shall identify themselves as a police officer and issue a warning before discharging a firearm.

4. *Exhaust all other means before shooting*

We must always respond within the boundaries of the law and the Constitution. Again, we teach, train and we must respond with only reasonable and necessary force. Our policy states that our officers are equipped with firearms as a means of "last resort" to protect themselves or others from imminent threat of death or serious bodily harm and that they must exhaust all other reasonable means for apprehension and control before resorting to the use of force.

02.01.00 ----- USE OF FORCE

The Fircrest Police Department places its highest value on the life and safety of its officers and the public. The Department's policies, rules and procedures are designed to ensure that this value guides the use of force by police officers.

The citizens of Fircrest have vested in their police officers the power to carry and use firearms in the exercise of their service to society. This power is based on trust and therefore, must be balanced by a system of accountability. The serious consequences of the use of firearms by police officers necessitate the specification of limits for officer's discretion; there is often no appeal from an officer's decision to use a firearm. Therefore, it is imperative that every effort must be made to ensure that such use is not only legally warranted, but also rational and humane.

The basic responsibility of police officers to protect life also requires that they exhaust all other reasonable means for apprehension and control before resorting to the use of force. Police officers are equipped with firearms as a means of last resort to protect themselves and others from the imminent threat of death or serious bodily harm.

Even though all officers must be prepared to use their firearms when necessary, the utmost restraint must be exercised in their use. Consequently, no officer will be disciplined for discharging a firearm in self-defense, or in defense of another when faced with a situation that the involved

officer **has a reasonable and objective belief that a suspect poses an imminent threat of death** or serious bodily injury **to the officer or others**. Just as important, no officer will be disciplined for not discharging a firearm if that discharge might threaten the life or safety of an innocent person, or if the discharge is not clearly warranted by the policy and rules of the department.

Above all, this department values the safety of its employees and of the public. Likewise, it is believed that police officers should use force with a high degree of restraint. Therefore, it is the policy of this department that the use of force is never to be considered routine and only that amount of force which is reasonable and necessary will be employed to effect an arrest or assume control over any given situation.

5. *Duty to intervene*

We are taught this in training. Our Policies and General Orders require officers who observe violations of laws, ordinances, rules of conduct on the part of Department Personnel are required to report it to a supervisor and the Chief of Police.

02.02.02-----DUTY TO INTERVENE AND REPORT

Any officer present and observing another officer using force that is clearly beyond what is objectively reasonable under the circumstances shall, when in a position to do so, intervene to prevent the use of unreasonable force. Any officer who observes another employee use force that exceeds the degree of force permitted by law shall promptly report these observations to a supervisor and then the Chief of Police. No officer will be retaliated against for intervening or reporting violations or possible violations of this policy.

6. *Ban shooting at moving vehicles.*

Our policy clearly states that officers will not discharge a firearm at a moving vehicle unless it is necessary to do so to protect against an imminent threat to the life of the officer or others. Police work very rarely lends itself to absolutes and this is yet another example. While not outright forbidden, the burden to shoot at a moving vehicle is clearly stated in our policy.

02.02.06-----DEADLY FORCE – AGAINST VEHICLES

Officers will not discharge a firearm at a moving vehicle unless it is necessary to do so to protect against an imminent threat to the life of the officer or others. **Officers should move out of the path of an approaching vehicle, if able, instead of discharging their firearm at the vehicle or its occupants.**

7. *Require a force continuum*

We relate our policies to a level of force- Used to be continuums when I was a defensive tactics instructor years ago. Presence, verbal commands, hands on, Etc.

They were reported to create confusion for the public. Now use of force must be reasonable and necessary to affect the lawful purpose intended no matter what level.

That is why most contemporary policies have done away with a continuum and have adopted policy guidance.

02.01.00-----USE OF FORCE –

Above all, this department values the safety of its employees and of the public. Likewise, it is believed that police officers should use force with a high degree of restraint. Therefore, it is the policy of this department that the use of force is never to be considered routine and only that amount of force which is reasonable and necessary will be employed to effect an arrest or assume control over any given situation.

8. *Require comprehensive reporting*

02.04.00-----USE OF FORCE CLASSIFICATION – CLASS 1

Non-injurious use of (a) personal physical force, (b) baton or impact weapon or (c) chemical agent/taser (d) **when an officer points any firearm at a person it shall be classified as CLASS 1 use of force.**

02.04.01-----USE OF FORCE CLASSIFICATION – CLASS 2

Injurious use of (a) personal physical force, (b) baton or impact weapon or (c) chemical agent/taser shall be classified as CLASS 2 use of force. Injurious means any injury which requires hospital or physician treatment.

02.04.02-----USE OF FORCE CLASSIFICATION – CLASS 3

Destruction of injured or dangerous animals shall be classified as CLASS 3 use of force.

02.04.03-----USE OF FORCE CLASSIFICATION – CLASS 4

Use of deadly force; i.e., firearm, vehicle, or other deadly weapon, whether injuries result, including non-intentional discharge, shall be classified as CLASS 4 use of force.

02.04.04-----USE OF FORCE CLASSIFICATION – CLASS 5

Use of deadly force; i.e., firearm, vehicle, or other deadly weapon, resulting in a fatality, including non-intentional discharge, shall be classified as CLASS 5 use of force.

02.05.00 DEFINITION – DEADLY FORCE

“Deadly force” as used in this procedure is defined as an event which a reasonable person would consider likely to cause death or serious injury.

02.05.01-----DEFINITION – IMMINENT

“Imminent” as used in this procedure is defined as an event which a reasonable person would believe is likely to occur . **Imminent danger may exist even if the suspect is not at that very moment pointing a weapon at someone.**

02.06.00-----REPORTING CLASS 1 & CLASS 2 USE OF FORCE

Department members using force will detail the use of force in the official reports of the incident and will, in addition, notify a supervisor of such use as soon as practical after the occurrence. **A supervisor will conduct a review involving all reportable use of force incidents.**

In the event of class 2 use of force, a supervisor will respond to the scene and/or hospital and will document the findings on a supplemental report. If during the supervisor’s review of class 1 or 2 use of force, the supervisor determines there was a violation of the policies of use of force, the matter will be referred to the chief of Police for Internal Investigations Sufficiency review.

02.06.01----REPORTING CLASS 3 USE OF FORCE

The department member using force will prepare an appropriate report detailing the entire incident, paying attention to the circumstances requiring the immediacy of the situation.

A department supervisor shall respond to the scene of any class 3 use of force. The supervisor will conduct an independent investigation of the facts and circumstances of the incident and will document the findings on a supplemental report. If during the supervisor’s review, the supervisor determines there was a violation of the policies of Use of Force, the matter will be referred to the Chief of Police for internal Investigations Sufficiency Review.

02.06.02-----REPORTING CLASS 4 & CLASS 5 USE OF FORCE

The department member using such force will prepare an appropriate report detailing the entire incident.

Any department member on the scene at the time of the occurrence, who is witness to or participates in the occurrence, will also prepare an appropriate report.

The department member’s supervisor and the Chief of Police shall respond to the scene and shall determine which support services, including but not limited to investigative and identification personnel, would be beneficial to the reporting and investigation of the occurrence. Pierce County

Sheriff Investigation and Identification units **may** be utilized for these services. The supervisor or Chief of Police shall request these units as appropriate **under the circumstances presented**. The Chief of Police or supervisor will also notify the city attorney in the case of any officer involved shooting incident.

The attorney shall immediately proceed to the scene of the shooting. In addition, a supervisor's report will be prepared detailing the activity regarding the incident.

In the case of an officer involved use of force resulting in substantial bodily harm, great bodily harm, or death the following protocol shall automatically and immediately take effect:

- **The Chief of Police or if not available his/her designee shall be notified ASAP.**
- **The Chief or their designee shall make the request for the PCFIT (Pierce County Force Investigation Team) through South Sound 911(SS911) or if unavailable, an independent investigation team.**
- **SS911 shall contact the PCFIT Commander through standard call out procedures.**
- **The PCFIT Commander shall assign the Lead Investigator. The Lead Investigator shall be responsible for determining how many investigators will be needed during the initial response.**
- **The lead Investigator, other investigators and crime scene processors called out shall not be from the involved agency.**
- **The involved agency shall make the initial request to activate the PCFIT.**
- **The involved agency shall immediately secure the crime scene(s). This responsibility includes preservation of the integrity of the scene(s) and its/their contents, controlling access to the scene(s), and the identification and separation of witnesses. Use of allied agency resources may be necessary to accomplish this task.**
- **The venue agency, if not also the involved agency, shall make facilities and equipment available as needed by the PCFIT. No specialized equipment belonging to the involved agency may be used by the investigative team unless no reasonable alternative exists, the equipment is critical to carrying out the independent investigation, and the use is approved by the PCFIT commander. If the equipment is used, the nonlaw enforcement community representatives on the PCFIT must be notified about why it needs to be used and steps taken to strictly limit the role of any involved agency personnel in facilitating the use of the equipment**
- **The involved agency shall provide a command-level liaison and make appropriate department personnel available to provide information as needed for the investigation.**
- **The officer(s) involved in the incident shall be placed on paid Administrative Leave pending an administrative review.**

Once the PCFIT has agreed to investigate the incident as requested by the Chief of Police or their designee, the PCFIT shall have sole and exclusive authority concerning the investigation of the incident. The PCFIT Commander(s) or designee will provide limited

briefings about the progress of the investigation to the involved agency's designated command level liaison throughout the course of the investigation.

The goal of the investigation is to develop all available relevant information about the incident. When the investigation is completed, including forensic testing, toxicology report and autopsy reports, the case will be submitted to the County Prosecutor. The County Prosecutor will make a final determination as to whether the use of deadly force satisfies the statutory "good faith" standard, and on the presence or absence of criminal culpability on the part of the officers involved in the incident.

02.07.00-----INVESTIGATIONS

The investigation is required to follow the rules of law, which apply to all criminal proceedings; these include constitutional, statutory and case law. Investigators will maintain the integrity of the investigation by following the rules of evidence throughout the investigation.

The investigation will be performed in a manner that provides thorough, fair, complete and professional investigation which is free of conflicts of interest.

Listed below are some of the steps that the Fircrest Police Department has taken in the past 3 months to help show our commitment to the fair, impartial and equitable treatment of all people:

- Developed and joined Pierce County Force Investigation Teams – to ensure that deadly or potentially deadly use of force incidents will be independently investigated. These teams will ensure that investigations will be performed in a manner that provides thorough, fair, complete and professional investigations which are free of conflicts of interest.
- Selected or two community representatives to serve on the FIT Team:
 - Yolanda Brooks
 - Venus Dean-Bullinger
- All officers completed 2 hours of Crisis Intervention Training – include de-escalation and mental health training. Sponsored by the CJTC.
- All officers completed firearms training to include de-escalation topics.
- All officers completed Shoot Don't Shoot Training – includes de-escalation Training. (sponsored by our Insurance Company)
- All police staff watched Dr. Marks training videos on Bias and policing in America. Dr. Marks is a professor at Morehouse College and Lead Trainer for the National Training Institute on Race and Equity.
- Revised Use of Force Policies – brought to closely align with 8 Can't Wait Model Policies.
- Signed up through the FBI Law Enforcement Enterprise Portal to report the Fircrest Police Use of Force incidents into the National Data Base on a monthly basis.

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 09/22/2020

Time: 11:22:59 Date: 09/17/2020
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
22866	09/15/2020	09/22/2020	4298	AWC Employee Benefit Trust	742.50	October 2020 Retired Medical
521 22 20 01	LEOFF I Medical Premium	001 000 521	General Fund	742.50	10/2020 Retired Medical	
22905	09/16/2020	09/22/2020	3933	Asphalt Patch Systems, Inc.	56,488.60	P#65 Estate Place L/S Access Road Construction
594 35 63 01	Other Improvements Sewer	432 000 594	Sewer Improve:	56,488.60	P#65 Estate Place L/S Access Road Construction	
22856	09/10/2020	09/22/2020	7101	CPT Edward Houston	308.71	07-00202.2 - 114 WILD ROSE ST
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-75.20		
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-78.84		
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-154.67		
22867	09/15/2020	09/22/2020	3994	CenturyLink	1,381.58	Telecommunications September 2020
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	70.90	CH Prim 911 09/2020	
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	70.91	CH Message 09/2020	
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	70.91	CH Alarm 09/2020	
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	448.79	Circuit Line / PRI Line 09/2020	
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	146.79	DID 09/2020	
521 22 42 00	Communication - Police	001 000 521	General Fund	147.77	Police BA Machine / Modem 09/2020	
531 50 42 00	Communication - Storm	415 000 531	Storm Drain	35.45	PW Alarm & Prim 911 09/2020	
531 50 42 00	Communication - Storm	415 000 531	Storm Drain	17.73	PW Fax 09/2020	
534 10 42 00	Communication - Water	425 000 534	Water Fund (de	35.45	PW Alarm & Prim 911 09/2020	
534 10 42 00	Communication - Water	425 000 534	Water Fund (de	32.50	PW DSL / Telemetry 09/2020	
534 10 42 00	Communication - Water	425 000 534	Water Fund (de	17.73	PW Fax 09/2020	
535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	35.45	PW Alarm & Prim 911 09/2020	
535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	32.50	PW DSL / Telemetry 09/2020	
535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	17.73	PW Fax 09/2020	
542 30 42 00	Communication - Street	101 000 542	City Street Fun	35.45	PW Alarm & Prim 911 09/2020	
542 30 42 00	Communication - Street	101 000 542	City Street Fun	17.73	PW Fax 09/2020	
576 80 42 00	Communication - Parks	001 000 576	General Fund	70.91	REC Alarm 09/2020	
576 80 42 00	Communication - Parks	001 000 576	General Fund	76.88	Parks Prim 911 09/2020	
22868	09/15/2020	09/22/2020	4313	Chuckals Inc	145.07	Disinfectant Spray (COVID-19 Expense)
518 10 34 01	Central Office Supplies	001 000 518	General Fund	145.07	Disinfectant Spray (COVID-19 Expense)	
22900	09/16/2020	09/22/2020	4313	Chuckals Inc	113.50	Public Works Supplies
531 50 31 01	Office Supplies - Storm	415 000 531	Storm Drain	28.38	Public Works Supplies	
534 10 31 00	Office Supplies - Water	425 000 534	Water Fund (de	28.37	Public Works Supplies	
535 10 31 00	Office Supplies - Swr Adm	430 000 535	Sewer Fund (de	28.37	Public Works Supplies	
542 30 31 01	Office Supplies - Street Re	101 000 542	City Street Fun	28.38	Public Works Supplies	

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 09/22/2020

Time: 11:22:59 Date: 09/17/2020
Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
			Total Chuckals Inc	258.57		
22869	09/15/2020	09/22/2020	4324	City Treasurer-City of Tacoma	56,345.11	Fire / EMS October 2020
522 20 40 00	Tacoma Contract - Fire		001 000 522 General Fund	28,411.43	Fire 10/2020	
522 20 41 00	Tacoma Contract - EMS		001 000 522 General Fund	27,933.68	EMS 10/2020	
22865	09/15/2020	09/22/2020	4322	City of Tacoma Washington	10,614.03	Power - Various Locations August 2020
518 30 47 00	Public Utility Services - Ci		001 000 518 General Fund	652.00	Time/Temp, CH 08/2020	
531 50 47 02	Public Utility Services/Bldg		415 000 531 Storm Drain	97.79	PW 08/2020	
534 10 47 00	Utility Services/Building -		425 000 534 Water Fund (de	97.79	PW 08/2020	
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (de	4,006.22	PW, Well #9, Golf Course Tank 08/2020	
535 10 47 00	Utility Services/Building -		430 000 535 Sewer Fund (de	97.78	PW 08/2020	
535 80 47 01	Utility Services/Pumping		430 000 535 Sewer Fund (de	1,042.06	Contra Costa L/S, Princeton L/S 08/2020	
542 30 47 02	Electricity & Gas/Bldg - St		101 000 542 City Street Fun	97.79	PW 08/2020	
542 30 47 03	Electricity/Traffic Lights		101 000 542 City Street Fun	61.73	400 Alameda, 300 & 600 Regents 08/2020	
542 63 47 00	Electricity/Street Lights		101 000 542 City Street Fun	2,328.41	Street Lights 08/2020	
548 65 47 00	Utilities ShopGarage		501 000 548 Equipment Ren	26.85	F&E Garage 08/2020	
576 80 47 00	Public Utility Services - Pa		001 000 576 General Fund	2,105.61	Pool/Bathhouse, Rec Center (Old & New), Tot Lot, Storage, Whittier Lights & Irrigation 08/2020	
22870	09/15/2020	09/22/2020	6268	Cole-Parmer Instrument Company	89.10	Powder For Chlorine Testing
534 80 41 00	Water Testing		425 000 534 Water Fund (de	89.10	Powder For Chlorine Testing	
22871	09/15/2020	09/22/2020	3565	Comfort Davies & Smith	13,475.10	August 2020
515 41 41 01	City Attorney		001 000 515 General Fund	2,136.00	08/2020	
515 41 41 03	City Prosecutor		001 000 515 General Fund	8,971.70	Fircrest 08/2020	
515 41 41 03	City Prosecutor		001 000 515 General Fund	2,367.40	Ruston 08/2020	
22872	09/15/2020	09/22/2020	3573	Copiers Northwest Inc	116.91	Copier Usage August 2020 - City Hall, Court, Parks / Rec, Public Works
518 10 45 00	Oper Rentals - Copier - No		001 000 518 General Fund	83.57	CH 08/2020	
531 50 45 00	Oper Rentals - Copier - Sto		415 000 531 Storm Drain	6.82	PW 08/2020	
534 10 45 02	Oper Rentals - Copier - Wa		425 000 534 Water Fund (de	6.82	PW 08/2020	
535 10 45 00	Oper Rentals - Copier - Sev		430 000 535 Sewer Fund (de	6.83	PW 08/2020	
542 30 45 00	Oper Rentals - Copier - Str		101 000 542 City Street Fun	6.82	PW 08/2020	
571 10 45 01	Oper Rentals - Copier - Rec		001 000 571 General Fund	5.44	REC 08/2020	
576 80 45 00	Oper Rentals - Copier - Par		001 000 576 General Fund	0.61	REC 08/2020	
22873	09/15/2020	09/22/2020	365	Dept Of Labor & Industries	5.20	Chaplain Medical Aid 5/29 - 8/27 (14 Hrs)
521 22 49 06	Chaplaincy Program		001 000 521 General Fund	5.20	Chaplain Medical Aid 5/29 - 8/27 (14 Hrs)	

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22910	09/16/2020	09/22/2020	4310	20,216.28	August 2020 Excise Taxes
	518 20 43 01	Excise Tax Time/Temp Re	001 000 518 General Fund	3.30	08/2020 Excise Taxes
	531 50 44 00	Excise Tax - Storm	415 000 531 Storm Drain	1,470.79	08/2020 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (de	157.75	08/2020 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (de	111.70	08/2020 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (de	11,598.54	08/2020 Excise Taxes
	535 10 44 00	Excise Tax - Sewer	430 000 535 Sewer Fund (de	176.44	08/2020 Excise Taxes
	535 10 44 00	Excise Tax - Sewer	430 000 535 Sewer Fund (de	6,667.95	08/2020 Excise Taxes
	573 90 49 01	Community Events	001 000 573 General Fund	29.81	08/2020 Excise Taxes
22874	09/15/2020	09/22/2020	3636	556.61	Sewer Riser For 415 Princeton
	535 50 31 01	Oper Supplies - Sewer Mai	430 000 535 Sewer Fund (de	556.61	Sewer Riser For 415 Princeton
22875	09/15/2020	09/22/2020	7230	164.84	Boots - J. Cheesman
	521 22 49 01	Uniforms/Clothing/Laundr	001 000 521 General Fund	164.84	Boots - J. Cheesman
22896	09/16/2020	09/22/2020	3692	23.05	P#65 Estate Place L/S Sod And Mulch
	594 35 63 01	Other Improvements Sewer	432 000 594 Sewer Improve	23.05	P#65 Estate Place L/S Sod And Mulch
22897	09/16/2020	09/22/2020	3692	40.42	Supplies For Well Repairs
	534 50 31 01	Oper Supplies - Water Mai	425 000 534 Water Fund (de	40.42	Supplies For Well Repairs
22898	09/16/2020	09/22/2020	3692	8.23	Janitorial Supplies - City Hall
	518 30 31 04	Oper Sup/CH	001 000 518 General Fund	8.23	Janitorial Supplies - CH
22899	09/16/2020	09/22/2020	3692	12.10	Batteries For Fluoride Meter
	534 80 31 02	Oper Supplies - Water	425 000 534 Water Fund (de	12.10	Batteries For Fluoride Meter
			Total Home Depot Credit Services	83.80	
22836	09/04/2020	09/22/2020	4131	615.83	September 2020 Boarding Contract
	554 30 41 00	Animal Control	001 000 554 General Fund	615.83	09/2020 Boarding Contract
22901	09/16/2020	09/22/2020	3751	9,219.50	P#62 Alameda Grind & Overlay Prof. Eng. Services Through 8/25/20
	595 10 63 06	Project Eng	101 000 594 City Street Fun	9,219.50	P#62 Alameda Grind & Overlay Prof. Eng. Services Through 8/25/20
22902	09/16/2020	09/22/2020	3751	4,745.00	Professional Eng. Services August 2020 - Alameda Curb And Gutter Installation

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595 10 63 06	Project Eng		101 000 594 City Street Fun	4,745.00	Professional Eng. Services August 2020 - Alameda Curb And Gutter Installation	
22912	09/16/2020	09/22/2020	3751	KPG, PS	12,900.01	P#63 Emerson Sidewalk Prof. Eng. Services Through 8/25/20
595 10 63 06	Project Eng		101 000 594 City Street Fun	12,900.01	P#63 Emerson Sidewalk Prof. Eng. Services Through 8/25/20	
				26,864.51		
22876	09/15/2020	09/22/2020	8892	Kaizer Rangwala	5,297.85	P#61 19th And Mildred FBC Prof. Services Through 9/2/20
558 60 41 00	Prof Svcs - Planning		001 000 558 General Fund	5,297.85	P#61 19th And Mildred FBC Prof. Services Through 9/2/20	
22877	09/15/2020	09/22/2020	8773	Kassel & Associates, Inc.	163,828.82	P#60 Pool And Bathhouse Progress Through 8/31/20
594 76 62 03	Buildings & Structures		301 000 594 Park Bond Capi	163,828.82	P#60 Pool And Bathhouse Progress Through 8/31/20	
22878	09/15/2020	09/22/2020	3776	Lemay Mobile Shredding	116.50	Shredding August 2020 - City Hall, Court And Public Works
512 50 49 00	Miscellaneous - Court		001 000 512 General Fund	42.15	Court Shredding 08/2020	
514 23 49 00	Miscellaneous - Finance		001 000 514 General Fund	42.15	Finance Shredding 08/2020	
531 50 49 00	Miscellaneous - Storm		415 000 531 Storm Drain	10.73	PW Shredding 08/2020	
534 10 49 00	Miscellaneous - Water		425 000 534 Water Fund (de	10.74	PW Shredding 08/2020	
535 10 49 00	Miscellaneous - Sewer		430 000 535 Sewer Fund (de	10.73	PW Shredding 08/2020	
22895	09/15/2020	09/22/2020	3791	Lowe's Company-#338954	29.80	Poly Tubing For Wells
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	29.80	Poly Tubing For Wells	
22911	09/16/2020	09/22/2020	7036	McCarty, Kyle	22.38	07-00184.2 - 1552 TWINBERRY AVE
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-14.07		
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-14.98		
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	6.67		
22879	09/15/2020	09/22/2020	6639	McClain's Soil Supply	187.34	Top Soil For Yard (5 Yards)
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	187.34	Top Soil For Yard (5 Yards)	
22857	09/10/2020	09/22/2020	1641	Morrow, Michael	79.98	03-00050.7 - 209 REGENTS BLVD
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-25.11		

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343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-24.68	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-30.19	
22880	09/15/2020	09/22/2020	9356	54.00	Officer Duty Bag - R. O'Meara
	521 22 49 01	Uniforms/Clothing/Laundr	001 000 521 General Fund	54.00	Officer Duty Bag - R. O'Meara
22858	09/10/2020	09/22/2020	8992	318.90	07-03250.0 - 1067 11TH TEE DR
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-107.92	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-210.98	
22903	09/16/2020	09/22/2020	3957	78.00	Recording Fees September 2020
	535 10 49 00	Miscellaneous - Sewer	430 000 535 Sewer Fund (de	78.00	Ouzounian Lien Release (2)
22904	09/16/2020	09/22/2020	3957	498.46	2nd Quarter 2020 Liquor Tax
	566 66 49 00	Substance Abuse Fee	001 000 566 General Fund	498.46	2nd Quarter 2020 Liquor Tax
			Total PC Budget & Finance	576.46	
22881	09/15/2020	09/22/2020	3961	218.81	Dump Fees - Street Sweeping August 2020
	531 50 47 01	Dumping Fees - Storm	415 000 531 Storm Drain	218.81	Dump Fees - SS 08/2020
22913	09/17/2020	09/22/2020	3955	213.73	Gas / Fuel September 2020
	548 65 31 12	Street Gas	501 000 548 Equipment Ren	87.47	#25838D 09/2020
	548 65 31 13	Storm Gas	501 000 548 Equipment Ren	126.26	#60915D 09/2020
22882	09/15/2020	09/22/2020	3986	36.10	Natural Gas - City Hall August 2020
	518 30 47 00	Public Utility Services - Ci	001 000 518 General Fund	36.10	Natural Gas - CH 08/2020
22883	09/15/2020	09/22/2020	3986	43.15	Natural Gas - Public Works August 2020
	531 50 47 02	Public Utility Services/Bldg	415 000 531 Storm Drain	10.79	Gas - PW 08/2020
	534 10 47 00	Utility Services/Building -	425 000 534 Water Fund (de	10.79	Gas - PW 08/2020
	535 10 47 00	Utility Services/Building -	430 000 535 Sewer Fund (de	10.79	Gas - PW 08/2020
	542 30 47 02	Electricity & Gas/Bldg - St	101 000 542 City Street Fun	10.78	Gas - PW 08/2020
22884	09/15/2020	09/22/2020	3986	41.47	Natural Gas - Rec Center August 2020
	576 80 47 00	Public Utility Services - Pa	001 000 576 General Fund	41.47	Natural Gas - REC 08/2020
22908	09/16/2020	09/22/2020	3986	42.61	Natural Gas - Bathhouse (New Meter) August 2020
	576 80 47 00	Public Utility Services - Pa	001 000 576 General Fund	42.61	Natural Gas - Bathhouse (New Meter) August 2020

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			Total Puget Sound Energy, BOT-01H	163.33	
22906	09/16/2020	09/22/2020	9360 RecDesk LLC	4,400.00	RecDesk Software Subscription (6/1/20 - 5/31/20)
571 10 41 01	Professional Services-Rec		001 000 571 General Fund	2,948.00	RecDesk Software Subscription (6/1/20 - 5/31/20)
576 20 41 00	Professional Services-Pool		001 000 576 General Fund	1,452.00	RecDesk Software Subscription (6/1/20 - 5/31/20)
22885	09/15/2020	09/22/2020	8893 Right Systems INC	13,632.00	SAA #1762-1768 HP EliteBooks (7) For Remote Work And Zoom Meetings (COVID-19 Expense)
518 10 35 00	Small Tools & Equip - Nor		001 000 518 General Fund	13,632.00	SAA #1762-1768 HP EliteBooks (7) For Remote Work And Zoom Meetings (COVID-19 Expense)
22886	09/15/2020	09/22/2020	8893 Right Systems INC	3,350.00	IT Managed Services September 2020
518 81 41 01	Prof Svcs - I/S		001 000 518 General Fund	3,350.00	IT Managed Services 09/2020
			Total Right Systems INC	16,982.00	
22907	09/16/2020	09/22/2020	4026 S & B Inc	2,357.25	P#65 Estate Place L/S Prof. Eng. Services Through 8/31/20
594 35 63 03	Project Engineering Sewer		432 000 594 Sewer Improve	2,357.25	P#65 Estate Place L/S Prof. Eng. Services Through 8/31/20
22887	09/15/2020	09/22/2020	4035 Sarco Supply	363.94	Janitorial Supplies - City Hall, Public Safety Building, And Public Works
518 30 31 02	Oper Sup/PSB Bldg		001 000 518 General Fund	174.58	Janitorial Supplies - PSB
518 30 31 03	Oper Sup/PWF		001 000 518 General Fund	94.68	Janitorial Supplies - PW
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	94.68	Janitorial Supplies - CH
22888	09/15/2020	09/22/2020	4065 Smith, Alling, P.S.	350.00	Judge Pro Tempore 9/3/20 (3 Hrs), 9/9/20 (4 Hrs)
512 50 41 02	Prof Svcs - Pro Temp Judge		001 000 512 General Fund	350.00	Judge Pro Tempore 9/3/20 (3 Hrs), 9/9/20 (4 Hrs)
22889	09/15/2020	09/22/2020	7418 Stanley Convergent Security Solutions	318.72	Service Call 8/27/20 - Public Works
518 30 48 03	Rep & Maint - PW		001 000 518 General Fund	318.72	Service Call 8/27/20 - Public Works
22890	09/15/2020	09/22/2020	4084 Staples Business Advantage	2,472.72	SAA # 1769-1771 Handheld Electrostatic Disinfectant Sprayers (3) - City Hall, Rec And Public Works (COVID-19 Expense)
518 30 35 00	Small Tools & Equip-Fac		001 000 518 General Fund	2,472.72	SAA # 1769-1771 Handheld Electrostatic Disinfectant Sprayers (3) - City Hall, Rec And Public Works (COVID-19 Expense)

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22891	09/15/2020	09/22/2020	4087		
			Star Rentals	236.93	Concrete Saw Rental For Water Repairs
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	236.93	Concrete Saw Rental For Water Repairs
22892	09/15/2020	09/22/2020	4088		
			State Auditor's Office	644.10	2019 Audit #56134 August 2020 (5.7 Hrs)
518 10 41 01	Biennial Audit - Non Dept		001 000 518 General Fund	644.10	2019 Audit #56134 August 2020 (5.7 Hrs)
22864	09/14/2020	09/22/2020	7506		
			Sullivan, Julia	344.95	03-00240.1 - 509 REGENTS BLVD
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-85.86	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-78.66	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-180.43	
22909	09/16/2020	09/22/2020	4177		
			University Place Radiator	138.95	#68579D LOF, #63581D LOF (Re-issue, Check #215443 Was Issued To Incorrect Vendor)
548 65 48 06	O & M - Facilities		501 000 548 Equipment Ren	67.03	#68579D LOF
548 65 48 14	O & M - Wtr/Swr		501 000 548 Equipment Ren	71.92	#63581D LOF (Re-issue, Check #215443 Was Issued To Incorrect Vendor)
22893	09/15/2020	09/22/2020	4188		
			Verizon Wireless LLC	361.97	September 2020 Police Air Cards (10)
521 22 42 00	Communication - Police		001 000 521 General Fund	361.97	09/2020 Police Air Cards (10)
22894	09/15/2020	09/22/2020	4188		
			Verizon Wireless LLC	993.77	September 2020 Shared Plan (23 Lines)
513 10 42 00	Communication - Admin		001 000 513 General Fund	97.04	City Manager 09/2020
518 30 42 00	Communication - Fac/Equi		001 000 518 General Fund	-59.31	Maint. Supervisor 09/2020
521 22 42 00	Communication - Police		001 000 521 General Fund	455.69	Chief, Air Card, 2 Sergeants & 6 Officers 09/2020
524 20 42 00	Communications- Bldg		001 000 524 General Fund	20.98	B / P Admin 09/2020
531 50 42 00	Communication - Storm		415 000 531 Storm Drain	83.42	PW Director, Crew & Air Card 09/2020
534 10 42 00	Communication - Water		425 000 534 Water Fund (de	83.41	PW Director, Crew & Air Card 09/2020
535 10 42 01	Communication - Sewer		430 000 535 Sewer Fund (de	83.41	PW Director, Crew & Air Card 09/2020
542 30 42 00	Communication - Street		101 000 542 City Street Fun	83.42	PW Director, Crew & Air Card 09/2020
558 60 42 00	Communications - Planning		001 000 558 General Fund	20.97	B / P Admin 09/2020
576 80 42 00	Communication - Parks		001 000 576 General Fund	124.74	Parks Director, Maint. Super & Comm. Events Spec 09/2020
Total Verizon Wireless LLC				1,355.74	
22855	09/10/2020	09/22/2020	5187		
			Woodward, Richard	6.04	01-00025.4 - 2706 ORCHARD ST W
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-1.35	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-1.44	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-3.25	

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Fund

001 General Fund	108,094.43
101 City Street Fund	29,535.02
301 Park Bond Capital Fund	163,828.82
415 Storm Drain	2,182.30
425 Water Fund (department)	17,100.02
430 Sewer Fund (department)	9,417.50
432 Sewer Improvement Fund	58,868.90
501 Equipment Rental Fund	379.53

This report has been reviewed by:

REMARKS:

Signature & Title

Date

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22853	09/08/2020	09/21/2020	9346	Belle Salon and Spa LLC	9,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	9,000.00	Business Assistance Grant (COVID-19 Expense)
22932	09/17/2020	09/21/2020	8796	Bennett, Elaine	1,000.00 Rental Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Rental Assistance Grant (COVID-19 Expense)
22926	09/17/2020	09/21/2020	9374	Blue Zone Consulting	1,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Business Assistance Grant (COVID-19 Expense)
22930	09/17/2020	09/21/2020	7406	Campbell, Leilani	1,000.00 Rental Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Rental Assistance Grant (COVID-19 Expense)
22925	09/17/2020	09/21/2020	9373	Chase Productions, LLC	1,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Business Assistance Grant (COVID-19 Expense)
22840	09/08/2020	09/21/2020	6554	Chopper's Holistic Pet Food	4,300.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	4,300.00	Business Assistance Grant (COVID-19 Expense)
22842	09/08/2020	09/21/2020	9342	Cost Less Pharmacy and Wellness	4,300.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	4,300.00	Business Assistance Grant (COVID-19 Expense)
22921	09/17/2020	09/21/2020	9369	Creative Forces LLC	1,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Business Assistance Grant (COVID-19 Expense)
22922	09/17/2020	09/21/2020	9370	Crowscall Consulting	1,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Business Assistance Grant (COVID-19 Expense)
22851	09/08/2020	09/21/2020	9365	Emerson Dental Inc PC	2,500.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	2,500.00	Business Assistance Grant (COVID-19 Expense)
22850	09/08/2020	09/21/2020	7827	Exercise Science Center	9,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	9,000.00	Business Assistance Grant (COVID-19 Expense)
22846	09/08/2020	09/21/2020	7525	Fircrest Jewelers LLC	9,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	9,000.00	Business Assistance Grant (COVID-19 Expense)
22917	09/17/2020	09/21/2020	9364	Fircrest Massage LLC	2,500.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	2,500.00	Business Assistance Grant (COVID-19 Expense)

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22933	09/17/2020	09/21/2020	2281	Forsberg, Douglas W.	1,000.00	Rental Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Rental Assistance Grant (COVID-19 Expense)	
22929	09/17/2020	09/21/2020	1870	Frazier Brown, Suzanne	1,000.00	Rental Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Rental Assistance Grant (COVID-19 Expense)	
22919	09/17/2020	09/21/2020	9367	Glacier Painting and Drywall Inc	1,000.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Business Assistance Grant (COVID-19 Expense)	
22918	09/17/2020	09/21/2020	9366	Holcombe, Melissa	1,000.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Business Assistance Grant (COVID-19 Expense)	
22847	09/08/2020	09/21/2020	8242	Innovative Fitness	9,000.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	9,000.00	Business Assistance Grant (COVID-19 Expense)	
22931	09/17/2020	09/21/2020	9376	LRE 401k FBO Morgan Llewellyn	1,000.00	Rental Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Rental Assistance Grant (COVID-19 Expense)	
22916	09/17/2020	09/21/2020	9363	Legendary Massage	2,500.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	2,500.00	Business Assistance Grant (COVID-19 Expense)	
22845	09/08/2020	09/21/2020	9345	Lotus Nails & Spa	9,000.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	9,000.00	Business Assistance Grant (COVID-19 Expense)	
22927	09/17/2020	09/21/2020	9375	Michael Robinson	1,000.00	Rental Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Rental Assistance Grant (COVID-19 Expense)	
22914	09/17/2020	09/21/2020	6362	Mimi's Teas LLC	4,300.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	4,300.00	Business Assistance Grant (COVID-19 Expense)	
22843	09/08/2020	09/21/2020	9343	Nurture Therapy Services LLC	2,500.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	2,500.00	Business Assistance Grant (COVID-19 Expense)	
22839	09/08/2020	09/21/2020	3290	Optimum Physical Therapy LLC	4,300.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	4,300.00	Business Assistance Grant (COVID-19 Expense)	
22920	09/17/2020	09/21/2020	9368	P&M Soda Motion	1,000.00	Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518 General Fund	1,000.00	Business Assistance Grant (COVID-19 Expense)	

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 09/21/2020

Time: 11:06:55 Date: 09/17/2020
Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
22923	09/17/2020	09/21/2020	9371	Right On Shine LLC	1,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	1,000.00
22849	09/08/2020	09/21/2020	5076	Royal Thai Bistro	9,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	9,000.00 Business Assistance Grant (COVID-19 Expense)
22928	09/17/2020	09/21/2020	4521	Skaga, Jerry	1,000.00 Rental Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	1,000.00 Rental Assistance Grant (COVID-19 Expense)
22852	09/08/2020	09/21/2020	9291	Spa Apsara, LLC	9,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	9,000.00 Business Assistance Grant (COVID-19 Expense)
22841	09/08/2020	09/21/2020	7271	Spring Lake Cafe	4,300.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	4,300.00 Business Assistance Grant (COVID-19 Expense)
22848	09/08/2020	09/21/2020	7745	Spring Lake Massage Therapy & Wellness	2,500.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	2,500.00 Business Assistance Grant (COVID-19 Expense)
22924	09/17/2020	09/21/2020	9372	Stephen Gerard McCarthy	1,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	1,000.00 Business Assistance Grant (COVID-19 Expense)
22854	09/08/2020	09/21/2020	9227	The Office Boutique, LLC	9,000.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	9,000.00 Business Assistance Grant (COVID-19 Expense)
22915	09/17/2020	09/21/2020	9362	True You Wellness	2,500.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	2,500.00 Business Assistance Grant (COVID-19 Expense)
22844	09/08/2020	09/21/2020	9344	University Place Pediatric Clinic	2,500.00 Business Assistance Grant (COVID-19 Expense)
	518 10 49 00	Miscellaneous - Non-Dept	001 000 518	General Fund	2,500.00 Business Assistance Grant (COVID-19 Expense)

Report Total: 127,000.00

Fund		
001 General Fund	127,000.00	

This report has been reviewed by:

REMARKS:

Signature & Title

Date

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL (Meeting was held primarily by remote attendance)

Mayor Hunter T. George called the regular meeting to order at 7:02 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, and Denny Waltier were present. Councilmembers Joe Barrentine and Jaime Nixon were absent and excused.

PRESIDING OFFICER’S REPORT

A. Pool and Community Center Project

Parks and Recreation Director Grover reported that the contractor continues to complete punch list items and make progress. PSE will be connecting the meter Friday and the pool startup training will be next Tuesday. Grover has contacted a salvage company and plans to be out of the building by September 19th. A brief discussion was held on lifeguard certification renewals, engaging the public on social justice issues, and setting a standard or protocol for safely conducting in-person meetings.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited Public comments; the following individuals provided comment:

Brian Rybolt, 1036 Daniels Drive, has concerns about people blackberries on Emerson if they are sprayed with pesticides. **Staff reported that the City does not spray chemicals on the blackberries.**

Nikki Buford, 1405 Evergreen Drive, has concerns about the crosswalk on Emerson with the rate of speed of some drivers and asked if the City will install a flashing light. **Staff reported that a new crosswalk will be installed soon and it will have a flashing light to warn cars.**

Nancy Atwood, 1204 Farallone Avenue, commented that the City is doing a great job during this health crisis.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Parks & Recreation

No report at this time.

B. Pierce County Regional Council

Reynolds reported that the last PCRC meeting was June 18th and there may be a meeting next month

C. Public Safety, Courts

Nixon was absent; no report provided

D. Street, Water, Sewer, and Storm Drain

Wittner reported that residents have raised concerns on Facebook about their utility bills and there was a brief discussion on how to inform residents about their utility bills. Public Works Director Wakefield reports that new residents are sent a welcome packet and his staff will look at the website to ensure information is clear. The Alameda Grind and Overlay Project has started, and the traffic impacts have been minimal.

E. Other Liaison Reports

Waltier reported that the last four, of 34 total units, for 11th Tee Condos were issued permits and 10 units are occupied

CONSENT CALENDAR

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 215341 through Voucher Check No. 215391 in the amount of \$793,002.57; approval of Payroll

Check No. 13945 through Payroll Check No. 13946 in the amount of \$101,464.77; approval of the August 11, 2020, Regular Meeting Minutes; **Reynolds MOVED to approve the Consent Calendar as read; seconded by Waltier. The Motion Carried (5-0).**

PUBLIC HEARING

There was no Public Hearing scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Approval of Award of Construction of Community Center Project

City Manager Pingel briefed the Council on the bid opening and reports that Kassel & Associates, Inc. was the lowest, responsive bid. Pingel also reported that the anticipated notice to proceed will be scheduled for September 21st. **Wittner MOVED to authorize the City Manager to award the contract for the Community Center project to Kassel & Associates, Inc. for \$7,629,258 plus a contingency amount of \$694,200 for a total of \$8,323,458 to prepare and execute the required contract documents, and to give the “Notice to Proceed” to commence construction of the project.; seconded by Waltier.** George invited Councilmember comments; The was a brief discussion held on this being a monumental occasion and how the Council came together to support the project. The Council thanked the Steering Committee and is proud of the work the City has completed. George invited public comment; Nikki Buford asked if there was consideration for minority-owned businesses or if it was the lowest bidder. Pingel reported that we must award the contract to the lowest responsive bidder. **The motion carried (5-0)**

B. Resolution No. 1667: Approval of Amendment #2 to the Contract with Parametrix for Inspection and Reporting Services

City Manager Pingel introduced the amendment and reported that Parametrix has been very valuable thus far and is happy to have them early in the planning stages. **Viafore MOVED to adopt Resolution No. 1667, authorizing the City Manager to execute Amendment #2 to the contract for project inspection and reporting services for the Fircrest Pool and Community Center project with Parametrix.; seconded by Wittner.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (5-0)**

C. Resolution No. 1668: Approval of Amendment #1 to the Contract with MTC-Inc. for Special Inspection and Materials Testing Services

City Manager Pingel introduced the amendment and reports that the Community Center phase is much less complex than the pool phase. **Wittner MOVED to adopt Resolution No. 1668, authorizing the City Manager to execute Amendment #1 of the contract for materials testing and special inspection services for the Fircrest Pool and Community Center project with Materials Testing & Consulting, Inc.; seconded by Viafore.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (5-0)**

D. Resolution No. 1669: Approval of Interlocal Agreement with Pierce County Flood Control District for use of the Opportunity Fund

Public Work Director Wakefield briefed

the Council on the agreement that enables the City to access the opportunity funds for upcoming stormwater projects. The available funds can be used as a match for the Department of Ecology grant. **Wittner MOVED to adopt Resolution No. 1669 authorizing the City Manager to execute an Interlocal Agreement with Pierce County Flood Control District for the Opportunity fund Program; seconded by Viafore.** George invited Councilmember comment; none were provided. George invited public comment; none were provided. **The motion carried (5-0)**

E. Resolution No. 1670: Approval of the RCO applications

Parks & Recreation Director Grover briefed the Council on the applications for resurfacing the tennis courts as well as the Fircrest Park turf renovation and LED light conversion. **Wittner MOVED to adopt Resolution No. 1659, authorizing the City Manager to act as the authorized representative/agent on behalf of the City of Fircrest and to legally bind the City of Fircrest concerning the Fircrest Park improvement and Tennis Court projects for which we seek grant Funding Assistance through the Recreation and Conservation Office; seconded by Viafore.** George invited Councilmember comments; There was a discussion on the name used for the tennis courts, the desire to increase the matching funds, and changing the wording in the application to address the increase in matching funds. **Viafore MOVED to increase the matching funds to 50% of the overall cost; seconded by Reynolds.** George invited Councilmember comments; **Wittner asked to include language addressing that large amount of matching funds.** George invited public comment; none were provided. **The motion carried (5-0).** **George again invited councilmember comment on the amended resolution; none were provided. George invited Public Comment; none were provided. The motion carried (5-0)**

CITY MANAGER COMMENTS

City Manager Pingel updated the Council that we need a motion to set a special meeting for the September 1st Joint Meeting. **Viafore MOVED to set a joint public meeting with the Planning Commission at City Hall on September 1st at 6 pm for the sole purpose of a Form-Based Code discussion and presentation; seconded by Nixon.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (5-0).** Pingel reported that the staff intends to have closed bids for the assets in the Community Center. **Viafore MOVED to authorize the City Manager to prepare and execute all required contracts to surplus the Roy H. Murphy Community Center building and its assets; seconded by Wittner.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (5-0).** Lastly, Pingel updated the Council on the Pierce Transit Board open seat nomination and asked for consensus as to how to move forward with a nomination. Discussions included coordinating with Mr. Keel and alternating seats with University Place. Councilmember Reynolds expressed interest in the seat should it become available. **Viafore MOVED to nominate Councilmember Reynolds for a position on the Pierce Transit Board for the University Place/ Fircrest seat and authorize the City Manager to execute all required documentation; seconded by Waltier.** George invited Councilmember comment; Viafore commented that he supports Reynolds and would like to ensure coordinating with Mr. Keel. George commented that he will follow-up with Mr. Keel. George invited public comment; none were provided. **The motion carried (5-0).**

DEPARTMENT HEAD COMMENTS

Police Chief Cheesman reported that we have extended a conditional employment offer to Mr. Robert O'Meara and we will interview another candidate tomorrow. The Covid-19 testing

concluded today, and results are taking roughly 24 hours. Cheesman also reported that last night an officer's tire was slashed, and City Hall's American Flag was cut in half. Police will continue to be diligent in seeking information to find this person.

Public Works Director Wakefield reported that the art contest for the calendar are due on September 4th but may be delayed. Wakefield would like to have outreach on our Facebook.

COUNCILMEMBER COMMENTS

- Viafore commented that he supports posting the videos of the prowler on Facebook to help find the suspect and he would like an update on the Whittier School construction. Viafore expressed concern with the design guidelines currently in the FMC and would like to know if the staff intends to bring amendments to the Council. Pingel reported that staff does intend to bring amended design guidelines to the Council in the future. Viafore would also like to address the landscape guidelines as it relates to street trees and the requirements for private developers burying the sewer drain lines due to the way the 11th Tee Drive Condos open drainage turned out.
- Reynolds commented that she would like to see our landscaping guidelines and our Tree City proposal include bee-friendly trees and plantings.
- Wittner commented that an Eagle Scout who lives here in Fircrest has built a bee aviary at the church community garden off Emerson Street.
- Barrentine was absent; no comments were provided.
- Waltier commented that the lady who has commented at Council meetings in the past has sold her home and he will be in contact with Grover about the reader board.
- Nixon was absent; no comments were provided.
- George thanked those who attended the meeting.

EXECUTIVE SESSION

At 8:35 P.M. George reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed 9:00 P.M., to discuss labor negotiations per RCW 42.30.110. George noted that Pingel and City Clerk Westman would be joining Council in the Executive Session.

At 8:45 P.M., the Council reconvened into regular session.

ADJOURNMENT

Viafore MOVED to adjourn the meeting at 8:45 P.M., seconded by Reynolds. The Motion Carried (5-0).

Hunter T. George, Mayor

Jayne Westman, City Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Hunter T. George called the special meeting to order at 6:02 P.M. and led the pledge of allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Joe Barrentine, Denny Waltier, and Jaime Nixon were present. Planning Commissioners Kathy L. McVay, Andrew Imholt, Sarah Hamel, Ben Ferguson, and Shirley Schultz were present.

FORM-BASED CODE PRESENTATION AND DISCUSSION

Planning & Building Administrator Stahlnecker briefed the Council and Planning Commission on the Form-Based Code history and introduced Kaizer Rangwala. Mr. Rangwala presented the current conditions and proposed changes. Highlights of the presentation included clarifying that a developer can alter the plan if the proposal is comparable or better and presented the illustrative code sections. Principal Planner Boers provided an overview of the street types in the proposal. Discussions included adjusting the Fircrest Municipal Code to allow/ disallow certain uses and adjusting Title 22 to mesh with form-based code and finding the balance of affordable housing requirements. A brief discussion was held on the advantages/disadvantages of height minimum requirements and the functionality of design standards that may attract or deter developers.

George invited public comments; The following individuals provided comments:

- Laura Fox, Kidder Mathews, commented that allowing flexibility will attract developers and is concerned with the market conditions not demanding to return on investment.
- Rick Little, 154 Harvard Street, commented that he would like to see the proposed code extend down to Alameda Ave, he encourages height minimums and underground parking, and lastly, likes the idea of a Senior Living Facility in Fircrest.
- Amy Pow, Tacoma-Pierce County Health Department, commented that she loves Form-Based Code and would like to see us connect the dots with surrounding jurisdictions.

Final Council discussions included continuing Form-based as a Phase II that would potentially extend to Regents Blvd. and Alameda Ave and the importance of affordable housing. Developers could be incentivized by allowing reduced parking or increased heights and densities for those who provide affordable housing options. The drawbacks to affordable housing requirements could make it too expensive to justify developing in Fircrest and the possibility of delaying requirements once substantial developments are complete.

ADJOURNMENT

Viafore MOVED to adjourn the meeting at 7:44 P.M., seconded by Wittner. The Motion Carried (5-0).

Hunter T. George, Mayor

Jayne Westman, City Clerk

**PUBLIC HEARING: Extension of the 6-month Moratorium adopted by Ordinance No. 1654
ITEM 8A**

FROM: Angelie Stahlnecker, Planning and Building Administrator

RECOMMENDED MOTION: No Motion. Public Hearing Only.

PROPOSAL: The City of Fircrest will hold a public hearing to receive comments on renewing the six-month moratorium, adopted on October 8, 2019, and extended on March 24, 2020, for an additional six-months, prohibiting the submission or acceptance of any development applications for new development, additions, and alterations in the property comprised identified on Exhibit “A” of Ordinance 1654.

The focus of the moratorium is to:

- Develop a form-based code, and
- Increase residential building capacity through increased maximum height, eliminating density restrictions, review parking requirements, and other associated standards and guidelines.

Per RCW 35A.63.200 and RCW 36.70A.390, a moratorium may be renewed for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal.

The extension is requested due to a delay in the schedule related to Covid-19 and restrictions on public meetings. A revised work plan has been attached which shows the proposed timeline. The new schedule has been revised to adopt the proposed amendments by the end of the year.

FISCAL IMPACT: During the moratorium, the City will not receive any fees from building and/or land use applications for this area. New land use and zoning regulations may increase the value of the properties in this area, having long-term financial benefits.

ADVANTAGE: The renewal of the moratorium for a period of up to six months will enable the Planning Commission and City Council to complete the review and local adoption processes, as prescribed in Chapter 22.30 and Chapter 23.06.

DISADVANTAGES: The moratorium will prevent any new applications from being submitted to the City during the term of the moratorium.

ALTERNATIVES: Not to renew the six-month moratorium.

HISTORY: On October 6, 2019, the City Council approved 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 area referred to as 19th and Mildred.

On November 12, 2019, the City Council held the required public hearing and affirmed the 6-month moratorium. The current moratorium extension is set to expire on October 8, 2020.

On January 21, 22, and 23, 2020, the City held a series of workshops hosted by Rangwala Associates to engage the public and take input on possible changes. March 16, 2020, open house & study session was postponed due to COVID-19 concerns. An online public meeting and a joint study session were held on September 1, 2020.

ATTACHMENT: [Ordinance 1654](#)
[Revised Work Plan](#)

**CITY OF FIRCREST
ORDINANCE NO. 1654**

AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON, RELATING TO LAND USE AND ZONING, RENEWING THE SIX-MONTH MORATORIUM ADOPTED ON OCTOBER 8, 2019 FOR AN ADDITIONAL SIX-MONTHS, 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.

WHEREAS, Section 35A.63.220 and Section 36.70A.390 of the Revised Code of Washington authorize the City Council to adopt a moratorium for a period of six months, as long as the City holds a public hearing within sixty days, and adopts findings and conclusions to support such moratorium; and

WHEREAS, on October 8, 2019, the City Council approved Ordinance No. 1644, adopting a 6-month moratorium on the property identified on Exhibit "A;" and

WHEREAS, as required by State law, the Fircrest City Council held a public hearing on November 12, 2019 where no comments were received; and

WHEREAS, the current moratorium is set to expire on April 8, 2020; and

WHEREAS, Section 35A.63.220 and Section 36.70A.390 of the Revised Code of Washington authorize the City Council to renew a moratorium for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal; and

WHEREAS, as required by State law, the Fircrest City Council held a public hearing on March 24, 2020 with the intent to renew the moratorium for 6-months; and

WHEREAS, the City of Fircrest has applied to the Pierce County Regional Council for the area that is 44 acres in size, bounded by Mildred Street West and 19th Street West, which is currently zoned as Community Mixed Use and Residential-30 and is identified on Exhibit "A" to be designated a "Countywide Center" in the Countywide Policies and the City's Comprehensive Plan; and

WHEREAS, on November 26, 2019, the Fircrest City Council adopted amendments to the Fircrest Comprehensive Plan designating the property located at 19th and Mildred to be a "Countywide Center" as identified in Exhibit "A"; and

WHEREAS, the amendments to the Countywide Planning Policies will be adopted through interlocal agreement upon ratification of 60 percent of member jurisdictions in Pierce County representing 75 percent of the total population;

WHEREAS, the Proposed Center is to be the priority for accommodating growth as laid out under Vision 2040 and the Pierce County Countywide Planning Policies and shall include a high density mix of business, residential, cultural, and recreational uses during both the day and night that provide a sense of place and community; and

1 **WHEREAS**, the applicable provisions of the Fircrest Municipal Code do not adequately address
the needs for meeting the vision and goals of the Proposed Center; and

2 **WHEREAS**, a moratorium on new development, additions, and alterations is required in the
3 Proposed Center in order to allow sufficient time to consider potential amendments to the
4 Comprehensive Plan, Land Development Code, Zoning Districts and other City Code amendments
that encourage and allow implementation of the long-range vision, and to present such amendments
to the Planning Commission and City Council through the City’s amendment process; and

5 **WHEREAS**, without a renewal of the moratorium the City could, in the near future, receive
6 applications for new development, additions, and alterations in the Proposed Center that would
conflict with the achievement of the long-range vision for this area; and

7 **WHEREAS**, the City has been following a developed a work plan for the related studies and
8 amendment review; and

9 **WHEREAS**, The City has demonstrated progress by hiring Rangwala Associates to evaluate the
10 existing conditions, identify potential, and develop a draft ordinance; and

11 **WHEREAS**, the City has engaged the public through a series of workshops on January 21, 22, and
12 23, 2020; and

13 **WHEREAS**, the City still needs to hold an open house/study session to receive the draft document
14 from the consultant; and

15 **WHEREAS**, the Planning Commission and the City Council need to schedule public hearings in
16 order to obtain public input prior to considering the proposed amendments; and

17 **WHEREAS**, the renewal of the moratorium for a period of up to six months beyond April 8, 2020,
will enable the Planning Commission and City Council to complete the review and local adoption
processes, as prescribed in Chapter 22.30 and Chapter 23.06, and is in the public interest; Now,
Therefore,

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

19 **Section 1. Definitions.** The following definitions apply to the terms used in this Ordinance:

20 A. Proposed Center – The property comprised of 44 acres, located at the northwest corner of the
21 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 as identified on Exhibit “A.”

22 B. Development Permit Applications – Applications for building permits, conditional use permits,
23 subdivisions (short plat, preliminary plat), variances, and other permit applications related to new
development, addition, or alteration permits.

24 C. Exempt Permit Applications – The moratorium imposed under Section 4 of this Ordinance shall
25 not apply to the following exempt permit applications: (1) Vested Applications, (2) application
26 for tenant improvements of existing non-residential buildings, (3) applications for home
occupations, (4) applications for sign permits, (5) applications for permits or approvals that are
27 required for upkeep, repair or maintenance of existing buildings and properties or work mandated
by the City to maintain public health and safety.

28 **Section 2. Findings.** The Council adopts all of the “whereas” sections of this Ordinance as findings
29 to support this renewed Moratorium Ordinance, as well as the following:

- 1 A. The purpose of this Moratorium Ordinance is to maintain the status quo while the City considers
2 if the existing underlying zoning districts and land development codes associated with the
3 Proposed Center are appropriate for these properties.
- 4 B. The City will continue to perform this evaluation during the next six months, while this
5 Moratorium Ordinance is in effect. During this time, the City will consider whether there is any
6 information (whether on the health, safety, environmental, secondary land use and/or economic
7 impacts) associated with the vision and goals of the Proposed Center that should be integrated in
8 any new land use and zoning regulations.
- 9 C. The City has demonstrated progress and is following the developed work plan.

10 **Section 3. Moratorium Adopted.** This Moratorium Ordinance is hereby renewed for a period of six
11 months in order to provide the City adequate time to:

- 12 A. Study and draft potential amendments to the Comprehensive Plan, Title 22 Land Development
13 Code, the Commercial Mixed Use Zoning District, Residential-30 Zoning District and other City
14 Code amendments that encourage and allow implementation of the long-range vision and goals
15 of the Proposed Center.
- 16 B. Hold a public hearing(s) on the draft Ordinances, obtain public input on such Ordinances, allow
17 the Planning Commission to make recommendations to the City Council, for the City Council to
18 review the draft Ordinance and, if desired, to adopt new regulations or prohibitions in the
19 Proposed Center as prescribed in Chapter 22.30 and Chapter 23.06.

20 **Section 4. Effect of Moratorium Ordinance.** The City Council renews the adopted Moratorium on
21 the submission and acceptance of all new Development Permit Applications for six-months from
22 April 8, 2020, as the same are defined in Section 1 of this Ordinance. All such development permit
23 applications shall be rejected and returned to the applicant.

24 **Section 5. Duration of Moratorium Ordinance.** This Moratorium Ordinance commences on April
25 8, 2020 and will be in effect for six months. The Council shall make the decision to terminate the
26 Moratorium by Ordinance or renew the Moratorium after a subsequent public hearings and findings
27 of fact are made prior to the renewal pursuant to RCW 36.70A.390 and RCW 35A.63.200.

28 **Section 6. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held
29 to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or
30 unconstitutionality shall not affect the validity or constitutionality of any other section, sentence,
clause or phrase of this Ordinance.

Section 7. Publication and Effective Date. A summary of this Ordinance consisting of its title shall
be published in the official newspaper of the City. This ordinance shall be effective five (5) days
after such publication.

Council.

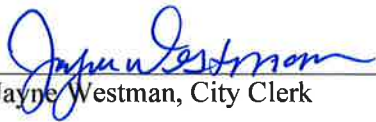
**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a
regular meeting thereof this 24th day of March 2020.**

APPROVED:


Hunter T. George, Mayor

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ATTEST:


Jayne Westman, City Clerk

APPROVED AS TO FORM:

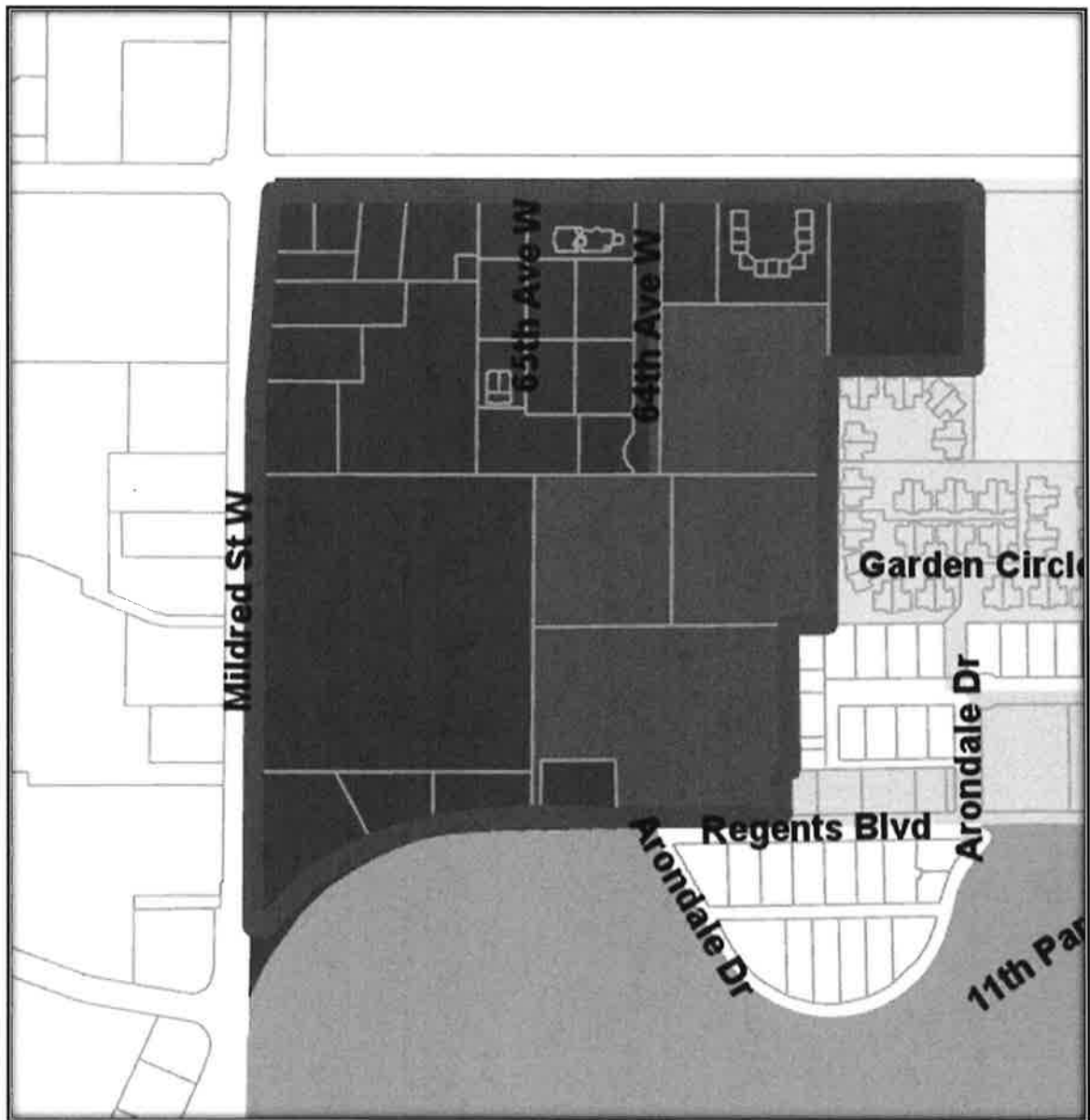

Michael B. Smith, City Attorney

DATE OF PUBLICATION: *March 26, 2020*

EFFECTIVE DATE: *March 31, 2020*

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Exhibit "A"
Proposed Countywide Center



Moratorium Work Plan

Revised 09/22/2020

November 2019 - *completed*

- Present scope of work and form-based code (FBC) PowerPoint to Planning Commission
- Gather relevant data and review existing land development code and comprehensive plan provisions.
- Gather examples of form-based codes developed for similar built environments.

December - January 2019 - *completed*

- Analyze site conditions and existing documents; generate background maps and other documents.

January 2020 - *completed*

- Conduct design charette(s).
- Develop FBC graphics and text for planning commission review.
- Develop amendments to existing codes and comprehensive plan to present to the Planning Commission.

March 2020 – *postponed due to COVID-19 precautions*

- Consultant presentation to City Council/ Planning Commission on the proposed regulating plan and supporting documents

June 2020 - *completed*

- Present recommended code and Plan amendments to the planning commission.

September 2020

- Consultant presentation to City Council, Planning Commission, and public. – *completed 9/1/2020*
- Make changes to the amendment package per feedback.
- Prepare notices, distribute information, and conduct public hearings.

October 2020

- Hold Planning Commission Public Hearing
- Present to Council (study session)

November 2020

- Council public hearing

December 2020

- Council Action

FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS: Extension of the six-month moratorium adopted by Ordinance No. 1654
ITEM: 10A**

FROM: Angelie Stahlnecker, Planning and Building Administrator

RECOMMENDED MOTION: I move to adopt Ordinance No. ____, renewing the six-month moratorium adopted on October 8, 2019, and extended on March 24, 2020, for an additional six-months, 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.

PROPOSAL: The City of Fircrest is proposing to renew the six-month moratorium, adopted by Ordinance No. 1644 on October 8, 2019, and extended by Ordinance No. 1654 on March 24, 2020, for an additional 6-months by adopting findings of fact as pursuant to RCW 36.70A.390 and 35.63.200 and after holding a public hearing to receive comments on September 22, 2020.

The focus of the moratorium is to:

- Develop a form-based code, and
- Increase residential building capacity through increased maximum height, eliminating density restrictions, review parking requirements, and other associated standards and guidelines.

The extension is requested due to a delay in the schedule related to Covid-19 and restrictions on public meetings. A revised work plan has been attached which shows the proposed timeline. The new schedule has been revised to adopt the proposed amendments by the end of the year.

FISCAL IMPACT: During the moratorium, the City will not receive any fees from building and/or land use applications for this area. New land use and zoning regulations may increase the value of the properties in this area, having long-term financial benefits.

ADVANTAGES: The renewal of the moratorium for a period of up to six months will enable the Planning Commission and City Council to complete the review and local adoption processes, as prescribed in Chapter 22.30 and Chapter 23.06.

DISADVANTAGES: The moratorium will prevent any new applications from being submitted to the City during the term of the moratorium.

HISTORY: On October 6, 2019, the City Council approved 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 area referred to as 19th and Mildred.

On November 12, 2019, the City Council held the required public hearing and affirmed the 6-month moratorium. On March 24, the City Council held the required public hearing and extended the moratorium by 6-months. The current moratorium extension is set to expire on October 8, 2020.

Attachments: [Ordinance](#)

**CITY OF FIRCREST
ORDINANCE NO. _____**

AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON, RELATING TO LAND USE AND ZONING, RENEWING THE SIX-MONTH MORATORIUM ADOPTED ON OCTOBER 8, 2019 AND EXTENDED ON MARCH 24, 2020 FOR AN ADDITIONAL SIX-MONTHS, 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.

WHEREAS, Section 35A.63.220 and Section 36.70A.390 of the Revised Code of Washington authorize the City Council to adopt a moratorium for a period of six months, as long as the City holds a public hearing within sixty days, and adopts findings and conclusions to support such moratorium; and

WHEREAS, on October 8, 2019, the City Council approved Ordinance No. 1644, adopting a 6-month moratorium on the property identified on Exhibit “A;” and

WHEREAS, as required by state law, the Fircrest City Council held a public hearing on November 12, 2019, where no comments were received; and

WHEREAS, the moratorium was extended on March 24, 2020;

WHEREAS, the moratorium is set to expire on October 8, 2020. ; and

WHEREAS, Section 35A.63.220 and Section 36.70A.390 of the Revised Code of Washington authorize the City Council to renew a moratorium for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal; and

WHEREAS, as required by state law, the Fircrest City Council held a public hearing on March 24, 2020, with the intent to renew the moratorium for 6-months; and

WHEREAS, the City of Fircrest has applied to the Pierce County Regional Council for the area that is 44 acres in size, bounded by Mildred Street West and 19th Street West, which is currently zoned as Community Mixed-Use and Residential-30 and is identified on Exhibit “A” to be designated a “Countywide Center” in the Countywide Policies and the City’s Comprehensive Plan; and

WHEREAS, on November 26, 2019, the Fircrest City Council adopted amendments to the Fircrest Comprehensive Plan designating the property located at 19th and Mildred to be a “Countywide Center” as identified in Exhibit “A”; and

WHEREAS, the amendments to the Countywide Planning Policies will be adopted through interlocal agreement upon ratification of 60 percent of member jurisdictions in Pierce County representing 75 percent of the total population;

WHEREAS, the Proposed Center is to be the priority for accommodating growth as laid out under Vision 2040 and the Pierce County Countywide Planning Policies and shall include a high-density

1 mix of business, residential, cultural, and recreational uses during both the day and night that provide
2 a sense of place and community; and

3 **WHEREAS**, the applicable provisions of the Fircrest Municipal Code do not adequately address
4 the needs for meeting the vision and goals of the Proposed Center; and

5 **WHEREAS**, a moratorium on new development, additions, and alterations is required in the
6 Proposed Center to allow sufficient time to consider potential amendments to the Comprehensive
7 Plan, Land Development Code, Zoning Districts, and other City Code amendments that encourage
8 and allow the implementation of the long-range vision, and to present such amendments to the
9 Planning Commission and City Council through the City’s amendment process; and

10 **WHEREAS**, without a renewal of the moratorium the City could, in the near future, receive
11 applications for new development, additions, and alterations in the Proposed Center that would
12 conflict with the achievement of the long-range vision for this area; and

13 **WHEREAS**, the City has been following a developed a work plan for the related studies and
14 amendment review; and

15 **WHEREAS**, The City has demonstrated progress by hiring Rangwala Associates to evaluate the
16 existing conditions, identify potential, and develop a draft ordinance; and

17 **WHEREAS**, the City has engaged the public through a series of workshops on January 21, 22, and
18 23, 2020; and

19 **WHEREAS**, on February 29, 2020, the State of Washington issued Proclamation 20-05,
20 proclaiming a state of emergency for all counties as a result of the coronavirus disease 2019
21 (COVID-19) and issued a stay home order; and

22 **WHEREAS**, the stay home order caused the cancellation of all in-person public meetings and a
23 delay in the moratorium schedule, including a schedule public workshop, and required public
24 hearings by the Planning Commission and the City Council; and

25 **WHEREAS**, the City has obtained the ability to move forward with online public meetings and
26 hearings; and

27 **WHEREAS**, the renewal of the moratorium for a period of up to six months beyond October 8,
28 2020, will enable the Planning Commission and City Council to complete the review and local
29 adoption processes, as prescribed in Chapter 22.30 and Chapter 23.06, and is in the public interest;
30 Now, Therefore,

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

Section 1. Definitions. The following definitions apply to the terms used in this Ordinance:

A. Proposed Center – 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 as identified on Exhibit “A.”

B. Development Permit Applications – Applications for building permits, conditional use permits, subdivisions (short plat, preliminary plat), variances, and other permit applications related to new development, addition, or alteration permits.

1 C. Exempt Permit Applications – The moratorium imposed under Section 4 of this Ordinance shall
2 not apply to the following exempt permit applications: (1) Vested Applications, (2) application
3 for tenant improvements of existing non-residential buildings, (3) applications for home
4 occupations, (4) applications for sign permits, (5) applications for permits or approvals that are
5 required for upkeep, repair or maintenance of existing buildings and properties or work mandated
6 by the City to maintain public health and safety.

7 **Section 2. Findings.** The Council adopts all of the “whereas” sections of this Ordinance as findings
8 to support this renewed Moratorium Ordinance, as well as the following:

9 A. The purpose of this Moratorium Ordinance is to maintain the status quo while the City considers
10 if the existing underlying zoning districts and land development codes associated with the
11 Proposed Center are appropriate for these properties.

12 B. The City will continue to perform this evaluation during the next six months, while this
13 Moratorium Ordinance is in effect. During this time, the City will consider whether there is any
14 information (whether on the health, safety, environmental, secondary land use, and/or economic
15 impacts) associated with the vision and goals of the Proposed Center that should be integrated
16 into any new land use and zoning regulations.

17 C. Due to circumstances beyond the City’s control, specifically a State of Emergency issuing a
18 state home order due to COVID-19, the progress has been delayed.

19 D. The City has obtained the ability to hold public meetings online and is now on track to adopt
20 the amendments by the end of the year.

21 **Section 3. Moratorium Adopted.** This Moratorium Ordinance is hereby renewed for a period of six
22 months to provide the City adequate time to:

23 A. Study and draft potential amendments to the Comprehensive Plan, Title 22 Land Development
24 Code, the Commercial Mixed Use Zoning District, Residential-30 Zoning District, and other City
25 Code amendments that encourage and allow the implementation of the long-range vision and
26 goals of the Proposed Center.

27 B. Hold a public hearing(s) on the draft Ordinances, obtain public input on such Ordinances, allow
28 the Planning Commission to make recommendations to the City Council, for the City Council to
29 review the draft Ordinance and, if desired, to adopt new regulations or prohibitions in the
30 Proposed Center as prescribed in Chapter 22.30 and Chapter 23.06.

Section 4. Effect of Moratorium Ordinance. The City Council renews the adopted Moratorium on
the submission and acceptance of all new Development Permit Applications for six-months from
October 8, 2020, as the same is defined in Section 1 of this Ordinance. All such development permit
applications shall be rejected and returned to the applicant.

Section 5. Duration of Moratorium Ordinance. This Moratorium Ordinance commences on October
8, 2020, and will be in effect for six months. The Council shall decide to terminate the Moratorium
by Ordinance or renew the Moratorium after subsequent public hearings and findings of fact are
made prior to the renewal pursuant to RCW 36.70A.390 and RCW 35A.63.200.

Section 6. Severability. If any section, sentence, clause, or phrase of this Ordinance should be held
to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or
unconstitutionality shall not affect the validity or constitutionality of any other section, sentence,
clause, or phrase of this Ordinance.

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Section 7. Publication and Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall be effective five (5) days after such publication.

Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 22nd of September 2020.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jayne D. Westman, City Clerk

APPROVED AS TO FORM:

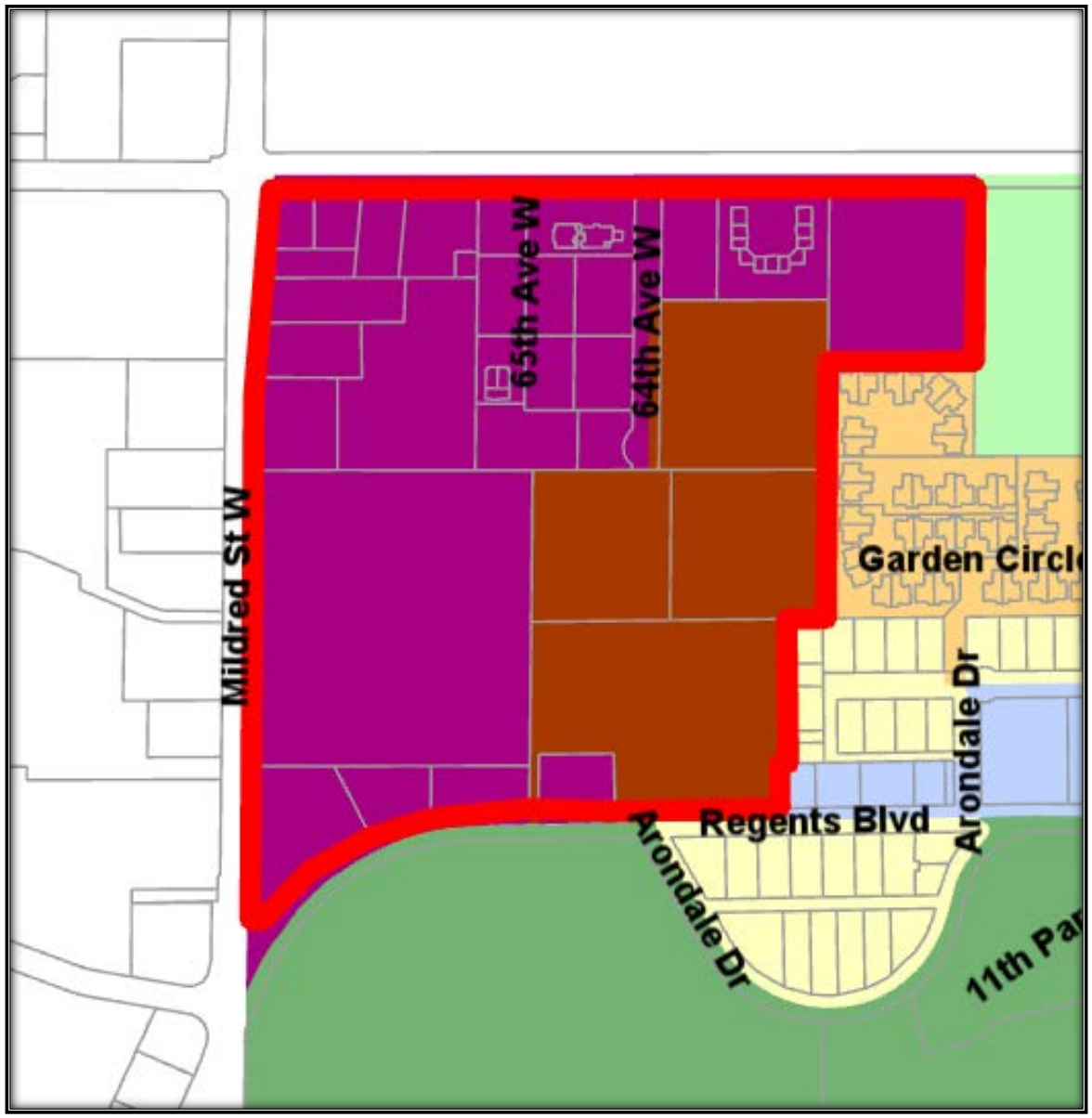
Michael B. Smith, City Attorney

DATE OF PUBLICATION:

EFFECTIVE DATE:

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Exhibit "A"
Proposed Countywide Center



NEW BUSINESS: **AWC Employer Master Participation Agreement – High-Deductible Health Plan**
ITEM 10B

FROM: **Scott Pingel, City Manager**

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to amend the agreement with the Association of Washington Cities (AWC) Employee Benefit Trust for the AWC Employer Master Participation Agreement to include a High Deductible Health Plan for employees.

PROPOSAL: The Council is being asked to approve the proposed resolution that would authorize an amendment to the Employer Master Participation Agreement with the Association of Washington Cities to include a High Deductible Health Plan (HDHP) for City of Fircrest employees and their families.

FISCAL IMPACT: There is no fiscal impact to the City.

ADVANTAGE: By adding a High Deductible Health Plan, our employees will have more flexibility in determining which healthcare plan best suits their needs.

DISADVANTAGES: None of great significance.

ALTERNATIVES: Do not provide a High Deductible Health Plan to employees.

HISTORY: The City offers the HealthFirst® 250 Plan to all full-time employees. Due to the COBRA coverage costs being high to continue the same level of coverage, City staff has sought to find a viable option to offer as an alternative to the HealthFirst® 250 Plan. The HDHP offers a higher deductible and out-of-pocket expenses but has a lower monthly premium. When an employee separates from employment, they are offered COBRA coverage to continue health coverage. If the HDHP was an option for active staff, it would be a COBRA option for employees who separate from the City. If someone wanted to start COBRA on the less expensive HDHP, they could shift to that coverage prior to their departure from the city.

ATTACHMENTS: [Resolution](#)
[Rates Comparable](#)
[AWC Master Agreement](#)

1 **CITY OF FIRCREST**
2 **RESOLUTION NO. ____**

3 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF**
4 **FIRCREST, WASHINGTON AUTHORIZING THE CITY MANAGER TO**
5 **EXECUTE AN AMENDMENT TO THE AGREEMENT WITH THE**
6 **ASSOCIATION OF WASHINGTON CITIES (AWC) EMPLOYEE**
7 **BENEFIT TRUST FOR THE AWC EMPLOYER MASTER**
8 **PARTICIPATION AGREEMENT TO INCLUDE A HIGH DEDUCTIBLE**
9 **HEALTH PLAN FOR ALL CITY EMPLOYEES.**

7 **WHEREAS**, the City of Fircrest has an Employer Master Participation Agreement with
8 the Association of Washington Cities (AWC) Employee Benefit Trust to provide medical,
9 dental, and Employee Assistance Plan benefits for the City of Fircrest employees and
10 their families; and

11 **WHEREAS**, the City currently subscribes to the Regence HealthFirst 250 Plan, which
12 does not include a High Deductible option; and

13 **WHEREAS**, the City wishes to add a High Deductible Health Plan to the Employer
14 Master Participation Agreement with AWC for the City of Fircrest employees and their
15 families. Now, Therefore,

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

17 **Section 1.** The City Manager is hereby authorized and directed to execute an amendment
18 to the agreement with the Association of Washington Cities (AWC) Employee Benefit
19 Trust for the AWC Employer Master Participation Agreement to include High Deductible
20 Health Plan for all City employees.

21 **APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF**
22 **FIRCREST, WASHINGTON**, at a regular meeting thereof this 22nd day of September
23 2020.

24 **APPROVED:**

25 **ATTEST:**

26 _____
27 Hunter T. George, Mayor

28 _____
29 Jayne Westman, City Clerk

30 **APPROVED AS TO FORM:**

31 _____
Michael B. Smith, City Attorney

COBRA monthly rates for 2020

Please note: The rates for "spouse" medical coverage only apply when the employee also elects COBRA. If the employee is not enrolled, the spouse will be billed the "employee" rate instead. Similarly, if an adult is not enrolled in COBRA coverage, any children will be billed the "employee" rate.

Regence Blue Shield and Asuris Northwest Health

	HealthFirst® 250	HealthFirst® 500	HDHP/HSA	Accountable Health Network
Employee	773.57	726.95	537.93	738.60
Spouse	780.06	733.87	544.56	744.80
1st child	384.27	360.71	273.05	366.91
2nd child and all others	317.69	299.76	223.56	303.33
Full family	2,255.59	2,121.29	1,579.10	2,153.64

AWC HealthFirst® 250

	2020 rate	% Increase from 2019	2020 WellCity rate
Employee	758.40	0	743.23
Employee & spouse	1,523.16	0	1,492.70
Employee, spouse + one child	1,899.90	0	1,861.90
Employee, spouse + two children (full family)	2,211.36	0	2,167.13
Employee + one child	1,135.14	0	1,112.44
Employee + two children	1,446.60	0	1,417.67
No additional charge for three or more children.			

High Deductible Health Plan (Health Savings Account qualified)

	2020 rate	% Increase from 2019	2020 WellCity rate
Employee	527.38	0	516.83
Employee & spouse	1,061.26	0	1,040.30
Employee, spouse + one child	1,328.96	0	1,302.38
Employee, spouse + two children (full family)	1,548.14	0	1,517.18
Employee + one child	795.08	0	779.18
Employee + two children	1,014.26	0	993.97
No additional charge for three or more children.			



Employer Master Participation Agreement

The AWC Employee Benefit Trust is a plan sponsor for health coverage through the following insurance carriers:

Medical			Dental		Vision	EAP	Life & LTD
1800 Ninth Ave Seattle, WA 98101	528 E Spokane Falls Blvd, Suite 301 Spokane, WA 99202	Kaiser Permanente 601 Union Street, Suite 3100 Seattle, WA 98101	400 Fairview Ave N Seattle, WA 98109-5371	Willamette Dental of Washington, Inc. 6950 NE Campus Way Hillsboro, OR 97124	3333 Quality Drive Rancho Cordova, CA 95670	NBC Tower 455 N. Cityfront Plaza Drive Chicago, IL 60611-5322	Standard Insurance Company 1100 SW 6th Ave Portland, OR 97204

Date form completed	Effective date
If you are making a change, describe it here:	

Employer demographic information

Employer proper name

Pseudonyms/DBA/non-technical employer name/short name

Physical address

Mailing address (if different)

Phone number

Tax ID

Contact/form completed by:

Name	Title	Phone number	Email

Employer policies

Coverage start date, pick one

First day of the month after date of hire.

If the employee's hire date is the first day, or first working day of the month, start the employee's coverage: The first day of that month The first of the month following date of hire

Employees are retroactively covered back to the first day of the month in which they are hired.

Employees have a probationary period and then are covered the first of the month following the date probationary period is complete.

How long is the probationary period? _____

Coverage termination date

Yes No First of the month following date of termination/retirement. If no, explain below:

Varying group policies

Yes No We have different coverage start and/or termination policies for different groups within our organization. If yes, explain below:

Spouse/Domestic Partners

Yes No Spouse/Domestic Partners are eligible to be covered on the employer's plan

Yes No We have a more generous Domestic Partner policy than required by Washington state law (RCW 48.44.900).

Same and opposite gender Same gender only Opposite gender only

Number of employees eligible for any employer-sponsored plan

	Full-time employees	Part-time employees*	Seasonal employees	Elected officials**	LEOFF 1's
Medical					
Dental					
Vision					
Long-term disability					
Life					
EAP					

*What are the minimum hours for a part-time employee to be eligible (must be at least 20 hours/week) _____

**Elected officials include Mayor Council Other _____

Legal agreements

Changes to the Master Participation Agreement: I understand I may make changes to this document to be effective the first day of any month when adequate notice is provided:

- For addition of plan(s), or a change from one plan to another, an updated copy of the Master Participation Agreement should be sent to the AWC Trust office 45-60 days prior to the desired addition/change effective date.
- For termination of a single line of coverage, an updated copy of the Master Participation Agreement should be sent to the AWC Trust office 60 days prior to the desired termination date.
- **Fees:** Cities, towns and non-city entities must be members of the Association of Washington Cities, paying an annual membership fee. AWC Trust rates and requirements are subject to review and/or change by the AWC Trust Board of Trustees at any time.

Life and long-term disability

- We hereby (1) elect to participate in the group life and/or disability insurance coverage under the Association of Washington Cities Employee Benefit Trust (Trust) group life and disability insurance policies issued by Standard Insurance Company; (2) agree to remit premiums on or before the premium due date; (3) agree to be bound by the coverages available to all present and future eligible employees; (4) agree to make the elected coverage available to all present and future eligible employees.
- We understand that the group insurance policies contain limitations and exclusions not described in this Master Participation Agreement. We understand that Certificates of Insurance giving a complete description of the insurance coverage(s) will be provided. We agree to distribute those certificates to insured participants. We agree not to distribute any other description of the terms of insurance coverage(s) without prior written approval of Standard Insurance Company.
- We understand that no insurance coverage for any participant will be in effect prior to the latest of: (a) requested effective date; (b) approval by Standard Insurance Company; and (c) approval of evidence of insurability, if required.

Acknowledgement of terms and Trust agreement

The AWC Employee Benefit Trust is maintained and administered in accordance with the Trust Agreement (as amended periodically), the terms of which are incorporated by reference into this Master Participation Agreement. Employers should review the Trust Agreement, including specifically its terms regarding joining, participating, and terminating participation in the Trust. A copy will be provided to you upon joining the Trust, and an updated copy will be reissued when the Trust Agreement is amended and restated. Additional agreements are outlined within the Interlocal Agreement required by the AWC Trust.

Premium payments are due on or before the 10th of the month in which coverage is active. Payment may be submitted online or by paper check, mailed to the address indicated on your bill.

I have provided these answers as part of the procedure required by the AWC Employee Benefit Trust to provide or change any AWC Trust-sponsored coverage for our employees. I certify that I have reviewed the Trust Agreement, and that the employer agrees to abide by all applicable terms therein. I further certify that all information completed on this form is true, correct, and complete. I understand that the AWC Trust will rely on each answer on this form to ensure underwriting rule compliance. I further understand that it is a crime to knowingly provide false, incomplete, or misleading information to the Board of Trustees for the purposes of defrauding the Trust., and that penalties include imprisonment, fines, and denial of benefits. In addition, the Board of Trustees will have the right to collect any claims payments or other damages.

Signature

Printed name

Title

Date

Plan offerings

Complete **one “plan offering” section for each workgroup or bargaining unit** (i.e. public works, police guild, finance, etc.) If all employees are on the same plans – write “all employees.”

Name of workgroup/
bargaining unit _____

employees eligible _____

AWC Trust plan offerings

Medical

enrolled

You are eligible for plans through either Regence or Asuris, depending on your location. Contact us if you aren't sure which carrier is in your area.



- Regence BlueShield**
- AWC HealthFirst® 250
 - AWC HealthFirst® 500
 - High Deductible Health Plan
 - AHN 250
 - Plan A – LEOFF 1 active employees and retirees only
 - Medicare Advantage EGWP – LEOFF 1 retirees only

- Asuris Northwest Health**
- AWC HealthFirst® 250
 - AWC HealthFirst® 500
 - High Deductible Health Plan
 - Plan A – LEOFF 1 active employees and retirees only

- Kaiser Permanente**
- Kaiser 200
 - Kaiser 500
 - High Deductible Health Plan
 - Non-copay plan – LEOFF 1 retirees only
 - Kaiser Foundation Health Plan of Washington Options, Inc.**
 - Kaiser Access PPO

Dental

enrolled



Employee Assistance Program

enrolled



- Delta Dental of Washington**
- | | |
|---------------------------------|-----------------------------------|
| Dental | Orthodontia |
| <input type="checkbox"/> Plan A | <input type="checkbox"/> Plan I |
| <input type="checkbox"/> Plan B | <input type="checkbox"/> Plan II |
| <input type="checkbox"/> Plan C | <input type="checkbox"/> Plan III |
| <input type="checkbox"/> Plan D | <input type="checkbox"/> Plan IV |
| <input type="checkbox"/> Plan E | <input type="checkbox"/> Plan V |
| <input type="checkbox"/> Plan F | |
| <input type="checkbox"/> Plan G | |
| <input type="checkbox"/> Plan J | |

- Willamette Dental of Washington, Inc.**
- \$10 copay
 - \$15 copay

- ComPsych**
- 1-3 sessions - Standard and included when enrolled on any AWC Trust plan.
 - 1-5 sessions
 - 1-8 sessions
 - Employees with no other AWC Trust coverage
 - 1-3 session
 - 1-5 session
 - 1-8 session

Vision

enrolled



Tax favored accounts



- Vision Service Plan**
- \$0 copay
 - \$10 copay
 - \$25 copay
 - \$10/15 copay

- HSA Bank**
- HSA

- Navia Benefit Solutions**
- FSA
 - HSA
 - HRA
 - COBRA, applies to FSA or HRA

- Second pair option rider

More plan offerings —>

Plan offerings *continued*

Name of workgroup/bargaining unit _____

Life* # enrolled



The Standard

- Basic life
- Flat rate amount:
\$ _____
- Salary based:
_____ x salary,
up to a maximum of
\$ _____

- Accidental Death & Dismemberment
- Dependent Life
 - Option 1: \$1,000
 - Option 2: \$2,000
 - Option 3: \$5,000
 - Option 4: \$10,000
- Employee additional life
- Spouse additional life

Long-term disability* # enrolled



The Standard

- Option 1: 60%; 90-day
- Option 2: 60%; 180-day
- Option 3: 67%; 90-day
- Option 4: 67%; 180-day

- Low risk option 1: 60%; 90-day
- Low risk option 2: 60%; 180-day
- Low risk option 3: 67%; 90-day
- Low risk option 4: 67%; 180-day

*If previous life and/or LTD coverage was not through the AWC Trust, list previous carrier and termination date:

Safety employees, transit drivers, and electrical workers are excluded from low risk options.

Premium contributions

Do employees pay toward Yes No their LTD coverage?

If yes,

Amount employee pays _____ %
Amount employer pays _____ %

Actively at work requirement:

If adding life or long-term disability, is Yes No any employee currently disabled?
If yes, include an attachment with name, date of birth, & last four of SSN.

Other non-AWC plan offerings

	Name of plan/sponsor	# employees eligible	# employees enrolled
Medical			
Dental			
Vision			
Life			
Long-term disability			
EAP			
Tax-favored account(s) HSA/HRA/FSA			

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Department of Commerce CARES Act Grant Contract Amendment #1 ITEM: 10C

FROM: Scott Pingel, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute grant contract Amendment #1 with the Washington Department of Commerce for an additional \$101,500 for reimbursement of COVID-19 related expenses. This amount to be added to the \$203,100 previously approved for a total grant amount of \$304,650.

PROPOSAL: The Council is being asked to authorize the City Manager to execute grant contract Amendment #1 with the Department of Commerce for the additional portion of the CARES Act funds offered to municipalities by the State of Washington dedicated to Fircrest. These funds are for reimbursement of COVID-19 related expenses. The additional amount for Fircrest is \$101,500 in addition to the \$203,100 previously approved, for a total grant amount of \$304,650.

FISCAL IMPACT: The fiscal impact of this proposal is up to \$101,500. The City will be reimbursed through this grant program for all COVID-19 related expenses that are not otherwise reimbursed through other programs.

ADVANTAGES: This grant provides us the opportunity to be reimbursed for COVID-19 related expenses. At this point, expenses incurred related to COVID-19 include the purchase of PPE, shields/barriers for countertops for interacting with the public once City facilities are open again, sanitation materials, unemployment costs, and the purchase of a few laptops and other computer-associated hardware and software to aid in telework and remote meetings. We have also awarded \$129,000 in Business and Rental Assistance grants.

DISADVANTAGES: None identified.

HISTORY: The CARES Act passed by Congress in response to the COVID-19 crisis provided funds for States and cities over 500,000 population. Since the aid package only covered one city in the State of Washington, the State has dedicated \$300 Million of the aid it received to the rest of the state municipalities. Each city is eligible for funds based on population. The City of Fircrest was slated for \$203,100. This additional amount is for another \$101,500 for a total grant amount of up to \$304,650. Eligible expenses are summarized below.

1. Medical expenses
2. Public health expenses
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID19 public health emergency.

4. Expenses of actions to facilitate compliance with COVID-19-related public health measures
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Attachments: [Resolution](#)
[Department of Commerce Grant Contract Amendment](#)

1 **CITY OF FIRCREST**
2 **RESOLUTION NO. ____**

3 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF**
4 **FIRCREST, WASHINGTON, AUTHORIZING THE CITY MANAGER**
5 **TO EXECUTE GRANT CONTRACT AMENDMENT #1 WITH THE**
6 **WASHINGTON DEPARTMENT OF COMMERCE FOR \$101,500 FOR**
7 **REIMBURSEMENT OF COVID-19 RELATED EXPENSES. THIS**
8 **AMOUNT TO BE ADDED TO THE \$203,100 PREVIOUSLY APPROVED**
9 **FOR A TOTAL GRANT AMOUNT OF \$304,650.**

10 **WHEREAS**, the City of Fircrest has been awarded an additional \$101,500 through the
11 Department of Commerce and the Federal CARES Act for reimbursement of COVID-19
12 related expenses; and

13 **WHEREAS**, the City of Fircrest has ongoing COVID-19 related expenses; and

14 **WHEREAS**, the City of Fircrest expects to continue to have COVID-19 related expenses
15 that affect the Fircrest community. Now, Therefore

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

17 **Section 1.** The City Manager is hereby authorized and directed to execute grant contract
18 Amendment #1 with the Washington Department of Commerce for an additional \$101,500
19 for reimbursement of COVID-19 related expenses.

20 **APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF**
21 **FIRCREST, WASHINGTON**, at a regular meeting thereof this 22nd day of September
22 2020.

23 **APPROVED:**

24 _____
25 Hunter T. George, Mayor

26 **ATTEST:**

27 _____
28 Jayne D. Westman, City Clerk

29 **APPROVED AS TO FORM:**

30 _____
31 Michael B. Smith, City Attorney

Amendment

Contract Number: 20-6541C-183
Amendment Number: A

**Washington State Department of Commerce
Local Government Division
Community Capital Facilities Unit
Coronavirus Relief Fund for Local Governments**

1. Contractor City of Fircrest 115 Randall Street FIRCREST, Washington 98466-6999		2. Contractor Doing Business As (optional)	
3. Contractor Representative (only if updated) Scott Pingel City Manager (253) 564-8901 spingel@cityoffircrest.net		4. COMMERCE Representative (only if updated) Tryg Hoff Project Manager (360) 725-2779 Fax 360-586-5880 tryg.hoff@commerce.wa.gov	
5. Original Contract Amount (and any previous amendments) \$203,100.00	6. Amendment Amount \$101,550.00	7. New Contract Amount \$304,650.00	
8. Amendment Funding Source Federal: X State: Other: N/A:		9. Amendment Start Date Date of Execution	10. Amendment End Date November 30, 2020
11. Federal Funds (as applicable): \$304,650.00	Federal Agency: US Dept. of the Treasury	CFDA Number: 21.019	
12. Amendment Purpose: To provide additional funding for costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) during the period of March 1, 2020 thru November 30, 2020. Final invoices must be received by December 15, 2020.			

COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract As Amended and attachments and have executed this Contract Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract As Amended are governed by this Contract Amendment and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget & Invoicing, Attachment "C" – A-19 Certification, Attachment "D" – A-19 Activity Report. A copy of this Contract Amendment shall be attached to and made a part of the original Contract between COMMERCE and the Contractor. Any reference in the original Contract to the "Contract" shall mean the "Contract as Amended".

FOR CONTRACTOR _____ Scott Pingel, City Manger _____ Date	FOR COMMERCE _____ Mark K. Barkley, Assistant Director, Local Government Div _____ Date APPROVED AS TO FORM ONLY _____ Sandra Adix Assistant Attorney General _____ 3/20/2014 Date
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Amendment

This Contract is **amended** as follows:

Contract amount has been increased by \$101,550.00.

Contract end date has been extended from October 31, 2020 to November 30, 2020.

Final reimbursement request must be received by December 15, 2020.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Approval of Additional Business and Rental Assistance Grants for the Fircrest Business and Tenant Assistance Program

ITEM: 10D

FROM: Scott Pingel, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing additional Business and Rental Assistance grants totaling up to \$101,500 per the Fircrest Business and Tenant Assistance Program established by City of Fircrest Resolution No. 1663.

PROPOSAL: The Council is being asked to authorize additional Business and Rental Assistance grants of up to \$101,500 per the City's Business and Tenant Assistance Program. This amount is equal to the additional funds provided by the State through the Department of Commerce.

FISCAL IMPACT: The fiscal impact of this proposal is up to \$101,500. The City will essentially provide an additional round of assistance grants for any businesses or renters that have been impacted by COVID-19 that were unable to apply the first time.

ADVANTAGES: This program allows the City to provide additional assistance to the community for the impacts of COVID-19.

DISADVANTAGES: None identified.

HISTORY: The City recently approved grant awards to 29 businesses and 9 renters for a total of \$129,000 through the City's Business and Tenant Assistance Program. Additional funding from the State provides the opportunity to ensure that all those impacted by COVID-19 have the opportunity to receive some assistance.

Attachments: [Resolution Exhibit A COVID-19 Business Assistance Grant Criteria and Procedures](#)

1 **CITY OF FIRCREST**
2 **RESOLUTION NO. ____**

3 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST,**
4 **WASHINGTON, AUTHORIZING ADDITIONAL BUSINESS AND RENTAL**
5 **ASSISTANCE GRANTS TOTALING UP TO \$101,500 PER THE FIRCREST**
6 **BUSINESS AND TENANT ASSISTANCE PROGRAM ESTABLISHED BY CITY**
7 **OF FIRCREST RESOLUTION NO. 1663.**

8 **WHEREAS**, on July 28, 2020, the Fircrest City Council established the Fircrest Business
9 and Tenant Assistance Program to provide assistance grants to the Fircrest Community
10 through the City's grant contract with the Washington State Department of Commerce per
11 City of Fircrest Resolution No. 1663; and

12 **WHEREAS**, the City of Fircrest has been awarded an additional \$101,500 through the
13 Department of Commerce and the Federal CARES Act for reimbursement of COVID-19
14 related expenses; and

15 **WHEREAS**, the City of Fircrest has ongoing COVID-19 related expenses; and

16 **WHEREAS**, the City of Fircrest expects to continue to have COVID-19 related expenses
17 that affect the Fircrest community. Now, Therefore

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

19 **Section 1.** The City Manager is hereby authorized to award additional Business and Rental
20 Assistance grants totaling up to \$101,500 per the Fircrest Business and Tenant Assistance
21 Program established by City of Fircrest Resolution No. 1663.

22 **Section 2.** Exhibit A provides updated grant criteria and procedures for this additional
23 grant amount.

24 **Section 3.** The Recitals and references Exhibit are incorporated herein by this reference.

25 **APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF**
26 **FIRCREST, WASHINGTON**, at a regular meeting thereof this 22nd day of September
27 2020.

28 **APPROVED:**

29 _____
30 Hunter T. George, Mayor

31 **ATTEST:**

Jayne Westman, City Clerk

1 **APPROVED AS TO FORM:**

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Michael B. Smith, City Attorney

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Exhibit A

COVID-19 Business Assistance Grant Criteria and Procedures

Purpose

To assist small businesses located within the City of Fircrest, the City of Fircrest is committing up to an additional \$101,500 in CARES Act Grant Funds to provide financial support to businesses impacted by COVID-19 restrictions. The following are the criteria for financial support:

Criteria for Financial Support:

- All financial support provided under this program is for costs incurred related to the COVID-19 pandemic between March 1, 2020 and October 1, 2020. Applicants will not be eligible for grant funds unless they indicate on the application that they understand eligible costs for which grant funds may be used.
- The business must be a current Fircrest business and have had a Fircrest business license and a physical location in the City of Fircrest on or before March 1, 2020. The business must also have been in business for one year from the date of grant application.
- The business has less than 25 Full-Time Equivalent employees.
- Grants cannot be made to businesses owned, or partially owned, by managers, officers, directors or public officials associated with the City of Fircrest.
- The business must have experienced a loss of income due to the COVID-19 pandemic.
- The business must be able to demonstrate with financial statements or tax returns that they were profitable prior to the disruption caused by the COVID-19 pandemic.
- Grant awards will be based on the information submitted on the Business Assistance Grant Application and available grant funds.
- Priority will be given to businesses not eligible for federal or state programs providing equal or greater economic relief, and that demonstrate and explain the need for assistance.
- Applicants are strictly forbidden to use these grants funds for business expenses for which they have already received or may receive other State or Federal grant funds.

Grant Funds are eligible for:

- Payment of rent or required monthly loan payments
- Payment of Utility Costs
- Costs incurred during a reopening process, including the additional business interruption that happens when a small business must limit their accessibility to the public, and for displaying and/or communicating state-based requirements for public access.
- Operating costs for the purchase of items meant to protect the public and employees, such as protective masks and hand sanitizer, and other costs incurred by installing required safety measures in order to reopen a business.

Grant Funds are ineligible for:

- Any expense not related to the impacts of COVID-19.
- Any expense that would not be considered an eligible business expense by IRS rules.
- Political contributions
- Bonuses to owners or employees
- Wages to any member of owner's family who is not a bona fide employee.
- Charitable contributions
- Gifts or parties
- Draw or salary to owner that exceeded the amount that they were paid on a weekly or monthly basis for the same period last year.
- Pay down or pay off debt by more than required in the underlying debt instrument.

Process

- Business owner fills out Fircrest Business Assistance Grant Program application before application due date of October 31st, 2020, or as amended.
- After due date, the City of Fircrest application review team will review all applications to ensure eligibility and make award decisions.
- Awardees will be notified within 2 weeks of the due date of their grant award and amount.
- Checks for grant awards will be presented to the City Council for voucher approval and delivery by November 30, 2020.

FIRCREST CITY COUNCIL AGENDA SUMMARY

COUNCIL MEETING DATE: September 22, 2020

SUBJECT: 10E Memorandum of Understanding with the City of University Place regarding the University Place/Fircrest Pierce Transit Board Seat

FROM: Scott Pingel, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute a Memorandum of Understanding with the City of University Place about representation on the Pierce Transit Board of Commissioners.

PROPOSAL: On July 22, 2020, at the Pierce Transit Board Composition Review Meeting, the members present unanimously voted to change the composition of the Board. Under the new Board composition, the cities of University Place and Fircrest will now share one seat to represent both cities. It was mutually agreed upon that Councilmember Kent Keel will represent our cities for the first two years and thereafter, we will rotate seats every two years. A Memorandum of Understanding will solidify this agreement.

FISCAL IMPACT: Adopting this resolution will not have a significant fiscal impact.

ADVANTAGES: To assure that Fircrest and University Place are represented, and their concerns are addressed, it is important that there would be no lapse in representation.

DISADVANTAGES: None of significance.

ALTERNATIVES: Take no action and not agree to the Memorandum of Understanding.

HISTORY: Prior to the July 22, 2020 Board Composition Review meeting, the City of Fircrest along with the cities of Auburn, Pacific, Gig Harbor, and the towns of Ruston and Steilacoom were represented by Nancy Henderson. Under the new Board composition, the cities of University Place and Fircrest will now share one seat to represent both cities. According to Pierce Transit Code Section 2.02.010, Pierce Transit Board members shall serve three-year terms.

Attachment(s): [Resolution](#)
[Memorandum of Understanding](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF FIRCREST, WASHINGTON, AUTHORIZING THE
CITY MANAGER TO SIGN A MEMORANDUM OF
UNDERSTANDING WITH THE CITY OF UNIVERSITY
PLACE ABOUT THE REPRESENTATION OF THE PIERCE
TRANSIT BOARD OF COMMISSIONERS.**

WHEREAS, the Board of Commissioners for Pierce Transit unanimously voted to change the composition of the Board; and

WHEREAS, the cities of University Place and Fircrest will now share a seat and will need to elect a representative to serve on the Pierce Transit Board to represent both cities; and

WHEREAS, pursuant to Pierce Transit Bylaw Section 2.02.010, the members of the board shall serve a three-year term; and

WHEREAS, it is important to assure that Fircrest and University Place are continuously represented;

WHEREAS, it is mutually agreed upon that an understanding between the City of Fircrest and the City of University Place shall be in place to ensure equal and continuous representation on the Pierce Transit Board; 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 a Memorandum of Understanding with the City of University Place about the representation of the Pierce Transit Board of Commissioners.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 22nd day of September 2020.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jayne Westman, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITIES OF FIRCREST & UNIVERSITY PLACE REGARDING REPRESENTATION ON THE PIERCE
TRANSIT BOARD OF COMMISSIONERS**

WHEREAS, RCW 36.57A.055 provides for the periodic readjustment of the membership of Pierce Transit; and

WHEREAS on July 22, 2020 at the Pierce Transit Board Composition Review meeting, the members present unanimously voted to change the composition of the Board; and

WHEREAS, prior to the July 22, 2020 Board Composition Review meeting, the City of University Place was solely represented on the Pierce Transit Board of Commissioners (“PTBOC”); and

WHEREAS, under the new Board composition, the cities of University Place and Fircrest will now share a seat; and

WHEREAS, both the City of Fircrest and the City of University Place (collectively “Cities”) wish to memorialize an agreement wherein they would alternate representation to Pierce Transit;

NOW THEREFORE, the Cities of Fircrest and University Place agree as follows:

1. Beginning with that term commencing on or about October 12, 2020, the Cities shall alternate representation of their shared seat on the PTBOD, commencing first with a representative identified by the University Place City Council and then to a representative identified by the Fircrest City Council.
2. The City whom enjoys the right of appointment shall notify the other of their intended nominee sufficiently in advance so that the non-appointing City may timely cast it’s ballot for the intended nominee. Upon timely notification of the intended nominee, both city councils agree to appoint the intended nominee as both cities’ representative on the Pierce Transit Board of Commissioners.
3. This Memorandum of Understanding shall remain in effect upon execution and until the earlier of January 1, 2035 or such time that a subsequent review of the composition of the PTBOC determines that either (a) the Cities would no longer share a seat; or (b) that this seat currently shared by the Cities would also be shared by one or more municipalities. In advance of the expiration, representatives from the Cities agree to meet and confer on whether this agreement should be renewed or modified.

4. This agreement is not intended to constitute a formal interlocal agreement pursuant to chapter 39.34 RCW.

For the City of Fircrest:

By: _____
Hunter T. George
Mayor

Attest:

Jayne Westman
City Clerk

Approved as to Form:

Michael B. Smith
City Attorney

For the City of University Place:

By: _____
Caroline Belleci
Mayor

Attest:

Emelita J. Genetia
City Clerk

Approved as to Form:

Matthew S. Kaser
City Attorney