

**FIFE CITY COUNCIL**

**Fife City Hall  
Council Chambers**

**Date: October  
26, 2010  
Time: 7:00 p.m.**

**CALL TO ORDER AND ROLL CALL**

The following members were present: Mayor Johnson, Councilmember Alveshere, Councilmember Hull, Councilmember Godwin, Mayor ProTem Cerqui, and Councilmember Hulcey.

The following members were Excused / Absent: Councilmember de Booy.

Staff Present: Steve Worthington, City Manager, Steve Marcotte, Assistant City Manager, David DeGroot, Finance Director, Greg Amann, Assistant City Attorney, Russ Blount, Public Works Director, Carl Durham, Community Development Director, Kurt Reuter, Parks and Recreation Director, Cindy L Dunn, Acting Deputy Clerk, Andrea Edwards, Executive Assistant, Chris Pasinetti, Associate Planner, Shawn Zilbert, Network Administrator, Judge Kevin Ringus, and Commander Tim Floyd.

Staff Excused / Absent: Brad Blackburn, Chief of Police.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor ProTem Cerqui.

**CHANGES, ADDITIONS OR DELETIONS TO AGENDA**

An introduction of a new employee was added under Special Presentations.

**CITIZENS COMMENTS ( Items not on the agenda )**

John Wolfe, Port of Tacoma CEO, talked about the committed strong partnership between the Port and the City of Tacoma. He discussed the commitment to work on transportation between the Port and surrounding areas with emphasis on the City of Fife.

Mike Seeger, owner of Fife Flowers, stated he's been following the budget process and is impressed by the City's work and also with the current bond rating the City received. He also talked about the road work on Valley and how the speed limit signs are still only 25 mph and hopes that will change soon.

Director Blount stated early December the construction work will be completed and the speed limit will return to the regular speed of 35 mph.

## CONSENT AGENDA

**Approval of Minutes: Date: September 28, 2010 Council Meeting October 12, 2010 Council Meeting**

September 28, 2010 Minutes

October 12, 2010 Minutes

**Approval of Vouchers: Payroll: #47202 - 47247 \$783,957.44 Claims: # Claim: #80911 - 81068 \$1,555,809.79 c. Set a Special Meeting/Executive Session for November 2, 2010 at 7:00 p.m. Fife City Hall**

Payroll Vouchers

Claim Vouchers

**Councilmember Alveshere moved, seconded by Councilmember Hull, to approve the consent agenda as presented.**

**Motion carried unanimously.**

Mayor Johnson introduced new employee Shawn Zilbert, IT Support. He gave a brief summary about Shawn and his accomplishments.

Shawn Zilbert thanked Council and Staff for the opportunity to work at the City of Fife. Shawn then spoke to the Council thanking them for the opportunity at the City of Fife.

## SPECIAL PRESENTATIONS

### 2011 State and Federal Legislative Agenda (Marcotte)

#### 2011 Legislative Agenda

City Manager Steve Worthington stated that the City of Fife prepares an annual Legislative Agenda prior to the start of the Legislative Session to focus attention on State-level issues of concern to the City. Council and staff also work with a consulting firm, Petrizzo Strategic Group, in Washington DC to track Federal issues and to help identify potential Federal funding sources. He provided a video conference call with Mr. Justin LeBlanc from Pettrizzo Strategic Group. Justin has been the City's Federal Government Affairs representative for several years. Justin discussed the upcoming congressional session and some of the opportunities the City may have such as Providing assistance for flood protection, funding for currently planned Right-of-Way Acquisitions for SR-167, maintaining current support to Cities, enhancing financial flexibility and supporting efforts maintaining local streets.

### **Valley Avenue Ribbon Cutting Recap (Blount)**

#### **Valley Ave Ribbon Cutting**

Director Blount reviewed the ribbon cutting ceremony on Valley Avenue. He also provided a slide show of the event. He stated the widening of Valley Avenue East between 70th Avenue East and Freeman Road East was Fife's #1 priority transportation project between 2003 and 2009. While construction issues remain Valley Avenue was ready and able to be opened to four-lane traffic for the first time the morning of October 15, 2010. He showed pictures of Council, staff, Fife residents and citizens who attended.

He stated today they are planting trees and follow up work will continue until early next week. Recapping work completed and work to be done.

Mayor ProTem Cerqui talked about the ceremony thanking for the nice event and looks forward to the complete project.

Councilmember Alveshire complimented on the event and how the project has bee

### **Halloween Carnival Promo (Westover)**

#### **Halloween 2010**

Lt. Westover, reviewed the upcoming Halloween Carnival that will be held, Sunday, October 31th from 5:00 pm to 7:00 pm. at the Community Center. He stated it will be a safe event for local kids. Food donations will go to the local food bank.

### **Frank Albert Parkway Trail Dedication Promo (Reuter)**

#### **Frank Albeert Parkway Trail**

Director Reuter discussed the Frank Albert Parkway Trail dedication ceremony. He stated the PRCS department recently completed pervious paving work on two trail sections within the city. The locations included Frank Albert Parkway and Fed Ex Trails. The project bid was awarded to T. Miller Construction. City staff has conducted final inspection and accepted the project as complete. A ceremony to acknowledge completion of this work will be held on Saturday, October 30th at 10:00a.m. Trails were identified as a top priority in the resident survey conducted as part of our 2008 Parks, Recreation & Open Space Plan. Taking this information in to account, staff has continued to work on development of our trail system within the city. Completion of this project represents another step toward improving the non-motorized transportation system in our city. Staff appreciates the support of council for projects of this type and would like to extend an invitation to Council to attend the dedication ceremony. Gave a brief recap on the trail paving. He thanked consultants David Evans and Assoc., T-Miller construction, AMB Partners for their support on the project.

## **COUNCIL DELEGATE REPORT**

Councilmember Hulcey stated he met with the Fife Historical Society and they are setting up a rate for rentals.

Councilmember Hull stated he attended a Pierce County Regional Meeting about population growth on Thursday, October 21st.

Mayor ProTem Cerqui stated he filled in for Mayor Johnson at the Valley Avenue ribbon cutting ceremony. He also attended the Valley Cities meeting with Ken Gill from Public Works, in Renton last Friday, October 22nd. They talked about street utilities and construction projects.

Councilmember Alveshire stated he attended the Valley Avenue ribbon cutting ceremony.

Mayor Johnson thanked Mayor ProTem Cerqui for his help.

## **PUBLIC HEARING**

### **2011 Budget (DeGroot)**

#### **Second Public Hearing on the 2011 Budget**

Director DeGroot presented information on the 2011 Budget as the City's second Public Hearing. He stated the 1st Public Hearing was held on October 12, 2010 and a Revenue Hearing was held on September 28, 2010. He reviewed revenues and the different sources of those revenues such as taxes, licenses and permits and fines. He spoke about planned expenditures and ending fund balances. He stated the 2011 Preliminary budget is the City Manager's recommendation to the Council. It was developed through an extensive process which included department director request and recommendations and Council policy decisions obtained through a series of Council budget study sessions and public hearings.

City Manager Worthington discussed staff recommendations of expenses and the incoming revenues. Discussed large under performance from lodging tax and the need to increase the expense by an additional \$20,000 for marketing and reserve money to support next year's Harvest Festival. He discussed adding an officer to the Police Department and park maintenance for the ball park and start up money for the Art Commission.

Councilmember Godwin asked about the History Museum project needing to be complete in 2011 if money was taken out of the REET fund.

Assistant City Manager Worthington stated the money can only be used for capital expenditure and not necessarily in 2011.

Public Hearing was opened to the Public.

No public comments.

Hearing was closed

**2010 Comp Plan Amendments (Durham)**

**Public Hearing Ord 1728 2010 Comp Plan Amend**

Chris Pasinetti, Planner discussed the 2010 Comp Plan Amendments. He stated the 2010 Comprehensive Plan Amendments include the Transportation 6 year TIP, Land Use review, School District's CFP's, Capital Facilities and Housing Element review.

No Council comments.

Open Public Hearing

No public comment.

Hearing Closed

**ORDINANCES AND RESOLUTIONS ORDINANCES:**

**#1726 2011 Budget (DeGroot)**

**Ord 1726**

Deputy Clerk Dunn read the title of Ordinance #1726:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON ADOPTING THE FINAL BUDGET FOR THE CALENDAR YEAR 2011.

Director DeGroot reviewed the 1st read of Ordinance #1726 for the adoption of the 2011 Budget. He stated the City Council, as the elected legislative authority for the City of Fife, controls City expenditures through the annual budget process. This process, as required by State law, provides for Council oversight and citizen review through several required public hearings prior to any expenditure of City monies. By adopting the annual Budget Ordinance, Council creates "appropriations" for each fund, which serve as the limit of spending authority for each fund and expenditures cannot legally exceed the appropriations for each fund. As a matter of policy, the City of Fife adopts an annual budget at the fund level, meaning that Council establishes the total level of expenditure for each fund rather than individual line items. This draft of Ordinance 1726 includes all proposed budget changes approved by Council during first reading. When adopted by

Council, the attached Budget Ordinance will authorize total expenditures of \$53,071,522 for all funds, with an additional \$20,098,908 to be retained in ending fund balances. For the General Fund, total expenditures for all departments are authorized at \$13,462,702 with \$3,714,307 projected as ending fund balance. The Budget was developed through an extensive process involving a series of Council workshops to determine budget priorities. The City Manager then developed the detailed Preliminary Budget. The Budget, as presented, is a balanced budget in that planned expenditures are kept within expected available resources. The required public hearing for the Revenue Budget was held on September 28, 2010, the two required public hearings on the Preliminary Budget were held on October 12, 2010 and October 26, 2010, and first reading of the Budget Ordinance was held on October 26, 2010. State law requires final adoption of the annual budget ordinance by year end.

Council asks staff questions and voiced their opinions regarding options to fund various events, commissions and departments.

**Councilmember Alveshere moved, seconded by Mayor ProTem Cerqui, to approve Ordinance #1726 2011 Budget as amended.**

**Motion carried unanimously.**

**Mayor ProTem Cerqui moved, seconded by Councilmember Alveshere, to approve to amend Ordinance #1726 2011 Budget to include money from Council Project fund, \$25,000 for Harvest Festival and \$7,000 for the parade float, money from Lodging Tax, \$5,000 for Chamber of Commerce and \$4,500 for the Sports Commission, money from utility fund and general fund, \$20,000 for Marketing.**

**Motion carried unanimously.**

**#1724 Amending FMC Creating Separate Offices Fin/Treasurer and City Clerk (Marcotte)**

Ordin 1724

Deputy Clerk Dunn read the title of Ordinance #1724:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY WASHINGTON AMENDING SECTIONS 2.20.010, 2.20.020, AND 2.20.030 OF THE FIFE MUNICIPAL CODE CREATING SEPARATE OFFICES OF THE FINANCE DIRECTOR/TREASURER AND CITY CLERK.

Assistant City Manager Marcotte stated Cities in Washington are required to have the offices of City Clerk and City Treasurer and have the option to create a combined Clerk-Treasurer position. Fife, like many small cities, uses this option in recognition of small staff size and relatively less complex issues. As cities grow in size and complexity, this option becomes less practical and we are now recommending splitting these functions to

allow them to be assigned to separate staff members who possess the appropriate professional knowledge. Fife has had a combined Clerk-Treasurer position since 1979. In 2002, the City created the position of Finance Director and combined it with the Clerk-Treasurer position. Currently, the City has an Acting Finance Director who also performs the function of City Treasurer and an Assistant City Manager who also serves as the City Clerk. Most of the actual day-to-day functions of the City Clerk are performed by the Deputy City Clerk. Over the past several months, staff has been identifying areas where the Fife Municipal Code needs to be updated either because its language is obsolete, or where it no longer reflects current State law, or where the City's actual practices have evolved to meet current needs. The combined position of Clerk-Treasurer is common in small cities but becomes less common as cities grow in size and complexity. For example, a review of the AWC JobNet last June showed four communities recruiting for City Clerks. The two larger communities, Richland and Maple Valley, were recruiting for just a City Clerk while the two smaller communities, Vader and Winlock, were recruiting for combined Clerk-Treasurers. In recent years, Fife has grown considerably both in population and business. This has brought the need for increased professionalism and specialization in both the Treasurer and Clerk roles. The Treasurer now oversees more complex banking relationships and maintains a portion of the investment portfolio directly in addition to investing with the State Treasurer. The City Clerk now supports Council meetings directly, administers approximately 1200 business licenses, and processes a large volume of public records requests. The functions of the Treasurer and Clerk require specialized professional training that is not overlapping or, even closely related. These are, simply, two very different jobs. Ordinance No. 1724 amends Fife Municipal Code to create a Finance Director/Treasurer position, who is also the Auditing Officer as required by State law and a separate City Clerk position, who is also the License Officer responsible for the City's business licenses and is the designated Public Records Officer as required by State law. Both positions are appointed by the City Manager and would have the compensation set by the Council in the City's annual budget. The intention is to assign these functions to existing staff and there is no intention to add staff as a result of this change.

**Councilmember Hull moved, seconded by Mayor ProTem Cerqui, to approve Ordinance #1724 Amending FMC Creating Separate Offices Fin/Treasurer and City Clerk.**

**Motion carried unanimously.**

**#1725 Adjusting Water GFC Rates for Expanding Manufacturing Businesses (Blount)**

Ord 1725

**Mayor ProTem Cerqui moved, seconded by Councilmember Alveshere, to Remove Ordinance #1725 Adjusting Water GFC Rates for Expanding Manufacturing Businesses from being tabled.**

**Motion carried unanimously.**

**Councilmember Hull moved, seconded by Councilmember Alveshere, to approve Ordinance #1725 Adjusting Water GFC Rates for Expanding Manufacturing Businesses as amended.**

**Motion carried unanimously.**

**Councilmember Alveshere moved, seconded by Mayor ProTem Cerqui, to approve to amend Ordinance #1725 Adjusting Water GFC Rates for Expanding Manufacturing Businesses removing the language "serving a single business on a single tax parcel".**

**Motion carried unanimously.**

Deputy Clerk Dunn read the title of Ordinance #1725:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON REGARDING WATER GENERAL FACILITY CHARGES AND AMENDING FIFE MUNICIPAL CODE SECTION 13.04.095.

Assistant Attorney Amann stated that there was a previous amendment from last Council Meeting Councilmember Godwin asked to amend the ordinance to remove section A for the increase of the GFC's from the ordinance.

Councilmember Godwin stated he has since had an opportunity to talk to the Finance staff about funding.

Director Blount reviewed funding regarding LID's and GFC's. He also reviewed analysis of the charges.

Councilmember Alveshere voiced a few comments regarding the increased GFC charges.

Council voted on the previous amendment from the last Council meeting. Councilmember's Godwin and Hulcey voted "Yes" and Councilmember's Alveshere and Hull along with Mayor ProTem Cerqui and Mayor Johnson voted "No". Amendment did not pass.

### **CITY MANAGER REPORT**

City Manager Worthington talked about road construction work and road closures. He stated Levee Road from 54th to Frank Albert Road will be closed for the next 10 days for and overlay project.

Director Blount stated that 70th Street East from South of 43rd to Levee will be closed to through traffic starting October 26th during the weekdays.

City Manager Worthington reviewed Council calendar's in the next couple of months. He talked about timelines for the City Manager search and he asked Council about holding the City Manager selection reception at the Dacca Barn. Council decided to hold the reception at Dacca Barn on November 12, 2010 from 6:00 pm - 8:00 pm. He discussed using the November 16th Special Meeting for the selection of the City Manager.

**COUNCILMEMBER COMMENTS**

Councilmember Alveshere reminded registered voters to vote in the upcoming elections.

Councilmember Hull stated at the last Pierce County Regional Council Meeting a strongly worded letter from the Council to King County about their transportation project rules.

**CITIZEN COMMENTS**

Aaron Williams, Director of the Fife, Milton, Edgewood Chamber of Commerce spoke about local business views on funding street maintainance projects projects and their lack of support for funding the projects.

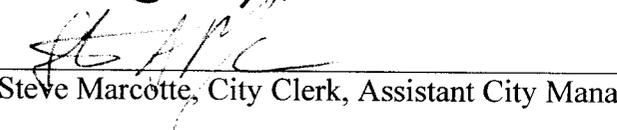
**ADJOURNMENT**

**Councilmember Godwin moved, seconded by Councilmember Alveshere, to adjourn at 9:51 pm.**

**Motion carried unanimously.**



Barry D. Johnson, Mayor



Steve Marcotte, City Clerk, Assistant City Manager

Prepared by Cindy Dunn, CMC, Deputy City Clerk