

FIFE CITY COUNCIL MINUTES

**Fife City Hall
Council Chambers**

**Date: May 27, 2008
Time: 7:00 p.m.**

**EXECUTIVE
SESSION**

Mayor Johnson convened an executive session at 6:30 p.m. for the purpose of Real Estate RCW 42.30.140 for approximately 20 minutes.

ADJOURNMENT

Mayor Johnson adjourned the executive session at 6:58 p.m.

**CALL TO ORDER
AND ROLL CALL**

Mayor Johnson called the regular meeting of the Fife City Council to order at 7:03 p.m. with the following Councilmembers present: Richard Godwin; Glenn Hull, Butch Brooks, Barry Johnson, Rob Cerqui, Nancy de Booy, and Kim Roscoe.

Staff Present: City Manager Steve Worthington, Finance Director Steve Marcotte, Public Works Director Russ Blount, Confidential Administrative Assistant Andrea Richards, City Attorney Greg Amann, Police Chief Brad Blackburn, City Marketing Coordinator Laura Potter, Director of Parks, Recreation & Community Services Kurt Reuter, Assistant City Engineer Ken Gill, Assistant Police Chief Mark Mears, GIS/CADD Tech David Sherfield, Senior Engineering Technician Construction Specialist Cary Maschner, and Recording Secretary Cheri Lindgren.

**PLEDGE OF
ALLEGIANCE**

Councilmember de Booy led the pledge of allegiance.

**CHANGES,
ADDITIONS OR
DELETIONS TO
AGENDA**

Resolution No. 1211 – Interlocal Agreement – City of Edgewood to fund a preliminary assessment of the cost of sewer service by Fife to a portion of Edgewood was added to the agenda as item 8F.

**CITIZEN
COMMENTS**

Kenny Nieto testified that a Fife Police Officer stopped his wife earlier in the afternoon on Levee Road. His wife is eight months pregnant and she had their infant daughter in the car. Ms. Nieto did not realize her driver's license had expired. The officer took her license and had the towed vehicle towed. Ms. Nieto was left standing on the road with her infant daughter. The car was legally registered and insured. He said when his wife called him, he could hear the officer in the background saying, "give me the keys to the car" repeatedly. Levee Road is a narrow street and is unsafe for pedestrians. The officer refused to give her a ride and said he was in a hurry. The incident was very upsetting.

Karen Robinson Nieto stated the officer should have used some discretion. She said she went to Fife Towing to retrieve her vehicle and the company would not accept her copy of the proof of insurance document. Fife Towing wanted the insurance company to fax a copy of the proof of insurance. She had to pay \$167 to get car out of the impound yard. The incident was unnecessary. She said her license was renewed in February 2007. The officer was rude and did not care. Ms. Nieto said she also has a doctor's note that states she should limit her activity.

Mayor Johnson reported the Excellence in Public Service Award plaques will be displayed in the lobby at City Hall.

New Employees

Mayor Johnson introduced new employees Assistant Police Chief Mark Mears and GIS/CADD Technician David Sherfield. Council and staff individually welcomed the new employees.

Mr. Mears and Mr. Sherfield commented positively on the welcome they have received by City employees and the Council.

Tall Ships Contest Winner Announcement

Marketing Coordinator Potter reported the Marketing Office designed a contest to solicit citizen entries and provide an opportunity for citizens to win Lady Washington sails tickets, event tickets, and passes to the Tall Ships event. Citizens can enter at www.cityoffife.org and follow the link to *Win Tall Ship Tickets*. Mayor Johnson drew the names of the following winners:

- Andrea Labow - two tickets to the welcoming the ceremony
- Jay Israel - two tickets to the VIP tent

The next round of winners will be announced on June 10, 2008. Mayor Johnson revealed that June's code word is "brig."

COUNCIL DELEGATE REPORT

Councilmember Brooks reported a number of citizens approached him and asked for additional information on the proposed Local Improvement District (LID) in the Firwood area. Proponents are talking with the residents. Property owners want to confirm the accuracy of the information.

Councilmember Brooks said another issue involves the start date for the construction project on Valley Avenue and what residents can expect in terms of traffic impacts. He asked staff to conduct extensive public outreach strategies, including publicizing information in the *Fife Free Press* to inform citizens about the project.

Councilmember Cerqui reported the Lodging Tax Advisory Committee (LTAC) recently met and initiated a process to solicit funding proposals for the 2009 budget cycle. Members are actively recruiting for a vacancy on the LTAC.

Councilmember Cerqui reported on the recent loss of a Fife historic landmark, the Firwood Roadhouse Tavern because of a fire. He commended local police officers and fire departments for their professional response to the incident.

Councilmember de Booy reported on the Council and staff's trip to Washington D.C. to meet with the City's legislative delegation and the City's lobbyist, Strategies 360. Discussions included funding and appropriation requests for Fife and the surrounding community. Legislators were apprised of the importance of the SR167 project to the Port of Tacoma and Fife. It was a successful trip.

Councilmember Roscoe reported a Fife School District (FSD) Facilities Committee forwarded recommendations to the school board concerning additions and improvements to Fife High School, full modernization at Surprise Lake Middle School, and smaller projects for Endeavor Intermediate. A bond issue is required. A preliminary analysis of the impact on tax rates indicates FSD will still have one of the lowest tax rates in Pierce County. The North Pierce County Coalition published an annual report highlighting successes during the 2007/2008 school year. The school board is currently meeting. She acknowledged organizations that have donated funds to the FSD.

Councilmember Roscoe reported on her attendance to next week's Zoo Trek meeting. An expansion project has been completed. An invitation only grand opening is scheduled for May 28, 2008.

Councilmember Roscoe commented that not all Radiance neighborhood residents are part of the FSD. She encouraged citizens to inform FSD officials about their interest in becoming part of the district.

Councilmember Roscoe left the meeting.

Mayor Johnson reported staff and Councilmembers also discussed the Federal Emergency Management Agency (FEMA) floodplain overlay with representatives in Washington D.C. Funding for the Port of Tacoma overpass has been pushed out three years. Representative Adam Smith submitted a \$3.7 million appropriation for the 70th widening project. However, appropriations are uncertain pending upcoming elections.

ORDINANCES AND RESOLUTIONS

ORDINANCES

#1669 Amending 2008 Budget City Clerk/Finance Director Marcotte read the title of Ordinance No.1669:

An ordinance of the City Council of the City of Fife, Pierce County, Washington, amending the budget for the calendar year 2008 as adopted.

Director Marcotte reported the ordinance addresses several areas:

- Adjusting estimated beginning fund balances to reflect actual cash balances at the beginning of the year reducing the aggregate cash balance of all funds by \$1,646,826.
- There was a significant omission of labor costs within the Communications Division of the Police Department, as well as, labor estimate errors in other funds. The problems were identified through a detailed review of the labor projection spreadsheet. The aggregate impact of the errors totals \$428,675 in underestimated labor costs.

- Some City projects were budgeted in 2007 but not completed until 2008, which requires a carryover of a portion of the 2007 appropriations to the 2008 budget. Carryovers along with other budget corrections require an increase of \$270,867 across all funds.
- Several new budget items were not contemplated when the 2008 budget was prepared, such as banking charges resulting from a change in the City's banking practices. The unanticipated costs require an increase for the general fund of \$18,100.

Director Marcotte reported the aggregate impact to the City is a negative \$1.3 million than projected. Approximately \$900,000 can be attributed to funds anticipated from the Tribe in 2007, which were not received until after the official closure of 2007 financials.

Director Marcotte described the change in the City's banking practices.

Director Marcotte stressed the importance of ensuring correct budget figures are adopted prior to the Council's June 7, 2008 budget retreat. The budget modification does not include impacts associated with the City Manager's plan to reduce expenditures. Staff recommends approval of the ordinance.

Motion

Councilmember Hull moved, seconded by Councilmember de Booy, to adopt first reading of Ordinance No. 1669; Amending 2008 Budget.

Councilmember Hull asked whether hiring of the Police Commander position has occurred. City Manager Worthington replied that an appointment letter was issued. Staff deferred filling the position until mid-year as a cost saving measure.

The Council individually expressed concerns about the short-fall.

Councilmember Brooks said he's disturbed by the information. A \$500,000 miscalculation in labor costs is unacceptable and reflects poor performance by staff. The errors and downturn in the economy will require Fife to cut back on programs. He asked staff to provide an update on the status of revenue collections, specifically for the general fund.

Councilmember Cerqui expressed similar concerns. He asked for a briefing on steps to streamline the budget process during the budget retreat and how staff plans to balance the budget in light of the current economy.

Councilmember de Booy expressed concerns about the information and indicated she'll provide additional comments during the budget retreat.

Director Marcotte agreed the forecasting process was flawed. It's reasonable to anticipate some fluctuation in budget numbers when forecasting. However, this particular oversight is more systematic in nature. He said he's confident staff is assuming more oversight on the process to restore the Council's confidence.

Councilmember Godwin asked for data on the City's revenues and expenditures to date for the budget retreat. Director Marcotte confirmed staff will present an economic overview at the retreat as well as a five-year forecast to provide some context for the budget discussion.

City Manager Worthington acknowledged that the errors are significant. Staff initiated a refinement of the forecasting process. He advised on the action taken to freeze a series of expenses, halt some capital programs, and defer hiring of staff to reduce 2008 expenses. Department directors were directed to reduce expenditures.

Councilmember Cerqui cautioned against reducing services to citizens.

Mayor Johnson agreed the errors are significant and disturbing.

Motion

Motion carried. Councilmember Brooks opposed.

RESOLUTIONS

#1200 Authorize City Manager to Sign Command Vehicle Agreement with CTED

Police Chief Blackburn reviewed background information on the regional mobile command vehicle project. This is the first project of its type within region, which includes 28 partners from multiple disciplines involving schools, emergency medical, health, and mental health agencies. The unit mirrors the City of Seattle's command vehicle with dispatch and roundtable sections. Approval of the resolution enables the Department of Community, Trade and Economic Development (CTED) to release funds to Fife.

Police Chief Blackburn presented a series of photos of the mobile command vehicle. The layout is unique in that people can move in and out without disrupting operational activities. Other vehicles are available in the county; however, Fife would have to pay a fee to use the command vehicles. Staff requests approval of the resolution.

City Clerk/Finance Director Marcotte read the title of Resolution No. 1200:

A resolution of the City Council of the City of Fife, Pierce County, Washington authorizing the City Manager to sign grant award contract number 08-96114-176 between the Department of Community, Trade and Economic Development and the City of Fife for an amount not to exceed \$325,875.

Motion

Councilmember Brooks moved, seconded by Councilmember Cerqui, to pass Resolution No. 1200; Authorize City Manager to Sign Command Vehicle Agreement with CTED.

The Council individually thanked Police Chief Blackburn and staff for their efforts, which will be an asset to Fife and the surrounding communities. Police Chief Blackburn addressed questions from the Council. The Police Department is paying for operational costs, as Fife is responsible for maintenance and use of

the vehicle. Discussion ensued on funding resources in place to fund operation and maintenance costs associated with the vehicle.

Mayor Johnson acknowledged the efforts of Strategies 360 in securing funding as well.

Motion

Motion carried unanimously.

#1208 Authorize Fife Historical Society Facilities Use Agreement Second Amendment

City Manager Worthington reported staff negotiated an extension of the Facilities Use Agreement between the City of Fife and the Fife Historical Society. The amendment continues the same terms as the previous agreement providing supplemental funding of not less than \$50,000 annually for calendar years 2008 through 2012. Supplemental funding is provided through LTAC revenues.

Louise Hospenenthal, President, Fife Historical Society, asked the Council to support continued funding for the organization. The agency has used the funds wisely to establish an asset for the City of Fife.

City Clerk/Finance Director Marcotte read the title of Resolution No.1208:

A resolution of the City Council of the City of Fife, Pierce County, Washington authorizing the City Manager to execute an amendment to the Facilities Use Agreement between the City of Fife and the Fife Historical Society.

Motion

Councilmember Godwin moved, seconded by Councilmember Cerqui, to approve Resolution No. 1208; Authorize Fife Historical Society Facilities Use Agreement Second Amendment.

Councilmember Godwin referred to a barn bid sheet and whether the roof component received multiple bids. Ms. Hospenenthal confirmed bids were received. The recommendation from the Fife Historical Society is also reflected on the bid sheet. The agency did not solicit multiple bids for some of the building work completed by Quality Touch. Quality Touch has provided quality services at a lower cost compared to other contractors.

City Manager Worthington referred to the Dacca Barn outline sheet detailing the overall costs to renovate the structure. There are two separate questions of whether Fife should enter into the second amended Facilities Use Agreement and the organization allocating operational funds that could be dedicated to finish renovation of the barn.

Ms. Hospenenthal pointed out the organization requested an additional \$55,000 from the LTAC to renovate the barn. The mechanical foundation and site plan has been funded. A bid to rough in the plumbing is shown on the bid sheet and costs to connect utilities are an estimate. The document is intended to provide an overall picture of the costs associated with improving the structure to a useable status.

Councilmember Godwin said the intent of the motion includes the barn. Leadership of the Fife Historical Society is moving in the right direction. Installing flooring and plumbing is acceptable.

Councilmember Cerqui supported the Fife Historical Society and the City Manager executing the agreement. He pointed out the funding comes from the LTAC and costs to citizens are minimal. He expressed appreciation to the agency for its work and to Ms. Hospenthal for her leadership. He recognized that additional work is required to bring the barn up to a usable standard.

Councilmember Hull asked about the number of visitors this year. Ms. Hospenthal there has been approximately 390 visitors. Councilmember Hull expressed mixed feelings for continuing to fund the project in light of the current economy. One issue is whether there are other ways to utilize LTAC funds to provide additional services to citizens. He said he will support the motion and acknowledged Ms. Hospenthal's leadership.

Responding to Council questions, City Manager Worthington advised that approximately \$200,000 has been spent to date to renovate the barn.

Councilmember Brooks commented on the piecemeal approach and emphasized the importance of completing the projects. He agreed with completing the barn project rather than making incremental improvements.

The Council discussed the following points pertaining to the Dacca barn renovations::

- The barn measures 40 feet by 70 feet. It could be used by other venues such as displaying the daffodil float.
- The barn could be used to support Dacca sports field use. The sports park should be full with sports teams at all times.
- The barn could provide a space for a Fife Farmers Market.
- The barn could support Fife Harvest Festival activities.

Councilmember Brooks said expenditures for the barn are substantial. He suggested involving staff in the project and asked whether those types of expenditures would be supported by the LTAC. Councilmember Cerqui confirmed it's likely that there would be support. Ms. Hospenthal added that the Fife Historical Society applied for LTAC funding during the last funding cycle. However, the application was not processed pending further information on how the funds would be allocated. Councilmember Cerqui reported the LTAC approved the request. The funds were earmarked in the budget pending additional information. City Manager Worthington said funding was not released based on the Council's direction. Councilmember Brooks said the expenses are eligible for LTAC funding and he intends to support the motion.

Councilmember de Booy expressed support for the amendment. She asked about potentially phasing the improvements. Ms. Hospenthal replied that the priority is to construct the roof and insulation to protect the structure. Another major expense involves utility connections. Steel costs continue to escalate. The bid involves installing plumbing to serve two restrooms and a small kitchen facility, which should be completed prior to installing a cement floor. Electricity to the building has to be relocated to an external transformer. Councilmember de Booy requested additional information on the costs for each work element before the agency expends the funds.

City Manager Worthington advised that if the Council approves the resolution, he will work with the Historical Society on the work estimates and develop a budget for the Council's approval. A separate Council action is required to approve a capital allocation for the barn apart from the roof and insulation components and customary operating expenses.

Mayor Johnson reported the motion is to approve \$50,000 annually for operating expenses over the next five years. The barn is a separate consideration. Funding is approved for the roof portion this year.

Motion

Motion carried unanimously.

Councilmember Cerqui left the meeting.

Councilmember Godwin commented on the length of the barn work and suggested moving forward and soliciting bids so that work can begin to complete the barn for the community's benefit.

#1209 Authorize Pre-order of Culvert Pipe and Pump for EDA Pump Station Repair and Maintenance

Engineer Gill provided a review on the status of the Erdahl pump station culvert replacement project. The two resolutions authorize acquiring culvert piping, headwall and connectors, and a contract amendment with Robinson Engineers, LLC for construction services for the pump station.

City Clerk/Finance Director Marcotte read the title of Resolution No.1209:

A resolution of the City Council of the City of Fife, Pierce County, Washington authorizing the City Manager to pre-order culvert pipe from Contech Bridge Solutions and pump from Granich Engineered Products, Inc., for the Erdahl ditch pump station repair.

Engineer Gill reported Fife has maintained the Erdahl ditch since it was built within an easement on Port of Tacoma property. An aerial photo was presented showing the Blair waterway and the inlet to the Fife ditch. A picture of the existing pump station was provided. He described the current conditions of the deteriorated piping system.

Motion

Councilmember Brooks moved, seconded by Councilmember Godwin, to approve Resolution No. 1209; Authorize Pre-order of Culvert Pipe and

Pump for EDA Pump Station Repair and Maintenance.

Robinson Engineers is recommending pre-ordering of the pipe and pump to enable construction during the dry season, and to meet a project completion date of September 15, 2008 to comply with the Commencement Bay fish window. The life span of the new pipe is approximately 30 years.

Motion

Motion carried unanimously.

#1210 Authorize Construction Management Services with Robinson Engineering for EDA Pump Station Repair and Maintenance

City Clerk/Finance Director Marcotte read the title of Resolution No. 1210:

A resolution of the City Council of the City of Fife, Pierce County, Washington authorizing the City Manager to execute an amendment to a contract with Robinson Engineers, LLC, to add construction engineering and management services for the Erdahl ditch pump station arch culvert repair.

Motion

Councilmember de Booy moved, seconded by Councilmember Godwin, to approve Resolution No. 1210; Authorize Construction Management Services with Robinson Engineering for EDA Pump Station Repair and Maintenance.

Councilmember de Booy said the budget includes design and construction for the project, which is why she is moving to approve the request.

Engineer Gill reviewed the current status of the contract.

Motion

Motion carried unanimously.

#1211 Interlocal Agreement - City of Edgewood to Fund a Preliminary Assessment of the Cost of Sewer Service by Fife to a Portion of Edgewood

Director Blount reported providing sewer service to the City of Edgewood is a priority for that municipality. Staff and the Council previously determined that an interlocal agreement would provide substantial economy of scale to Fife's sewer utility. The Council authorized an engineering study of the cost of service to be completed at Fife's expense. The City of Edgewood will reimburse Fife the cost to assess extending sewer service to Edgewood. Because Fife is the potential provider of sewer services, it's appropriate that the Council authorize the agreement before the Edgewood Council, the potential user of the services. Staff recommends approval of Resolution #1211 as drafted.

City Clerk/Finance Director Marcotte read the title of Resolution No.1211:

A resolution of the City Council of the City of Fife, Pierce County, Washington authorizing the City Manager to execute an interlocal agreement between the City of Fife and the City of Edgewood regarding preliminary sewer assessment.

Motion

Councilmember Brooks moved, seconded by Councilmember Hull, to approve Resolution No. 1211; Interlocal Agreement - City of Edgewood to Fund a Preliminary Assessment of the Cost of Sewer Service by Fife to a

Portion of Edgewood.

Councilmember Godwin indicated it's the appropriate time to evaluate the matter.

Councilmember de Booy agreed additional research is necessary to reach an interlocal agreement for sewer services.

Mayor Johnson conveyed his support for the motion.

Motion

Motion carried unanimously.

NEW BUSINESS

**A&E Design Services
for Brookville Park
Update**

Director Reuter reviewed the interview and selection process leading to a consensus decision to select BCRA of Tacoma as the design firm to provide architectural and engineering (A&E) services for the Brookville Gardens Community Park project. He thanked panel members Councilmembers Godwin and Hull, Mr. Fietz, and Directors Blount and Smith for participating on the interview and selection panel. It proved to be a highly competitive process. Five firms submitted Statements of Qualifications. Four firms were interviewed on May 22, 2008.

City Manager Worthington reported staff will negotiate a Scope of Work (SOW) and contract with BCRA. The Council can approach the request in two ways:

- The Council can direct staff to negotiate a SOW and contract and authorize the City Manager to sign a contract without further review from Council
- The Council can direct staff to negotiate a SOW and contract and present the SOW and contract to the Council for approval prior to the City Manager authorizing a contract.

Immediate approval will shorten the project timeline by two weeks. It's also important for construction to begin in 2008.

Councilmember Godwin supported the second option. Councilmember Hull supported the first option. The firm is highly motivated to begin work. Councilmember Brooks agreed with Councilmember Godwin and said it's important that the project is built under one contract and in one phase. Councilmember de Booy said she would like the City to advance the project as quickly as possible. Mayor Johnson expressed concerns about the potential of additional costs associated with a multi-phased approach.

City Manager Worthington replied that if the Council selects BCRA of Tacoma as the design firm to provide architectural and engineering (A&E) services for the Brookville Gardens Community Park project, staff will work with the firm to negotiate a SOW and return to the Council for final approval prior to entering into a contract.

City Manager Worthington explained the new equipment is versatile and can be set up in a number of different ways.

Councilmember Hull asked if the speed reader indicators could be programmed to show the actual speed when the speed limit flashing lights are not functioning. Police Chief Blackburn reported Public Works is currently researching the idea.

Discussion ensued on equipment capabilities to connect the two systems and available flashing options.

Mayor Johnson suggested the Council discuss the issue at another meeting. He said he and Councilmember Godwin were under the impression that the flashing lights would also function on weekends.

City Manager Worthington encouraged members to contact him offline about the matter.

Councilmember Hull asked staff to follow up on the incident reported earlier by Mr. and Mrs. Nieto.

Councilmember Hull reported he attended the 20th Street design public forum and had an opportunity to engage with citizens. He encouraged citizens to take advantage of venues available to voice their opinions and concerns and to research the cost of flood insurance before the City enters into a flood zone and before rates skyrocket. Rates are locked in for the life of the flood insurance policy.

In response to an inquiry from Councilmember Brooks, City Manager Worthington offered to discuss with the Council additional details concerning Strategies 360 strategies during the last trip to Washington D.C.

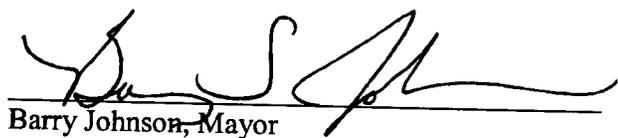
Councilmember de Booy reported several residents contacted her about the disrepair of the railroad crossing on 70th. City Manager Worthington replied that pavement repairs are scheduled as part of the City's annual overlay program. Director Blount added staff is working with Union Pacific for repairing the crossing.

Mayor Johnson reported there was good public attendance at the 20th Street design public forum. Several property owners who reside on 63rd expressed concerns about off-street parking in front of their homes and access issues. He noted he also heard positive feedback about the project.

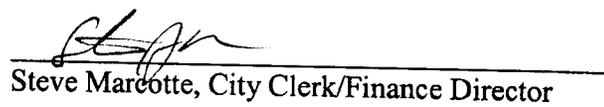
ADJOURNMENT

With there being no further business, Mayor Johnson adjourned the meeting at 9:22 p.m.

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Barry Johnson, Mayor



Steve Marcotte, City Clerk/Finance Director

Prepared by Cheri Lindgren, Recording Secretary
Puget Sound Meeting Services