

- 6:00 EXECUTIVE SESSION
For the purpose of Real Estate RCW 42.30.140 for approximately 20 minutes.
- 7:10 1. CALL TO ORDER AND ROLL CALL
Godwin____ Johnson____ Hull____ Brooks____ Cerqui____ de Booy____ Roscoe____
- 7:11 2. PLEDGE OF ALLEGIANCE
3. CHANGES, ADDITIONS OR DELETIONS TO AGENDA
- 7:12 4. CITIZENS COMMENTS (Items not on the agenda)
5. CONSENT AGENDA
- 7:15 a. Approval of Minutes: Date: March 17, 2009 Study Session
March 24, 2009 Council Meeting
- b. Approval of Vouchers:
Payroll: #45513 – 45562 \$583,751.26
Claim: #75671 – 75852 \$874,236.40
- c. Set a Special Meeting for April 21, 2009 Study Session
6. SPECIAL PRESENTATIONS
- 7:20 a. Fife High School Winter Sports Recognition (Ringus)
- 7:30 b. Proclamation Telecommunicators Week (Blackburn)
- 7:35 c. Easter Egg Hunt Recap (Worthington/Potter)
- 7:40 d. Tacoma Sports Commission Update (Worthington/Potter)
- 7:50 e. TRCVB Update (Worthington/Potter)
- 8:00 f. Emergency Medical Services EMS Levy (Worthington)
- 8:10 7. COUNCIL DELEGATE REPORT
8. PUBLIC HEARING
- 8:20 a. Pierce County Library District Annexation (Worthington)
- ORDINANCES AND RESOLUTIONS
9. ORDINANCES:
- 8:40 a. #1695 Unlawful Transit Conduct (Blackburn)
- RESOLUTIONS:
- 8:55 b. #1280 Accept 70th Avenue Culvert Contract as Complete (Blount)
- 9:05 c. #1296 Approving an Identity Theft City Policy (Marcotte)
- 9:15 d. #1297 Approve Purchase of In-Car Video Systems (Blount)
- 9:25 e. #1299 Approve Pierce County Water Service Boundary Agreement (Blount)
- 9:35 f. #1300 Authorize Supplement #10 to DEA contract for Valley Avenue Design (Blount)
- 3:58:26 PM 4/8/2009

- 9:45 g. #1301 Authorize Interlocal Agreement with Port of Tacoma Regarding EIS (Worthington)
- 10:00 10. NEW BUSINESS
 - a. Lakewood Jail Contract (Blackburn)
- 10:10 10. CITY MANAGER REPORT
- 10:15 11. COUNCILMEMBER COMMENTS
- 10:25 12. CITIZEN COMMENTS
- 13. ADJOURNMENT
- 14. 2010 BUDGET PLANNING WORKSHOP
 - a. Overview of Court

**FIFE CITY COUNCIL
STUDY SESSION
MINUTES**

5A

**Fife City Hall
Council Chambers**

**Date: March 17, 2009
Time: 7:00 p.m.**

EXECUTIVE SESSION **Mayor Pro Tem Brooks convened an executive session at 6:00 p.m. for the purpose of Real Estate RCW 42.30.140 for approximately 55 minutes.**

ADJOURNMENT **Mayor Pro Tem Brooks adjourned the executive session at 6:55 p.m.**

**CALL TO ORDER AND
ROLL CALL** Mayor Pro Tem Brooks called the study session of the Fife City Council to order at 7:00 p.m. with the following Councilmembers present: Richard Godwin, Glenn Hull, Butch Brooks, Rob Cerqui, and Nancy de Booy.

Excused absence: Mayor Barry Johnson and Councilmember Kim Roscoe.

Staff present: City Manager Steve Worthington, Finance Director Steve Marcotte, City Attorney Loren Combs, Police Chief Brad Blackburn, Public Works Director Russ Blount, Parks, Recreation & Community Services Director Kurt Reuter, Administrative Assistant Andrea Richards, Acting Community Development Director Carl Durham, Municipal Court Judge Kevin Ringus, Financial Analyst Dave DeGroot, and Recording Secretary Valerie Gow.

**PLEDGE OF
ALLEGIANCE** Councilmember Cerqui led the pledge of allegiance.

**CHANGES, ADDITIONS,
OR DELETIONS TO
THE AGENDA** There were no changes, additions, or deletions to the agenda.

STUDY SESSION

**2008 Budget and 2009
Sales Tax Results** Mayor Pro Tem Brooks reported the Council is receiving a series of budget presentations over the next several months. The briefing is step one in preparation for the Council's briefing on March 24, 2009.

Director Marcotte reported the City is going through one of the most significant economic downturns the City has ever experienced. In August and September of 2007 when the 2008 budget was developed, the future looked optimistic, the economic forecast predicted ongoing growth, and the state's September report was optimistic. The City's revenue projections were tracking well with projections. The Council adopted the budget in November 2007, and soon thereafter, the economy began to change and continued to decline. In 2008, the City ended the year with a significant drop in revenues of approximately \$1.5 million below the projected budget. Overall, general fund revenue collections were \$13,563,468. Early on, the City Manager recognized the problems associated with the economy and implemented a reduction plan saving the City approximately \$1 million. The net effect,

coupled with adjustments to accounts payable balances, was a general fund budget of approximately \$460,000 less than expected at the end of the year.

Actual property tax collection was \$2,180,476 or approximately \$45,000 short of the levy amount. It's unusual not to collect the full levy amount and the decline can be attributed to foreclosure of homes and nonpayment of property tax.

Actual collection of sales tax was \$6,245,398, which includes one quarter of sales tax sourcing mitigation payment from the state. If the City had received mitigation for both quarters, total revenue would have been \$6.4 million. The fall-off is approximately \$1.6 million from the actual sales tax collected in 2006 and 2007. The sales tax budget projected for 2009 is \$6.8 million.

Director Marcotte reviewed a series of financial graphs:

- 2008 General Fund Revenue Sources - \$13,563,468
- 2008 General Fund Expenditures - \$14,421,993
- Property Tax Trends reflecting large payments in May and November. The property tax levy for 2009 is approximately \$225,000 larger than the property tax levy in 2008. Normally, the revenue is secure and reliable.
- Sales Tax Trends. Sales tax in 2006 was over \$8 million. In 2007, sales tax was \$7.9 million falling to \$6.2 million in 2008. The first payment of mitigation was \$145,000. The second mitigation payment will be \$137,000 on March 31, 2009. Sales tax receipts in January and February reflect business activity occurring in November and December 2008. There is some indication on the national level that February sales will be higher. Sales tax receipts in 2008 well under performed both the projections and prior actual experience. The trend for 2009 does not reflect better conditions.
- Permit Revenue Trends. Building permit fees and plan check fees are closely related and are significant sources of revenue for the general fund. At one time, revenues were over \$1 million dropping to \$613,198 in 2007 and to \$151,457 in 2008.

Director Marcotte reviewed the aggregate ending fund balance for 2008 of \$3,734,374:

Component	<u>2008 Ending Fund Bal</u>	<u>Projected 2009 Ending FI</u>
Undesignated	\$ 651,482	(\$ 96,681)
Crime Prevention	60,773	57,673
Tribal Interlocal	681,379	1,531,379
Required 17%	2,340,740	2,385,790
Total Fund Balance	\$3,734,374	\$3,878,161

The primary revenue source for the Growth Management Fund is Real Estate Excise Tax (REET) in two components; REET I, and REET II, which was adopted in mid-2008. REET I was budgeted at \$750,000 with no projected budget for REET II. The actual revenue collected from both sources was \$437,776. If REET II had been in effect all year, revenue would have totaled \$600,000 for both sources, which is less than the 2009 budget of \$700,000.

The primary revenue source for Stadium and Convention Center Fund is hotel/motel tax or lodging tax fund. Expenditures of the revenue are restricted to tourism related purposes. The fund is performing above revenue projections and continues to grow each year.

The Public Safety Fund is a new fund from the Photo Red Light Enforcement Program. Revenues were budget at \$993,500 with actual collection at \$423,344, primarily because installation of equipment was not completed at all planned intersections.

Water, Sewer, and Storm Sewer utilities continue to perform well and are expected to perform as projected.

Director Marcotte commented on national financial issues that are impacting local governments. There's much speculation about when things are anticipated to improve. However, there is nothing in past history that can predict the nature of the financial situation and crisis facing the U.S.

Councilmember Godwin asked staff to provide information on the items represented in the "undesignated" account. Director Marcotte said the account is the residual that remains from one year to the next or in terms of 2009, a deficit.

Councilmember Hull referred to billionaire Warren Buffet's comments that until people's confidence changes their spending habits will not change. As a Council, it's important not to send a negative message to the community affecting more negative spending. He suggested making the appropriate changes and moving forward. Director Marcotte said if the Council must act, the earlier it occurs the less likely it will involve deeper cuts. However, the national economy is an unexpected and extraordinary event. The City is better prepared than most other jurisdictions to handle the event. The Council has a range of options not available to neighboring communities. Many local communities do not have reserves with many using their 2008 reserve to balance budgets.

Councilmember Cerqui asked whether the Council is limited on certain funds to make up the gap. Director Marcotte said there are 22 funds in the City and the majority is restricted to specific purposes. There are some areas where the Council has imposed a restriction and can change that restriction. The City has a contingency fund of \$400,000, which requires action by a super

majority of the Council if the Council elected to redirect the funds.

Councilmember de Booy asked for clarification on the potential to utilize and move funds, such as funds from Red Light Photo Enforcement. Director Marcotte said the Council created a Public Safety Fund by ordinance when the program was implemented. To use the funds differently, the Council needs to amend the ordinance. Department funds not expended in 2008 are included in the ending fund balance.

Mayor Pro Tem Brooks commented that the situation is likely not a temporary situation. Unemployment is over 8% and the state forecast for 2010 is 10%. The odds of the economy turning around in the short-term are unlikely. There are ways to utilize some of the funds. However, some of the funds are budgeted and allocated for priorities. The Council will need to make some tough decisions and consider identifying those necessary essential services. Although the figures look fine on paper, the issue is that the assumptions are used from the budget. The City is beginning to see an alarming trend in the downturn in revenues. Property tax is alarming because it reflects something extraordinary. Mayor Pro Tem Brooks said although he's hopeful the second half of the year will be better, it will not match last year or 2007. The budget forecast is too optimistic especially for sales tax. Permits and fees is another area that is likely to suffer. The decision process the Council is going to undertake will involve big numbers.

City Manager Worthington said the questions are valid, but he's more optimistic about the outlook. There have been some small, positive changes. Within the next 30 days after another sales tax report is released, the City may see something positive. Because the directors took the downturn seriously, they reduced expenses and saved \$1.1 million from the budget last year. The directors deserve credit for their response to the issue. The budget programmed for expenses in 2009 is not at the same level as in previous years. A number of positions remain vacant that are still included in the budget totaling approximately \$300,000. As administration worked through the budget last year, there was a commitment to follow the budget closely and monitor trends to make any warranted adjustments.

Director Marcotte reported he compared the 2008 actual budget against the projected budget to ascertain shortages or overages. The areas of concern involve sales tax, building permits and fees, and REET. The remaining sources are on track. However, it's important that the Council monitor sales tax revenue because it is likely the projection will not be achieved unless some level of recovery occurs in 2009. Sales tax is a volatile revenue source, making it difficult to project.

Councilmember Hull cautioned against too much optimism based on how the numbers are tracking to date. It's not realistic and the Council needs to make some tough choices. Staff has cut their budgets and the reserve account

places the City in a better position.

Mayor Pro Tem Brooks acknowledged the efforts of staff to reduce spending and contingency planning. However, staff will need direction as all the easy cuts have occurred. He said the Council is pleased with how staff reacted in uncertain times and made quick adjustments. Councilmember de Booy extended her thanks to staff and reminded the Council that it will be up to the Council as well to determine reductions. Councilmember Godwin agreed there will be projects placed on hold. It's also time to look at efficiencies within City operations.

Gang Graffiti

Police Chief Brad Blackburn displayed several pictures of graffiti and reviewed how the City is actively responding to graffiti by removing graffiti quickly. The goal of the state is to be a graffiti-free state by the end of 2009. It's a good idea, however; there is no funding attached. The City took the same models and made some quick changes.

Police Chief Blackburn displayed a photo of Waste Connections, which is constantly hit with graffiti. Most of the dumpsters have graffiti and it has been difficult to keep up with removing the graffiti.

The cycle of graffiti is from groups from California called the Cyclones and the Night Owls. The City works with businesses, property management, and neighborhoods to remove graffiti as soon as possible. Some are quick to respond, while others are slower. The City is working to stay on top of the issue.

Director Reuter described how directors handle complaints of graffiti. Typically, Parks Department staff discover instances of graffiti. The first point of contact after documenting the graffiti is an e-mail message to the Police Department. The police respond and compile photo evidence and then crews are scheduled within 24 hours to remove graffiti.

Police Chief Blackburn said the department works with local enforcement and sends the email picture and receives identification of the group or person with a criminal history. Most of the taggers are from the Pacific area. The Night Owls live in local apartments, have a connection in the City, and are tied in with Seattle gangs. The group had six homicides in Seattle last year.

Director Blount shared information on how the department handles graffiti in public rights-of-way. A similar process is undertaken to document and notify the Police Department. The graffiti is removed before lunch the following day.

Police Chief Blackburn shared additional information on the City's efforts and process as well as working with other agencies, such as the Washington State Department of Transportation to remove graffiti from freeway

overpasses and other state infrastructure, as well as working with phone companies who carry paint. Telephone companies prefer painting their own infrastructure.

City Manager Worthington reported the effort is a coordinated process between departments.

Acting Director Durham described how Code Enforcement Officer Chris Larson uses existing nuisance codes and tours the City each morning or responds to calls from community contacts when graffiti is discovered.

Police Chief Blackburn advised that the City has established a relationship with Home Depot to provide free paint to citizens to cover graffiti.

Police Chief Blackburn reported the City is experiencing a similar cyclical pattern with gang activity experienced in the late 80s and early 90s. Enforcement occurred in the 90s where many gang members were jailed. Those gang members are now being released and are coming back as transplants and are building new groups. Last week there were 22 arrests of gang members from King County, which resulted in one Fife Police Officer injured and hospitalized. The gang member went to jail but posted cash bail. There is a distinct pattern that is permeating to the south side where more of those behaviors are occurring in the apartments. Anywhere where the City has concentrations of people and young people, there are dangers along with crimes.

Fife is experiencing some problems. Not filling several positions and officers unavailable to work because of on-on-the job injuries or other reasons, has resulted in a 16% shortage of staff, which results in a fine line of a burnout phase for officers. It's the first time in Fife, where the department is reactive rather than proactive. Police Chief Blackburn cautioned that the department at this point is doing okay, but is uncertain how long that can be sustained. Felony arrests have increased by 100 in January over last year.

Councilmember Godwin inquired about the role of the Council in supporting the department by contacting legislators and sharing information on the issues and potential consequences. Police Chief Blackburn shared information on the arrest of the individual charged with assaulting the Fife Police Officer. Although the officer is the victim of the assault, the City is also a victim because 8,400 citizens have been denied the service of the police officer. It's important to pursue criminal charges and prison time for gang members. Another tool the department is working on is through the Fife Municipal Court and Judge Ringus, who are working on listing Fife as a felon restricted area.

Councilmember Godwin commented on his willingness to assist in any way possible to help control crime within the City.

Councilmember Hull said gangs are organized recruiters. He asked whether the City posts information that the City has zero tolerance for gangs in the City. Police Chief Blackburn said the City has signs posted for zero tolerance for drugs and DUIs. Fife has a zero tolerance for gangs. He cited the example of Sunnyside where the Council reacted to gangs by passing laws later deemed unconstitutional. The Council can assist, but it's important to learn from Sunnyside's mistakes to ensure it's structured correctly. Councilmember Hull asked for the Council to receive monthly reports on crime activity in the City. Police Chief Blackburn acknowledged the request.

Police Chief Blackburn responded to questions about crime statistics. Based on population, the City is number two in the state because of the high transient population. The City doesn't have an active block watch and there is a disconnect with motels and hotels that don't want a police presence because it discourages business.

Councilmember Cerqui advocated for a three-legged stool approach, which includes prevention as well. He advocated for filling one of the police officer vacancies and offered to work with the department in terms of budget or policy to add another officer. Adding an officer is a priority as well as gang and crime prevention because it will affect hotels and motel business, residents, and businesses.

Police Chief Blackburn reported one directive by City Manager Worthington is to seek alternative sources of funding, such as grant sources. The City's Police Department has a good relationship with officials in Washington, D.C. who advise him on the availability of grants and other funding options. The City can secure extra points by submitting applications early. The department also participates proactively with local task forces in different kinds of crime sweeps.

City Manager Worthington commented on the dilemma associated with attending to a variety of important priorities while staying within budget constraints. The Police Department represents 36% of the general fund.

Segregation of Local Improvement Assessment

City Attorney Combs reported Local Improvement Districts (LID) is a financing tool used to fund public improvements, which are then assessed to the property owner to pay over a series of year dependent upon the amount of the bond. In Fife, there are many large tracts of undeveloped land that are subsequently subdivided. Segregation laws allows subdivision of land as well as the segregation of LID assessments to each lot created in the subdivision through a prorated share of the larger LID assessment. The City however, is not required to segregate. It's important for the Council to set policy on when the Council will not allow segregation because the City has historically allowed segregation of LID assessments with the logic that it will encourage development. It's important for the Council to establish policy to avoid being

accused of arbitrary and capricious decisions.

City Attorney Combs reported that several homeowners are in default for paying their assessments because they were not aware of the assessment because they didn't read their respective title report. Some homeowners are in foreclosure action because they can't afford mortgage payments. In that case, the City's LID assessment is priority over the mortgage and once the properties are closed the lender is responsible for paying the assessment.

Councilmember Godwin said he's had concerns since the Council began segregating LID assessments. A prior law firm assured the Council that a lender would never let an LID assessment go unfinanced and that the assessments would be included in the mortgage. That apparently is not occurring based on previous history. He expressed concerns with segregation as more people are not aware of the assessment and many people are losing their homes. This puts the City at risk. The Council needs to consider the issue.

City Attorney Combs advised that the City has an LID reserve fund to cover circumstances of default. In the Radiance subdivision, notices apparently were not properly provided to homeowners by the lenders, title companies didn't include the liens, and the lender didn't include the assessment as part of the loan. There were a series of mistakes during the "hot" mortgage market that has led significantly to the economic crisis of the nation as well as shoddy practices in the way they dealt with consumers. A number of title companies have been sued for having sweetheart deals with lenders and realtors.

Councilmember Godwin commented that the reserve fund may cover a residential project, but it will not cover the City for a large warehouse tract. City Attorney Combs advised the Council on various protections available to the City through the LID process. The LID process is working properly, is properly funded, and properly protected. However, there was activity occurring in the marketplace where many homeowners were not aware of the assessment.

Councilmember Hull said lenders allow LID assessments to move forward because they treat it as monthly debt payable over equal payments. He views the issue as a property rights issue between the property owner and the developer. By definition, developers should be responsible for developing all basic utilities. He said he doesn't oppose LID segregation for commercial and industrial properties but opposes applying segregation to a single-family residential zone. There may be future implications to the City and to some of the property owned by the City, which is zoned single family. Because there are no guarantees in the mortgage industry of how such disclosures occur to consumers, he advocated for erring on the side of caution and not allowing segregation of LID assessments for single-family residential zones.

Councilmember Cerqui asked whether the LID assessments were supposed to be included in each mortgage. City Attorney Combs advised that for some reason, some mortgage companies didn't require any protection against an LID foreclosure. An LID is for a public improvement. Radiance wasn't the only subdivision affected, as the utility improvements were citywide improvements affecting the entire City. Another element of the issue is that many developers will not sign LID petitions if the City requires them to pay the cost upfront before they can sell lots. It's a policy decision of the Council. Councilmember Cerqui asked about the possibility of a compromise where when the lot sells, the developer pays off the LID assessment. City Attorney Combs advised that the lien is not against the developer, it's against the property. Developers of smaller properties generally fund the improvements because the private sector can complete the work at less cost than a public entity. Government markup averages 25% because of the requirements jurisdictions are required to meet.

Councilmember de Booy said she tends to lean more for segregation, especially for single-family homes. She asked whether the Council can include exceptions within its policy. City Attorney Combs advised that it's possible to include exceptions.

Mayor Pro Tem Brooks said he agrees market drives the price of homes. Should the City convey a message that the City will not segregate LID assessments, it's likely development in some areas of the City will no longer occur or growth in residential developer will be delayed. Last year at this time, banks required a loan to value ratio of 85%, requiring developers to have invested 15% in a project to secure a loan. Today, the loan to value ratio is 70%. If developers are required to roll LID assessments in areas that have been rezoned residential near the freeway area, it may be more difficult for developers to obtain loans. The carrying cost alone for 200 lots is approximately \$1,500 a year with developers incurring up to \$5,000 for each lot before any construction begins. He said he understands the issues that occurred and that they were deceitful and dishonest, but is unsure of how the Council should move forward in avoiding a similar situation. However, the unintended consequence of not allowing segregation is a problem.

City Manager Worthington said if the Council elected not to allow segregation for single-family residential development; it will be a strong statement for any future residential development of any size in the City, resulting in less single-family residential growth. That is one of the drawbacks of such a policy decision. He noted that in the Radiance project, the City had a number of owners come forward. DR Horton is large residential construction firm and knows the business both regionally and nationally. Mayor Pro Tem Brooks asked about the potential for a consumer educational process that the City can promote. City Manager Worthington said state law establishes responsibilities for disclosure. There is some level

of protection through state law. The City will typically provide information to buyers regarding the financial obligations for the plat at the time of closing on the property.

EXECUTIVE SESSION

Councilmember Brooks requested an executive session to discuss a potential sale of real estate.

RECESS

Mayor Pro Tem Brooks recessed the meeting at 8:48 p.m. to an executive session to discuss the sale of real estate for five minutes.

RECONVENE:

Mayor Pro Tem Brooks reconvened the meeting at 9:54 p.m.

Councilmember Hull asked whether it's possible for the City to contract with public finance to establish a system of payments to include a coupon book of payments to help homeowners budget and pay the assessment over the course of the year rather than in one lump sum. Director Marcotte replied that it's possible if public finance, as a company, chooses to pursue that avenue. He said he's never encountered a similar situation. It would need to be explored in terms of any legal barriers against helping a property owner build a reserve to pay the LID assessment. City Manager Worthington advised that homeowners also have the option of allocating the payment to individual saving accounts. There are many ways for the homeowner to account for the assessment without involving a direct role of the City.

Mayor Pro Tem Brooks advised staff that the Council will continue considering the issue and revisit the issue when all Councilmembers are present.

**Overview of City
Manager's Office**

Mayor Pro Tem Brooks advised that the first briefing is the first in a series of presentations on each of the departments in the City in terms of expenses, staffing level, and responsibilities.

City Manager Worthington provided an overview of the functions of the Executive Department. The briefing is in preparation for the 2010 budget process.

City Manager Worthington displayed an organizational chart of the City Manager's Office, comprised of four full-time staff members, and an organizational chart of the entire City.

Currently, the Assistant City Manager position is vacant. The Civil Service Secretary is currently filled by Helen Ware, who provides staff support to the Civil Service Commission. Previously, the City pursued recruitment activities, but has since used an external testing agency to provide a broader range of candidates and reduce the City's recruitment costs.

The Marketing Coordinator is housed at the Chamber office and administers

the City's marketing program. The Human Resources Coordinator provides required human resource services to the City to include appropriate record keeping and responsibilities associated with risk management. The Confidential Administrative Assistant reports to the City Manager. The IT Division now reports to the Finance Department.

City Manager Worthington reviewed the budget for the Executive Department. Legal and assigned counsel budgets are included within the department's budget and control. The three areas are contracted services. Legislative includes the City Council budget, which is included in the Executive Department's budget. The largest component of the budget is for salaries. He noted the Civil Service Secretary position is still budgeted at full cost within the department's budget of approximately \$65,000, which is vacant. The Assistant City Manager's salary and benefits totals approximately \$150,000, which is also included in the budget.

Councilmember Godwin asked staff to provide actual expense amounts for the department rather than the budget.

Councilmember Hull asked about the costs associated with Legislative and whether there are ways the Council can reduce costs. City Manager Worthington replied that the City Council began reducing costs last year through reduced travel and attendance to conferences. Included in the budget is \$100,000 of professional services with \$65,000 committed to the lobby service contract as well as several other contracts. He offered to provide a list of potential cost savings.

Mayor Pro Tem Brooks said the briefings are helpful to the Council to prepare for the 2010 budget. As the Council continues its review and begins working on decisions, more detailed information will be required.

Councilmember Cerqui questioned whether funding for unfilled positions has been allocated elsewhere in the budget. City Manager Worthington advised that the funds have not been allocated within the budget for other expenses.

Councilmember de Booy expressed appreciation for the information and looks forward to receiving more detailed information and actual numbers.

City Manager Worthington commented on the steps involved in preparing the 2010 budget and the goal statements under development by the Council. He asked the Council to continue its work on developing goal statements and also provide input on what each Councilmember believes is the economic outlook for the nation to help guide staff in developing a draft 2010 budget.

OTHER BUSINESS

City Manager Worthington reported on staff's efforts for preparing the 2008 Annual Report. The goal is to publish the report by the end of May. The approach this year will be different to help reduce costs. The report will be

posted on the City's website in a pdf format as well as a newspaper insert of a summary report to each resident. He asked the Council asked about their interest in writing a statement about their views during the past year.

**REVIEW OF
UPCOMING COUNCIL
AGENDAS**

City Manager Worthington reported the Council will receive briefings from each department at each meeting until June.

Mayor Pro Tem Brooks reviewed the March 24, 2009 Council meeting agenda.

ADJOURNMENT

Mayor Pro Tem Brooks adjourned the meeting at 9:30 p.m.

Butch Brooks, Mayor Pro Tem

Steve Marcotte, City Clerk/Finance Director

Prepared by Valerie Gow, Recording Secretary/President
Puget Sound Meeting Services

**FIFE CITY COUNCIL
REGULAR MEETING MINUTES**

**Fife City Hall
Council Chambers**

**Date: March 24, 2009
Time: 7:00 p.m.**

EXECUTIVE SESSION Mayor Johnson convened an executive session at 6:00 p.m. for the purpose of Real Estate RCW 42.30.140 for approximately 50 minutes.

ADJOURNMENT Mayor Johnson adjourned the executive session at 6:50 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, Assistant City Attorney Greg Amann, Finance Director Steve Marcotte, Police Chief Brad Blackburn, Public Works Director Russ Blount, Parks, Recreation & Community Services Director Kurt Reuter, Acting Community Development Director Carl Durham, Marketing Coordinator Laurel Potter, Administrative Assistant Andrea Richards, Financial Analyst Dave DeGroot, and Recording Secretary Valerie Gow.

PLEDGE OF ALLEGIANCE Councilmember Hull led the pledge of allegiance.

CHANGES, ADDITIONS OR DELETIONS TO AGENDA An introduction of Mrs. Fife, 2009, was added to the agenda.

CITIZENS COMMENTS Rick Stracke, 2422 Berry Lane E, referred to the City's plans for a trail system and his concerns of a study and survey completed for extension of the Frank Albert Trail through his property without permission. Additionally, none of his neighbors were notified about a possible trail through the neighborhood. He complained about the City spending tax money on a survey prior to notifying citizens. Almost 4,000 surveys were sent out with only 180 surveys returned. The completed surveys indicated trails and parks are important for the City. None of his neighbors received a survey. Councilmember Godwin did visit his property, but it would have been nice for City representatives to ask questions about flooding that occurs up to the berm, which separates the properties. Much emphasis has been placed on restoring Wapato Creek. Impervious asphalt is planned for the remaining segments of the Frank Albert Trail. Impervious asphalt can leech petroleum products into the creek. He asked for the City to inform property owners of any plans, as well as scheduling a visit to view how unusable his property is for a trail.

City Manager Worthington advised that he and staff visited the area across the creek where the City owns property. The creek is located against the berm and

Arbor Day Proclamation Mayor Johnson read a proclamation recognizing Arbor Day on March 24, 2009 in the City of Fife.

Mayor Johnson presented the proclamations to Mr. Coddington and Mr. Fietz.

**Trade Show Prize
Drawing**

Marketing Coordinator Laurel Potter reported on the attendance to two recent trade shows representing the City of Fife. A prize drawing was advertised in the City's booth and garnered approximately 700 entries. She introduced Moira Hurley, Sales Manager at the Tacoma Regional Convention Visitor Bureau (TRCVB).

The TRCVB partnered with the City on Fife for the Seattle Trade Show on January 23-24, 2009. Attendees entered to win Pierce County prizes. The second show was the Vancouver Outdoor Adventure Show on February 14-15, 2009 in Vancouver, B.C.

Mayor Johnson drew ticket submissions for the following prizes:

- Dinner for two at Emerald Queen Casino (3 drawings)
- Grand Prize: Two night stay at Baymont Inn & Suites in Grand Turret Suite, Dinner for two at Emerald Queen, Weekend car rental at Infinite of Fife.

Mayor Johnson thanked local businesses for donating prizes.

**Mrs. Fife 2009 – Jamicka
Jones**

Mayor Johnson introduced Jamicka Jones, Mrs. Fife 2009. Mrs. Jones reported she was selected to represent Fife at the Mrs. Washington State Finals in Moses Lake, WA on May 24, 2009. The pageant, in its 34th year, was created to recognize America's married women. The winner will represent Washington State in the nationally televised Mrs. America pageant in Tucson, Arizona for the Ms. World title. This year, the pageant is supporting the ambassador of music education award, a national platform for the National Association of Music Education. Efforts include convincing the Department of Education that music education should be equally accessible to all children. She asked the Council to consider signing petitions to keep music and arts in schools. A benefit concert fundraiser will be held on April 11, 2009 at The Corridor in Sea Tac, WA from 7:00 p.m. to 9:00 p.m. Ms. Jones said she is honored and privileged to represent the City of Fife, and appreciates the City of Fife supporting her run for the Mrs. Washington Pageant.

**COUNCIL DELEGATE
REPORT**

Councilmember Godwin reported on his attendance to the Rainier Communications Advisory Committee meeting.

Councilmember Hull reported that as the delegate to the Puyallup School District, he contacted a representative from the school district to work with the district on solutions regarding the annual school impact fee.

Councilmember Cerqui reported on his review of vouchers during the Voucher Review Committee with Councilmember de Booy.

Councilmember de Booy reported on her attendance to the Mayor's forum on the Mayor's behalf at Fife Flowers. There was good attendance by citizens with Councilmember Godwin also in attendance.

Councilmember Roscoe attended the Zootrek Authority Board meeting. The organization is facing similar budget concerns. Attendance is down and Zoo Lights attendance was impacted by the snowstorm. She will provide a full report at the next meeting. The next Fife School District Board is scheduled for March 30, 2009. She asked the designated alternate to attend on her behalf, as she's unable to attend the meeting.

Mayor Johnson attended the Pierce County Regional Council meeting. Members voted on projects for funding. Director Blount provided an excellent presentation on behalf of the City's project, Phase 2 of the 70th reconstruction. The project along with five others was forwarded for recommendation and consideration to the Puget Sound Regional Council (PSRC). He also attended the Puyallup River Task Force meeting. There may be potential funding for repairs to the decertified levee. The potential funding source involves a surface water management fee. More information on the source will be presented at future meetings.

ORDINANCES AND RESOLUTIONS

RESOLUTIONS

#1293; Approving ILA W/Pierce County Library District

Motion

Councilmember de Booy moved, seconded by Councilmember Hull, to approve Resolution #1293; Approving ILA with Pierce County Library District.

City Clerk/Finance Director Marcotte read the title of Resolution #1293:

A Resolution of the City Council of the City of Fife, Pierce County, Washington, authorizing an agreement with the Pierce County Library District regarding library services in the event of annexation.

City Manager Worthington reported the proposed local agreement sets forth conditions if the citizens of Fife vote to annex into the Pierce County Library District. At a future meeting, the Council could consider action to schedule a ballot measure. The proposed interlocal agreement sets a series of conditions

for the provision of services. The agreement will provide a clear understanding to voters of what they could anticipate in library services if annexation occurred following a successful election. The agreement provides for services through library cards and other outreach services of the district. Annexation to the district will result in a new tax, which would not be received by the district until April 2011. Following the first collection, the district will provide a 6,000 square-foot library in the City of Fife through a lease arrangement. Exhibit A lays out a series of conditions. At a future date, at the direction of the Library Board, a 6,500 square-foot library will be built by the district based on issuance of bonds or other action at the direction of the Library Board.

City Manager Worthington acknowledged the attendance of Library Director Neel Parikh and Deputy Director Georgia Lomax. Councilmember Hull assisted in the development of the agreement.

Ms. Parikh reported on the district's facility master planning process and how the district is considering larger facilities than previously discussed with the Council. It's likely the building will be larger when it's built. The Board of Trustees is pleased at the opportunity of working with the City of Fife. The library will make a significant investment in the facility and will borrow funds for the facility. It will take a minimum of 10 years for the tax revenue to repay the expense of outfitting and operating a library.

Ms. Lomax reviewed additional details pertaining to proposed lease space. She displayed several typical library floor plans for a 6,000 square-foot building.

Ms. Parikh responded to questions requesting clarification of the lease space versus the new building. The library will open a leased space in June 2011. The library will purchase a collection and install computers and furniture by securing a loan through a councilmanic bond.

Ms. Lomax reviewed the different types of space within a library and displayed photos of several libraries in the region of similar size proposed for the Fife library.

Councilmember Hull supported the proposal and commented positively on the agreement.

Councilmember Cerqui shared some concerns but supports libraries and prefers the City's current arrangement with the City of Tacoma Library. There appears to be no good barometer of tax dollars versus the return on investment. In terms of a property owner with a \$250,000 home, it would equate to \$100 annually for library service, which is a major amount during an economic downturn. Many people are facing foreclosures and other issues. He said he's asked several times for information on the costs for the City to build a library and then possibly enter into an agreement with the District to operate the library. He said he's also inquired about engaging in talks with the school

district for a possible library agreement. There were some discussions several years ago with the junior high school or expanding the high school library. He said he's not satisfied with the answers he received on those options. Councilmember Cerqui said he can't support another tax and is not convinced by the community or the Council that there is demand for a library. Additionally, he doesn't believe his questions were answered. There is also no guarantee within the agreement that there will be a library in Fife.

Councilmember de Booy indicated her major concern is increased taxation during a major recession as well as leasing space and paying into the district while they decide whether to build. That would entail another bond issue, which is another tax. She questioned whether the timing is right. She said she also hasn't been contacted by the community about the need for a library. She asked about the option of a Pierce County regional library for serving the local, smaller communities, which she supports as a future option.

Councilmember Roscoe said the issue is one that has created division within the Council, which is one of the reasons she appreciates serving on the Council. The Council is not of a unified position on all issues, which is what citizens want in their Councilmembers. This presents the opportunity for a sincere discussion. If the issue goes to a ballot, citizens will have an opportunity to vote on the issue. She said she likes the agreement as presented and believes the district will open a facility by June 1, 2011. However, the agreement also allows for the possibility that it might not happen. She recommended including a clause allowing for both parties to renegotiate in the event the district does not find a location that fits the criteria by June 1, 2011.

Councilmember Brooks noted that the issue before the Council is a proposed agreement between the City and the Pierce County Library District. If approved, the next process involves a public hearing and then the Council would vote to send the issue to a November ballot. The agreement speaks to library service in two phases. The first is securing a library card initially followed by an agreement to open a leased facility based on criteria. As Councilmember Roscoe addressed, the issue is what might occur in the unlikely event the district is not able to secure a leased space, as there is no specific commitment requiring the district to place a facility even though tax would be assessed. Eventually, the district will build a library financed through a district-wide bond issue. Councilmember Brooks said he'll support moving forward with the interlocal agreement.

Councilmember de Booy said can support the proposed agreement with an amendment as suggested by Councilmember Roscoe.

Mayor Johnson thanked library representatives for working with the City to meet its needs. He supports the agreement, but has some issues with the language concerning leases. However, the issue may be more about the timing of available lease space and the opening date. He supports the proposed

amendment to the agreement and fully supports joining the district, as students need a library. Teachers have repeatedly spoken to him about students suffering during summer months because of the lack of access to a library. He acknowledged some of the issue surrounding taxes.

Councilmember Godwin expressed concerns about the financial aspects of the proposal. He said he's a proponent for the City considering its own library rather than included within a district with little or no say. He said he'll likely support moving forward with the agreement but is concerned that the taxes will be much greater than the expense to the district.

City Manager Worthington clarified some issues raised by the Council. Staff prepared a study on different financing options for operating a library approximately one year ago. As the Council prepares for a hearing, citizens will want to know costs. Staff can provide a reasonable estimate of the alternatives. However, library service would need to be paid from the existing budget. Additionally, it will cost the City approximately \$1.5 million less than what the library can provide.

Mayor Johnson pointed out the funding source for a City library would come from the general fund for capital to build the facility with additional funds required for operations and equipment.

Ms. Parikh addressed questions and clarified that the cost of a new building would not be \$8 million but \$1.5 million. Regarding the agreement's intent, it was based on availability of appropriate lease space within the City, which may not be available.

Assistant City Attorney Amann advised the Council that both parties have the option of extending the agreement based on mutual agreement. Ms. Parikh agreed it would be beneficial to include a date to afford an opportunity for the district to contact the City for moving forward. She expressed willingness to extend the date.

Discussion followed between the Council and Ms. Parikh on some of the details of the agreement, type of visual aids available to the public prior to the ballot measure, Public Disclosure limitations, public outreach and public hearing for the ballot measure, local campaigns in support of the measure, and revision of language within the agreement.

Mayor Johnson recommended the following change to the agreement:

- Revise 2 (a) on page 1 in the last paragraph to state, "...rental space that PCLS determines is suitable for a branch library, PCLS will endeavor to provide a branch library of approximately 6,000 square-feet of leased space with the City commencing June 1, 2011. Should PCLS be unable to secure a facility to accommodate that opening date, PCLS and the

City of Fife will renegotiate a mutually agreeable date. Space shall be deemed suitable if it meets the criteria attached hereto as Exhibit A.”

Motion Mayor Johnson moved, seconded by Councilmember Hull, to amend the motion to include the revised language within the agreement as offered.

Public Comment Carole Sue Braaten, 2410 Berry Lane East, commented that citizens were barred from using the Pierce County Library. She advocated for library service with the City of Tacoma. Currently, library service within the district costs taxpayers \$187 per person if allowed to obtain a card. The City of Fife currently reimburses citizens to obtain a library card. She asked the Council to reconsider its decision and consider the burden to voters during a difficult economic time.

Motion Motion carried unanimously on the amendment.

Motion Motion carried. Councilmembers de Booy, Cerqui, and Godwin opposed.

City Manager Worthington advised that a public hearing will be scheduled on April 28, 2009 for consideration of placing a ballot measure on the November ballot.

#1294; Authorize City Manager to Enter into an Agreement with Pierce Conservation District

Motion Councilmember Cerqui moved, seconded by Councilmember de Booy, to approve Resolution #1294; Authorize City Manager to Enter into an Agreement with Pierce Conservation District

City Clerk/Finance Director Marcotte read the title of Resolution #1294:

A Resolution of the City Council of the City of Fife, Pierce County, Washington, authorizing the City Manager to execute an agreement with the Pierce County Conservation District.

Acting Director Durham reviewed the proposed agreement to contract with the Pierce County Conservation District for services needed for review of habitat management, planting, and other critical areas plans throughout the City for private and public development. The contract cost of \$6,000 is the same as last year. There is no requirement for the City to utilize the district’s services. Currently, only two cities participate in the program – City of Fife and Bonney Lake. More services are offered through the contract than in previous years at the same cost. The contract offers 40 hours of review time for projects.

Councilmember Godwin commented on the extensive list of services and

indicated he was somewhat amazed, as he didn't recall seeing much of the work completed by the district. He opposed the use of the Stream Team for any work in the Brookville Gardens creek restoration work and recommended striking item #1 on Attachment A related to work in Brookville Gardens Park, Stowe, and Sunrise at Radiance. The City has hired professionals to set the standards for restoration work.

Councilmember de Booy asked for staff's impression on the quality of work performed by the district. Acting Director Durham said he's worked with the district since 1989, and with any agency; the district performs well in some areas than in other areas. The district provided much assistance with the Jordan property and the Milgard site. It's likely the district needs funds, which is probably the reason for including additional services. However, the City is not obligated to use the services.

Councilmember de Booy inquired about other options available to the City. Acting Director Durham said the City doesn't have in-house expertise to undertake the work. There are numerous private firms that perform the work, such as natural systems design firms. The private sector may work harder at staying current.

City Manager Worthington cautioned the Council not to lose site of the value of the Stream Team for public outreach and education. Volunteers visit schools, provide information, and involve students from junior high and high schools, as well as coordinating volunteers within the community. The value is in public outreach. Stream Team volunteers were instrumental in completing restoration work at Wedge Park near Wapato Creek and 58th through a series of volunteer efforts. They have also been helpful to staff in review of plans. He said the City will not use the district's services for plan review unless directed to do so.

Councilmember Roscoe asked for staff's recommendation and whether the contract fills a need within the City. Acting Director Durham said he views the contract in several ways. The City's budget this year is constrained. The contract cost is \$6,000. There are tasks performed that are helpful, but not necessarily scientific or biologically necessary. The district assists in cleaning and removing invasive species and removes debris from streams. Regardless of skill level, all reviewers of documents and plan can find something. The district would provide staff with another set of eyes for review.

Councilmember Godwin said he's not opposed to the district but found the work last performed by the district to be unacceptable.

Councilmember Brooks said he will not support approving the agreement because of the lack of general funds that could be used elsewhere, such as hiring more police officers.

Mayor Johnson commented positively on the work of the Stream Team within

the community. He cited several projects involving Stream Team volunteers.

Mayor Johnson noted that staff understands that the district will not be used for development plan review, which is why he didn't amend the motion.

Motion

Roll call vote:

Councilmember Godwin – No

Councilmember Hull – No

Mayor Johnson – Yes

Councilmember Brooks – No

Councilmember Cerqui – Yes

Councilmember de Booy – Yes

Councilmember Roscoe – No

Motion failed.

**#1295; Approve 2nd
Amend with Pierce
County for Sanitary
Sewer Service**

Motion

Councilmember Cerqui moved, seconded by Councilmember de Booy, to approve Resolution #1295; Approve 2nd Amend with Pierce County for Sanitary Sewer Service

City Clerk/Finance Director Marcotte read the title of Resolution #1295:

A Resolution of the City Council of the City of Fife, Pierce County, Washington, authorizing an amendment to the Pierce County – City of Fife Sanitary Sewer Area Agreement, Contract No. 99-9992.

Director Blount reported the request is an adjustment of Fife's sewer service territory to include annexed areas and establishing the process for further revisions upon further annexations. The annexations include the Benthien Loop neighborhood and Pacific Highway East area of 62nd. Staff recommends approval of the resolution.

Director Blount addressed several questions pertaining to several provisions of the agreement to the satisfaction of the Council.

Motion

Motion carried unanimously.

**CITY MANAGER
REPORT**

City Manager Worthington reported on the following:

- The City received notice that former Councilmember Fritz Lorne recently died. The City will send a Police Officer to his service as a representative of the City.

- Puget Sound Regional Council (PSRC) recently announced the City of Fife as an award winner for PSRC 2040 Vision recognizing the City's project on Valley Avenue and 20th. A Councilmember representing the City will receive the trophy for display at the City. The meeting will be held at the Benaroya Concert Hall in Seattle at the end of April.
- Staff is working to deploy technology with Council laptops and is moving forward with video streaming. Staff would like an opportunity to review the system with the Council on April 14, 2009 at 5:30 p.m. The City's web Q&A will also be implemented where citizens can submit questions.
- City Administrator Worthington is attending the Washington City Managers/Administrators Conference in Vancouver, WA later in the week.

**COUNCILMEMBER
COMMENTS**

Councilmember Godwin reported the Daffodil Parade is scheduled on April 4, 2009. Volunteers are needed on April 3 at 6:00 p.m. Refreshments will be provided.

Councilmember Brooks referred to previous comments about the potential trail system and asked whether the City has immediate plans for constructing a trail. City Manager Worthington replied that the trail is included in the Parks Plan. The area mentioned earlier has been considered for connecting segments of the trail, but based on the site visit he recently undertook with staff; it's likely the project is not a near-term project. Councilmember Brooks clarified that the City has no plans to build trails along Wapato Creek. City Manager Worthington added that the City owns property next to the trail on the north side. However, there is approximately a 200-foot gap between the City's properties. The City is not planning to connect the trail through anyone's property. Councilmember Brooks reported pervious asphalt does not leech oil into the ground.

Councilmember Cerqui inquired about the status of the Puyallup School District impact fees. City Manager Worthington said he's had a discussion with the Puyallup City Manager who informed him that the City of Puyallup has no near-term plans to adjust school impact fees. Councilmember Cerqui expressed disappointment with the policy because it creates a shortage for the school district.

Director Blount addressed Councilmember Cerqui's questions about the status of the construction work on 36th Street, which involves a temporary surface for working in the rain for trenching by utility companies. After completion of the utility work, the road will be regarded and paved with asphalt.

Councilmember Cerqui inquired about the status of contacting the Washington State Department of Transportation (WSDOT) to post detour signs. Director Blount advised that staff is working on a series of priorities with the department

and plans to revisit the issue.

Councilmember de Booy thanked *Fife Free Press* for articles featuring activities occurring in Fife, including an article on WSDOT's decision not to install noise walls along Interstate 5. Councilmember de Booy reported on her upcoming attendance to the Regional Chamber of Commerce luncheon on April 1, 2009.

ADJOURNMENT

With there being no further business, Mayor Johnson adjourned the regular meeting at 9:18 p.m.

**RECONVENE TO
WORKSHOP**

Mayor Johnson convened the workshop at 9:29 p.m.

**Finance/Admin
Department Overview**

City Manager Worthington adjusted the workshop agenda because of time limitations.

Director Marcotte provided an overview of the Finance/Administration Department. The department is comprised of 10.7 FTEs, who are divided between Finance and Administration functions. The department provides much of the "back office" functions for the City with a budget of \$1,040,707 for 2009.

Director Marcotte reviewed staff positions and responsibilities.

The department supports the activities of the City by providing the following services; accounting, budgeting, treasury and banking, payroll, vendor payments, utility billing, cashiering, accounts receivable, records management, public records request, business licensing, Council agenda packets and other functions of the City Clerk, and passport applications.

Mayor Johnson inquired about the costs of administering the passport program. Director Marcotte said he's not able to quantify the costs. There is some training time with the State Department on passport application processing. Generally, the reimbursement rate of \$35 is reasonable based on the time required to process an application. The reimbursement rate was recently reduced from \$50. Volume of applications has increased based on new border crossing requirements.

Councilmember Brooks said the reviews are helpful. He asked to schedule some of the larger department budgets sooner rather than later. City Manager Worthington said smaller department were scheduled earlier to afford adequate time for departments to prepare for the briefings. He advised that he'll review the schedule of presentations for possible changes.

**Review 2009 Budgeted
Wage Dollar Savings**

City Manager Worthington reviewed budgeted 2009 positions that remain unfilled. After a review with Director Marcotte on the specific positions, it was

From Open Positions

determined approximately \$500,000 would be saved by not filling approximately seven budgeted positions that are included in the 2009 budget.

Councilmember Brooks asked how much of the projected savings is attributed to the Police Department. City Manager Worthington said the amount is approximately \$160,000. Councilmember Brooks asked whether the City can operate at the current level. City Manager Worthington affirmed the City can operate at the existing level, but having fewer employees means less work. The City can operate at a reasonable level of service. However, some areas may require additional help.

Councilmember Cerqui asked how many of the positions were newly created positions that were not filled. City Manager Worthington said the seven positions were previously filled positions in 2008. The City is still hiring for some positions, such as the red light clerk position because the position is funded from the program and is necessary to administer the program.

Councilmember Godwin asked how many of the seven positions are located within the Police Department. City Manager Worthington said two of the positions are within the Police Department. The department is down by three positions, but it's possible an activated reserve officer may be able to fill the third position. Police Chief Blackburn reported the reserve applicant is for Skagit County. City Manager Worthington confirmed the department has three position openings with another \$80,000 in savings for a total savings of \$580,000 in the 2009 budget.

Swim Center HVAC/Hot Water Tank Replacement

City Manager Worthington described the project for replacing the Swim Center HVAC, which will require cutting the roof and removing the equipment. There is also an opportunity to replace the 25-year old water heater, which is the size of a Volkswagen car. The budget includes \$250,000 for the work, budgeted from the lodging tax fund. Timing of the project is critical because of the time required to order the equipment and complete the project prior to the beginning of the summer season. An eight-week period is required for ordering one piece of equipment. Staff is confident of the updated cost estimates for the air handler, condensing unit, and the hot water heater.

Director Reuter advised that the total project cost is \$180,000 for the equipment with the total cost estimated by the structural engineer to be \$225,000, which includes other required work for removal of old equipment and installation of new equipment. Staff looked at ways to reduce costs associated with project management and lowered that amount to \$25,000 bringing the total to \$250,000.

City Manager Worthington said staff also explored looking at ways to spread the cost over several years. It's not the optimum solution, but it could work. The City could purchase the equipment and warehouse the equipment until needed. However, if the equipment should fail, a 10-week closure will be

necessary to replace the equipment.

Director Reuter provided a status report on the condition of existing equipment. The equipment has outlived its designated lifespan, but is well maintained. The hot water tank is beginning to reveal some stress cracks, which has been repaired and continues to function well.

Councilmember Godwin asked whether project management could be accomplished entirely by staff. City Manager Worthington advised that the elements involving the bid specs would require assistance from the consultant. Additionally, structural plans must be completed by a structural engineer.

Director Reuter reviewed the revised scope of work for reducing project management to approximately \$25,000.

Councilmember Brooks questioned the advantage of gas versus electric. Director Reuter said staff explored the cost differences and advantages. While there may be some savings in utility billings, the payback would take approximately 15 to 20 years to install a gas system.

Councilmember Brooks asked about the next logical replacement window if the project is delayed. Director Reuter said it would likely be at the end of the summer season, which will impact the Fife High School swimming program and PE program.

Councilmember Brooks asked about the confidence level of the projection for lodging tax funds during 2009. Director Marcotte reported lodging tax over performed in 2008 and is tracking well for 2009. Councilmember Brooks conveyed support for moving forward if the project can be completed by June 15, 2009.

Director Reuter answered questions on the steps necessary to remove the equipment through the roof, which will require a crane and dismantling of some of the equipment. Those costs are included within the budget. The pool will be closed for a period of three weeks.

Motion

Councilmember Roscoe moved, seconded by Councilmember Cerqui, to extend the meeting until 10:10 p.m. Motion carried.

The Council expressed support for moving forward immediately with the project.

ADJOURNMENT

With there being no further business, Mayor Johnson adjourned the meeting at 10:08 p.m.

Barry D. Johnson, Mayor

Steve Marcotte, City Clerk/Finance Director

Prepared by Valerie Gow, Recording Secretary/President
Puget Sound Meeting Services

Payroll Vouchers #45513 - 45562

For March 31, 2009 Payroll and Benefits

(Detail registers and labor distribution reports are available in Finance Department)

Payroll authorized by Current Budget Ordinance.

Grand total amount: \$583,751.26

Steve Marcotte
Clerk/Treasurer

Councilmember

Councilmember

Councilmember

Councilmember

City Manager's approval of facsimile signature on Warrants

We the undersigned councilpersons of the City of Fife, County of Pierce, State of Washington, do hereby certify that the services herein specified have been received and that warrant numbers 75671 through 75852 in the amount of \$ 874,236.40 are approved for payment on 4-14-09.

Councilperson _____

Councilperson _____

Councilperson _____

Councilperson _____

City Clerk/Treasurer _____

□□□

City Manager's approval of facsimile signature on Warrants

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Artco Sign Co Refund-Building, Plan Review , , Building Related Permits &	939	75671	\$23.50
Refund-Building, Plan Review , , Building Related Permits &			\$50.00
Refund-Building, Plan Review , , Plan Check & Review Fees &			\$15.28
Refund-Building, Plan Review , , State Bldg Code Fee &			\$4.50
		Claimant Total:	\$93.28
Bob's Property Solutions Tree Removal	1344	75672	\$2,500.00
Community Development, Building Division, Professional Services			
		Claimant Total:	\$2,500.00
City of Des Moines Bail - Garcia Rangel	TT0634	75673	\$550.00
Non-Rev/Non-Exp, , Bail (outside jurisdictions)			
		Claimant Total:	\$550.00
Dowty, Sally Training - Meals	4266	75674	\$65.00
Municipal Court, Municipal Court, Travel, Conf, Schooling			
		Claimant Total:	\$65.00
Dunnavan, Paul Library Card Reimbursement	4240	75675	\$150.00
Non-Departmental, , Library Services			
		Claimant Total:	\$150.00
Hazzard, Karen Conference - Meals, Mileage	7358	75676	\$224.28
Municipal Court, Municipal Court, Travel, Conf, Schooling			
		Claimant Total:	\$224.28
JAMS, Inc 70th & Valley Road Imp, Holt & 70th/Valley - Phase I, , Engineering	1812	75677	\$962.50

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$962.50
Miner, Angela Overpayment Photo Enforcement	9706	75678	
, , Notice of Infraction			\$24.86
		Claimant Total:	\$24.86
Office of State Treasurer 2009 Jan Bldg Fees	TR0004	75679	
Non-Rev/Non-Exp, , Stage Bldg Code Fees			\$22.50
2009 Feb Bldg Fees	Non-Rev/Non-Exp, , Stage Bldg Code Fees		\$18.00
2009 Feb Court Fees	Non-Rev/Non-Exp, , State Court Remittance		\$53,937.74
2009 Jan Court Fees	Non-Rev/Non-Exp, , State Court Remittance		\$38,691.02
		Claimant Total:	\$92,669.26
Petty Cash-Pam Harris Meeting - Meals	12020	75680	
Engineering, Engineering, Travel, Conf, Schooling			\$30.00
Parking	Community Development, Planning Division, Travel, Conf, Schooling		\$5.00
Keys	Community Development, Building Division, Office & Operating Supplies		\$3.81
Glue Stick, Garland, Ornaments	Legislative, , Office & Operating Supplies		\$15.23
Postage	Community Development, Building Division, Postage		\$5.05
Meeting - Registration, S Marc Finance & Admin. Services, Finance Division, Travel, Conf, Schooling			\$17.50
Stamps	Finance & Admin. Services, Finance Division, Postage		\$63.00
Postage Form	Finance & Admin. Services, Finance Division, Postage		\$0.50
Cookies	Legislative, , Office & Operating Supplies		\$18.38

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Deed	70th/Valley - Phase I, , Right-of-Way		\$10.00
Stamps	Finance & Admin. Services, Administrative Services, Postage		\$21.00
Meeting - Registration, S Marc	Finance & Admin. Services, Administrative Services, Travel, Conf, Schooling		\$7.50
Meeting - Registration, C Math	Finance & Admin. Services, Finance Division, Travel, Conf, Schooling		\$58.70
Napkins, Tablecloth	Legislative, , Office & Operating Supplies		\$28.29
Water, Pop	Police, Emergency Management Division, Office & Operating Supplies		\$18.47
		Claimant Total:	\$302.43
Pierce County Budget & Finance	TR0005	75681	
2009 Jan Crime Victims	Non-Rev/Non-Exp, , County Court Remittance		\$668.28
2009 Jan Law Library	Non-Rev/Non-Exp, , County Court Remittance		\$14.00
2009 Feb Crime Victims	Non-Rev/Non-Exp, , County Court Remittance		\$955.83
2009 Feb Law Library	Non-Rev/Non-Exp, , County Court Remittance		\$7.00
		Claimant Total:	\$1,645.11
Rainier Communication	13530	75682	
2008 Q4 Comcast PEG	Non-Rev/Non-Exp, , Rainier Communications		\$1,685.54
2008 Q4 Click! Media	Legislative, , Miscellaneous		\$110.25
2008 Q4 CC Media Ctr	Legislative, , Miscellaneous		\$1,685.54
		Claimant Total:	\$3,481.33
Reynolds, Tim	7281	75683	
Refund - Field Rental Overpaym	, , Rentals - Fields		\$20.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$20.00
WA State Bar Association 2009 Membership Dues	15748 Municipal Court, Municipal Court, Miscellaneous	75684	\$430.00
		Claimant Total:	\$430.00
Wan, Pui Sze Library Card Reimbursement	18090 Non-Departmental, , Library Services	75685	\$28.00
		Claimant Total:	\$28.00
Whistle Workwear Boots, Pants, Shirt	19289 , , Clothing Allowance	75686	\$52.44
Hat, Shirt, Vest	Engineering, Engineering, Uniform Clothing		\$88.10
Jacket, Bib	, , Clothing Allowance		\$151.75
		Claimant Total:	\$292.29
		Grand Total:	\$103,438.34

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Dickerson, Ebonee Library Card Reimbursement Non-Departmental, , Library Services	3988	75687	\$150.00
Claimant Total:			\$150.00
Doherty, Diane Library Card Reimbursement Non-Departmental, , Library Services	4242	75688	\$28.00
Claimant Total:			\$28.00
PetroCard Systems Inc Fuel - Fleet , , Fuel Consumed	11909	75689	\$151.84
Fuel - PD	Police, Operations Division, Fuel Consumed		\$1,860.34
Fuel - Investigations	Police, Investigations, Fuel Consumed		\$182.18
Fuel - Engineering	Engineering, Engineering, Fuel Consumed		\$34.58
Fuel - Building	Community Development, Building Division, Fuel Consumed		\$67.92
Fuel - Parks	Parks, Rec. & Senior Services, Park Maintenance, Fuel Consumed		\$100.64
Fuel - PW	Operations Division, , Fuel Consumed		\$270.82
Fuel - Jail	Detention Services, , Fuel Consumed		\$181.82
Fuel - PW	Water Utility, , Fuel Consumed		\$270.82
Fuel - PW	Sewer Utility, , Fuel Consumed		\$270.82
Fuel - Nyberg	Drainage District #21, , Office & Operating Supplies		\$66.17
Claimant Total:			\$3,457.95
Smith, Sunny Library Card Reimbursement Non-Departmental, , Library Services	15152	75690	\$150.00

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$150.00
Ware, Helen	18142	75691	
Conference-Lodging Mileage Mea	Finance & Admin. Services, Acministrative Services, Travel, Conf, Schooling		\$632.48
		Claimant Total:	\$632.48
		Grand Total:	\$4,418.43

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Godwin, Richard Float Supplies	7003 Fife Float, , Supplies (Float)	75692	\$1,072.30
		Claimant Total:	\$1,072.30
		Grand Total:	\$1,072.30

04/01/09:53

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Thompson, Thomas Fuel, Supplies	5047	75693	\$141.68
Supplies	Drug Intervention, , Office & Operating Supplies		\$1,810.00
		Claimant Total:	\$1,951.68
		Grand Total:	\$1,951.68

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Cascade Trappers Supply Beaver Trap, Lure	2577 Drainage District #21, , Office & Operating Supplies	75694	\$333.88
Beaver Trap, Lure	Drainage District #21, , Office & Operating Supplies		\$320.85
Claimant Total:			\$654.73
Crittendon, Billie & Ivory 70th & Valley Imp - Fence Repl	3794 70th/Valley - Phase I, , Right-of-Way	75695	\$12,500.00
Claimant Total:			\$12,500.00
Martin, Jennifer Library Card Reimbursement	9355 Non-Departmental, , Library Services	75696	\$150.00
Claimant Total:			\$150.00
Mendez, Lucy Library Card Reimbursement	9058 Non-Departmental, , Library Services	75697	\$28.00
Claimant Total:			\$28.00
Reicherter, Troy Library Card Reimbursement	13810 Non-Departmental, , Library Services	75698	\$28.00
Claimant Total:			\$28.00
Stack, Jody L Library Card Reimbursement	15441 Non-Departmental, , Library Services	75699	\$28.00
Claimant Total:			\$28.00
Grand Total:			\$13,388.73

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Glahn, Tamera Refund - Class Cancellation , , Swim Lessons & Programs	6995	75700	\$25.00
Claimant Total:			\$25.00
Rees, Dale Daffodil Float Supplies	13794	75701	\$2,185.76
Fife Float, , Supplies (Float)			
Claimant Total:			\$2,185.76
Wagner, Kevin Jeans	18095	75702	\$5.44
Water Utility, , Uniform Clothing			
Jeans			\$5.44
Jeans			\$5.44
Jeans			\$92.44
Claimant Total:			\$108.76
XPress Imprints Shirts	18647	75703	\$240.72
Fife Float, , Supplies (Float)			
Claimant Total:			\$240.72
Grand Total:			\$2,560.24

04/06/09 15:51

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Blackburn, Brad Tuition Reimbursement	1562	75704	\$1,348.00
Tuition Reimbursement	Police, Operations Division, Travel, Conf, Schooling		\$1,011.00
		Claimant Total:	\$2,359.00
Springbrook Software Registrations-Conf Harris DeGr	15345	75705	\$975.00
	Finance & Admin. Services, Finance Division, Travel, Conf, Schooling		
		Claimant Total:	\$975.00
		Grand Total:	\$3,334.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
4 Paws Pet Food K-9 Food	11919	75706	\$77.70
K-9 Division, , Office & Operating Supplies			
Claimant Total:			\$77.70
Abella, C. Angela Interpreter Services 3/24	259	75707	\$133.00
Municipal Court, Municipal Court, Professional Services			
Claimant Total:			\$133.00
Above & Beyond Costumes Daffodil Float Costume Work	279	75708	\$256.15
Fife Float, , Supplies (Float)			
Claimant Total:			\$256.15
All-Purpose Structures Roof Construction Project	537	75709	\$21,250.00
Storm Construction, , Waste Pad Construction			
Claimant Total:			\$21,250.00
American Planning Association Membership Dues	704	75710	\$465.00
Engineering, Engineering, Miscellaneous			
Claimant Total:			\$465.00
Aqua Care Inc Muriatic Acid	890	75711	\$91.36
Parks, Rec. & Senior Services, Swim Center Division, Supplies - Chemicals			
Claimant Total:			\$91.36
Aramark Uniform Services Mat Service	944	75712	\$77.15
Water Utility, , Repairs & Maintenance			
Mat Service	Parks, Rec. & Senior Services, Senior/Community Center Div., Professional S		\$17.30
Mat Service	Parks, Rec. & Senior Services, Senior/Community Center Div., Professional S		\$17.30
Uniform Services	Parks, Rec. & Senior Services, Park Maintenance, Professional Services		\$35.50
Mat Service	Operations Division, , Repairs & Maintenance		\$77.14

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Uniforma Services		Parks, Rec. & Senior Services, Park Maintenance, Professional Services	\$35.68
Uniform Services		Parks, Rec. & Senior Services, Park Maintenance, Professional Services	\$65.80
Mat Service		Sewer Utility, , Repairs & Maintenance	\$77.15
Mat Service		General Government, Facilities & Property Division, Professional Services	\$10.59
Mat Service		General Government, Facilities & Property Division, Professional Services	\$10.59
Claimant Total:			\$424.20
Baade, Arminda J	1368	75713	
Interpreter Services 3/20		Municipal Court, Municipal Court, Professional Services	\$114.63
Claimant Total:			\$114.63
Berner Inc	1427	75714	
Interpreter Services 3/18, 4/2		Municipal Court, Municipal Court, Professional Services	\$239.60
Claimant Total:			\$239.60
Black Knight Enterprises	1564	75715	
Patches		Municipal Court, Security Division, Uniform Clothing	\$91.12
Claimant Total:			\$91.12
Blumenthal Uniforms	1570	75716	
Credit Jackets		Police, Operations Division, Reserve Uniforms	\$-737.66
Duty Belt, Belt Liner		Municipal Court, Security Division, Uniform Clothing	\$89.11
Jackets, Emblems, Letters		Police, Operations Division, Reserve Uniforms	\$1,138.32
Handcuffs		Detention Services, , Supplies/Jail	\$130.34
Motor Wings - Burrus		Police, Traffic Policing, Office & Operating Supplies	\$6.04

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Jackets, Emblems, Letters	Police, Operations	Division, Reserve Uniforms	\$758.88
Flag Pins	Police, Operations Division,	Office & Operating Supplies	\$554.88
Claimant Total:			\$1,939.91
CDW Government Inc	2099	75717	
Symantec License	Executive, Information Technology/IT,	Professional Services	\$1,046.03
Computers	, , Machinery & Equipment		\$10,392.01
Claimant Total:			\$11,438.04
Cerium Networks	2871	75718	
Gold Support	Executive, Information Technology/IT,	Professional Services	\$964.94
Port Patch Panel	Executive, Information Technology/IT,	Professional Services	\$248.18
Claimant Total:			\$1,213.12
Chough, Kwang	2906	75719	
Interpreter Services 3/25, 3/2	Municipal Court, Municipal Court,	Professional Services	\$240.00
Claimant Total:			\$240.00
CHS	2909	75720	
Propane	Fife Float, , Supplies (Float)		\$67.38
Claimant Total:			\$67.38
City of Milton	15999	75721	
EVOC Training	Police, Operations Division,	Travel, Conf, Schooling	\$1,036.57
Claimant Total:			\$1,036.57
City of Puyallup	13550	75722	
Jail Costs	Detention Services, , Jail Costs		\$350.51
Claimant Total:			\$350.51
City Treasurer	3200	75723	
Utilities	Parks, Rec. & Senior Services,	Park Maintenance, Public Utility Services	\$38.67

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Utilities		Maintenance Division, , Street Lighting	\$1,496.33
Utilities		Water Utility, , Water Purchased for Resale	\$53,065.34
Utilities		Water Utility, , Public Utilities	\$331.51
Utilities		General Government, Facilities & Property Division, Public Utility Svcs	\$312.41
Claimant Total:			\$55,244.26
City Treasurer			
Pump Station Repairs	3201	75724 Sewer Utility, , Repairs & Maintenance	\$234.93
Claimant Total:			\$234.93
Cleanworks			
Janitorial Services	3215	75725 Sewer Utility, , Professional Services	\$216.66
Janitorial Services		Operations Division, , Professional Services	\$216.67
Janitorial Services		Parks, Rec. & Senior Services, Senior/Community Center Div., Professional S	\$850.00
Janitorial Services		Parks, Rec. & Senior Services, Swim Center Division, Professional Services	\$950.00
Janitorial Services		Water Utility, , Professional Services	\$216.67
Janitorial Services		General Government, Facilities & Property Division, Professional Services	\$3,600.00
Claimant Total:			\$6,050.00
Clear Channel Broadcasting			
Radio Ads - Fife Specialty Out Tourism/Promotion/VCB, , Advertising	3208	75726	\$800.00
Claimant Total:			\$800.00
Clossons			
Bucket Truck Inspection	3222	75727 , , Repairs & Maint. - Streets	\$100.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Bucket Truck Inspection	, , Repairs & Maint. - Streets		\$200.00
Bucket Truck Inspection	, , Repairs & Maint. - Water		\$100.00
Bucket Truck Inspection	, , Repairs & Maint. - Water		\$200.00
Bucket Truck Inspection	, , Repairs & Maint. - Sewer		\$100.00
Bucket Truck Inspection	, , Repairs & Maint. - Sewer		\$200.00
		Claimant Total:	\$900.00
Coastwide Laboratories	3251	75728	
Towels	Sewer Utility, , Office & Operating Supplies		\$11.24
Tissue, Towels, Liners	Sewer Utility, , Office & Operating Supplies		\$39.47
Towels	Water Utility, , Office & Operating Supplies		\$11.24
Tissue, Towels, Liners	Water Utility, , Office & Operating Supplies		\$39.48
Tissues, Towels, Liners, Soap	Parks, Rec. & Senior Services, Swim Center Division, Office & Operating Sup		\$285.11
Tissue, Towels, Liners	Operations Division, , Office & Operating Supplies		\$39.48
Towels	Operations Division, , Office & Operating Supplies		\$11.25
Tissue, Towels, Liners, Soap	Parks, Rec. & Senior Services, Senior/Community Center Div., Office & Opera		\$178.60
Towels, Etc	General Government, Facilities & Property Division, Office & Operating Supp		\$132.08
		Claimant Total:	\$747.95
Copy Wrights	3778	75729	
Business Cards - B Boyle	Community Development, Planning Division, Office & Operating Supplies		\$57.61

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Business Cards - D Carrara	Finance & Admin. Services, Acministrative Services, Office & Operating Supp		\$57.61
Business Cards - K Gill	Engineering, Engineering, Office & Operating Supplies		\$41.29
Business Cards - Reserves	Police, Operations Division, Office & Operating Supplies		\$112.01
Business Cards - S McCauley	Executive, Human Resources, Office & Operating Supplies		\$57.61
Laminate Map	Police, Operations Division, Office & Operating Supplies		\$32.64
Envelopes	Police, Operations Division, Office & Operating Supplies		\$138.82
Copies - Records Request	Finance & Admin. Services, Acministrative Services, Miscellaneous		\$23.07
Utility Reminders	Storm Drainage Utility, , Miscellaneous		\$63.46
Utility Reminders	Sewer Utility, , Miscellaneous		\$167.99
Utility Reminders	Water Utility, , Miscellaneous		\$141.85
		Claimant Total:	\$893.96
Cornerstone Electric	3779	75730	
Underground Conduit System	History Museum, , Museum Site Improvement		\$761.60
		Claimant Total:	\$761.60
Crop Production Services	3798	75731	
Fertilizer	Parks, Rec. & Senior Services, Park Maintenance, Chemicals		\$409.50
		Claimant Total:	\$409.50
CSK Auto Inc	3919	75732	
Dist Cap, Plugs, Wire Set, Etc , , Repair Parts - Water			\$29.73
Wire Flat Kit - Veh #18	, , Repair Parts - Water		\$1.45
Switch Module - Tahoe	, , Machinery & Equipment		\$48.93

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Wire Flat Kit - Veh #18	, , Repair Parts - Sewer		\$1.45
Water Pump - Veh #470	, , Repair Parts - Parks		\$30.81
Air Filter - Veh #251	, , Repair Parts - Police		\$51.13
Ignition Coil, Control Module	, , Repair Parts - Police		\$245.78
Radiator Hose - Veh #470	, , Repair Parts - Parks		\$23.93
Dist Cap, Plugs, Wire Set, Etc	, , Repair Parts - Streets		\$29.72
Air Filters - Veh #12	, , Office & Operating Supplies		\$54.63
Emery	, , Office & Operating Supplies		\$5.43
Hose Clamps - Veh #470	, , Repair Parts - Parks		\$4.68
Wire Flat Kit - Veh #18	, , Repair Parts - Streets		\$1.44
Dist Cap, Plugs, Wire Set, Etc	, , Repair Parts - Sewer		\$29.73
Camshaft & Crank Sensors - Veh	, , Repair Parts - Police		\$54.23
Claimant Total:			\$613.07
Daffodil Festival Inc	4098	75733	
Daffodil Festival Contribution	Tourism/Promotion/VCB, , Daffodil Festival		\$8,000.00
Claimant Total:			\$8,000.00
David Evans & Associates	5175	75734	
70th Ave E / Valley Ave E	70th/Valley - Phase I, , Engineering		\$73,335.15
Const Admin - Wapato Ck Culver	70th/Valley - Phase I, , Culvert Replacements		\$5,807.14

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
54th Ave E UPRR Pedestrian Cr	Pedestrian Bridge UPRR, , Engineering		\$1,727.50
Radiance Div 4 - Plan Review	Storm Drainage Utility, , Professional Services		\$1,089.03
Roadway Express	Non-Rev/Non-Exp, , Billable Engineering		\$1,102.00
Lexus of Tacoma at Fife	Non-Rev/Non-Exp, , Billable Engineering		\$1,316.01
59th Ave East Third Party Revi	Non-Rev/Non-Exp, , Billable Engineering		\$1,544.70
Claimant Total:			\$85,921.53
Davidov, Julia	4283	75735	
Interpreter Services 3/31	Municipal Court, Municipal Court, Professional Services		\$112.10
Claimant Total:			\$112.10
Davis Door Service Inc	4285	75736	
Retainer, Seal, Screws	General Government, Facilities & Property Division, Repairs & Maintenance		\$942.47
Claimant Total:			\$942.47
Digital Seattle	4405	75737	
Server Hard Drives	Executive, Information Technology/IT, Small Tools, Equip		\$442.82
Server Rails	Executive, Information Technology/IT, Small Tools, Equip		\$816.00
Claimant Total:			\$1,258.82
DKS Associates	4497	75738	
Port of Tacoma EIS Review	Operations Division, , Professional Services		\$3,817.50
Claimant Total:			\$3,817.50
DMCMA	4343	75739	
Registration -Conference, Dowt	Municipal Court, Municipal Court, Travel, Conf, Schooling		\$500.00
Claimant Total:			\$500.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Doehring, Gary Witness Fee	CT1248	75740	\$21.00
	Municipal Court, Municipal Court, Jury/Witness Fees		
		Claimant Total:	\$21.00
Driftmier Architects Needs/Facility Analysis	4241	75741	\$16,692.63
	Legislative, , Professional Services		
		Claimant Total:	\$16,692.63
E.J. Rody and Sons Inc EOC - Waterway Debris Removal	4949	75742	\$7,119.44
	Police, Emergency Management Division, FEMA Supplies		
Wapato Creek Culvert Replaceme			\$6,080.29
	70th/Valley - Phase I, , Culvert Replacements		
		Claimant Total:	\$13,199.73
EDEN Advanced Pest Tech Pest Control	4749	75743	\$48.96
	General Government, Facilities & Property Division, Office & Operating Supp		
Pest Control			\$81.60
	General Government, Facilities & Property Division, Office & Operating Supp		
Pest Control			\$92.48
	General Government, Facilities & Property Division, Office & Operating Supp		
		Claimant Total:	\$223.04
Edgewood Veterinary Clinic Veterinary Services	4753	75744	\$65.50
	K-9 Division, , Professional Services		
		Claimant Total:	\$65.50
Ewing Bow Rake	5204	75745	\$70.25
	Parks, Rec. & Senior Services, Park Maintenance, Small Tools, Equip		
PVC Pipe			\$117.08
	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Valves, PVC Cement, Pipe		Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie	\$452.99
Claimant Total:			\$640.32
Federal Express	5489	75746	
Delivery Costs	Police, Operations Division, Postage		\$5.59
Claimant Total:			\$5.59
Fife Chamber of Commerce	5640	75747	
Meeting - Meals, L Potter & N	Tourism/Promotion/VCB, , Advertising		\$40.00
Claimant Total:			\$40.00
Fife Flowers & Gifts	5711	75748	
Flowers	Fife Float, , Supplies (Float)		\$221.66
Flowers	Legislative, , Office & Operating Supplies		\$100.00
Flowers	Legislative, , Office & Operating Supplies		\$121.86
Claimant Total:			\$443.52
Fife Historical Society	5903	75749	
1st Qtr 2009 Museum Improvemen	History Museum, , Museum Site Improvement		\$12,500.00
Claimant Total:			\$12,500.00
Fife Pharmacy & Gifts	5850	75750	
Medications - Des Moines	Detention Services, , Inmate Medication		\$9.99
Medications - Federal Way	Detention Services, , Inmate Medication		\$71.59
Medications - Fife	Detention Services, , Inmate Medication		\$323.98
Medications - Milton	Detention Services, , Inmate Medication		\$78.07
Claimant Total:			\$483.63

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Fife Printing Motion Forms	5775	75751	\$192.03
	Municipal Court, Municipal Court, Office & Operating Supplies		
		Claimant Total:	\$192.03
Fife Service & Towing Inc Towing	5800	75752	\$125.12
	Police, Operations Division, Miscellaneous		
Seizure			\$192.58
	Police, Operations Division, Miscellaneous		
		Claimant Total:	\$317.70
Finis Inc Goggles	5978	75753	\$368.96
	Parks, Rec. & Senior Services, Swim Center Division, Merchandise for Resale		
		Claimant Total:	\$368.96
Galls, An Aramark Company Shoes	942	75754	\$229.49
	Police, Operations Division, Reserve Academy		
		Claimant Total:	\$229.49
GC Systems Inc Cla-Valve Repair	6400	75755	\$1,735.36
	Water Utility, , Repairs & Maintenance		
Float Control			\$380.80
	Parks, Rec. & Senior Services, Swim Center Division, Small Tools, Equip		
		Claimant Total:	\$2,116.16
Genesis Jail Ministries Counseling	6794	75756	\$625.00
	Detention Services, , Professional Services		
		Claimant Total:	\$625.00
Gerling & Associates Command Vehicle	6797	75757	\$265,500.00
	, , Machinery & Equipment		
		Claimant Total:	\$265,500.00
Grainger Speaker Cable	7125	75758	\$168.61
	, , Machinery & Equipment		

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Cleaner/Degreaser, Cable Ties	Sewer Utility, , Office & Operating Supplies		\$44.07
Graffiti Remover	Maintenance Division, , Traf Cntrl - Signals		\$10.64
Pliers, Liner	Operations Division, , Small Tools, Equip		\$35.32
Claimant Total:			\$258.64
Gregorich, W. Stephen ProTem Judge 3/13	7154 Municipal Court, Municipal Court, Professional Services	75759	\$337.50
Claimant Total:			\$337.50
Guardian Security Install Multiple Devices	7139 General Government, Facilities & Property Division, Professional Services	75760	\$2,275.01
Fire System Maintenance	General Government, Facilities & Property Division, Professional Services		\$293.76
Claimant Total:			\$2,568.77
Guardian Security Group Inc Gate Repair	7140 General Government, Facilities & Property Division, Repairs & Maintenance	75761	\$123.98
Claimant Total:			\$123.98
Harris, Jodine Witness Fee	CT1250 Municipal Court, Municipal Court, Jury/Witness Fees	75762	\$17.70
Claimant Total:			\$17.70
Hemley's Handy Kans Portable Toilets, Damaged Toilets, Parks, Rec. & Senior Services, Park Maintenance, Operating Rents & Leases	7397	75763	\$967.25
Claimant Total:			\$967.25
Hertz Equipment Rental Corp Rentals - Roller	7400 Operations Division, , Operating Rents & Leases	75764	\$608.62

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Rental - Dozer	Operations Division, , Operating Rents & Leases		\$1,365.83
Claimant Total:			\$1,974.45
Humane Society-Tacoma / P.C.	16650	75765	
Animal Control	Police, Operations Division, Animal Control		\$437.50
Claimant Total:			\$437.50
Integra	14177	75766	
Phones	Community Development, Planning Division, Postage		\$297.07
Phones	Engineering, Engineering, Telephone, Postage		\$297.07
Phones	Police, Communications/Dispatch, Telephone		\$594.15
Claimant Total:			\$1,188.29
KAS Entertainment	8240	75767	
Deposit - Movie in the Park 7/	Parks, Rec. & Senior Services, Recreation Division, Miscellaneous		\$1,251.20
Claimant Total:			\$1,251.20
Kuker-Ranken Inc	8300	75768	
Safety Vest	Engineering, Engineering, Office & Operating Supplies		\$105.27
Claimant Total:			\$105.27
LeMay Mobile Shredding	8608	75769	
Shredding	Police, Operations Division, Miscellaneous		\$28.90
Claimant Total:			\$28.90
Lim, Vannara S	8662	75770	
Interpreter Services	Municipal Court, Municipal Court, Professional Services		\$327.80
Claimant Total:			\$327.80
Lloyd Enterprises Inc	8625	75771	
Concrete	ROW Acquisitions, , ROW Acquisitions		\$1,075.23
Concrete	ROW Acquisitions, , ROW Acquisitions		\$5,138.33

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Concrete	ROW Acquisitions, , ROW Acquisitions		\$1,702.49
Concrete	ROW Acquisitions, , ROW Acquisitions		\$3,688.02
Infield Mix	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$628.06
Claimant Total:			\$12,232.13
Masons Supply Company	9328	75772	
Perma Patch	Maintenance Division, , Roadway		\$853.01
Claimant Total:			\$853.01
McDowell, Robert	9106	75773	
Karate Instructor	Parks, Rec. & Senior Services, Recreation Division, Miscellaneous		\$280.00
Claimant Total:			\$280.00
Mercury Fitness Repair	9065	75774	
Treadmill Repair	Executive, Human Resources, Wellness Program		\$544.19
Claimant Total:			\$544.19
Mountain Mist Water	9803	75775	
Water Services	REET I, , Professional Services		\$13.50
Water Services	REET I, , Professional Services		\$13.50
Water Services	REET I, , Professional Services		\$13.50
Claimant Total:			\$40.50
Mrs. Washington Pageant	10085	75776	
Pageant Tickets	Legislative, , Office & Operating Supplies		\$105.00
Claimant Total:			\$105.00
MRSC	10084	75777	
MRSC Roster Renewal for Contra	Engineering, Engineering, Miscellaneous		\$100.00

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$100.00
Naranbaatar, Khulan Interpretet Services 3/25	10391	75778 Municipal Court, Municipal Court, Professional Services	\$80.00
		Claimant Total:	\$80.00
Nextel Communications Phones	10515	75779 Operations Division, , Telephone, Postage	\$307.23
Phones		General Government, Facilities & Property Division, Telephone	\$5.94
Phones		Water Utility, , Telephone, Postage	\$307.23
Phones		Police, Investigations, Telephone, Postage	\$303.58
Phones		Detention Services, , Telephone,Postage (Comm)	\$51.68
Phones		Police, Communications/Dispatch, Telephone	\$1,438.55
Phones		Sewer Utility, , Telephone, Postage	\$6.69
Phones		Sewer Utility, , Telephone, Postage	\$307.23
Phones		Operations Division, , Telephone, Postage	\$5.94
Phones		Water Utility, , Telephone, Postage	\$6.69
Phones		Parks, Rec. & Senior Services, Senior/Community Center Div., Telephone, Pos	\$37.13
Phones		, , Telephone, Postage	\$84.29
Phones		Drainage District #21, , Telephone, Postage	\$21.94
Phones		Storm Drainage Utility, , Telephone, Postage	\$5.94

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$2,890.06
Northwest Embroidery Inc Shirts	10655	75780 Police, Crime Prevention, Office & Operating Supplies	\$248.65
Shirts		Police, Operations Division, Reserve Academy	\$130.68
		Claimant Total:	\$379.33
Northwest Territorial Mint Engraved Coins	10648	75781 Police, Operations Division, Reserve Academy	\$413.30
		Claimant Total:	\$413.30
Office Depot Markers, Clips, CD Sleeves	4697	75782 Water Utility, , Office & Operating Supplies	\$11.65
Highlighter, Labels, Flags, Ti		Water Utility, , Office & Operating Supplies	\$30.98
Binders, Tissue, Pens		Water Utility, , Office & Operating Supplies	\$5.20
Pens, Folders, Memo Pads		Sewer Utility, , Office & Operating Supplies	\$17.29
Paper, Envelopes, Post-its, FI		Sewer Utility, , Office & Operating Supplies	\$17.55
Markers, Clips, CD Sieeves		Sewer Utility, , Office & Operating Supplies	\$11.65
Binders		Sewer Utility, , Office & Operating Supplies	\$5.44
Pens, Folders, Memo Pads		Water Utility, , Office & Operating Supplies	\$20.45
Highlighter, Labels, Flags, Ti		Sewer Utility, , Office & Operating Supplies	\$30.98
Binders, Tissue, Pens		Storm Drainage Utility, , Office & Operating Supplies	\$1.20
Paper, Envelopes, Post-its, FI		Community Development, Building Division, Office & Operating Supplies	\$21.54
Paper, Envelopes, Post-its, FI		Storm Drainage Utility, , Office & Operating Supplies	\$4.79

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Binders, Tissue, Pens	Executive, Human Resources, Office & Operating Supplies		\$2.80
Pens, Folders, Memo Pads	Storm Drainage Utility, , Office & Operating Supplies		\$4.72
Paper, Envelopes, Post-its, Fl	Water Utility, , Office & Operating Supplies		\$20.76
Highlighter, Labels, Flags, Ti	Operations Division, , Office & Operating Supplies		\$30.98
Markers, Clips, CD Sleeves	Operations Division, , Office & Operating Supplies		\$11.65
Eraser Refill, Erasers, Binder	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$31.32
Sheet Protectors, Folders	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$33.89
Envelopes, Paper	Parks, Rec. & Senior Services, Recreation Division, Office & Operating Supp		\$160.94
Binders	Operations Division, , Office & Operating Supplies		\$5.43
Binders, Tissue, Pens	Community Development, Planning Division, Office & Operating Supplies		\$5.41
Folders	Engineering, Engineering, Office & Operating Supplies		\$11.05
Business Card Book	Engineering, Engineering, Office & Operating Supplies		\$12.11
Pens, Folders, Memo Pads	Community Development, Building Division, Office & Operating Supplies		\$21.22
Binders, Tissue, Pens	Community Development, Building Division, Office & Operating Supplies		\$5.41
Binders, Tissue, Pens	Legislative, , Office & Operating Supplies		\$4.01
Pens, Folders, Memo Pads	Legislative, , Office & Operating Supplies		\$15.72
Pens, Folders, Memo Pads	Executive, Human Resources, Office & Operating Supplies		\$11.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Dividers, Binders	Legislative, , Office & Operating Supplies		\$111.07
Pens, Folders, Memo Pads	Community Development, Planning Division, Office & Operating Supplies		\$21.22
Paper, Envelopes, Post-its, FI	Executive, Executive, Office & Operating Supplies		\$19.15
Paper	Police, Communications/Dispatch, Office & Operating Supplies		\$148.53
Paper, Envelopes, Post-its, FI	Legislative, , Office & Operating Supplies		\$15.96
Binders, Tissue, Pens	Finance & Admin. Services, Finance Division, Office & Operating Supplies		\$2.80
Binders, Tissue, Pens	Finance & Admin. Services, Administrative Services, Office & Operating Supp		\$4.01
Pens, Folders, Memo Pads	Finance & Admin. Services, Administrative Services, Office & Operating Supp		\$15.72
Calculator Ribbon	Finance & Admin. Services, Finance Division, Office & Operating Supplies		\$6.95
Tape, Bags, Files, Ribbons	Finance & Admin. Services, Finance Division, Office & Operating Supplies		\$31.88
Paper, Envelopes, Post-its, FI	Finance & Admin. Services, Administrative Services, Office & Operating Supp		\$15.96
Pad, Folders, Fasteners, Toner	Police, Investigations, Office & Operating Supplies		\$785.22
Paper, Envelopes, Post-its, FI	Finance & Admin. Services, Finance Division, Office & Operating Supplies		\$11.17
Indexes, Tray, Dividers	Finance & Admin. Services, Finance Division, Office & Operating Supplies		\$36.99
Toner	Police, Investigations, Office & Operating Supplies		\$974.06

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Paper, Envelopes, Post-its, FI	Community Development, Planning Division,	Office & Operating Supplies	\$21.54
Pens, Folders, Memo Pads	Finance & Admin. Services, Finance Division,	Office & Operating Supplies	\$11.00
Toner, Ink, Memo Book, Mousepa	Police, Operations Division,	Office & Operating Supplies	\$549.56
Pens, Folders, Memo Pads	Executive, Executive,	Office & Operating Supplies	\$18.86
Binders, Tissue, Pens	Executive, Executive,	Office & Operating Supplies	\$4.81
Paper, Envelopes, Post-its, FI	Executive, Human Resources,	Office & Operating Supplies	\$11.17
Desk Organizer	Finance & Admin. Services, Acministrative Services,	Office & Operating Supp	\$192.31
Binders, Tissue, Pens	Sewer Utility, ,	Office & Operating Supplies	\$4.41
Binders	Water Utility, ,	Office & Operating Supplies	\$5.44
Claimant Total:			\$3,586.93
Office Furniture Source	10779	75783	
Conference Table	Police, Emergency Management Division,	Small Tools/Equipment	\$650.62
Claimant Total:			\$650.62
Office Of The Code Reviser	10850	75784	
2009 WAC's	Finance & Admin. Services, Acministrative Services,	Miscellaneous	\$207.67
2009 WAC's	Finance & Admin. Services, Finance Division,	Miscellaneous	\$207.67
2009 WAC's	Police, Operations Division,	Miscellaneous	\$415.34
Claimant Total:			\$830.68
Pacific Distributing Inc	11213	75785	
Flashlights - Veh #251, #252 , ,	Repair Parts - Police		\$229.94

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Flashlight	, , Repair Parts - Police		\$114.97
Claimant Total:			\$344.91
Partnership Water Conservation	11569	75786	
Annual Dues	Water Utility, , Travel, Conf, Schooling		\$500.00
Claimant Total:			\$500.00
Petersen Brothers Inc	11915	75787	
Guardrail Replacement	Operations Division, , Repairs & Maintenance		\$2,272.55
Claimant Total:			\$2,272.55
Petrizzo Strategic Group	11901	75788	
Federal Lobbyist Services	Legislative, , Professional Services		\$5,000.00
Claimant Total:			\$5,000.00
PetroCard Systems Inc	11909	75789	
Fuel - PW	Water Utility, , Fuel Consumed		\$205.72
Fuel - PD	Police, Operations Division, Fuel Consumed		\$2,424.00
Fuel - Jail	Detention Services, , Fuel Consumed		\$221.32
Fuel - Building	Community Development, Building Division, Fuel Consumed		\$64.65
Fuel - PW	Sewer Utility, , Fuel Consumed		\$205.72
Fuel - Engineering	Engineering, Engineering, Fuel Consumed		\$127.90
Fuel - D Cantlin	Parks, Rec. & Senior Services, Park Maintenance, Fuel Consumed		\$41.58
Fuel - Investigations	Police, Investigations, Fuel Consumed		\$245.55
Fuel - Parks	Parks, Rec. & Senior Services, Park Maintenance, Fuel Consumed		\$199.51
Fuel - PW	Operations Division, , Fuel Consumed		\$205.73

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Fuel - D Cantlin		Parks, Rec. & Senior Services, Senior/Community Center Div., Fuel Consumed	\$4.62
Fuel - Fleet		, , Fuel Consumed	\$140.63
Fuel - Nyberg		Drainage District #21, , Office & Operating Supplies	\$114.70
Claimant Total:			\$4,201.63
Phung, Nova C.	12138	75790	
Interpreter Services 3/24		Municipal Court, Municipal Court, Professional Services	\$125.00
Claimant Total:			\$125.00
Pierce Co Budget & Finance	12200	75791	
2009 Q1 RCC Dues		Legislative, , Miscellaneous	\$2,373.00
Public Defense Services		Executive, Legal, Misc - Other Legal	\$9,999.96
4th Qtr 2008 Adjusted Sewer Ch		Sewer Utility, , County Treatment	\$-2,533.17
2008 Share of O & M Costs		Sewer Utility, , County Treatment	\$5,475.96
1st Qtr 2009 Sewer Service Cha		Sewer Utility, , County Treatment	\$11,102.49
Claimant Total:			\$26,418.24
Pierce Co Police Chiefs Assoc	12210	75792	
Membership Dues		Police, Operations Division, Miscellaneous	\$20.00
Claimant Total:			\$20.00
Pierce Co Regional Council	12211	75793	
Membership Dues		Community Development, Planning Division, Miscellaneous	\$189.28
Claimant Total:			\$189.28
Pierce County Comm. Newspapers	16875	75794	
Fife Flyer & Mailing		Legislative, , Miscellaneous	\$8,260.00

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Annual Report	Executive, Executive, Miscellaneous		\$8,000.00
Display Ad Fife Free Press	Parks, Rec. & Senior Services, Senior/Community Center Div., Advertising		\$110.90
Display Ad Fife Free Press	Parks, Rec. & Senior Services, Recreation Division, Advertising		\$110.90
Display Ad Fife Free Press	Parks, Rec. & Senior Services, Swim Center Division, Advertising		\$110.90
		Claimant Total:	\$16,592.70
Pitney Bowes	12550	75795	
Ink Cartridge	Municipal Court, Municipal Court, Office & Operating Supplies		\$71.20
		Claimant Total:	\$71.20
ProBuild / Lumbermens	8980	75796	
Lumber, Glue	History Museum, , Caboose Expenses		\$44.34
Hinges, Fasteners	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$-40.14
Primer	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$16.93
Hasp, Padlock, Key	70th/Valley - Phase I, , Right-of-Way		\$27.16
Tri-Pacs, Bolts, Screen	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$11.75
Screws	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$4.34
Hose Clamp, Bolts, Pipe & Hang	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$39.55
Wire Steel	Drainage District #21, , Office & Operating Supplies		\$10.86
		Claimant Total:	\$114.79

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Public Finance Inc LID Administration	13264	75797	\$4,100.63
	Sewer Utility, , ULID Administration		
		Claimant Total:	\$4,100.63
Puget Sound Energy Utilities	18370	75798	\$47.03
	Maintenance Division, , Street Lighting		
Utilities	General Government, Facilities & Property Division, Public Utility Svcs		\$428.85
Utilities	Maintenance Division, , Street Lighting		\$47.09
Utilities	Maintenance Division, , Street Lighting		\$92.55
		Claimant Total:	\$615.52
Puget Sound Instrument Co Radio Repairs	13350	75799	\$617.98
	Police, Operations Division, Repairs & Maintenance		
Site Rental	Police, Communications/Dispatch, Operating Rents & Leases		\$326.40
		Claimant Total:	\$944.38
QWest Phones	17650	75800	\$486.92
	Police, Communications/Dispatch, Telephone		
Phones	Police, Communications/Dispatch, Telephone		\$83.03
Phones	Police, Communications/Dispatch, Telephone		\$60.10
Phones	General Government, Facilities & Property Division, Telephone		\$505.96
Phones	Police, Communications/Dispatch, Telephone		\$145.78
Phones	Police, Communications/Dispatch, Telephone		\$129.94
Phones	Police, Communications/Dispatch, Telephone		\$280.03
Phones	Police, Communications/Dispatch, Telephone		\$197.04

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Phones		General Government, Facilities & Property Division, Telephone	\$505.96
Phones		Police, Communications/Dispatch, Telephone	\$56.07
Phones		Police, Communications/Dispatch, Telephone	\$40.99
Phones		Police, Communications/Dispatch, Telephone	\$343.22
Phones		Water Utility, , Telephone, Postage	\$59.49
Claimant Total:			\$2,894.53
Qwest - Long Distance	17652	75801	
Phones - Long Distance		Finance & Admin. Services, Administrative Services, Postage	\$4.13
Phones - Long Distance		Executive, Executive, Postage	\$9.58
Phones - Long Distance		Executive, Human Resources, Postage	\$1.36
Phones - Long Distance		Police, Communications/Dispatch, Telephone	\$34.75
Phones - Long Distance		Municipal Court, Municipal Court, Telephone, Postage	\$11.73
Phones - Long Distance		Parks, Rec. & Senior Services, Senior/Community Center Div., Telephone, Pos	\$3.14
Phones - Long Distance		Operations Division, , Telephone, Postage	\$5.77
Phones - Long Distance		Parks, Rec. & Senior Services, Park Maintenance, Telephone, Postage	\$2.68
Phones - Long Distance		Parks, Rec. & Senior Services, Swim Center Division, Telephone, Postage	\$0.20
Phones - Long Distance		Water Utility, , Telephone, Postage	\$5.77
Phones - Long Distance		Parks, Rec. & Senior Services, Recreation Division, Telephone/Postage	\$1.22

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Phones - Long Distance	Criminal Justice, , Telephone		\$1.37
Phones - Long Distance	Sewer Utility, , Telephone, Postage		\$5.76
Phones - Long Distance	Community Development, Planning Division, Postage		\$3.88
Phones - Long Distance	Executive, Information Technology/IT, Small Tools, Equip		\$8.46
Phones - Long Distance	Community Development, Building Division, Postage		\$5.66
Phones - Long Distance	Police, Investigations, Telephone, Postage		\$8.91
Phones - Long Distance	Finance & Admin. Services, Finance Division, Postage		\$12.48
Phones - Long Distance	Executive, Information Technology/IT, Telephone, Postage		\$14.96
		Claimant Total:	\$141.81
Reliable Security Services	13813	75802	
Camera Repairs	General Government, Facilities & Property Division, Repairs & Maintenance		\$376.45
		Claimant Total:	\$376.45
Reserve Account (Court)	12808	75803	
Postage Meter Refill	Municipal Court, Municipal Court, Telephone, Postage		\$3,000.00
		Claimant Total:	\$3,000.00
Ricoh Americas Corporation	7294	75804	
Copier Leases	Finance & Admin. Services, Administrative Services, Operating Rents & Lease		\$206.43
Copier Leases	Police, Communications/Dispatch, Operating Rents & Leases		\$201.59
Copier Leases	Detention Services, , Operating Rents & Leases		\$120.96
Copier Leases	Parks, Rec. & Senior Services, Swim Center Division, Operating Rents & Leas		\$322.54

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Copier Leases		Parks, Rec. & Senior Services, Senior/Community Center Div., Operating Rent	\$322.54
Copier Leases		Sewer Utility, , Operating Rents & Leases	\$225.78
Copier Leases		Water Utility, , Operating Rents & Leases	\$225.78
Copier Leases		Operations Division, , Operating Rents & Leases	\$112.89
Copier Leases		Executive, Executive, Operating Rents & Leases	\$196.75
Copier Leases		Community Development, Planning Division, Operating Rents & Leases	\$237.07
Copier Leases		Legislative, , Operating Rents & Leases	\$68.54
Copier Leases		Police, Operations Division, Operating Rents & Leases	\$685.40
Copier Leases		Executive, Human Resources, Operating Rents & Leases	\$102.81
Copier Leases		Finance & Admin. Services, Finance Division, Operating Rents & Leases	\$208.04
Copier Leases		Community Development, Building Division, Operating Rents & Leases	\$230.21
Copier Leases		Municipal Court, Municipal Court, Operating Rents & Leases	\$564.45
Claimant Total:			\$4,031.78
Ricoh Americas Corporation	7302	75805	
Copier Maintenance		Parks, Rec. & Senior Services, Senior/Community Center Div., Repairs & Main	\$174.04
Copier Maintenance		Sewer Utility, , Repairs & Maintenance	\$10.73
Copier Maintenance		Parks, Rec. & Senior Services, Senior/Community Center Div., Repairs & Main	\$95.47
Copier Maintenance		Community Development, Building Division, Repairs & Maintenance	\$63.15

04/08/09 10:45

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Copier Maintenance	Water Utility, , Repairs & Maintenance		\$10.73
Copier Maintenance	Parks, Rec. & Senior Services, Swim Center Division, Repairs & Maintenance		\$171.09
Copier Maintenance	Operations Division, , Repairs & Maintenance		\$5.37
Copier Maintenance	Parks, Rec. & Senior Services, Swim Center Division, Repairs & Maintenance		\$21.49
Copier Maintenance	Parks, Rec. & Senior Services, Swim Center Division, Repairs & Maintenance		\$67.24
Copier Maintenance	Municipal Court, Municipal Court, Repairs & Maintenance		\$227.34
Copier Maintenance	Community Development, Planning Division, Repairs & Maintenance		\$124.32
Copier Maintenance	Police, Communications/Dispatch, Repairs & Maintenance		\$98.06
Copier Maintenance	Finance & Admin. Services, Acministrative Services, Repairs & Maintenance		\$109.40
Copier Maintenance	Finance & Admin. Services, Acministrative Services, Repairs & Maintenance		\$58.30
Copier Maintenance	Police, Operations Division, Repairs & Maintenance		\$324.80
Copier Maintenance	Executive, Executive, Repairs & Maintenance		\$87.45
Copier Maintenance	Executive, Executive, Repairs & Maintenance		\$64.65
Copier Maintenance	Finance & Admin. Services, Finance Division, Repairs & Maintenance		\$74.59
Copier Maintenance	Community Development, Building Division, Repairs & Maintenance		\$124.32
Copier Maintenance	Finance & Admin. Services, Finance Division, Repairs & Maintenance		\$87.45
Copier Maintenance	Legislative, , Repairs & Maintenance		\$48.58

WARRANT REQUEST DATE: 04/14/2009

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Copier Maintenance	Executive, Human Resources, Miscellaneous		\$72.87
Copier Maintenance	Community Development, Planning Division, Repairs & Maintenance		\$68.01
Claimant Total:			\$2,189.45
Robblee's Total Security Inc	13950	75806	
Lock Repairs	General Government, Facilities & Property Division, Repairs & Maintenance		\$97.92
Claimant Total:			\$97.92
Robinson Engineers LLC	13951	75807	
20th Street Improvements	20th Ave - 54th to 63rd, , Engineering		\$25,810.00
Claimant Total:			\$25,810.00
Setina Mfg Co Inc	14900	75808	
Partitions, Barriers, Grills-N	, , Machinery & Equipment		\$1,817.93
Claimant Total:			\$1,817.93
Smith & Loveless Inc	15160	75809	
Compressor Air, Pin Roll, O-Ri Sewer Utility, , Small Tools, Equip			\$444.65
Claimant Total:			\$444.65
Sports Service	15350	75810	
Jeans, Boots	Drainage District #21, , Clothing Allowance		\$311.05
Claimant Total:			\$311.05
Sprint	15359	75811	
MDT's	Criminal Justice, , Telephone		\$1,484.74
Claimant Total:			\$1,484.74
Standard Parts Corporation	15555	75812	
Silicone	Sewer Utility, , Office & Operating Supplies		\$34.14
Claimant Total:			\$34.14

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
State of WA Dept of Personnel Impact Achievement Workshop	15833	75813	\$5,229.85
Executive, Human Resources, Professional Services			
Impact Achievement Workshop			\$5,229.85
		Claimant Total:	\$10,459.70
Sterling Reference Laboratorie Analysis thru 2/26	15912	75814	\$146.27
Municipal Court, Probation Division, Professional Services			
		Claimant Total:	\$146.27
Strategies 360 Federal Lobbyist	15946	75815	\$1,064.37
Legislative, , Professional Services			
		Claimant Total:	\$1,064.37
Sunmark Sports Inc Flower Seeds	15997	75816	\$36.99
Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie			
		Claimant Total:	\$36.99
Superlon Plastics Co Inc Pump Floats	16050	75817	\$146.59
Sewer Utility, , Office & Operating Supplies			
		Claimant Total:	\$146.59
Tacoma P.C. Sports Commission 1st Qtr - 2009 Funding	16655	75818	\$15,000.00
Tourism/Promotion/VCB, , Sports Commission			
		Claimant Total:	\$15,000.00
Tacoma Regional CVB Ad - 2009 Travel Planner	16700	75819	\$2,000.00
Tourism/Promotion/VCB, , Advertising			
		Claimant Total:	\$2,000.00
Tacoma Screw Products Tubing Cutter, V-Block, Yoke	16850	75820	\$77.85
Water Utility, , Small Tools, Equipment			
Gloves			\$46.01
Water Utility, , Office & Operating Supplies			

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Washers, Riveter Kit, Anchors, Fife Float, , Supplies (Float)			\$329.61
Gloves		Sewer Utility, , Office & Operating Supplies	\$46.01
Gloves		Operations Division, , Office & Operating Supplies	\$46.01
Drill		, , Small Tools, Equip	\$36.60
Screwdriver, Saws - Veh #251 , , Repair Parts - Police			\$51.31
Drill, Screw Extractor Set - V , , Repair Parts - Parks			\$39.78
		Claimant Total:	\$673.18
Tanko Streetlighting Services	16715	75821	
Street Lamp		Maintenance Division, , Street Lighting	\$400.00
Light Fixture		Maintenance Division, , Street Lighting	\$680.82
		Claimant Total:	\$1,080.82
Tap Tool Repair Inc	16720	75822	
Pin, Spring		Water Utility, , Office & Operating Supplies	\$32.64
		Claimant Total:	\$32.64
Tate, Rick	7279	75823	
Facilitator Services		Executive, Human Resources, Professional Services	\$1,009.28
		Claimant Total:	\$1,009.28
Taylor Technologies Inc	16737	75824	
Reagent Kits		Parks, Rec. & Senior Services, Swim Center Division, Supplies - Chemicals	\$39.55
		Claimant Total:	\$39.55
Tetra Tech	17105	75825	
2008 CSR Modification		Community Development, Building Division, Professional Services	\$2,125.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$2,125.00
Tim, Sarith Interpreter Services 3/13	17199 Municipal Court, Municipal Court, Professional Services	75826	\$100.00
		Claimant Total:	\$100.00
Titus Will Ford Locating Kit - Veh #235	17250 , , Repair Parts - Police	75827	\$39.17
Credit Core Return - Veh #236	, , Repair Parts - Police		\$-152.32
Rotor, Brakes, Calipers - Veh	, , Repair Parts - Police		\$735.66
Window Switch - Veh #206	, , Repair Parts - Police		\$52.53
Credit Core Return - Veh #237	, , Repair Parts - Police		\$-152.32
		Claimant Total:	\$522.72
Trim Line Decals	17456 , , Repair Parts - Police	75828	\$79.00
		Claimant Total:	\$79.00
U.S. Postal Service (Hasler) Postage Meter Refill	12802 Parks, Rec. & Senior Services, Recreation Division, Telephone/Postage	75829	\$8.87
Postage Meter Refill	Parks, Rec. & Senior Services, Recreation Division, Telephone/Postage		\$3.78
Postage Meter Refill	Operations Division, , Telephone, Postage		\$32.79
Postage Meter Refill	Parks, Rec. & Senior Services, Recreation Division, Telephone/Postage		\$10.08
Postage Meter Refill	Sewer Utility, , Telephone, Postage		\$9.15
Postage Meter Refill	Parks, Rec. & Senior Services, Senior/Community Center Div., Telephone, Pos		\$5.78

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Postage Meter Refill		Parks, Rec. & Senior Services, Swim Center Division, Telephone, Postage	\$10.92
Postage Meter Refill		Water Utility, , Telephone, Postage	\$7.72
Postage Meter Refill		Community Development, Building Division, Postage	\$21.56
Postage Meter Refill		Storm Drainage Utility, , Telephone, Postage	\$3.45
Postage Meter Refill		Finance & Admin. Services, Finance Division, Postage	\$192.78
Postage Meter Refill		Community Development, Planning Division, Postage	\$43.57
Postage Meter Refill		Executive, Executive, Postage	\$14.41
Postage Meter Refill		Executive, Human Resources, Postage	\$9.14
Postage Meter Refill		Finance & Admin. Services, Administrative Services, Postage	\$207.23
		Claimant Total:	\$581.23
U.S. Postal Service (Neopost)	12804	75830	
Postage Meter Refill		Police, Investigations, Telephone, Postage	\$950.00
		Claimant Total:	\$950.00
United Parcel Service	17897	75831	
Delivery Costs		Police, Operations Division, Postage	\$29.97
Delivery Costs		Police, Operations Division, Postage	\$49.30
		Claimant Total:	\$79.27
United Pipe & Supply	17900	75832	
Water Meter		Water Utility, , Small Tools, Equipment	\$886.19
		Claimant Total:	\$886.19
United State Postal Service	12800	75833	
Postage		Finance & Admin. Services, Finance Division, Postage	\$0.78

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$0.78
University of Washington Registration - Training, C Mas Engineering, Engineering, Travel, Conf, Schooling	18048	75834	\$390.00
		Claimant Total:	\$390.00
US Bank Admin Fees	17642	75835	\$25.00
		Finance & Admin. Services, Finance Division, Miscellaneous	
		Claimant Total:	\$25.00
Utility Underground Location C Underground Locates	18050	75836	\$11.60
		Water Utility, , Professional Services	
Underground Locates		Operations Division, , Professional Services	\$11.60
Underground Locates		Sewer Utility, , Professional Services	\$11.60
		Claimant Total:	\$34.80
Velazquez - Rosado, C.I. Interpreter Services 2/5, 3/6	18121	75837	\$200.00
		Municipal Court, Municipal Court, Professional Services	
		Claimant Total:	\$200.00
VSI Law Group, PLLC Legal - General	18132	75838	\$14,137.00
		Executive, Legal, City Attorney	
Legal		Sewer Construction, , LID 2008-1	\$17,095.35
Legal		Sewer Construction, , LID 2008-3	\$264.00
Legal		Sewer Construction, , LID - 2008-2	\$6,898.78
Legal		Non-Rev/Non-Exp, , Billable Engineering	\$1,080.00
		Claimant Total:	\$39,475.13
WA Environmental Training Ctr Registration - Training, K Wag Water Utility, , Travel, Conf, Schooling	18343	75839	\$255.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Registration - Training, K Wag Water Utility, , Travel, Conf, Schooling			\$149.00
Claimant Total:			\$404.00
WA St Assoc of Permit Techs	19328	75840	
Registration-Conference, Bolam	Community Development, Planning Division, Travel, Conf, Schooling		\$67.50
Registration-Conference, Bolam	Community Development, Building Division, Travel, Conf, Schooling		\$167.50
Claimant Total:			\$235.00
WA ST Dept Of Gen Admin	15774	75841	
Drafting Table, Carts, Chop SaParks, Rec. & Senior Services, Park Maintenance, Small Tools, Equip			\$141.70
Claimant Total:			\$141.70
WA Wildlife & Rec Coalition	18657	75842	
Membership Dues	Parks, Rec. & Senior Services, Recreation Division, Travel, Conf, Schooling		\$25.00
Membership Dues	Parks, Rec. & Senior Services, Park Maintenance, Travel, Conf, Schooling		\$25.00
Membership Dues	Parks, Rec. & Senior Services, Senior/Community Center Div., Travel, Conf,		\$25.00
Membership Dues	Parks, Rec. & Senior Services, Swim Center Division, Travel, Conf, Schoolin		\$25.00
Claimant Total:			\$100.00
Washington State Patrol	18670	75843	
Access User Fee	Police, Communications/Dispatch, Intergovernmental Services		\$3,120.00
Claimant Total:			\$3,120.00
Water Mgmt Laboratories Inc	19000	75844	
Water Testing	Water Utility, , Miscellaneous		\$120.00
Water Testing	Water Utility, , Miscellaneous		\$120.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Water Testing	Water Utility, , Miscellaneous		\$1,520.00
Water Testing	Water Utility, , Miscellaneous		\$120.00
Water Testing	Water Utility, , Miscellaneous		\$120.00
Claimant Total:			\$2,000.00
WellConnected Plus	19032	75845	
Ad - Fife Chamber 2009 Guide	Tourism/Promotion/VCB, , Advertising		\$2,810.00
Claimant Total:			\$2,810.00
Weller, Cynthia Elaine	19036	75846	
ProTem Judge 3/20	Municipal Court, Municipal Court, Professional Services		\$337.50
Claimant Total:			\$337.50
Williams, Karl L.	19296	75847	
ProTem Judge 3/19, 3/24	Municipal Court, Municipal Court, Professional Services		\$300.00
Claimant Total:			\$300.00
Witt, Lori Sowders	15309	75848	
Annual Easement Payment	Operations Division, , Miscellaneous		\$100.00
Claimant Total:			\$100.00
Witts, Jerome	CT1247	75849	
Witness Fee	Municipal Court, Municipal Court, Jury/Witness Fees		\$12.75
Claimant Total:			\$12.75
World Language Services	19528	75850	
Interpreter Services 3/11, 3/2	Municipal Court, Municipal Court, Professional Services		\$231.70
Claimant Total:			\$231.70
Yellow Freight	CT1249	75851	
Witness Fee	Municipal Court, Municipal Court, Jury/Witness Fees		\$32.00
Claimant Total:			\$32.00

04/08/09 10:45

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Zumar Industries Inc Street Sign	19650	75852 Maintenance Division, , Traf Cntrl - Signs & markings	\$90.96
		Claimant Total:	\$90.96
		Grand Total:	\$744,072.68

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Kevin G. Ringus
SUBJECT: Fife High School Winter Sports Recognition

REPORT IN BRIEF:

Once again, it has been a successful season for all of the teams, athletes, and coaches this winter. While there were not as many teams to participate on, the successes were equally awesome. As a result of their efforts, Fife High School captured three Nisqually League championships, one West Central District III championship (also one 2nd place finish), and sent four teams on to state competition. Great job, Trojans!

DISCUSSION:

The City of Fife would like to recognize the accomplishments of the following Fife High School winter teams, players, and coaches:

Boys Basketball: Mark Schelbert

The Fife Boy's Basketball team completed a great 08-09 season with a 6th place finish at the state tournament in early March. The Trojans began the season a bit slow with a 4-4 non league record. Fife lost two hard fought games to Steilacoom by a total of 3pts as league play began. From there the team really came together as a group. The Trojans honed their focus and commitment to each other. As a result, they won 14 consecutive games enroute to their first League Championship since 1987, finishing with a 14-6 overall record and 10-2 in league. The Trojans beat a very good North Mason team in an exciting "come from behind" victory to win the District Championship. At the state tournament in Yakima, the Trojans defeated the Hockinson Hawks in the opening round. Day two brought on the Anacortes Seahawks. Fife rolled over the Seahawks with a final of 62-39. In the semis the Trojans were swept up in a hurricane losing to the eventual State Champs, the Squalicum Storm. In their final game against River Ridge of Olympia, the Trojans couldn't quite make up for the slow start losing 40-49. The Trojans are very proud of their season and grateful for the support of the school, parents, and community.

Girls Basketball: Mark Jones

The last time a Fife girls' basketball team went to the state tournament was 11 years ago.

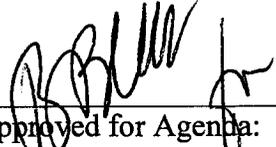
Back in the middle of January, it did not appear it would be this year's team that would break that trend. Despite some stumbles and a 5-7 conference record, the Fife girls won when they needed to and headed back to the state tournament in Yakima.

Wrestling: Shawn Gaspaire

Fife Boys wrestling won their 3rd Nisqually League title in a row. This was highlighted by four individual champions: Jesus Gonzales, Dario Rodriguez, Kainan Landholm, and John Rhodes. The team went on to finish 2nd at the West Central District tournament and 21st in the Washington State Tournament. To conclude the season John Rhodes placed 2nd in State in the Heavyweight division and Dario Rodriguez placed 8th in the 140 pound division.

Fife Girls Wrestling capped off a wonderful season by winning their second league title in a row. The ladies went on to the State tournament and placed 6th as a team out of 84 teams. The team was led by Betty Granandos placing 2nd at 171 pounds, followed by Faith Wasmund placing 3rd. Chelsia Macri placed 8th in the girls fluffy-weight division.

Kevin G. Ringus
Presiding Judge/FHS Class of 1979



Approved for Agenda:
Steve Worthington, City Manager

March 24, 2009

6B

**MEMORANDUM
For Meeting of April 14, 2009**

TO: Mayor Johnson and Fife Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: B. Blackburn, Chief of Police
SUBJECT: National Telecommunicators Week April 12-18th, 2009

REPORT IN BRIEF:

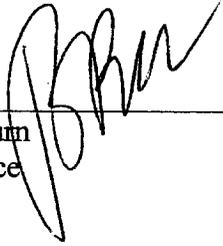
Each year, Fife City Council recognizes the efforts and diligence of their Communications Officers by the issuing a proclamation of support each year during National Telecommunicators Week.

BACKGROUND:

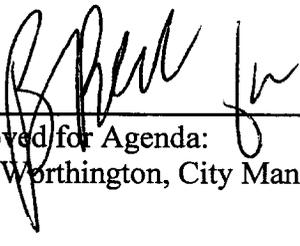
Across the nation in times of intense personal crisis and community-wide disasters, the first access point for those seeking all classes of emergency services and homeland security information is 9-1-1. The local and county public safety communications centers that receive these calls have emerged as the first and single point of contact for persons seeking immediate relief during an emergency as well as those seeking to report suspicious behaviors, unusual incidents and responding to the now common plea for citizen vigilance and attention in the wake of homeland security concerns nationwide.

In light of the events of September 11 and Hurricane Katrina and the nation's ongoing efforts to prevent a recurrence of such unspeakable tragedies, the importance of recognizing and celebrating the hard work of these dedicated professionals at every level is immeasurable. We encourage you to stand behind the commitment and devotion these men and women provide to ensure the safety and security of all of America's citizens.

The Fife Police Department Communications Center as most of you have observed at one time or another is a busy place, and our Dispatchers do an excellent job serving the cities of Fife, Milton, Eatonville, and Normandy Park.



Brad Blackburn
Chief of Police



Approved for Agenda:
Steve Worthington, City Manager

PROCLAMATION

National Telecommunicator's Week

April 12-18, 2009

Whereas emergencies can occur at anytime that require police, fire or emergency medical services;

And Whereas when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property;

And Whereas the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Fife Dispatch communications center;

And Whereas Public Safety Dispatchers are the first and most critical contact our citizens have with emergency services;

And Whereas Public Safety Dispatchers are the single vital link for our police officers by monitoring their activities by radio, providing them information and insuring their safety;

And Whereas Public Safety Dispatchers of the Fife Police Department have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients;

And Whereas each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

Therefore Be It Proclaimed that the City Council of Fife declares the week of April 12th through 18th, 2009 to be National Telecommunicator's Week in Fife, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

Mayor Barry Johnson

April 6, 2009

MEMORANDUM
For Meeting of April 14th, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Laurel Potter, Marketing Coordinator
SUBJECT: Easter Egg Hunt Re-Cap

REPORT IN BRIEF: Photo slide show of the Annual Easter Egg Hunt

BACKGROUND: Sponsored by the City of Fife & Fife Lions Club.

Activities:

- Candy-Filled Egg Hunt
- Pictures with the Easter Bunny (Bring your own camera)
- Cool Prizes for finding the Golden Eggs!
- Face Painting
- Glitter Bug & Beep Beep
- Five Age Groups for Egg Hunts

DISCUSSION: None.

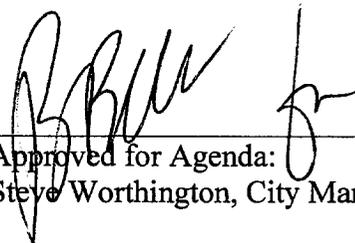
FISCAL IMPACT: None.

ALTERNATIVE COURSES OF ACTION: None.

RECOMMENDATIONS [or add "/SUGGESTED MOTION"]: None.



Laurel Potter,
Marketing Coordinator



Approved for Agenda:
Steve Worthington, City Manager

April 6, 2009

MEMORANDUM
For Meeting of April 14th, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Laurel Potter, Marketing Coordinator
SUBJECT: Sports Commission Update

REPORT IN BRIEF: The Tacoma-Pierce County Sports Commission will give a brief update and re-cap of events and sales items.

BACKGROUND: The Sports Commission, a non-profit organization, will promote Tacoma-Pierce County, Washington, as a destination for major amateur sporting events and will assist in the development of amateur athletic programs throughout the region. These activities will help maximize the host potential of area sports venues and will result in economic and quality of life benefits for the residents and businesses of our community.

DISCUSSION:

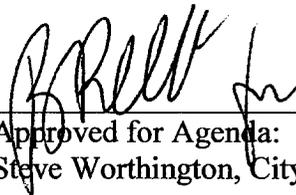
FISCAL IMPACT: None.

ALTERNATIVE COURSES OF ACTION: None.

RECOMMENDATIONS [or add "/SUGGESTED MOTION"]: None.



Laurel Potter,
Marketing Coordinator



Approved for Agenda:
Steve Worthington, City Manager

April 6, 2009

MEMORANDUM
For Meeting of April 14th, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Laurel Potter, Marketing Coordinator
SUBJECT: Tacoma Regional Convention & Visitors Bureau Update

REPORT IN BRIEF: The TRCVB will give a brief update and re-cap of events and sales items.

BACKGROUND: The mission of the Tacoma Regional Convention + Visitor Bureau is to execute initiatives that deliver tourism to Pierce County.

In partnership with the City of Fife and businesses within the community, the TRCVB has implemented a 2009 sales and marketing program with the objective to increase the number of visitors, with a strong emphasis on increasing overnight visitors.

The TRCVB employed the following tools in first quarter 2009:

Travel Media Relations, Web Marketing and Online Promotions, Marketing/Advertising, Publications, Visitor Services, Meetings and Group Sales

The TRCVB is proud to report the following results for 2009 1st Quarter:

- **Direct Sales Results:**
 - The sales team distributed twenty-one [21] leads to Fife in the first quarter. These leads are a direct result of sales initiatives and afford an opportunity for up to 6,141 room nights.
 - One lead booked this quarter in Fife:
 - Arlington High School State Track Meet – May 28-30, 2009
 - 20 room nights | 40 delegates | Economic Impact of \$6,640
- **Web Marketing:**
 - 4,916 visitors viewed Fife information or businesses in first quarter
 - 18 Fife Room Nights have been booked through traveltacoma.com
- **Lodging Tax Trends:**
 - \$79,131 in lodging taxes was collected by properties in Fife in January and February 2009. This marks a change of -12% from the same period in 2008.

DISCUSSION:

FISCAL IMPACT: None.

ALTERNATIVE COURSES OF ACTION: None.

RECOMMENDATIONS [for add “/SUGGESTED MOTION”]: None.



Laurel Potter,
Marketing Coordinator



Approved for Agenda:
Steve Worthington, City Manager

Fife City Council

Tacoma Regional
Convention + Visitor Bureau

April 14, 2009

Tourism Impacts

2008	Fife	Pierce County	Washington
Visitor Spending	\$82.4 Million	\$979.5 Million	\$15.7 Billion
Local Taxes	\$2.0 Million	20.3 Million	\$318 Million
State Taxes	\$3.8 Million	\$51.3 Million	\$687 Million
Jobs	990	11,360	149,900
Job Earnings	\$20.8 Million	\$236.8 Million	\$4.3 Billion

- Tourism generates \$400 in tax revenue for each Washington household
- Tourism is Washington's 4th largest Export industry

Tacoma Regional
Convention + Visitor Bureau
Source: Dean Runyan Travel Impacts Studies
April 14, 2009

2009 TRCVB Results YTD

	Fife	Pierce County
Leads	21	21
Lead Room Nights	6,141	6,141
Booked Room Nights	20	327
Traveltacoma.com Visits	4,916	20,759
Traveltacoma.com Room Nights	18	33

Tacoma Regional
Convention + Visitor Bureau
April 14, 2009

TRCVB Budget 2009

Revenues

Expenses

Tacoma Regional
Convention + Visitor Bureau
April 14, 2009

Power in Partnerships

TRCVB Booth at a 2009 Consumer Show

Tacoma Regional
Convention + Visitor Bureau
April 14, 2009

Thank You!

Tammy Blount, President + CEO
Tacoma Regional Convention + Visitor Bureau
tammy@traveltacoma.com
[253] 284-3250

Tacoma Regional
Convention + Visitor Bureau
April 14, 2009

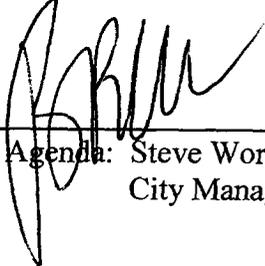
April 5, 2009

**MEMORANDUM
For Meeting of April 14, 2009**

TO: Mayor and Councilmembers
FROM: Steve Worthington, City Manager
SUBJECT: Special Presentation-Emergency Medical Services (EMS) Levy

REPORT IN BRIEF:

Matt Frank, VP of Tacoma Firefighters IAFF Local 31 has been invited to give a special presentation on Special Election Proposition #1.


Approved for Agenda: Steve Worthington,
City Manager

April 5, 2009

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Councilmembers
FROM: Steve Worthington, City Manager
SUBJECT: Public Hearing-Pierce County Library District Annexation

REPORT IN BRIEF:

Council to hear public comment in consideration of the City of Fife entering the Pierce County Library District.

Library Chronology

Date	Action
Feb 19, 2008	Fife City Council Meeting-Study Session
May 20, 2008	Fife City Council Meeting-Study Session
June 10, 2008	Fife City Council Meeting-New Business
July 19-Aug 19, 2008	Public Survey
Sep 9, 2008	Fife City Council Meeting-Special Presentation
Nov 19, 2008	Public Open House at Community Center
Dec-Jan-Feb 2009	ILA discussions-library bldg in Fife
Mar 21, 2009	Fife City Council Meeting-passed ILA with PCLS
Apr 14, 2009	Fife City Council Meeting-Public Hearing
Apr 21, 2009	Fife City Council Meeting-vote y/n proceed w/annexation process

* multiple Fife Free Press articles and continual information posted on the City website

DISCUSSION:

Evaluating a library program for citizens to compare Pierce County Library District to City-operated program and other alternatives was a Council Goal for 2008. After the Public Hearing, the next step in the decision part of this process is for Council to vote on whether or not to move forward with placing the annexation on the November ballot.

ATTACHMENTS:

- 1) Feb 19, 2008 Council packet item
- 2) Sep 9, 2008 Council packet item

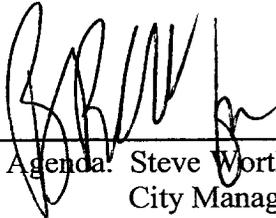

 Approved for Agenda: Steve Worthington,
 City Manager

EXHIBIT A
TO
LIBRARY DISTRICT AGREEMENT

The following criteria will be used to determine that a site is suitable for the Fife library facility:

LOCATION

- The site is centrally located for the area or community the branch is to serve.
- The site is within or immediately adjacent to an existing or planned commercial/retail development.
- The local traffic patterns bring residents regularly or daily to this location.
- The property has frontage on a major thoroughfare or arterial street.
- There is easy accessibility. There are adequate stoplights, turn lights or turn lanes accessing the property.
- It visible from a major thoroughfare/arterial from both directions.
- The library is compatible with adjacent activities.
- There are appropriate co-location opportunities. For instance, locating the library on the ground floor of a multi-story building.
- The location of the site is south of Interstate 5, within the Fife City Limits.

ACCESS

- The property is easily accessible by all vehicles.
- There is public transportation in close proximity to the property.
- There is safe pedestrian access.
- There is access to sufficient parking.
- There is good access to the site for the service area population.

PROPERTY/BUILDINGS

- The property is large enough to accommodate a single story building and expansion of the building or the unit is on a single level or the ground floor of a multi-story building and does allow for expansion of the library unit.
- The property is large enough to accommodate parking at the rate of one space for every 200 – 300 sq. ft. of building or as the zoning code requires.
- The property or building will allow a floor that should support 125 lb. live load per sq. ft..
- There is appropriate zoning or it is possible to rezone. There are adequate utility services available: water, power, telephone, Internet, sewer services, utility services, etc.
- The lease rate shall not be greater than the lease rate for Class A office space in the Fife area commercial real estate market.
- The quality of the leased building shall be comparable to Class A office space in the Fife area commercial real estate market.

**AGREEMENT
REGARDING LIBRARY SERVICES
IN THE EVENT OF ANNEXATION**

This AGREEMENT REGARDING LIBRARY SERVICES IN THE EVENT OF ANNEXATION (this "Agreement"), dated as of _____, 2009, is made by and between the PIERCE COUNTY RURAL LIBRARY DISTRICT, doing business as the Pierce County Library System ("PCLS"), a Washington rural county library district, and the CITY OF FIFE (the "City"), a Washington code city.

RECITALS

WHEREAS, PCLS provides library services to the citizens of unincorporated Pierce County, Washington (the "County"), and those cities and towns within Pierce County that have chosen to annex into PCLS; and

WHEREAS, the City, located within the County, has not annexed into PCLS; and

WHEREAS, the City Council is considering submitting the issue of annexing the City into PCLS to the registered voters of the City in a special election thereon be held in the City on November 3, 2009; and

WHEREAS, PCLS and the City desire to memorialize their agreements regarding the provision of library services in the City in the event such annexation is approved by the registered voters of the City; and

NOW, THEREFORE, in consideration of their mutual agreements set forth herein, PCLS and the City hereby agree that, if the registered voters in the City approve the annexation of the City into PCLS, then:

1. Library Cards. The citizens of the City would be eligible to receive PCLS library cards immediately following the certification of the November 3, 2009 election results.

2. Branch Library.

(a) PCLS and the City acknowledge that, notwithstanding the approval of the annexation by the registered voters of the City, the earliest that PCLS would receive any tax revenues from the area within the corporate limits of the City would be April 2011. In light of that reality and subject to the availability of rental space that PCLS determines is suitable for a branch library, PCLS will provide a branch library of approximately 6,000 square feet of leased space within the City commencing June 1, 2011. If PCLS is unable to secure suitable space to accommodate the June 1, 2011 opening date, the City and PCLS shall negotiate an extension of the opening date. Space shall be deemed suitable if it meets the criteria attached hereto as Exhibit A.

(b) PCLS and the City will work cooperatively to plan for the development of a permanent branch library in the City (which shall include a meeting room), not smaller than 6,500 square feet, on the understanding that such facility will only be built if the PCLS Board of Trustees determines to seek the issuance of bonds therefor (either by PCLS or a library capital facility area), and such bonds are approved by the voters.

3. Interim Library Services. PCLS will begin providing the following community and outreach services to customers within the City commencing January 1, 2010: (i) delivery of library materials to childcare facilities; (ii) services to the homebound; (iii) services to Spanish-speaking citizens; (iv) summer reading program; and (v) More Than Books van, Explorer and bookmobile services.

4. Dispute Resolution. If a dispute arises between PCLS and the City concerning the performance of any provision of this Agreement or the interpretation thereof, and PCLS and the City are unable to resolve their differences through informal discussions, the parties will endeavor to settle the dispute by mediation under such mediation rules as shall be agreeable to the parties. Such mediation will be non-binding but a condition precedent to having the dispute resolved pursuant to litigation.

In the event any action is brought to enforce any provision of this Agreement, the parties agree to be subject to exclusive jurisdiction in the Pierce County Superior Court, and agree that in any such action venue shall lie exclusively in Pierce County.

5. Duration of Agreement. This Agreement shall become effective on the date first written above and shall remain in full force and effect until the earlier of (a) the failure of the registered voters in the City to approve such annexation at the special election held on November 3, 2009, or (b) December 31, 2011.

6. Relationship of the Parties. The parties to this Agreement are independent and nothing in this Agreement is intended to create a partnership, joint venture or other mutual undertaking between the parties.

7. No Assignment. The terms, covenants and conditions set forth in this Agreement shall be deemed personal to the parties hereto and may not be assigned or transferred to any other person.

8. No Third-Party Beneficiaries. This Agreement is solely for the benefit of the parties hereto, and no third party shall be entitled to claim or enforce any rights hereunder except as specifically provided herein.

9. Severability. In the event any part of this Agreement is declared void or invalid, the remaining portions of this Agreement shall not be affected, but shall remain in full force and effect.

10. Modification. The obligations of the parties to this Agreement may not be modified, amended or waived except by written agreement executed by both parties.

11. Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute but one and the same contract.

12. Entire Agreement. The parties hereto agree that this Agreement constitutes the only agreement between them regarding library services in the event of the annexation of the City into PCLS, and that no oral representations or no prior written matter extrinsic to this instrument shall have any force or effect.

IN WITNESS WHEREOF, the parties have executed this Agreement effective the date and date first written above.

CITY OF FIFE

PIERCE COUNTY RURAL LIBRARY DISTRICT

By: _____
Steve Worthington, City Manager

By: _____
Director

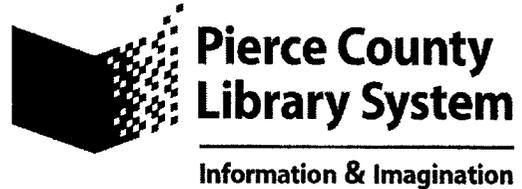
ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

Questions & Answers



Info about Pierce County Library Services for City of Fife Residents

The Fife City Council is considering sending to Fife voters a ballot measure to approve or reject joining the Pierce County Library System for library service. The Fife City Council is interested in your opinions on this subject. **A Public Hearing is scheduled to be held at 7pm on April 14, 2009 at Fife City Hall, 5411 23rd St E, Fife WA 98424.**

What is annexation to a library district?

- Annexation brings full library services to a city or town.
- Annexation initiates a process that allows a library district to levy taxes within the boundaries of a city, at the same rate and on the same basis as the tax levied in surrounding unincorporated areas and annexed cities and towns.
- The taxpayers within the city or town pay property taxes directly for library service as well as property owners in the unincorporated area and annexed cities and towns.

What is the process to annex for library service?

- It is the City Council's decision whether to ask voters if they would like to annex to Pierce County Library for service.
- If the Fife City Council decides to pursue annexation, it would place the measure on an election ballot.
- Then, it would be up to voters to decide to annex for library services. It takes a simple majority (50 percent +1) of voters to approve annexation.

For citizens interested in library service, they should contact the Fife City Manager's Office at 253-896-8602 or e-mail Council members directly. Please visit www.cityoffife.org for Councilmember contact information.

What library services would you receive by annexation?

- With annexation to Pierce County Library System, Fife residents may immediately get a library card.
 - You may begin checking out books and other materials from Milton Pierce County Library or any of the 17 Pierce County Libraries. You can immediately reserve materials online and pick them up at any library.
 - Your library card also will give you access to online library services 24/7 from your home or office.

- Pierce County Library will open a library branch in Fife by June 2011, according to an agreement between the City and the Library. The Library would offer full library services, six days a week, which would include a meeting room, public computers, children's services, many books and other materials, comfortable seating, and room for the community to gather.
- Pierce County Library will serve residents starting in January 2010 with the following services directly in Fife:
 - Bring books, movies and music directly to the community, on the Library's bookmobile.
 - Deliver books and movies to Fife childcare facilities.
 - Provide books, audiobooks and other materials directly to people who are homebound and older adults.
 - Offer books, movies and ESL materials in Spanish.

Who already has service from Pierce County Library?

- Pierce County Library System currently serves all of unincorporated Pierce County, 14 cities and towns that have annexed for service, for a total service area of 1,600 square miles and 534,000 people.
- Between 1946 and 1999, voters in Bonney Lake, Buckley, DuPont, Eatonville, Edgewood, Gig Harbor, Lakewood, Milton, Orting, South Prairie, Steilacoom, Sumner, University Place, and Wilkeson cast their ballots to annex to the Library System.

What will library services cost?

- The Library estimates that property owners will pay approximately 45 cents for every \$1,000 of assessed property value starting in 2011. This means a homeowner with a house with a \$265,000 assessed valuation would pay \$119 on their property tax bill.
- If an annexation occurred and passed in November 2009, Fife residents would pay taxes for library services in 2011.

What if residents change their minds in the future?

If the city decides to leave the library system, it can do so by asking Fife voters any time after the first three years of annexation.

Where can I get more info?

For more info about library services, visit www.piercecountylibrary.org; for more info about annexation, call Pierce County Library Director's Office at 253-536-6500 or the Fife City Manager's Office at 253-896-8602.

**Fife City Council is scheduled to hold a Public Hearing
7pm on April 14, 2009
at Fife City Hall
5411 23rd St E, Fife WA 98424**

PUBLIC IS ENCOURAGED TO ATTEND!

February 13, 2008

**MEMORANDUM
For Meeting of February 19, 2008**

TO: Mayor and Councilmembers
FROM: Steve Worthington, City Manager
SUBJECT: Library Services Discussion

REPORT IN BRIEF:

The Fife City Council has set a goal in 2008 to explore options for library services. A discussion of the options is set for this meeting. Neel Parikh, Director of the Pierce County Library District will present information about the Library District, what services it provides and how it would provide services to Fife.

BACKGROUND:

City Manager Worthington and Library Director Parikh have been discussing the potential of library service and the cost of city-operated systems. The packet includes copies of materials and letters that were distributed to Council at the January 26th Retreat concerning this subject. Additional information is provided as well which includes:

- Washington State Office of the Secretary of State, *Revenue and Expenditure Summary of Library systems state wide.*
- ICMA publication on *Local Government Managers and Public Libraries: Partners for a Better Community.*
- *How Well Do You Know Your Library? An Examination of Library Services in Pierce County* by The League of Women Voters of Tacoma Pierce County 2007.

DISCUSSION:

The City of Fife currently provides library services by reimbursing residents for the cost of a library card for either the Puyallup City Library or the City of Tacoma Library. The cost per household averages \$68.58. Annually we spend less than \$6,000. These are the only library providers available to us at this time. This is a minimal cost and undoubtedly the least cost to the City and its tax payers.

There are three potential courses of action open to the City:

- #1) Stay as we are. The least cost alternative.
- #2) Create the City of Fife Library System. The creation of the City of Fife Library System provides no new monies for this purpose (beyond fines for late books). This means that both reserves and current general fund revenue would be used to create the system. The estimated cost is \$3 to \$4 Million for building, \$1.5 million for collection cost, \$200,000 to \$300,000 for software system development as early estimates of capital cost. Operating cost are estimated at \$600,000 to \$1,000,000 annually depending on hours and days of operation, continued additions to collection and periodical cost, building maintenance, utilities and equipment cost.

#3) Annex into the Pierce County Library District

The Fife City Council would pass a resolution which would send to the Fife City voters the question of if they wish to join the Pierce County Library District. If the voters approved, the District would collect a new property tax rate of about .4312 per \$1,000 of which would provide a branch Library in Fife operated by the Library District.

Questions to frame the discussion:

Should the citizens of Fife vote if they wish to annex to the Pierce County Library District and pay the increase tax for that service?

Is the community building value of a library in Fife operated by the City, greater than the cost in general fund dollars? (\$4-\$5.8 Million Capital, \$600,000 to \$1. Million Annually)

Sub-note: The last date for a 2008 special election is May 20th. Council would need to pass a resolution by March 28th to cause a special election for that date.

RECOMMENDATIONS [or add "/SUGGESTED MOTION"]:

Listen to Neel Parikh presentation, discuss questions.


Approved for Agenda: Steve Worthington,
City Manager

M E M O

Date: December 7, 2007

To: Steve Worthington, City Administrator, City of Fife

From: Neel Parikh, Library Director

Subject: Municipal Libraries in Washington

You requested information about other Washington municipal libraries that would help you see the complexity and cost of operating your own library system. As I indicated during our meeting, we reviewed 2006 data collected in the Washington State Library 2006 Statistical Report ([HTTP://WWW.SECSTATE.WA.GOV/LIBRARY/LIBRARIES/LIBDEV/DOWNLOADS/STATISTICS/06STATS/PDF/STATS06.PDF](http://www.secstate.wa.gov/library/libraries/libdev/downloads/statistics/06stats/pdf/stats06.pdf)).

Space Requirements: It should be noted that a stand-alone municipal library requires more square footage in order to house "back of house" functions, including administrative and support service as well as library service-specific support. These will vary depending on the type of support services the Library provides versus those provided by the City, such as human resources, payroll, business office, community relations, IT, etc.

Municipal libraries operate their own "Technical Service" department. Technical Services must select, order, catalog and process books and materials before they can be made available to the public. In Puyallup, approximately 25% of the 39,000-square-foot facility represents "back of house" functions. In a Pierce County Library System branch most "back of house" functions are housed at the Processing and Administrative Center. The non-public space in a 5,000-7,000 square foot PCLS branch is 10-15% and directly supports the work functions necessary for direct public service in that location (check in, book drop, holds, storage, collection preparation and staff work area).

Comparison Data: We selected some municipal libraries as examples that would give you an indication of the cost involved in running a stand-alone city library. The libraries selected were based on two criteria: community of a size similar to Fife or of a size equal to your projected growth, or libraries with operating budgets similar to the potential property tax revenue from Fife. All of these cities had a single stand-alone building.

The attached chart selects data that will give you an indication of the kind of service these libraries provide, in particular, the size of the materials collection (books, DVDs, CDs, etc.), the numbers of Internet computers available to the public, the square footage of the facility, the percentage of operating expenditures in particular areas of the service. We have also enclosed some pages from the state report so that you can look at other libraries.

In evaluating the data overall, the expenditures per capita by a district library tend to be lower per capita than expenditures by a city library. Statewide, the 2006 per capita expenditures for a district library was \$42.45. Statewide for a city library, the average expenditures per capita was \$59.92.

As a point of comparison, I would expect that a storefront Pierce County Library would represent the following configuration.

Building Size: Square Footage	5,000 – 7,000 sq. ft.
Annual Number of Open Hours	2,444 (47 hours per week)
Schedule	Six (6) Day Service Monday, Tuesday, Wednesday: 11:00 am – 8:00 pm Thursday and Friday: 11:00 am – 6:00 pm Saturday: 11:00 am – 5:00 pm
Collection Size	45,000
Number of Internet Computers	10 – 12* fixed public computers plus Wi-Fi

**PCLS is currently evaluating how to increase public computer access. The final model has not been completed but is expected to increase the number available.*

Cost Considerations: You also requested information about costs for establishing a stand-alone municipal library. Creating your own library would involve capital expenditures similar to establishing a branch library of Pierce County Library System, such as the building, furnishings and equipment.

However, a stand-alone library must also create the infrastructure that is necessary before it can provide service to the public. Additional expenses include purchasing and developing a circulation and cataloging system. Materials (books, DVDs, databases, magazines, etc.) must be selected, purchased, cataloged, processed and entered into the circulation system. Internet and communication systems must be determined and a web-presence established. Staff must be hired and trained, and then must establish policies and procedures.

In 2006, Puyallup Public Library purchased a new circulation and catalog system for approximately \$100,000. However, this cost did not include the expense of circulation terminals and entering collection and patron data.

I would estimate that it would take about two (2) years to set up a stand-alone library. This assumes that you would be using a leased space, not constructing a new facility.

I do not know of a city that has created its own municipal library in the last few years. Most municipal libraries have existed for many years.

If you need any further clarification, please feel free to contact me.



Date: December 6, 2007

To: Steve Worthington, City Administrator, City of Fife

From: Neel Parikh, Library Director

Subject: Pierce County Library System Data

Enclosed is the information you requested during our meeting on November 28, 2007. Documents enclosed are:

- **Pierce County Library System 2007 Budget**
- **Pierce County Library System 2008 Budget:** [Note: This is the final product as it will be approved by the Board of Trustees. Some of the supporting information will be updated prior to publication in January 2008.]
- **Serving Growing and Changing Communities:** In preparation for the 2006 lid lift election, we collected information comparing Pierce County Library System with like-sized systems and created service targets to achieve upon passage of the levy. Attached is the original 2006 document showing comparisons and targets for the levy. Also attached is a progress report on achieving the goals, which includes the most recent comparison data (2006).
- **“Go Where the People Are”:** A summary of Pierce County Library System services provided outside of the branch library.
- **Municipal Libraries in Washington – Information Regarding Costs of Establishing and Maintaining a Stand-Alone Library.**
- **Gates Foundation DVD:** Your Public Library: Keeping Your Community Connected

In addition, here are answers to some of your questions:

Levy Rate: Pierce County Library System levy rate for 2008 will be 44.3¢. At this point, we are estimating the 2009 levy rate to be 43.12¢. The addition of Fife to the assessed valuation would affect the projected levy rate.

Cost to Establish a Pierce County Library System Branch: In order to establish a store-front library of around 5,000 – 7,000 sq. ft. in the Fife area, we would expect to spend around \$1 to \$1.5 million. This would include the purchase of a collection (books, DVDs, etc.), computers, data lines, circulation system, furnishings and other necessities for operating a library. Annual operating costs beyond this expenditure would include personnel, rental, regular updating of the collection, children’s programming, data and communication charges and other standard expenses.

Communication at the Milton Library: Mary Getchell, Communications Director, has contacted Laurel Potter from your office. They have not yet been able to connect. Our plan is to create talking points for the Milton library staff and meet with the Milton staff to help them improve their communication to Fife citizens.

I hope you find this information helpful. Please do feel free to contact me if you need any further information. I appreciate your thorough investigation of this important issue. Thank you for your candor regarding the process. As I stated before, I would be glad to attend any planning meetings you have in the future. In addition, staff, council members or community members are welcome to visit and tour our facility.

"GO WHERE THE PEOPLE ARE"

Pierce County Library System not only serves its community via fixed facilities, but is committed to meeting people where they are in order to provide easy and convenient access to its many resources. Community Outreach Services and Youth Services are two departments that provide many services beyond our walls. Here is a sample:

Services for Children and Caregivers

- **Child Care Centers – Ready for Books:** A service for licensed child care centers and home-based child care centers serving preschool as well as school-aged children provides regular deliveries of books, resources and activities to support reading and learning skills.
- **Parents:** Training, information, materials and support for parents of children from 0 to 6, to lay the foundation for literacy and learning skills and prepare them for success in school.

Support for Educators and Youth Learning

- **Reliable online resources accessible from home or school:** To support homework, learning and reading, such as: Live Homework Help (chat-based live tutoring by trained experts in English, Math and Science, in English and Spanish), Read the Book (accelerated reading program support), online databases (magazines, research materials, newspapers, encyclopedias, reference books on many subjects, etc.), BookFlix (interactive books/video/games to support reading and learning skills in children K-3).
- **STARS accredited training:** Throughout the year the Library offers workshops for child care providers that builds knowledge and skills to support development of reading, literacy and learning skills in their charges. They receive credit for attendance at these workshops.

Diversity

- **Korean and Spanish-speaking staff** take the library into these communities, and insure the Library meets needs.
- **Language Collections:** Reading and information materials, as well as audio materials and movies, in Spanish and Korean support two of Pierce County's largest language communities. In addition, the library offers a limited amount of popular and informational materials in Chinese, French, German, Japanese, Russian, Tagalog and Vietnamese. In the future, we expect the largest non-English speaking population growth to be Russian.

- In 2008, the Diversity Van will begin short-term runs to shopping centers, health facilities and other places where ethnic communities gather to bring resources in their language to them, as well as staff who speak their language.

In your community or home

- Homebound service: Personalized service for individuals confined to their homes brings books, information and other services tailored for the clients needs and hand delivered to their home.
- Adult Care Facilities: Regular service to nursing homes and other care facilities for browsing and delivery of specific materials.
- Family Bookmobile: Takes the Library to customers without convenient access to a library facility.
- Explorer Children's Bookmobile: Encourages children to browse, read and explore books and information, work on computers, attend a storytime or get help from a caring librarian. Its primary purpose is to lay the foundation for reading and life-long learning skills for youth who are most isolated from library facilities.

Remote access -- Phone, computers, email, chat

- Downloadable audio books and movies
- Answers to questions via phone and email
- Online catalog to locate materials and have them delivered to the building most convenient to you for pickup.

PIERCE COUNTY LIBRARY SYSTEM
SERVING GROWING AND CHANGING COMMUNITIES – GOALS AND BENCHMARKS
UPDATE – DECEMBER 3, 2007

September 2006, Pierce County voters said yes to a ballot proposal to re-authorize the Pierce County Library System's levy rate in order to maintain and add services to meet the needs of its growing and changing communities. From 1996 to 2006, the area's population grew by 49% (to 508,870), and is expected to reach 533,040 by 2011. Since 2002, the Library had cut more than \$1 million in operations and services.

The following tables report the Library's progress through October 31, 2007, towards meeting its goals.

With the Library's reauthorized levy rate of .48 cents for every \$1000 of assessed property value, the Library committed to deliver the following:

2006 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public	
Operating Expenditures Per Person	\$63.66	\$40.10	2004: \$31.59	\$34.33	\$37.91	\$37.05	\$57.99	
			2006: \$34.38					
			2007: \$52.32					
			Proposed: \$48.87					
Number of Branches	43	20	17	13	9	27	9	
Service Area Population*	1,205,095	631,645	2006: 496,582	425,060	243,400	439,417	199,600	
			2007: 508,870					
			518,429*					
Items Checked Out per Person	15.87	12.46	2006: 11.03	6.77	10.83	10.55	10.23	
			To Date: 9.6**					
			Target: 12.5					
Mill Levy	2004	.49	.50	2004: .476	.475	.45	.48	N/A
	2006	.46	.422	2006: .40	.42	.36	.428	N/A
				2007: .48				
				Proposed: .48				

Notes: ♦ 2006 data is from the 2006 Draft Washington Public Library Statistical Report (September 2007)
♦ "Proposed" figures are 2007 estimates after passage of Lid Lift in 2006 at .48/\$1000 assessed.
*2006 Population Estimate from Statistical Report does not match PCLS estimate.
**As of 11/30/07

GOAL: EXPAND OPEN HOURS

Add more open hours that are convenient for customers to maximize access to books, buildings, and personal assistance from staff by increasing use of existing libraries.

- ✓ Increase open hours by 20% per week.
- ✓ Open libraries six days per week by adding Monday daytime and evening hours.
- ✓ Add Sunday hours at nine (9) libraries.

2006 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Average Number Open Hours/Week	56.4	55	2005: 43.4	49.6	46.6	41	40.9
			2006: 48.2				
			2007 Actual: 54				
			Proposed: 54				
Number of Branches Open Sunday	24/43 58%	11/20 50%	2006: 0/17	2/13 15%	4/9 44%	8/27 30%	0
			2007 Actual: 9/17				
			Proposed: 9				

GOAL: ADD BOOKS AND OTHER MATERIALS

Purchase more books and other materials to offer increased variety in library collections to support customers' diverse interests and life-long learning.

- ✓ Decrease average wait time for popular materials by 30%.
- ✓ Increase expenditures per person by 30%.
- ✓ Increase the variety of titles and material formats (books, CDs, downloadable books, DVDs, etc.) available to customers.

2006 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Materials Expenditure Per Person (Table 8)	\$8.68	\$7.45	2004: \$4.62	\$4.01	\$5.66	\$6.30	\$8.08
			2006: \$5.68				
			2007: \$8.53				
			Proposed: \$8.20				
Wait (in weeks) for Customer to Receive Current Best Sellers (on 4/25/06)	4.5	6.8	2006: 18.8	12.6	3.4	20.1	5.0
			2007: 7.8*				
			Target: 12 or less				

*Check based on best sellers week of 10/08/07.

GOAL: INCREASE SERVICES FOR YOUTH

Youth Services staff, books, and resources will support children and students' reading and support skills to help them succeed in school.

- ✓ Increase availability of staff trained and educated to help kids and support their reading and homework research.
- ✓ Add staff trained and knowledgeable in working with tweens and teens.

2006 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Staff Designated for Youth (2006)	69.4	25	2006: 13.21	6	7	17.8	No Info
			2007: 25				
			Proposed: 23				
Number of Children's Programs Per Branch (Table 12)	203	No Info.	2006: 122	173	63	105	No Info
			To Date: 108**				
			Target: 135				
Number of Children/ Teen Materials Checked Out per Year (Table 11)	5,268,626	3,285,447	2006: 1,084,998	1,236,616	No Info	1,472,020	571,846
			To Date: 1,987,816				
			Target: 2,000,000				

**12/02/07

GOAL: IMPROVE CUSTOMER SERVICE AND TECHNOLOGY

Library services are convenient, fast, and reflect customer preferences for contemporary library service and delivery.

- ✓ Support easy, reliable and convenient technologies to deliver library materials and services.
- ✓ Provide tools for staff to deliver excellent customer service and contemporary services.
- ✓ Increase services to help people answer questions and find information.

2004 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Questions Answered Per Person	1.20	2.13	2004: .58	.51	.63	1.08	1.40
			2006: .55				
			To Date: 1.0				
			Target: 1.5				
Public Internet Workstations Average Per Branch (Per 1,000 Capita)	27.9 (1.0)	24.7 (0.78)	2006: 5.6 (0.38)	5.9 (0.18)	18.6 (0.69)	7 (0.43)	17.9 (0.90)
			To Date: 8.2				
			Target: 10				
			2006: 0				
Computer Classes Offered for Adults (May 2006)	54	2	To Date: 12	5	16	20	0
			Target: 15				
			2006: 0				

PIERCE COUNTY LIBRARY SYSTEM
SERVING GROWING AND CHANGING COMMUNITIES – GOALS AND BENCHMARKS

Since 1996, the population in Pierce County Library System's service area has grown by 49%; today the Library System serves 508,870 people. The population is expected to grow to 533,040 by 2011. Due to limited resources, the Library System is not able to adequately serve this rapidly growing and changing population. At the same time, the Library System's revenues are barely keeping up with costs to operate and maintain the libraries. Since 2002, the Library has cut more than \$1 million in operations and services.

Since Summer 2005, the Library System collected nearly 3,000 public comments about services people value, want, and need. Following are the library services people selected as the most important. This information depicts how well the Library System currently provides these services in comparison to similar library systems; it also includes goals for Pierce County Libraries to better provide these services for its growing and changing communities.

2004 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public	
Expenditures Per Person	\$62.04	\$38.24	Current: \$31.59	\$35.08	\$34.91	\$35.92	\$62.62	
			Proposed: \$48.87					
Number of Branches	43	20	17	13	9	27	9	
Service Area Population	1,164,200	607,005	496,582 (508,870) ¹	401,400	239,500	421,195	196,800	
Items Checked Out Per Person	11.80	9.66	Current: 11.03	8.03	10.48	10.87	7.52	
			Target: 12.5					
Mill Levy	2004	.49	.50	.476	.475	.45	.48	N/A
	2006	.46	.422	Current: .40 Proposed: .48	.42	.36	.428	N/A

Notes: ♦ 2004 data is from the 2004 Washington Public Library Statistical Report
♦ "Proposed" figures are 2007 estimates after passage of Lid Lift in 2006 at .48/\$1000 assessed.

GOAL: EXPAND OPEN HOURS

Add more open hours that are convenient for customers to maximize access to books, buildings, and personal assistance from staff by increasing use of existing libraries.

- Increase open hours by 20% per week.
- Open libraries six days per week by adding Monday daytime and evening hours.
- Add Sunday hours at nine (9) libraries.

2005 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Average Number Open Hours/Week	56.7	49.2	Current: 43.4	47.5	46.6	41.8	42.9
			Proposed: 54				
Number of Branches Open Sunday	24	10	Current: 0	2	4	8	0
			Proposed: 9				

GOAL: ADD BOOKS AND OTHER MATERIALS

Purchase more books and other materials to offer increased variety in library collections to support customers' diverse interests and life-long learning.

- Decrease average wait time for popular materials by 30%.
- Increase expenditures per person by 30%.
- Increase the variety of titles and material formats (books, CDs, downloadable books, DVDs, etc.) available to customers.

¹ 2006 Population Estimate
October 16, 2006

2004 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Materials Expenditure Per Person	\$7.93	\$10.03	Current: \$4.62	\$4.30	\$5.21	\$5.93	\$8.21
			Proposed: \$8.20				
Wait (in weeks) for Customer to Receive Current Best Sellers (on 4/25/06)	4.5	6.8	Current: 18.8	12.6	3.4	20.1	5.0
			Target: 12				

GOAL: INCREASE SERVICES FOR YOUTH

Youth Services staff, books, and resources will support children and students' reading and support skills to help them succeed in school.

- Increase availability of staff trained and educated to help kids and support their reading and homework research.
- Add staff trained and knowledgeable in working with tweens and teens.

2004 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Staff Designated for Youth (2006)	69.4	25	Current: 13.21 ²	6	7	17.8	No Info
			Proposed: 23 ³				
Number of Children's Programs Per Branch	203	No Info.	Current: 92	173	63	105	No Info
			Target: 135				
Number of Children/Teen Materials Checked Out per Year	3,400,778	3,001,687	Current: 1,084,998	1,354,187	No Info	1,464,550	571,506
			Target: 2,000,000				

GOAL: IMPROVE CUSTOMER SERVICE AND TECHNOLOGY

Library services are convenient, fast, and reflect customer preferences for contemporary library service and delivery.

- Support easy, reliable and convenient technologies to deliver library materials and services.
- Provide tools for staff to deliver excellent customer service and contemporary services.
- Increase services to help people answer questions and find information.

2004 Comparables	King County	Sno-Isle Regional	Pierce County	Fort Vancouver	Kitsap Regional	Timberland Regional	Tacoma Public
Questions Answered Per Person	1.15	1.93	Current: .58 ⁴	.56	.55	1.18	1.62
			Target: 1.5				
Public Internet Workstations Average Per Branch	25	19.6	Current: 5.6	5	9	6.8	14.3
			Target: 10				
Computer Classes Offered for Adults (May 2006)	54	2	Current: 0	5	16	20	0
			Target: 15				

Current staffing level allows each student (age 5-19) nine minutes per year of a Youth Service staff member's time.

Proposed staffing level will allow approximately 24 minutes per year of staff time for each student (age 5-19).

⁴ PCLS is ranked 63rd out of 97 in this category according to the most recent Hennen's American Public Library Rating Index.

ICMA Management Perspective

October 2007

Local Government Managers and Public Libraries: Partners for a Better Community

Managers Can Strategically Use Their Public Libraries to Achieve Community Priorities

Once considered quiet havens for study and research, modern public libraries are creating a new niche for themselves in community life. From bridging the digital divide to offering solutions to societal challenges, the public library has evolved into the essential “go to” facility for young and old alike—both physically and in cyberspace.

How effective libraries are in achieving their potential varies depending on how connected they are to the needs and opportunities within a community. Local government managers can play a critical role in helping libraries understand and fulfill community needs and obtain resources necessary for success.

One potential barrier to library effectiveness and integration with the local government is the variation in governance structures for the management of libraries. Not all library directors report to the local government manager. The library may

have a separate authority or board, may be part of a regional entity, or may provide services under a contract. Regardless of the governance structure, libraries are essential to communities, making it vitally important that managers and library directors form strategic partnerships to provide dynamic and responsive community support services. “The central question we have before us is how to connect the library with the local government. One of our core responsibilities as managers within a community is to connect the dots, horizontally and vertically,

in order to achieve the community’s strategic objectives. We as managers need to think of public libraries as partners in this effort,” said Ron Carlee, county manager, Arlington County, Virginia.

Libraries can easily be overlooked or forgotten in local government strategic planning processes. Because of the “discretionary” nature of library services, they may also be among the last to be considered in annual budgeting and programming cycles. Yet time after time, libraries are rated very highly in the measurement of service quality in

ICMA Local Government and Public Libraries Partnership Initiative—Advisory Committee

Members of the ICMA Local Government and Public Libraries Partnership Initiative Advisory Committee are committed to gaining and promoting an understanding of the role and value of the modern public library. Composed of 25 members from communities all across the United States, the initiative’s advisory committee includes local government managers and public librarians. With a diversity of community size, type, and geographic location represented, the advisory committee provides the experience and reality check for ICMA and the Gates Foundation to explore the role of managers for the 21st century library. On August 16 and 17, 2007, at the Harold Washington Library Center in downtown Chicago, the committee met to discuss how local governments and public libraries can partner to improve communities. To see a full list of committee members, go to icma.org/public-libraries.

customer satisfaction surveys. The credibility that libraries have with residents provides a strong platform for their expanded roles. Al Roder, city administrator of Northfield, Minnesota, suggests that the challenge is to view libraries as a core “essential” function of local government. Libraries will thrive and find new and innovative ways to serve the community with the support and leadership role of the manager.

ICMA has formed an advisory committee designed to enable managers to explore their role as advocates for public libraries and as partners in enhancing community quality of life and sustainability, one of ICMA’s long-term priorities. Members of the Advisory Committee for the ICMA Local Government and Public Libraries Partnership Initiative, funded by the Bill & Melinda Gates Foundation, will also work to increase awareness among other local government officials.

Manager’s role in supporting libraries

While the governance structure of a library strongly influences its relationship with the local government, its work still needs to be integrated with that of the broader community. In order to achieve such integration, the group defined the roles that the local government manager can take to provide greater support to public libraries.

Strategic Planning. The local government manager has one of the most comprehensive views of the community’s vision and future available. As such, he or she can play a pivotal role in advising the library director on how the library’s goals can best complement and reinforce the larger goals of the community. In particular, the manager can help the librarian determine if

the library’s mission is consistent with that of the local government’s. He or she can remove barriers to productive partnerships within the local government organization and encourage other departments, such as parks and recreation or social services, to work in conjunction with the library on projects. Finally, the local government manager can help align the library’s efforts to provide Internet access with the broader communication needs of the community, for example, offering WiFi access.

Funding. Managers have a clear role in insuring that libraries have an adequate and dependable source of funding, as well as a seat at the table when budgets are being prepared. They can also help libraries gain nontraditional sources of funding. As libraries’ roles evolve within the community, it makes sense that their ability to leverage resources with other local government departments that share the library’s mission may become more commonplace. And, by showcasing and celebrating the important contributions of local libraries, managers can help librarians attract funding from philanthropic, non-profit, and for-profit organizations.

Public Support. By publicly promoting library programs and services, the manager draws community attention to the importance of the library and its contribution to overall quality of life. For example, by reading to kids during a library’s story-time program, the manager lets the community and the library know he or she recognizes its worth. The manager can also function as a coach and mentor to the library director in garnering better community support—whether or not the library director reports to the manager. The manager can provide critical

opportunities for libraries to educate elected officials and residents about their work in public meetings, particularly helping them to do so in a meaningful way and using concise language. Likewise, managers can communicate with the library’s board of trustees to educate them on the needs of the community and facilitate communication and increased interaction with elected officials.

Accountability. Just as all local government departments must be accountable for the work they do, so, too, are public libraries. By listening and better understanding the library’s priorities, local government managers can assist library directors align their programs with the broad goals of the local government. Local government managers can help identify relevant performance indicators for the library and assure that the needs of all ages and other population groups within the community are being addressed.

The role libraries play and value they bring to a community

Michael Bryan, director of the Seminole Community Library in Florida, describes libraries as “the manifestation of democracy.” As the most visible, physical symbol of a government’s civic presence, libraries provide free and open access to knowledge and services to all residents regardless of income, race, and/or age. They are a neutral, respected gateway to information, a safe “third place”—a space between work and home—with equal access for all community members.

The Third Place. Libraries provide services for people of all ages and

needs. Seniors use the library as a social center, young children as a place to develop a love for reading and learning, and teenagers go there to study, use technology, and engage in constructive, fun activities. For new immigrants, libraries offer a means to learn about their new community and the local culture, or learn English. Libraries are a neutral haven where all people can feel comfortable and safe. Libraries can also provide a place to communicate information about local government programs, showcase local artists, and encourage civic engagement and discourse. Libraries function as a cultural center that celebrates diversity in the community.

Building Communities. Libraries are viable partners in community development projects and anchors for new retail centers and residential development. Libraries provide stability in neighborhoods, as well as symbolize positive change and local commitment when new facilities are built. They provide a means for individual residents and businesses to connect to their immediate community, as well as to the global world. Libraries are fundamental social and economic connectors in every neighborhood where they reside.

Education, Workforce, and Business Enhancement. According to a recent Urban Libraries Council report, Making Communities Stronger, libraries are contributing to their communities in many new and innovative ways. Libraries encourage literacy within the community in the broadest sense of the word. Early literacy programs help parents and child-care providers prepare children of all income levels for school. Adult programs build an educated workforce. Libraries facilitate workforce development by providing access to the Internet and technology training that helps local

residents learn new skills and apply for jobs. Many libraries are also offering technical assistance programs for small businesses.

Change Agent. Libraries are a focal point for neighborhood change. Several Chicago Public Library branches, have bridged affluent and previously blighted neighborhoods, helping to create new economic development, along with a safer, more stable community.

Libraries have become much louder places, just out of necessity, because people in neighborhoods need a library to be that third place, the place where they can come to find answers to questions they have.

Amy Eshleman, Assistant Commissioner
Chicago Public Library

In short, libraries can be important partners for local governments in improving the quality of residents' lives and increasing opportunities for all. Pete Giacoma, director of the Davis County Library in Utah, emphasizes the need for partnership, noting, "Equal effort is required on both sides. The local government manager and the library director must have a shared sense of excellence and be willing to work cooperatively with each other to provide services for the community."

The changing roles of public libraries

Libraries are a dynamic resource and play many roles in their com-

munity. They are no longer just a place to get books and quietly study. Community needs are evolving and libraries are changing with them. And libraries function inside and outside their four walls through literacy programs and bookmobiles, and form nontraditional partnerships with other government departments to better serve residents.

The rise of the Internet has turned libraries into a communication hub for everyone. The Chicago Public Library recognizes that 50 percent of their patrons come for Internet access. Adults and children without computers come to the library and learn to use the technology. Many libraries offer free WiFi, giving business people and students another place to work. Visitors and tourists are able to come in and check their e-mail. The Internet allows libraries to provide access to critical information and databases required by residents 24 hours a day/7 days a week. In Arlington County, Virginia, use of the library's Web site makes it the second largest branch in the system by use—all in a "virtual" world.

Libraries are designing and implementing unique ways to reach a tough community demographic—teenagers. Some offer gaming programs where teens can come in and use library computers for games with the provision that they also check out and read books. In Casper, Wyoming, City Manager Tom Forslund reported the public library has started to do prevention work to address two of that community's most pressing issues—drug abuse and high school drop-out rates. And from the Mathews Memorial Library in Mathews, Virginia, to the Carson City Library in Nevada, teens packed their public libraries for rock concerts.

Governance and community partnership models for libraries

There are many governance structures for libraries. Some library directors are on municipal executive management teams and report directly to the local government manager, others report to an appointed library board of directors, and several unique models were described at the advisory committee meeting, such as the two below.

The municipal library in South Burlington, Vermont, is physically located in the public high school and shares facilities with the high school library. The two libraries have separate budgets, with the public library paying the school \$75,000 per year for rent, utilities, and technology. The school provides IT and janitorial services,

while the municipal library provides most of the collection. The libraries have separate staffs, including two chief librarians who work together, one reporting to the school superintendent and the other reporting to the city manager. This relationship has been in place for over 30 years and works well for the community.

Corning, New York, and seven surrounding municipalities have created a public-private partnership with Three Rivers Development, a private, nonprofit economic development organization. A ten-year agreement was reached seven years ago to change the Corning Library to a free association library. The library became a nonprofit organization under the state education law. Three Rivers Development owns the library building and leases the space to the library; they are also the main funder of the library's endowment and the municipalities pay the

operating costs through their negotiated contracts. The municipalities' contracts define what services Three Rivers Development will provide and the cost of those services. The library's board of directors is made up of members appointed by the municipalities and Three Rivers Development.

Next steps

Local government managers across the United States need to have a greater awareness and understanding of the traditional, evolving, and potential role of libraries in the community. As this role continues to change and mature over time, local government managers need new information and tools to better integrate the work of libraries in helping to realize broader community goals. The advisory committee will be working in the coming months to develop a proposed plan for addressing these needs.

About ICMA

ICMA is the premier local government leadership and management organization. Its mission is to create excellence in local governance by developing and advancing professional management of local government worldwide. ICMA provides member support; publications, data, and information; peer and results-oriented assistance; and training and professional development to nearly 9,000 city, town, and county experts and other individuals and organizations throughout the world.

ICMA

Leaders at the Core of Better Communities

About the Bill & Melinda Gates Foundation

Guided by the belief that every life has equal value, the Bill & Melinda Gates Foundation works to help all people lead healthy, productive lives. In developing countries, it focuses on improving people's health and giving them the chance to lift themselves out of hunger and extreme poverty. In the United States, it seeks to ensure that all people—especially those with the fewest resources—have access to the opportunities they need to succeed in school and life. More information is available at: www.gatesfoundation.org.

U.S. Libraries Initiative

Computers and Internet connections have become an essential part of daily life in the United States. Millions of people, many of them in low-income communities, rely on public libraries for access to these technical tools and training. The foundation's goal is to help libraries continue to provide these services for the people who need them most.

This publication was produced by:

**Washington State Library
Office of the Secretary of State**

Evelyn Lindberg
State Data Coordinator, Library Development

Covers by:
Jeremy Stroud
Communications Consultant, Library Development

Please send corrections, suggestions, and comments to:

Evelyn Lindberg
PO Box 42460
Olympia, WA 98504-2460
PHONE: 360.271.8259
FAX: 360.586.7575
elindberg@secstate.wa.gov

Electronic versions of the data in this and previous years' reports are available for download at:
<http://www.secstate.wa.gov/library/libraries/libDev/publications.aspx#WASStats>

Draft 2006 Revenue and Expenditures Summary

Table 1

Public Libraries	Revenue			Expenditures		
	Operating	Capital	Total	Operating	Capital	Total
Over 250,000						
Fort Vancouver Regional Library District	\$16,234,794	\$0	\$16,234,794	\$14,591,547	\$176,360	\$14,767,907
King County Library System	\$80,343,903	\$0	\$80,343,903	\$76,717,303	\$8,489,854	\$85,207,157
Pierce County Library System	\$18,316,319	\$448,515	\$18,764,834	\$17,825,612	\$1,054,008	\$18,879,620
Seattle Public Library	\$43,252,433	\$23,177,956	\$66,430,389	\$52,412,586	\$14,017,803	\$66,430,389
Sno-Isle Libraries	\$27,932,514	\$0	\$27,932,514	\$25,327,746	\$1,848,332	\$27,176,078
Timberland Regional Library	\$17,785,864	\$0	\$17,785,864	\$16,281,670	\$450,605	\$16,732,275
Subtotal	\$203,865,827	\$23,626,471	\$227,492,298	\$203,156,464	\$26,036,962	\$229,193,426

100,001 - 250,000

Everett Public Library	\$4,265,218	\$277,100	\$4,542,318	\$4,207,963	\$146,679	\$4,354,642
Kitsap Regional Library	\$8,866,286	\$825,214	\$9,691,500	\$9,228,444	\$987,951	\$10,216,395
Mid-Columbia Library District	\$5,237,125	\$119,545	\$5,356,670	\$4,968,504	\$243,736	\$5,212,240
North Central Regional Library	\$7,736,353	\$0	\$7,736,353	\$6,755,672	\$211,201	\$6,966,873
Spokane County Library District	\$7,924,890	\$44,000	\$7,968,890	\$7,648,454	\$0	\$7,648,454
Spokane Public Library	\$7,228,105	\$0	\$7,228,105	\$6,875,448	\$123,557	\$6,999,005
Tacoma Public Library	\$10,757,400	\$500,000	\$11,257,400	\$11,574,725	\$500,000	\$12,074,725
Whatcom County Library System	\$5,206,198	\$107,908	\$5,314,106	\$5,196,258	\$269,574	\$5,465,832
Yakima Valley Regional Library	\$4,960,771	\$67,553	\$5,028,324	\$4,806,929	\$67,573	\$4,874,502
Subtotal	\$62,182,346	\$1,941,320	\$64,123,666	\$61,262,397	\$2,550,271	\$63,812,668

25,001 - 100,000

Bellingham Public Library	\$3,173,395	\$24,309	\$3,197,704	\$3,173,395	\$24,309	\$3,197,704
Longview Public Library	\$1,995,320	\$0	\$1,995,320	\$1,978,320	\$0	\$1,978,320
Mount Vernon City Library	\$1,038,685	\$0	\$1,038,685	\$1,037,685	\$1,000	\$1,038,685
North Olympic Library System	\$2,900,652	\$0	\$2,900,652	\$2,620,047	\$0	\$2,620,047
Pullman (Neill) Public Library	\$975,473	\$0	\$975,473	\$975,473	\$5,000	\$980,473
Puyallup Public Library	\$2,069,574	\$0	\$2,069,574	\$2,057,274	\$0	\$2,057,274
Renton Public Library	\$1,843,871	\$0	\$1,843,871	\$1,652,716	\$464	\$1,653,180
Richland Public Library	\$1,599,155	\$0	\$1,599,155	\$1,670,735	\$0	\$1,670,735
Stevens County Rural Library District	\$1,131,412	\$0	\$1,131,412	\$958,234	\$29,706	\$987,940
Walla Walla Public Library	\$985,615	\$0	\$985,615	\$985,615	\$0	\$985,615
Subtotal	\$17,713,152	\$24,309	\$17,737,461	\$17,109,494	\$60,479	\$17,169,973

5,001 - 25,000

Anacortes Public Library	\$800,571	\$0	\$800,571	\$800,571	\$0	\$800,571
Asotin County Library	\$474,516	\$0	\$474,516	\$532,589	\$4,659	\$537,248
Burlington Public Library	\$362,698	\$10,367	\$373,065	\$352,622	\$0	\$352,622
Camas Public Library	\$1,078,451	\$0	\$1,078,451	\$1,078,451	\$0	\$1,078,451
Chewelah Public Library	\$119,912	\$0	\$119,912	\$116,859	\$51,092	\$167,951
Ellensburg Public Library	\$727,263	\$0	\$727,263	\$727,263	\$0	\$727,263
Enumclaw Public Library	\$524,969	\$56,090	\$581,059	\$524,196	\$0	\$524,196
Grandview (Bleyhl Community) Library	\$219,630	\$0	\$219,630	\$219,630	\$0	\$219,630
Jefferson County Rural Library District	\$1,257,171	\$40,000	\$1,297,171	\$1,197,647	\$20,600	\$1,218,247
Kelso Public Library	\$370,529	\$0	\$370,529	\$306,066	\$0	\$306,066
Liberty Lake Municipal Library	\$378,955	\$0	\$378,955	\$290,150	\$3,000	\$293,150
Pend Oreille County Library District	\$508,917	\$0	\$508,917	\$428,593	\$23,495	\$452,088
Port Townsend Public Library	\$686,119	\$0	\$686,119	\$670,640	\$0	\$670,640
San Juan Island Library District	\$797,722	\$0	\$797,722	\$672,709	\$10,893	\$683,602
Sedro-Woolley Public Library	\$233,941	\$0	\$233,941	\$227,524	\$0	\$227,524
Walla Walla County Library District	\$1,028,930	\$0	\$1,028,930	\$796,876	\$28,075	\$824,951
Whitman County Library	\$630,210	\$0	\$630,210	\$646,888	\$0	\$646,888
Subtotal	\$10,200,504	\$106,457	\$10,306,961	\$9,589,274	\$141,814	\$9,731,088

Draft 2006 Total Revenue Sources

Table 2

Public Libraries	Population		Sources of Operating Revenue			
	Population	% of Change	Local		State	
			Total	% of Change	Total	% of Change

Over 250,000

Fort Vancouver Regional Library District	425,060	3.05%	\$15,432,126	5.38%	\$0	0.00%
King County Library System	1,205,095	1.79%	\$77,554,665	3.72%	\$16,408	-56.91%
Pierce County Library System	518,429	2.55%	\$17,151,220	5.11%	\$33,180	-46.25%
Seattle Public Library	578,700	0.99%	\$41,781,807	12.66%	\$1,470,626	6.92%
Sno-Isle Libraries	631,645	2.14%	\$27,332,813	4.18%	\$0	0.00%
Timberland Regional Library	439,417	2.29%	\$17,047,931	3.68%	\$0	0.00%
Subtotal	3,798,346	2.03%	\$196,300,562	5.82%	\$1,520,214	3.05%

100,001 - 250,000

Everett Public Library	101,100	3.69%	\$4,118,390	1.79%	\$0	0.00%
Kitsap Regional Library	243,400	1.25%	\$8,474,307	2.97%	\$0	0.00%
Mid-Columbia Library District	193,345	3.06%	\$4,918,476	5.20%	\$36,277	-8.39%
North Central Regional Library	231,675	1.63%	\$7,284,875	0.85%	\$17,669	57.46%
Spokane County Library District	236,120	1.74%	\$7,529,380	17.28%	\$0	0.00%
Spokane Public Library	201,600	1.46%	\$6,924,095	8.02%	\$0	0.00%
Tacoma Public Library	199,600	0.76%	\$10,367,322	1.78%	\$0	0.00%
Whatcom County Library System	110,840	2.18%	\$4,914,273	2.70%	\$0	0.00%
Yakima Valley Regional Library	222,960	1.07%	\$4,681,162	4.27%	\$0	0.00%
Subtotal	1,740,640	7.85%	\$59,212,280	12.96%	\$53,946	6.15%

25,001 - 100,000

Bellingham Public Library	73,460	1.58%	\$2,975,177	3.61%	\$0	0.00%
Longview Public Library	52,260	0.51%	\$1,995,320	2.30%	\$0	0.00%
Mount Vernon City Library	28,710	1.77%	\$1,036,685	2.92%	\$0	0.00%
North Olympic Library System	67,800	1.50%	\$2,628,274	0.50%	\$0	0.00%
Pullman (Neill) Public Library	27,030	1.65%	\$975,473	8.45%	\$0	0.00%
Puyallup Public Library	36,360	1.48%	\$2,057,274	18.28%	\$0	0.00%
Renton Public Library	58,360	2.67%	\$1,768,712	21.54%	\$0	0.00%
Richland Public Library	44,230	1.63%	\$1,504,435	2.42%	\$0	0.00%
Stevens County Rural Library District	33,535	2.33%	\$1,056,149	3.61%	\$0	0.00%
Walla Walla Public Library	30,660	0.10%	\$941,875	11.23%	\$0	0.00%
Subtotal	452,405	-16.68%	\$16,939,374	-14.96%	\$0	0.00%

5,001 - 25,000

Anacortes Public Library	16,170	2.99%	\$784,099	2.27%	\$0	0.00%
Asotin County Library	21,100	0.96%	\$431,864	2.15%	\$0	0.00%
Burlington Public Library	8,120	7.55%	\$329,817	6.75%	\$5,000	n/a
Camas Public Library	15,880	2.72%	\$1,043,150	8.63%	\$0	0.00%
Chewelah Public Library	6,965	1.46%	\$117,490	5.27%	\$0	0.00%
Ellensburg Public Library	17,080	2.28%	\$598,705	7.54%	\$0	0.00%
Enumclaw Public Library	11,220	0.27%	\$509,000	6.74%	\$0	0.00%
Grandview (Bleyht Community) Library	8,840	1.55%	\$212,459	3.36%	\$0	0.00%
Jefferson County Rural Library District	19,380	2.78%	\$1,257,171	18.27%	\$0	0.00%
Kelso Public Library	11,840	0.17%	\$353,793	25.24%	\$0	0.00%
Liberty Lake Municipal Library	5,805	10.47%	\$374,000	20.65%	\$0	0.00%
Pend Oreille County Library District	12,300	0.82%	\$460,205	5.21%	\$0	0.00%
Port Townsend Public Library	8,820	0.86%	\$675,168	3.37%	\$0	0.00%
San Juan Island Library District	7,640	1.53%	\$756,532	2.25%	\$0	0.00%
Sedro-Woolley Public Library	9,755	-0.46%	\$218,615	8.19%	\$0	0.00%
Walla Walla County Library District	17,240	1.71%	\$905,518	0.85%	\$0	0.00%
Whitman County Library	15,675	-0.25%	\$591,469	4.27%	\$0	0.00%
Subtotal	213,830	1.86%	\$9,619,055	7.32%	\$5,000	0.00%

Draft 2006 Total Expenditures

Table 6

Public Libraries	Operating Expenditures			Capital Expenditures			Grand Total Expenditures	
	Total	% of Total Expend.	Per Capita	Total	% of Total Expend.	Per Capita	Grand Total	Per Capita

Over 250,000

Fort Vancouver Regional Library District	\$14,591,547	98.81%	\$34.33	\$176,360	1.19%	\$0.41	\$14,767,907	\$34.74
King County Library System	\$76,717,303	90.04%	\$63.66	\$8,489,854	9.96%	\$7.04	\$85,207,157	\$70.71
Pierce County Library System	\$17,825,612	94.42%	\$34.38	\$1,054,008	5.58%	\$2.03	\$18,879,620	\$36.42
Seattle Public Library	\$52,412,586	78.90%	\$90.57	\$14,017,803	21.10%	\$24.22	\$66,430,389	\$114.79
Sno-Isle Libraries	\$25,327,746	93.20%	\$40.10	\$1,848,332	6.80%	\$2.93	\$27,176,078	\$43.02
Timberland Regional Library	\$16,281,670	97.31%	\$37.05	\$450,605	2.69%	\$1.03	\$16,732,275	\$38.08
Subtotal	\$203,156,464	88.64%	\$53.49	\$26,036,962	11.36%	\$6.85	\$229,193,426	\$60.34

100,001 - 250,000

Everett Public Library	\$4,207,963	96.63%	\$41.62	\$146,679	3.37%	\$1.45	\$4,354,642	\$43.07
Kitsap Regional Library	\$9,228,444	90.33%	\$37.91	\$987,951	9.67%	\$4.06	\$10,216,395	\$41.97
Mid-Columbia Library District	\$4,968,504	95.32%	\$25.70	\$243,736	4.68%	\$1.26	\$5,212,240	\$26.96
North Central Regional Library	\$6,755,672	96.97%	\$29.16	\$211,201	3.03%	\$0.91	\$6,966,873	\$30.07
Spokane County Library District	\$7,648,454	100.00%	\$32.39	\$0	0.00%	-	\$7,648,454	\$32.39
Spokane Public Library	\$6,875,448	98.23%	\$34.10	\$123,557	1.77%	\$0.61	\$6,999,005	\$34.72
Tacoma Public Library	\$11,574,725	95.86%	\$57.99	\$500,000	4.14%	\$2.51	\$12,074,725	\$60.49
Whatcom County Library System	\$5,196,258	95.07%	\$46.88	\$269,574	4.93%	\$2.43	\$5,465,832	\$49.31
Yakima Valley Regional Library	\$4,806,929	98.61%	\$21.56	\$67,573	1.39%	\$0.30	\$4,874,502	\$21.86
Subtotal	\$61,262,397	96.00%	\$35.20	\$2,550,271	4.00%	\$1.47	\$63,812,668	\$36.66

25,001 - 100,000

Bellingham Public Library	\$3,173,395	99.24%	\$43.20	\$24,309	0.76%	\$0.33	\$3,197,704	\$43.53
Longview Public Library	\$1,978,320	100.00%	\$37.86	\$0	0.00%	-	\$1,978,320	\$37.86
Mount Vernon City Library	\$1,037,685	99.90%	\$36.14	\$1,000	0.10%	\$0.03	\$1,038,685	\$36.18
North Olympic Library System	\$2,620,047	100.00%	\$38.64	\$0	0.00%	-	\$2,620,047	\$38.64
Pullman (Neill) Public Library	\$975,473	99.49%	\$36.09	\$5,000	0.51%	\$0.18	\$980,473	\$36.27
Puyallup Public Library	\$2,057,274	100.00%	\$56.58	\$0	0.00%	-	\$2,057,274	\$56.58
Renton Public Library	\$1,652,716	99.97%	\$28.32	\$464	0.03%	\$0.01	\$1,653,180	\$28.33
Richland Public Library	\$1,670,735	100.00%	\$37.77	\$0	0.00%	-	\$1,670,735	\$37.77
Stevens County Rural Library District	\$958,234	96.99%	\$28.57	\$29,706	3.01%	\$0.89	\$987,940	\$29.46
Walla Walla Public Library	\$985,615	100.00%	\$32.15	\$0	0.00%	-	\$985,615	\$32.15
Subtotal	\$17,109,494	99.65%	\$37.82	\$60,479	0.35%	\$0.13	\$17,169,973	\$37.95

5,001 - 25,000

Anacortes Public Library	\$800,571	100.00%	\$49.51	\$0	0.00%	-	\$800,571	\$49.51
Asotin County Library	\$532,589	99.13%	\$25.24	\$4,659	0.87%	\$0.22	\$537,248	\$25.46
Burlington Public Library	\$352,622	100.00%	\$43.43	\$0	0.00%	-	\$352,622	\$43.43
Camas Public Library	\$1,078,451	100.00%	\$67.91	\$0	0.00%	-	\$1,078,451	\$67.91
Chewelah Public Library	\$116,859	69.58%	\$16.78	\$51,092	30.42%	\$7.34	\$167,951	\$24.11
Ellensburg Public Library	\$727,263	100.00%	\$42.58	\$0	0.00%	-	\$727,263	\$42.58
Enumclaw Public Library	\$524,196	100.00%	\$46.72	\$0	0.00%	-	\$524,196	\$46.72
Grandview (Bleyhl Community) Library	\$219,630	100.00%	\$24.85	\$0	0.00%	-	\$219,630	\$24.85
Jefferson County Rural Library District	\$1,197,647	98.31%	\$61.80	\$20,600	1.69%	\$1.06	\$1,218,247	\$62.86
Kelso Public Library	\$306,066	100.00%	\$25.85	\$0	0.00%	-	\$306,066	\$25.85
Liberty Lake Municipal Library	\$290,150	98.98%	\$49.98	\$3,000	1.02%	\$0.52	\$293,150	\$50.50
Pend Oreille County Library District	\$428,593	94.80%	\$34.84	\$23,495	5.20%	\$1.91	\$452,088	\$36.76
Port Townsend Public Library	\$670,640	100.00%	\$76.04	\$0	0.00%	-	\$670,640	\$76.04
San Juan Island Library District	\$672,709	98.41%	\$88.05	\$10,893	1.59%	\$1.43	\$683,602	\$89.48
Sedro-Woolley Public Library	\$227,524	100.00%	\$23.32	\$0	0.00%	-	\$227,524	\$23.32
Walla Walla County Library District	\$796,876	96.60%	\$46.22	\$28,075	3.40%	\$1.63	\$824,951	\$47.85
Whitman County Library	\$646,888	100.00%	\$41.27	\$0	0.00%	-	\$646,888	\$41.27
Subtotal	\$9,589,274	98.54%	\$44.85	\$141,814	1.46%	\$0.66	\$9,731,088	\$45.51

Draft 2006 Total Operating Expenditures Detail

Table 7

Public Libraries	Personnel Expenditures			Collection Expenditures		
	Total	% of Total Operating Expend.	% of Change	Total	% of Total Operating Expend.	% of Change

Over 250,000

Fort Vancouver Regional Library District	\$9,801,457	67.17%	5.82%	\$1,703,923	11.68%	13.68%
King County Library System	\$45,273,609	59.01%	3.98%	\$10,454,892	13.63%	1.46%
Pierce County Library System	\$11,844,870	66.45%	10.28%	\$2,945,271	16.52%	-5.21%
Seattle Public Library	\$33,222,508	63.39%	6.20%	\$4,414,450	8.42%	-8.30%
Sno-Isle Libraries	\$16,344,753	64.53%	6.28%	\$4,707,323	18.59%	7.98%
Timberland Regional Library	\$11,367,815	69.82%	5.82%	\$2,766,458	16.99%	5.78%
Subtotal	\$127,855,012	62.93%	5.71%	\$26,992,317	13.29%	1.10%

100,001 - 250,000

Everett Public Library	\$3,277,792	77.89%	1.36%	\$636,865	15.13%	6.05%
Kitsap Regional Library	\$6,536,456	70.83%	12.84%	\$1,377,782	14.93%	9.34%
Mid-Columbia Library District	\$3,183,976	64.08%	2.85%	\$754,961	15.19%	6.99%
North Central Regional Library	\$3,456,236	51.16%	0.90%	\$1,812,629	26.83%	14.54%
Spokane County Library District	\$4,914,617	64.26%	14.28%	\$955,786	12.50%	9.87%
Spokane Public Library	\$4,438,536	64.56%	8.86%	\$827,914	12.04%	5.18%
Tacoma Public Library	\$7,014,654	60.60%	3.87%	\$1,612,952	13.94%	30.28%
Whatcom County Library System	\$3,871,169	74.50%	11.03%	\$559,467	10.77%	-1.06%
Yakima Valley Regional Library	\$2,757,803	57.37%	7.90%	\$1,004,999	20.91%	6.55%
Subtotal	\$39,451,239	64.40%	17.81%	\$9,543,355	15.58%	20.01%

25,001 - 100,000

Bellingham Public Library	\$2,123,642	66.92%	1.71%	\$396,960	12.51%	6.45%
Longview Public Library	\$1,296,130	65.52%	4.44%	\$209,800	10.60%	0.84%
Mount Vernon City Library	\$824,645	79.47%	2.19%	\$136,939	13.20%	8.43%
North Olympic Library System	\$1,869,269	71.34%	7.19%	\$252,127	9.62%	-28.71%
Pullman (Neill) Public Library	\$635,057	65.10%	7.68%	\$107,728	11.04%	0.11%
Puyallup Public Library	\$948,376	46.10%	8.82%	\$201,500	9.79%	-9.60%
Renton Public Library	\$1,160,581	70.22%	0.37%	\$273,249	16.53%	0.69%
Richland Public Library	\$1,249,064	74.76%	11.31%	\$209,418	12.53%	-2.79%
Stevens County Rural Library District	\$607,947	63.44%	3.77%	\$178,233	18.60%	19.24%
Walla Walla Public Library	\$769,265	78.05%	2.78%	\$110,110	11.17%	3.00%
Subtotal	\$11,483,976	67.12%	-19.06%	\$2,076,064	12.13%	-24.10%

5,001 - 25,000

Anacortes Public Library	\$589,634	73.65%	5.59%	\$28,717	3.59%	-4.56%
Asotin County Library	\$333,392	62.60%	2.10%	\$76,979	14.45%	-4.19%
Burlington Public Library	\$279,677	79.31%	10.97%	\$46,067	13.06%	1.01%
Camas Public Library	\$768,779	71.29%	11.15%	\$127,867	11.86%	-5.14%
Chewelah Public Library	\$81,884	70.07%	6.20%	\$14,125	12.09%	-9.29%
Ellensburg Public Library	\$532,530	73.22%	9.85%	\$76,790	10.56%	-5.85%
Enumclaw Public Library	\$342,235	65.29%	-2.84%	\$44,829	8.55%	-8.03%
Grandview (Bleyhl Community) Library	\$170,521	77.64%	6.49%	\$20,541	9.35%	8.82%
Jefferson County Rural Library District	\$823,214	68.74%	13.39%	\$135,135	11.28%	0.10%
Kelso Public Library	\$235,024	76.79%	3.80%	\$30,216	9.87%	-2.37%
Liberty Lake Municipal Library	\$190,000	65.48%	49.18%	\$35,170	12.12%	25.61%
Pend Oreille County Library District	\$264,179	61.64%	6.49%	\$51,192	11.94%	-17.88%
Port Townsend Public Library	\$440,824	65.73%	-5.49%	\$62,442	9.31%	4.86%
San Juan Island Library District	\$429,159	63.80%	14.53%	\$79,581	11.83%	-0.89%
Sedro-Woolley Public Library	\$163,705	71.95%	5.72%	\$24,113	10.60%	-2.77%
Walla Walla County Library District	\$305,491	38.34%	3.76%	\$42,585	5.34%	3.40%
Whitman County Library	\$426,539	65.94%	3.29%	\$60,295	9.32%	11.39%
Subtotal	\$6,376,787	66.50%	7.46%	\$956,644	9.98%	-1.56%

Draft 2006 Outlets, Registered Borrowers and Staff

Table 9

Public Libraries	Service Outlets					Square Footage of System	Service Area Boundary Change?
	Central or Only Branch	Branches	Book-Mobiles	All Other	Total Outlets		

Over 250,000

Fort Vancouver Regional Library District	Yes	12	3	0	16	106,010	No
King County Library System	-	43	8	3	54	487,398	No
Pierce County Library System	-	17	3	191	211	203,364	No
Seattle Public Library	Yes	26	4	43	74	582,646	No
Sno-Isle Libraries	-	20	1	216	237	194,868	No
Timberland Regional Library	-	27	0	7	34	204,561	No
Subtotal	2	145	19	460	626	1,778,847	0

100,001 - 250,000

Everett Public Library	Yes	1	1	0	3	63,485	Yes
Kitsap Regional Library	Yes	8	1	28	38	88,110	No
Mid-Columbia Library District	-	11	1	0	12	94,568	No
North Central Regional Library	Yes	27	0	68	96	105,229	No
Spokane County Library District	-	10	0	75	85	87,700	No
Spokane Public Library	Yes	5	1	93	100	179,644	Yes
Tacoma Public Library	Yes	9	0	0	10	172,122	No
Whatcom County Library System	-	9	1	12	22	43,077	No
Yakima Valley Regional Library	Yes	18	0	3	22	78,957	No
Subtotal	6	98	5	279	388	912,892	2

25,001 - 100,000

Bellingham Public Library	Yes	1	0	29	31	54,250	No
Longview Public Library	Yes	0	0	0	1	33,000	No
Mount Vernon City Library	Yes	0	0	0	1	12,122	Yes
North Olympic Library System	Yes	3	0	20	24	49,470	No
Pullman (Neill) Public Library	Yes	0	0	0	1	14,200	Yes
Puyallup Public Library	Yes	0	0	0	1	39,000	No
Renton Public Library	Yes	1	0	0	2	28,829	No
Richland Public Library	Yes	0	0	0	1	33,500	Yes
Stevens County Rural Library District	-	6	0	2	8	9,615	No
Walla Walla Public Library	Yes	0	0	0	1	19,067	No
Subtotal	9	11	0	51	71	293,053	3

5,001 - 25,000

Anacortes Public Library	Yes	0	0	0	1	28,000	No
Asotin County Library	Yes	1	0	1	3	12,780	No
Burlington Public Library	Yes	0	0	0	1	3,880	No
Camas Public Library	Yes	0	0	0	1	34,627	No
Chewelah Public Library	Yes	0	0	0	1	4,096	No
Ellensburg Public Library	Yes	0	0	0	1	12,795	No
Enumclaw Public Library	Yes	0	0	0	1	10,500	No
Grandview (Bleyhl Community) Library	Yes	0	0	0	1	6,095	No
Jefferson County Rural Library District	Yes	0	1	0	2	11,170	No
Kelso Public Library	Yes	0	0	0	1	7,812	No
Liberty Lake Municipal Library	Yes	0	0	0	1	3,200	No
Pend Oreille County Library District	Yes	3	0	4	8	10,252	No
Port Townsend Public Library	Yes	0	0	0	1	6,400	No
San Juan Island Library District	Yes	0	0	0	1	10,000	No
Sedro-Woolley Public Library	Yes	0	0	0	1	8,000	No
Walla Walla County Library District	-	4	0	3	7	7,300	No
Whitman County Library	Yes	12	0	10	23	19,416	No
Subtotal	16	20	1	18	55	196,323	0

Draft 2006 Collection/Holdings

Table 10

Public Libraries	Library Collection					
	Print (Books and Serials)		Audio Materials	Video Materials	E-Books	Other Materials
	Materials	Per Capita				
Over 250,000						
Fort Vancouver Regional Library District	733,868	1.73	28,716	22,221	34	11
King County Library System	3,146,400	2.61	279,845	211,468	17,952	46,130
Pierce County Library System	1,125,886	2.17	97,941	99,048	1,422	363
Seattle Public Library	1,841,136	3.18	162,615	174,527	2,908	150,775
Sno-Isle Libraries	1,233,216	1.95	74,350	85,642	2,270	1,778
Timberland Regional Library	1,274,152	2.90	151,178	78,566	3,666	17,200
Subtotal	9,354,658	2.46	794,645	671,472	28,252	216,257
100,001 - 250,000						
Everett Public Library	305,346	3.02	11,562	18,368	0	979
Kitsap Regional Library	650,446	2.67	40,759	36,580	9	484
Mid-Columbia Library District	390,119	2.02	12,201	30,734	1	320
North Central Regional Library	510,406	2.20	26,048	54,137	0	0
Spokane County Library District	374,322	1.59	25,435	17,843	0	1,794
Spokane Public Library	-	-	-	-	-	-
Tacoma Public Library	1,925,612	9.65	47,835	50,989	-	1,005,024
Whatcom County Library System	287,692	2.60	25,135	16,638	0	1,298
Yakima Valley Regional Library	-	-	-	-	-	-
Subtotal	4,443,943	2.55	188,975	225,289	10	1,009,899
25,001 - 100,000						
Bellingham Public Library	264,529	3.60	17,789	14,292	0	173
Longview Public Library	188,514	3.61	7,589	7,616	0	100
Mount Vernon City Library	72,807	2.54	5,088	4,881	3	46
North Olympic Library System	220,224	3.25	18,160	14,409	2,959	1,006
Pullman (Neill) Public Library	63,345	2.34	3,858	5,766	0	15
Puyallup Public Library	114,991	3.16	12,856	14,928	0	0
Renton Public Library	169,068	2.90	4,423	12,178	0	513
Richland Public Library	145,001	3.28	8,910	10,707	591	10,034
Stevens County Rural Library District	113,875	3.40	12,101	9,303	0	0
Walla Walla Public Library	110,070	3.59	5,431	3,331	0	0
Subtotal	1,462,424	3.23	96,205	97,411	3,553	11,887
5,001 - 25,000						
Anacortes Public Library	81,876	5.06	4,717	4,166	0	0
Asotin County Library	60,976	2.89	3,724	1,351	0	229
Burlington Public Library	35,236	4.34	998	969	0	0
Camas Public Library	82,531	5.20	3,036	4,269	0	483
Chewelah Public Library	31,638	4.54	1,246	2,858	0	0
Ellensburg Public Library	57,806	3.38	4,285	4,668	10,191	100
Enumclaw Public Library	57,735	5.15	1,827	1,977	3,830	301
Grandview (Bleyhl Community) Library	43,245	4.89	1,448	2,347	0	0
Jefferson County Rural Library District	55,545	2.87	5,001	4,524	0	0
Kelso Public Library	38,674	3.27	2,036	2,599	0	32
Liberty Lake Municipal Library	16,459	2.84	727	529	0	0
Pend Oreille County Library District	43,653	3.55	2,021	2,997	1	582
Port Townsend Public Library	49,632	5.63	2,312	4,789	-	0
San Juan Island Library District	53,182	6.96	2,095	2,673	400	3
Sedro-Woolley Public Library	47,228	4.84	972	1,411	0	34
Walla Walla County Library District	60,564	3.51	1,975	2,920	0	-
Whitman County Library	64,757	4.13	5,312	6,347	0	0
Subtotal	880,737	4.12	43,732	51,394	14,422	1,764

Draft 2006 Annual Library Service Measures

Table 13

Public Libraries	Annual Public Service Hours	Annual Attendance		Reference Transactions			
		Total	Per Capita	Traditional	Virtual	Total	Per Capita

Over 250,000

Fort Vancouver Regional Library District	33,522	1,816,665	4.27	214,359	370	214,729	0.51
King County Library System	126,204	9,472,993	7.86	1,420,899	20,821	1,441,720	1.20
Pierce County Library System	42,667	2,410,000	4.65	-	-	286,550	0.55
Seattle Public Library	74,724	6,206,475	10.72	1,084,003	17,811	1,101,814	1.90
Sno-Isle Libraries	57,212	3,390,868	5.37	1,344,212	2,684	1,346,896	2.13
Timberland Regional Library	57,632	2,738,589	6.23	461,142	15,216	476,358	1.08
Subtotal	391,961	26,035,590	6.85	4,524,615	56,902	4,868,067	1.28

100,001 - 250,000

Everett Public Library	7,180	573,750	5.68	66,059	0	66,059	0.65
Kitsap Regional Library	21,827	1,591,922	6.54	153,140	-	153,140	0.63
Mid-Columbia Library District	23,504	1,510,557	7.81	71,715	954	72,669	0.38
North Central Regional Library	55,328	814,580	3.52	47,528	129	47,657	0.21
Spokane County Library District	22,862	1,158,696	4.91	235,276	2,771	238,047	1.01
Spokane Public Library	10,124	817,052	4.05	-	-	130,903	0.65
Tacoma Public Library	21,314	1,118,725	5.60	-	-	279,336	1.40
Whatcom County Library System	19,120	-	-	54,964	-	54,964	0.50
Yakima Valley Regional Library	34,675	695,345	3.12	49,772	274	50,046	0.22
Subtotal	215,934	8,280,627	4.76	678,454	4,128	1,092,821	.63

25,001 - 100,000

Bellingham Public Library	4,820	744,856	10.14	60,329	391	60,720	0.83
Longview Public Library	2,704	248,593	4.76	50,673	300	50,973	0.98
Mount Vernon City Library	2,916	185,480	6.46	-	-	17,403	0.61
North Olympic Library System	7,803	395,755	5.84	13,507	514	14,021	0.21
Pullman (Neill) Public Library	2,320	153,500	5.68	-	-	-	-
Puyallup Public Library	2,728	271,369	7.46	59,332	0	59,332	1.63
Renton Public Library	5,304	-	-	29,252	-	29,252	0.50
Richland Public Library	3,328	297,233	6.72	33,091	0	33,091	0.75
Stevens County Rural Library District	9,376	201,587	6.01	-	-	21,218	0.63
Walla Walla Public Library	2,080	153,789	5.02	51,543	-	51,543	1.68
Subtotal	43,379	2,652,162	5.86	297,727	1,205	337,553	.75

5,001 - 25,000

Anacortes Public Library	2,802	146,328	9.05	-	-	-	-
Asotin County Library	4,108	112,788	5.35	-	357	357	0.02
Burlington Public Library	2,433	91,051	11.21	2,000	30	2,030	0.25
Camas Public Library	2,707	225,466	14.20	19,950	12	19,962	1.26
Chewelah Public Library	2,028	27,300	3.92	-	-	-	-
Ellensburg Public Library	2,545	141,715	8.30	3,676	28	3,704	0.22
Enumclaw Public Library	2,620	85,318	7.60	9,873	-	9,873	0.88
Grandview (Bleyhl Community) Library	1,858	30,382	3.44	-	-	1,234	0.14
Jefferson County Rural Library District	4,108	128,298	6.62	15,382	150	15,532	0.80
Kelso Public Library	2,631	64,705	5.46	6,898	150	7,048	0.60
Liberty Lake Municipal Library	2,288	36,648	6.31	-	-	1,350	0.23
Pend Oreille County Library District	5,975	71,462	5.81	2,107	695	2,802	0.23
Port Townsend Public Library	2,808	-	-	11,220	100	11,320	1.28
San Juan Island Library District	2,780	75,318	9.86	-	-	-	-
Sedro-Woolley Public Library	2,080	49,221	5.05	8,624	0	8,624	0.88
Walla Walla County Library District	6,704	24,274	1.41	-	-	-	0.00
Whitman County Library	8,525	-	-	7,413	479	7,892	0.50
Subtotal	59,000	1,310,274	6.13	87,143	2,001	91,728	.43

Draft 2006 Internet Connectivity

Table 15

Public Libraries	Internet Computers				Telecommunication Connections							
	Staff	Public	Total	Public Per 1000 Capita	Dial-Up	Dedicated / Frame Relay / Broadband						Total
						56K	T-1	T-3+	Cable	xDSL	Wireless WAN	
Over 250,000												
Fort Vancouver Regional Library District	243	77	320	0.18	-	-	422	-	-	2	6	430
King County Library System	643	1,200	1,843	1.00	-	-	72	1,771	-	1	-	1,844
Pierce County Library System	262	197	459	0.38	-	-	468	-	-	-	17	485
Seattle Public Library	529	824	1,353	1.42	-	-	778	664	-	-	-	1,442
Sno-Isle Libraries	469	490	959	0.78	-	-	959	-	-	-	-	959
Timberland Regional Library	255	189	444	0.43	-	-	-	681	-	-	-	681
Subtotal	2,401	2,977	5,378	.78	-	-	2,699	3,116	-	3	23	5,841
100,001 - 250,000												
Everett Public Library	92	60	152	0.59	-	-	152	-	-	-	-	152
Kitsap Regional Library	172	167	339	0.69	-	-	339	-	-	-	-	339
Mid-Columbia Library District	109	115	224	0.59	2	-	196	-	-	59	-	255
North Central Regional Library	113	63	176	0.27	-	-	-	196	11	9	3	219
Spokane County Library District	133	147	280	0.62	-	-	269	-	-	-	28	297
Spokane Public Library	112	150	262	0.74	-	-	260	-	-	-	-	260
Tacoma Public Library	161	179	340	0.90	-	-	340	-	1	-	-	341
Whatcom County Library System	99	94	193	0.85	1	2	-	133	30	44	-	209
Yakima Valley Regional Library	73	120	193	0.54	-	-	193	-	-	-	-	193
Subtotal	1,064	1,095	2,159	.63	3	2	1,749	329	42	112	31	2,265
25,001 - 100,000												
Bellingham Public Library	42	24	66	0.33	-	-	-	94	-	-	-	94
Longview Public Library	37	9	46	0.17	-	-	62	-	-	-	-	62
Mount Vernon City Library	22	11	33	0.38	-	-	-	33	-	-	-	33
North Olympic Library System	58	69	127	1.02	1	-	44	82	-	-	-	126
Pullman (Neill) Public Library	15	13	28	0.48	1	-	-	-	-	-	30	30
Puyallup Public Library	21	46	67	1.27	-	-	75	-	-	-	-	75
Renton Public Library	19	11	30	0.19	-	-	-	47	-	-	-	47
Richland Public Library	41	36	77	0.81	1	-	70	-	-	-	10	80
Stevens County Rural Library District	20	27	47	0.81	4	-	36	-	-	-	6	42
Walla Walla Public Library	15	16	31	0.52	-	-	45	-	-	-	-	45
Subtotal	290	262	552	.58	7	-	332	256	-	-	46	634
5,001 - 25,000												
Anacortes Public Library	19	13	32	0.80	-	-	-	-	-	32	-	32
Asotin County Library	12	15	27	0.71	-	-	27	-	-	-	-	27
Burlington Public Library	8	4	12	0.49	-	-	15	-	-	-	-	15
Camas Public Library	17	26	43	1.64	-	-	51	-	-	-	-	51
Chewelah Public Library	3	8	11	1.15	-	-	-	-	11	-	-	11
Ellensburg Public Library	17	19	36	1.11	-	-	-	-	-	-	36	36
Enumclaw Public Library	9	10	19	0.89	-	-	9	-	-	-	10	19
Grandview (Bleyhl Community) Library	6	4	10	0.45	-	-	11	-	-	-	-	11
Jefferson County Rural Library District	15	13	28	0.67	-	-	26	-	-	2	-	28
Kelso Public Library	8	5	13	0.42	-	-	13	-	-	-	-	13
Liberty Lake Municipal Library	5	6	11	1.03	-	-	11	-	-	-	-	11
Pend Oreille County Library District	18	14	32	1.14	2	-	-	-	-	41	-	41
Port Townsend Public Library	14	9	23	1.02	-	-	28	-	-	-	-	28
San Juan Island Library District	13	14	27	1.83	-	-	-	31	-	-	-	31
Sedro-Woolley Public Library	5	5	10	0.51	-	-	-	-	-	10	-	10
Walla Walla County Library District	10	15	25	0.87	-	-	12	-	-	3	8	23
Whitman County Library	28	35	63	2.23	1	-	30	-	12	6	16	64
Subtotal	207	215	422	1.01	3	-	233	31	23	94	70	451

COPY

HOW WELL DO YOU KNOW YOUR LIBRARY?

An Examination of Library Services in Pierce County



League of Women Voters of Tacoma-Pierce County
702 Broadway, Suite 105
Tacoma, Washington 98402
253-272-1495
tacomalwv@juno.com
www.lwvt-pc.org

COPY

Study Committee

Roberta Combs
Susan Eidenschinck
Diane Kerlin
Lyz Kurnitz-Thurlow
Mary Ann Leskie
Nancy Pearson
Lucinda Wingard

Reading Committee

Deborah Blakeslee
Louise Bollman
Lyz Kurnitz-Thurlow
Michelle Pizzo

Layout

Karen Myers



The League of Women Voters, a nonpartisan political organization, encourages informed and active participation in government, works to increase understanding of major public policy issues, and influences public policy through education and advocacy.

Funded by the League of Women Voters of Washington Education Fund
through a bequest of Eugenia Fairbanks

April 2007

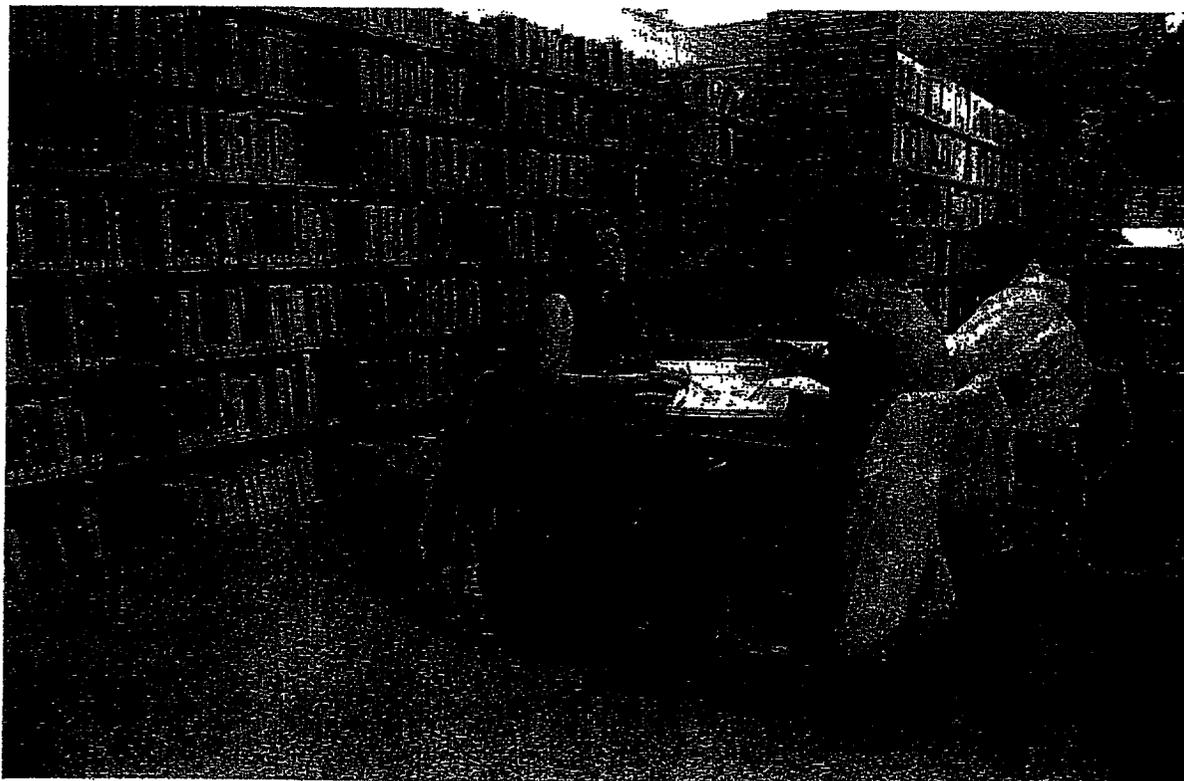
Table of Contents

PREFACE.....	iv
INTRODUCTION	1
OVERVIEW	1
PIERCE COUNTY LIBRARY SYSTEM.....	3
<i>Locale and constituents</i>	3
<i>Governance</i>	3
<i>Mission and programs</i>	3
<i>Physical description and unique offerings</i>	5
<i>Funding the PCL system</i>	5
<i>Challenges</i>	6
PUYALLUP PUBLIC LIBRARY.....	7
<i>Locale and constituents</i>	7
<i>Governance</i>	7
<i>Mission and programs</i>	7
<i>Physical description and unique offerings</i>	8
<i>Funding the Puyallup Library</i>	8
<i>Challenges</i>	9
TACOMA PUBLIC LIBRARY	9
<i>Locale and constituents</i>	9
<i>Governance</i>	9
<i>Mission and programs</i>	10
<i>Physical description and unique offerings</i>	10
<i>Funding the Tacoma Library</i>	12
<i>Challenges</i>	12
COMPARISONS AMONG THREE PIERCE COUNTY SYSTEMS.....	14
<i>Figure 1. Comparisons of budget expenditures in the three systems</i>	14
<i>Figure 2. Some Averages at End of Year 2006</i>	14
<i>Figure 3. Library Circulation and Financial Comparisons</i>	15
<i>Figure 4. Usage of Materials, PCL patrons</i>	17
<i>Figure 5. Usage of Materials, PPL patrons</i>	17
<i>Figure 6. Usage of Materials, TPL patrons</i>	17
THE FUTURE: STRATEGIC PLANNING FOR THE THREE SYSTEMS	19
<i>Figure 7. Comparison of Open Hours in the three systems</i>	19
<i>Figure 8. PCL/TPL Matching of Distinct Title/Bib Circulating Books</i>	21
CONCLUSIONS.....	22
APPENDIX A. The History of Tacoma’s Main Library	23
APPENDIX B. RCW 27.12, SELECTED SECTIONS.....	25

PREFACE

Public libraries, much like public schools and public parks, are considered by many as basic governmental services. While not commanding the same level of attention from local governments as public safety services, a strong argument could be made that they contribute in important ways to the social and economic fabric of our communities. Free to all, funded with public money, library funding often can become severely constrained in the face of rapid growth and competing needs. Calls for increased revenue are met with caution— if not revolt — by taxpayers. In Pierce County, it is the same. In the last decade, library systems have responded to reduced revenues with operational changes that have caused outcries from users of one system, and great concern in another. At the same time, however, one library in our community launched a successful building campaign to provide its residents expanded service in a new and larger environment.

Early in 2006, members of the League of Women Voters of Tacoma-Pierce County proposed to study library services throughout Pierce County. Our objectives were to learn how the three public library systems operate, what their similarities and differences are, what issues they face now, and how they are looking to the future. We hope our work will raise awareness among users and non-users of libraries, and that it will also be of value for future public discussion that will enable library service throughout Pierce County to be the best that it can be.



HOW WELL DO YOU KNOW YOUR LIBRARY? An Examination of Library Service in Pierce County

INTRODUCTION

For many of us, childhood was entwined with the generosity of Andrew Carnegie and the small town library that stood as our doorway to a greater world. Our childhoods were blessed by a small sun-filled library reading room, smelling of waxed floors and the indefinable aroma of shelved books, a place with a librarian who helped with our searches, and guarded – until the time was right - our entry to the off-limits section for adults.

Today, young people wish for many more things from their library: a safe place after school; a source of entertainment materials; access to the electronic world and the Internet. But they, too, are looking for that same doorway to a great, miraculous and breathtaking world beyond the street outside. The basic concept for libraries remains the same: the library is a sanctuary for the discovery of old ideas and a launching point for new ones.

No other governmental service offers benefits to such a broad constituency. People of all ages, economic and educational levels, people with a variety of lifestyles and cultures, those who struggle with physical challenges, and those who struggle with English, all have access to library service. In Pierce County there are three distinct library systems:

- The Pierce County Library system serves 1600 square miles with 17 branches and two bookmobiles;
- The Puyallup Public Library serves a growing city in a single main building;
- The Tacoma Public Library houses specialty collections in a large downtown library and maintains nine neighborhood branches.

In the fall of 2006, members of the League of Women Voters of Tacoma-Pierce County began researching each system through their websites, by interviewing Library Directors and key leaders, and in face-to-face surveys of library patrons as they visited the branches. After more than five months of gathering information, the following report was assembled.



OVERVIEW

Pierce County libraries are an adjunct to our educational institutions, and provide inspiration for imagination and life-long learning for all. Taxpayers in all of Pierce County contribute to this service, with the following exceptions: Carbonado, Fife, Fircrest, and Ruston do not collect taxes for libraries.

The Puyallup and Tacoma Libraries are paid for primarily from the general fund of their city budgets. Unincorporated Pierce County and several incorporated cities pay for the Pierce County Library system from property taxes of property owners within the service district.

The City of Roy is not part of any of the three systems; it maintains and funds its own small city library.

All three library systems are organized and governed in accordance with the Revised Code of Washington, chapter 27.12. The Tacoma and Pierce County Boards of Trustees are decision-making boards for library policy; in Puyallup, the Board is advisory and final decisions for policy are made by the City Manager and Puyallup City Council, except collection and Internet policy decisions, which are made by the advisory board.

The Pierce County Library (PCL) began in 1946, with 7 branches serving 55,000 people. It now serves 518,429 residents with 17 branches in the county's unincorporated areas as well as in 14 cities and towns. It is the fourth-largest system in the state. PCL offers a collection of 1.3 million items to its cardholders. It is sometimes called a popular materials library, bringing the world of information and imagination to its users. A recent infusion of funds, after a successful campaign to lift the levy lid, is allowing for expanded hours, including what will be the only Sunday hours in the county, additional staff, and some technology additions.

The Puyallup Public Library (PPL), a municipal library, was founded in 1912. Puyallup residents are very proud of their showplace building, completed in 2002. It is located in the hub of the city in Pioneer Park, where the City Hall, Activity Center, and Farmers' Market Pavilion are also located, and many city activities take place. Open 54 hours per week, it offers a large media collection and 47 computers for public use, the most, per capita, of any library in the county.

The Tacoma Public Library (TPL) is a part of the history of the City of Tacoma, and it sees keeping the history of Tacoma and the Puget Sound Region as an important part of its mission. The Northwest Room, located in the downtown Main library's original 1903 Carnegie Library, houses valuable collections on Tacoma and the Pacific Northwest, including genealogy, photography, newspapers, and rare books. Many of these resources are available online through the TPL website. Tacoma neighborhoods are served by two regional branches serving the city's north and south ends, and seven smaller branches. These vary in size and open hours. TPL sees itself as an urban library with an obligation to use its tight budget for materials with lasting value. The collection has breadth and depth, with a large book collection, and de-emphasizes the entertainment media collection.

All three systems offer some opportunity for non-residents (residents living outside the respective service district) to open an account and hold a library card in their system, for a fee, that allows full checkout and web-based privileges. The fee amount is adjusted annually. For 2007, PCL charges \$103; the PPL fee is \$85; the TPL fee is \$56.

At the present time, residents of the four cities that have made the choice not to collect library taxes—Fife, Fircrest, Ruston, and Carbonado—may purchase library cards from PPL and TPL, but not from PCL. Fife and Fircrest will reimburse individual residents for the cost of a PPL or TPL card; Ruston provides partial reimbursement.

Some years ago, the PCL Board adopted the policy that residents of jurisdictions not financially supportive of libraries may not receive PCL library cards. The adopted policy says that

“Individuals eligible for borrowing privileges are: persons who live or own property in unincorporated Pierce County;...who live or own property in a city/town annexed to the Library System;...[or] who live in or own property in the service area of the library systems with which Pierce County Library has a reciprocal use agreement.” In addition, persons who reside in cities or towns outside these systems, whose jurisdictions provide free public library service, may purchase a non-resident card.

PCL’s rationale is “based on the philosophical premise that the public interest is served by providing tax-supported library service for everyone in the community. The Board of Trustees is responsible for ensuring the prudent use of the taxpayers’ investment. Effective and continuous library service, like other public services, requires the ongoing funding made possible by taxation or other forms of broad-based public support.”

All three systems also utilize websites as a way to provide information and expand their services to the public. Cardholders have more extensive access to online services. Web addresses for the three systems are

www.piercecountylibrary.org
www.puyalluplibrary.org
www.tpl.lib.wa.us

PIERCE COUNTY LIBRARY SYSTEM (PCLS or PCL)

Locale and constituents

The Pierce County Library System serves the people of unincorporated Pierce County plus 14 cities and towns that voted to belong, or annex, to the district: Bonney Lake, Buckley, DuPont, Eatonville, Edgewood, Gig Harbor, Lakewood, Milton, Orting, South Prairie, Steilacoom, Sumner, University Place, and Wilkeson.

Governance

PCLS is an independent rural library district established under the Revised Code of Washington at 27.12. The Library System is a junior taxing district funded from a separate property tax levy, which currently provides 96% of its budget.

Library Director Neel Parikh and a five member policy-making Board of Trustees administer the system. Board members are selected through a process of candidate applications from throughout the county. After being interviewed by a panel, the recommended candidate’s name is sent to the County Executive for official appointment and for confirmation by the County Council.

Mission and programs

Input from the public and from staff members guides the library’s strategic plan. Policy and planning recommendations go to the Board, while procedure is set by the management staff.

The Pierce County Library System mission statement reads:

“Our mission is to bring the world of information and imagination to all people of our community.” [Our vision says] ”We are the community’s choice for the discovery and exchange of information and ideas.”

Pierce County Library's Values are

- Customer service excellence
- Freedom of expression and free flow of ideas
- The diversity of people we serve, their opinions, capabilities, needs and interests
- The power and worth of words and images
- Equitable access to all library resources and services
- Responsible stewardship of public funds
- Creative solutions by solving problems in innovative ways
- Our diverse, skilled, and knowledgeable employees working in a safe and stimulating environment"

The materials collection contains 1.3 million books, CDs, DVDs and other items. The library's website further includes magazine and newspaper databases as well as access to worldwide reference sources and books and materials in many languages. The website can be read in Spanish or Korean as well as English.

The catalog of all holdings can be searched remotely, and holds can be placed for pickup at the branch most convenient to the cardholder. Audio books are downloadable from the website.

PCL attempts to meet the needs of its very diverse community, and to supply what the public wants. Self-checkout service is gradually being added to the branches, as is wireless Internet access. World language collections are tailored to the communities served. Along with a variety of recent materials and items used to support students' needs, branches house some collections of items that relate to the local history of each branch community. PCL's focus is popular interest.

As in the other systems, job-search materials are offered. There is a wide variety of books on resumé and cover-letter writing. A broad collection of auto repair manuals is heavily used. Civil service test books are also popular, as are study books for college entry exams and the GED. Internet access and word processing are available in all the branches. Reference centers at two branches, Lakewood and South Hill, help patrons to obtain in-depth information, in the library, by phone, or online.

Specialized services for children and teens are an important emphasis at PCL. The library delivers cartons of books to 54 childcare centers throughout the county and provides bags of books for 60 family childcare providers. A special Early Learning Librarian provides training for parents and childcare providers in order to help them prepare children to be ready to read once the child enters school.

Teens have dedicated areas in the branches, book clubs, and programs designed to appeal to their interests. The library has special collections of books, magazines, CDs, and DVDs aimed at youth. Animé clubs are popular at several branches. Summer Reading Club is promoted every year.

The Explorer Kids' Bookmobile is used exclusively for service to low-income children in Parkland, Spanaway, Lakewood, Sumner, and Summit. The Bookmobile's purpose is to lay the foundation for reading and life-long learning skills for children and youth who are most isolated from library branch services. The Explorer and other outreach programs of PCL are community

partnerships that include family and youth agencies, 14 local school districts, and 24 independent schools.

PCL addresses the needs of the visually-impaired through Large Print editions, talking books, and descriptive recorded videos. Video magnifying machines are located at the two largest branches, Lakewood and South Hill. Service to residents in the far reaches of the county is provided through the bookmobiles. Outreach services also provide materials to nursing homes and homebound patrons. Two dual-language specialists on staff reach out to Hispanic and Korean ethnic communities. Volunteers help in a variety of ways to support staff and programs. Most branches have meeting rooms that are often used for library programs and may be reserved by community groups.

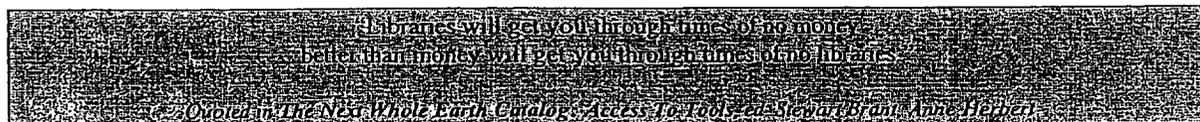
Physical description and unique offerings

PCLS includes six large branches and three medium-sized branches. The remaining eight branches serve some of the smaller or rural communities. For areas too small or distant to support a library building, a family-oriented bookmobile makes regularly scheduled stops in 50 locations. A large Processing and Administrative Center houses staff for support services and the Information Technology Department. Approximately 400 full-time and part-time staff members are employed by PCL, equivalent to 282.5 full-time equivalents (FTEs).

The Library works to be visible. Director Parikh says that PCL wants to “be where the community is.” Librarians participate in community events whenever possible; their Book Cart Drill Team has been a unique feature in some parades. The Marketing and Communications Director has use of an in-house graphics department that produces flyers, bookmarks, and other materials—some in different languages—to inform library users of programs, classes, reading lists and more. A budget line item of \$10,000 helps publish the Annual Report and other programs in *The News Tribune*.

Each branch has its own independent Friends of the Library group that provides fundraising, programs, and services unique to the branch community. The Pierce County Library Foundation provides significant fundraising for the PCL system as a whole.

PCLS participates in reciprocal agreements with six other Washington library systems. The agreement states that “... in order to provide more convenient access to library materials and services, it shall be the policy of the six library districts -- King County Library System, Kitsap Regional Library, Timberland Regional Library, Sno-Isle Regional Library, North Olympic Library System, and Pierce County Library -- which represents eleven counties -- that any resident in the service area of one of these libraries may use the services of all six.”



Funding the PCL System

PCLS is independent from County governance and funding. It is an independent taxing district, deriving 96% of its budget from a levy on property value assessed on all property owners within the library district's service area.

After the voter-initiated cap on property tax of 1% per year passed in 2002, PCL found it could not cover operational costs for a service area whose population increased 49% between 1996 and 2006. Costs were increasing five to six per cent each year while revenue increased three to four per cent per year. The PCL Board of Trustees asked the Director to study possible solutions to the budget shortfall. A Community Advisory Committee was formed to propose a new strategic plan. After six months of review, the committee recommended that a levy lid lift be requested of voters. On the September 2006 ballot, PCL placed Proposition 1, to increase the levy from \$0.40 to \$0.48 per \$1000 of assessed property value. Voters passed the levy lid lift and the projected revenues are expected to maintain the desired funding level for PCL services to 2012.

Additional revenue comes from grants and donations, and from fines and fees. The Library Foundation and Friends groups are also active contributors through the programs and projects they sponsor. Annually, the Foundation has supported the Explorer Kids' Bookmobile, a teen writing contest, book discussion kits, and the Summer Reading Program. New projects will focus on early learning, outreach in the communities, and a scholarship program for staff members who are working on advanced degrees.

The Library has a goal of further enhancing Foundation funding in order to triple its fund-raising capacity. To develop the budget for 2007, staff estimated the cost of providing the increased services promised to voters in the levy lid lift election, including evaluating the ability to sustain those services over the following six years. Department managers and the Director worked together to balance these costs against anticipated revenue figures provided by the county assessor's office before presenting a draft budget to the Board of Trustees. The Board held two public hearings and adopted the budget in December, 2006.

PCL 2007 Estimated expenditures:

\$16,594,716	Personnel
2,889,601	Maintenance & Operations
4,209,985	Materials
<u>1,452,450</u>	<u>Miscellaneous</u>
\$25,146,752	Total, up from \$18,009,440 in 2006

The miscellaneous line item includes a reserve for the cost of future levy or bond issue elections and transfers to a Capital Improvement Fund (CIF).

The 2007 budget total represents a 39.6% increase over the previous year, as a result of the successful election to lift the property tax cap for one year.

A full copy of the budget document is available on the Library's website.

Challenges

Pierce County faces extraordinary population growth projections, and therefore PCL likely faces a greatly increased demand for library services in the future.

While all branches are well-used, at this time 38 per cent of the population in the service area are active PCL cardholders, below the level in PPL (47 per cent) and TPL (59 per cent).

PUYALLUP PUBLIC LIBRARY (PPL)

Locale and constituents

The Puyallup Public Library serves a growing community that has changed from a primarily agricultural locale to what is now a regional commercial and service center in Eastern Pierce County with a diverse population.

Governance

Library Director Mary Jo Torgeson, holding Masters in Library Science and Public Administration, is aided by an advisory board appointed by the City Manager. Some policy decisions for PPL are voted on by the City Council, after they have been reviewed and approved by the Advisory Board. A member of the Council is appointed to the Library Board and reports to the Council on library matters.

Mission and programs

The Mission Statement of the city library in Puyallup reads: "The Puyallup Public Library creates an open environment that brings the power of information, literacy, imagination and inspiration to all the people of our community."

In 2006, fourteen community members formed a Planning Committee to work with the Library Director and members of the staff in developing a Strategic Plan based on the mission, vision and values of 1) a community center and meeting place, 2) lifelong learning resource, and 3) a center where the community's cultural heritage is celebrated. They published the three-year plan in 2006 and begin implementation in 2007.

Among the new services of PPL are classes for parents and caregivers on the importance of early childhood literacy. Baby kits will be developed for newborns. Creating a learning environment that promotes play and motor skills in the children's area is a goal, and a grant may be sought to help fund this initiative.

Like PCL, PPL considers itself a popular materials library. Staff strives to offer those materials that the public most wants to check out. Many popular titles are offered in a variety of media formats, in addition to books. The media collection is extensive. The popularity of computers, especially for Internet access, has put emphasis on adding capability to the technological aspects of the library. Wireless access has been added for patrons, and adding USB ports is planned. They maintain 47 computers for public access to the Internet and the library catalog, and offer computer classes for patrons.

The needs of Spanish-speaking patrons are being addressed with a Spanish language collection. The Library has begun a volunteer-run service to homebound patrons.

Director Torgeson is hoping to expand open hours beyond the current fifty-four and would especially like to add Sunday hours.

Physical description and unique offerings

The Library in Puyallup is situated in the center of town, right next to City Hall. According to city officials, its new two-story modern building, built with voter-approved bond issue funds, has become a catalyst for revitalization and growth in the central city area. Kathy Turner, council member, former mayor, and current Library Board member, stated that she feels the building and its services raise expectations for the city, set a tone, and speak for the community to non-residents.

Approximately 49 percent of the city's residents are active cardholders. Statistics from 2005 show that circulation per user and visits per user in that year were substantially higher than comparisons for either Tacoma Public Library or Pierce County Library.

Circulation per user

(items checked out per year): PCL = 23.4 TPL = 15.4 PPL = 31.7

Visits per user per year: PCL = 10.3 TPL = 8.6 PPL = 17.5

Programs for the public are well attended and the several public meeting rooms at this library are reserved for meetings of groups from Puyallup and a wide surrounding area. Seniors who frequent the Senior Center next door, many of whom do not live within the city limits, are offered borrowing privileges at the library.

Under a new reciprocal agreement pilot program between PPL and PCL, residents living in either library service area may get a card from the other system and check out items for free. Previously residents outside their service area had to purchase a card for use in the other library. The staff and Boards of both Puyallup Public Library and Pierce County Library are pleased to provide this new service. And the public is evidently happy as well. Two months after the onset of the program, hundreds of reciprocal cards have been issued.

Funding the Puyallup Library

PPL is a service offered by the City government and its funding comes from the City's General Fund. The City Manager has stated that the City Council is comfortable with the Library's funding level and has not considered reducing either the funding level or any current Library services. In 1999, a 20-year bond issue for \$800,000 was approved by the voters to fund a new library building in Pioneer Park. The bond represents approximately \$0.20 per \$1000 on assessed value for Puyallup property owners.

In 2006, the City's budget support for PPL was \$59.13 per capita on top of the 20 cents for the building bond.

The Library also derives some financial support from the Friends of the Library, which operates a bookstore on the premises, and from the Library Foundation.

The PPL Director develops a budget proposal by incorporating suggestions from the staff and the Library Advisory Board. The Director also attends library conferences, looks at trends, and gathers information from various publications relating to libraries. The proposal then goes to the

City Manager, whose staff will adjust the figures before asking for Council approval. The PPL Director and Board agree that there needs to be better communication of Library issues to the City Council, as they make the financial decisions. Adopting a strategic plan for 2007-2010 has helped translate the library's mission and vision into concrete projects for the next four years.

The PPL budget for 2007 approved by Council:

\$ 1,097,320	Personnel
960,281	Operating Expenses
211,500	Materials
<u>8,000</u>	Capital Lighting Expense
\$ 2,277,101	Total, up from \$2,149,901 in 2006

The 2007 budget total represents a 5.9% increase over the previous year.

Challenges

Staff and City officials have found that the building design for the new library is more costly to maintain than a single story library building would be. In 2006, the library budget support for PPL was \$59.13 per capita, on top of the 20 cents building bond. (This is substantially more than the \$35.39 per capita figure for property taxes within the county library service district.) City Manager Jim Bacon states that PPL is a high priority for Puyallup and its budget is in no danger of being reduced in the near future. Puyallup residents and businesses consider the library a benefit that helps attract tourists and more businesses.

TACOMA PUBLIC LIBRARY (TPL)

Locale and constituents

The Tacoma Public Library consists of a downtown Main Library, two regional libraries serving the city's north and south ends, and seven neighborhood libraries. Thus, most Tacoma residents can find a library only a short distance from home. Fern Hill, Moore, Mottet and Swan Creek serve Tacoma's east side; South Tacoma and Martin Luther King cover south and central areas; Swasey and Wheelock serve the west and north ends; Kobetich is in northeast Tacoma

Tacoma has had a public library since the earliest days when it was becoming a leading city in the state's culture and economy. In 1903, funds were secured from the Carnegie Foundation to build a public library on Tacoma Avenue and 12th Street that still stands today (See Appendix A for more about this history.) Then as now, the Tacoma Public Library has served as an invaluable community resource for people throughout the region. Special pride rests with its Northwest history collection and resources for genealogical research.

Governance

TPL is legally independent of the City of Tacoma, and its overall direction and control are governed by a five-member Board of Trustees appointed by Tacoma's mayor. Trustees serve five-year terms with a second term reappointment allowed. In Tacoma, there is no formal process for nominating and selecting library board members, but vacancies are advertised and the Mayor makes the selection.

Making sure Council Members and the City Manager are aware of the library's needs is an important part of the work of Library Director Susan Odencrantz, MLS, and also a role Library Board members play. Although the library is independent and not a city department, the Director is part of the city's Senior Management Team and takes part in managerial recommendations and decisions. In turn, she presents, to decision-makers, facts and information about library issues. Board members and some members of the TPL Foundation are active in advocating for library interests. They attend budget and council meetings, meet with council members one on one, and speak formally before the council at times.

Mission and programs

The Tacoma Public Library Mission Statement reads: "The Library's purpose is to promote literacy, knowledge and richness of viewpoint throughout our City. Free access is provided to all information through our diverse collections in all media, expert staff, and advanced technologies. Freedom of information and independence of thought are given without regard to ethnicity, religion, education or income. Our resources and programs at all levels are designed to stimulate community involvement and support by providing access to the world's knowledge."

Identifying and planning services for Tacoma's library users is the job of library staff and board members, with input from the public, through a strategic plan and the library's mission statement. The strategic plan adopted in 2002 identified goals for "financial viability, improved working relationships and equitable service that reflects community needs." That plan has been informally updated in past years, but not fully implemented. Development of a new strategic plan is scheduled to begin in August, 2007.

Director Odencrantz articulates a philosophy for TPL that includes a focus on a book collection with breadth and depth. Print materials have first priority, including the purchase of more challenging materials. Popular media, graphic books, enrichment programs and the Internet are secondary choices for the use of public tax dollars. However, there is recognition that such popular media attract more users, especially youth, into the libraries. Using TPL trust funds, \$25,000 has been allocated to purchase DVDs each year since 2005. While some of the special collections are freely available to non-cardholders, via the website or in the Northwest Room, the most complete access to the library's broad resources is by the residents of Tacoma, since they are the ones who pay, through their taxes, for its operation. The library's focus, says Director Odencrantz, is on "determining and serving our local needs."

Children and teens have dedicated areas in all branches. The Summer Reading Program, staffed by volunteers, is a popular resource for maintaining and improving literacy skills during the out-of-school months. Seven branches offer children's Preschool Storytimes once a week and one branch offers Bedtime Storytime once a week.

Fifty-nine percent of Tacoma city residents are TPL cardholders.

Physical description and unique offerings

The Main Library has recently had extensive renovation work, resulting in new windows, brighter lighting, rearranged access to book shelves, transfer of the reference area to the second floor, and relocation of the media collection to the first floor. Public computers also were moved

to the second floor and their number was increased to 48. Offices for library supervisors have been added to the first floor near the information desk so that if a patron has a problem, supervisors will be more accessible. Having the maintenance staff paint, and refinishing existing furniture, instead of buying new, has been done to stretch dollars. Both elevators are now accessible to all floors.

In the nine branches, all of which are open at least 40 hours per week, patrons have hands-on access to books, magazines, music and books and film on CDs, DVDs or tape. Public computers provide access to the online catalog with its many database resources and Internet access. The OneSearch function gives researchers access to many databases at one time. Remote access to many databases is available with a valid Tacoma library card. Wi-Fi is available at all branches.

Quick Information (QI) is another service offered by the Library. QI is staffed by experienced Library Associates, who will take questions requiring brief answers. You don't need a Tacoma Library card to phone QI with a question; however, questions to QI by e-mail require a valid Tacoma library card.

Cardholders may check out most materials for 28 days. The exceptions are some new and popular books, which are restricted to seven days; movies, which can be checked out for three days; and audio books, which can be checked out for either one or two weeks. Entertainment movies may not be reserved, while educational or non-fiction DVDs and tapes may be reserved and are available for a seven-day loan period. The library has a large collection of early movies that are especially popular with senior citizens.

TPL is also a sponsor of the Tacoma Reads Together program, now in its fifth year. A calendar of events is on the library website, www.tpl.lib.wa.us.

Main

Main Library, downtown, has all the resources of the branches and more, including an extensive collection of foreign language books, especially in Southeast Asian languages; daily and weekly newspapers from cities all over the state and country, including some foreign-language newspapers; and microfilm and microfiche machines.

Main's Northwest Room, located in the old Carnegie Building, holds special collections on the Northwest, including photography, Pierce County Building Index, local obituaries dating back to the early 20th century, and local history. Genealogy buffs find many resources here. City archives are stored here. The library is an official depository for federal government documents.

Public cultural events are held frequently at the Main Library, because of TPL's central location and the availability of a large meeting space. Films, concerts, and famous author appearances attract adults, while storytimes and movies bring in families with children. The Handforth Gallery features regular exhibits by Northwest artists. A recent appearance by the wizard rock band, Harry and The Potters, was very popular with teens.

To take services to the community beyond the branches, TPL runs a program that provides monthly boxes of large-print books to four nursing homes and care centers. There is an online e-mail newsletter available to anyone who signs up for it that promotes library events and news. At

the Swan Creek branch, TPL has a partnership with Tacoma Community House that focuses on English-language learners and their special needs.

TPL has a reciprocal agreement with the King County Library System that allows residents in either taxing district to open free accounts in both library systems. Residents of northeast Tacoma, for example, can use the nearby Federal Way Regional Library and KCL branches, while King County residents can open free accounts in TPL.

Funding the Tacoma Public Library

TPL is dependent on the City of Tacoma for funding from tax revenues the City receives. The City derives its revenues from four major sources: property taxes, sales & use taxes, a business and occupation tax, and a utilities tax. The Library’s revenues are appropriated as a portion of the City’s General Fund. As in Puyallup, the Library must compete with other city services, such as police and fire protection, for funding. Tacoma Library’s personnel costs are high. Full-time employees receive a generous benefits package that is the same as that of City of Tacoma employees and is managed by the City’s HR department. Salaries are negotiated by representatives of the City and are approved by the Board of Trustees.

The biennial Library budget adoption process is complex, going through several layers at both the library and in City government levels before approval. TPL’s business manager uses the previous biennium’s budget to start building the new budget. The City’s Finance Department provides information and the City Manager sets the library’s allowed percentage increase. The Library Director, as a member of the City’s Senior Management Team, attends meetings throughout the year, reporting regularly on the library’s status and needs.

When budget hearings start in the fall, members of the Board of Trustees and the Library Foundation attend to advocate for library funds that support adequate staffing and materials. The role of the Director in the budget process is to set goals and use facts and figures to influence decision-makers for additional funding. The City Council has final approval of the overall budget, including the library, taking into consideration what the City Manager has presented to them and any input from the public. In the light of TPL’s shrinking buying power for new materials, the City Council added a one-time appropriation of \$100,000 in 2007 for new materials.

The library gets supplemental funding from trust funds, donations, and grants. The Tacoma Library Foundation advocates for donations with its annual giving campaign. Trust funds contributed \$1 million, or two-thirds of the cost, toward the current renovation of the Main library.

The TPL biennial budget for 2007-08 approved by Council:

\$16,256,248	Personnel Expenses
3,948,968	Maintenance & Operations
<u>2,887,960</u>	New Materials.
\$23,093,176	Total for 2 years (49% to be expended in 2007)

The 2007-08 budget represents an 8.5% increase over the previous biennium.

Challenges

Friends of the Library groups no longer function at the branches to serve as links to the library within each community, but a Library Foundation is active and successful in helping to secure outside funding and advocating for the library with city government.

In the recent past, TPL suffered severely from budget cutbacks typical of many cities in Washington. Reduced funding resulted in the need to cut hours or even close some branches temporarily, due to understaffing, much to the dismay of local patrons. Such rolling closures are not uncommon since the library cannot afford to hire substitutes. City Manager Eric Anderson acknowledges that the library will never receive priority over public safety funding, but also acknowledges that he would like to see the library fully-funded, as “A great city isn’t a great city without a strong library.”



COMPARISONS AMONG THREE PIERCE COUNTY SYSTEMS

Figure 1. Comparison of budget expenditures in the three systems:

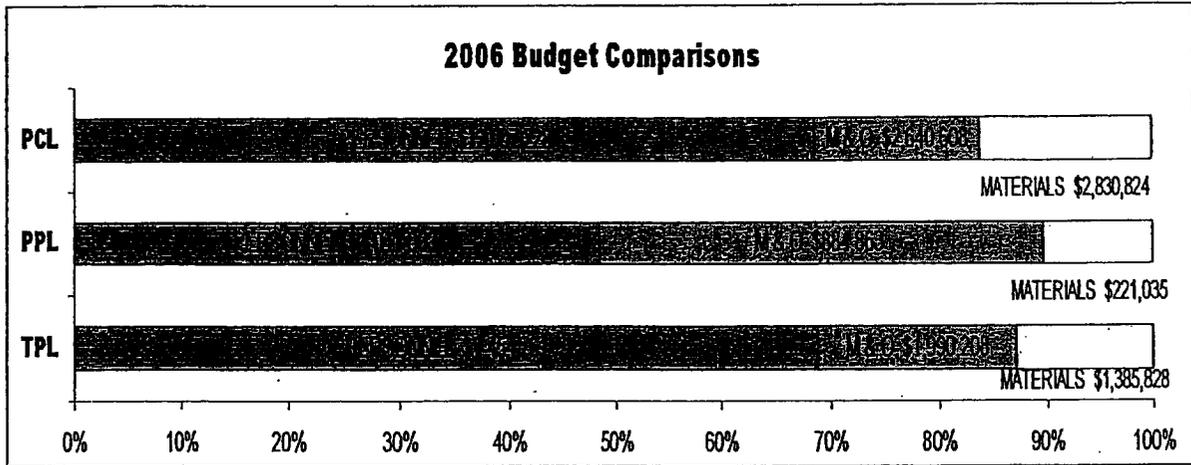


Figure 2. Some Averages at End of Year 2006

	PCL	PPL	TPL
Visits/year/cardholder	126	152	96
\$ for Materials/year/cardholder	\$14.32	\$11.89	\$11.85
Items/year/checked out/cardholder	28.1	24.1	17.4

Figure 3. LIBRARY CIRCULATION and FINANCIAL COMPARISONS

2006 unless otherwise noted	PIERCE COUNTY LIBRARY	% CHANGE over prior year	PUYALLUP PUBLIC LIBRARY	% CHANGE over prior year	TACOMA PUBLIC LIBRARY	% CHANGE over prior year
Total Expenditures	\$ 18,009,440		\$ 2,149,901		\$ 10,830,797	
Budget per Capita	\$ 34.73		\$ 59.13		\$ 54.26	
2007	\$ 48.50 ⁴	39.4%	\$ 62.62	5.9%	\$ 56.69	4.5%
Full-Time Equivalent Employees	282.47		19.25		129.50	
Masters of Library Science	57.78		6.00		21.00	
Population ²	518,429 ³		36,360		199,600	
Number of Cardholders 2005	233,814		15,337		140,003	
	197,709 ¹	-15.5%	17,791	16.0%	116,989	-16.4%
Number of Visits 2005	2,409,932		268,761		1,200,529	
	2,500,000	3.7%	271,369	0.9%	1,118,725	-6.8%
Total Circulation 2005	5,476,660		485,574		2,162,446	
	5,556,527	1.4%	429,457	-11.6%	2,041,098	-5.6%
Non Media Holdings (NMH)	1,126,249		114,911		925,612 ⁵	
NMH per Cardholder	5.7		6.5		7.9	
Media Holdings	196,989		27,784		102,128	
Media Circulation (MC)	193,739		205,934		884,291	
MC per Cardholder	0.98		11.6		7.6	
Interlibrary Loans In	5,580		260		939	
Interlibrary Loans Out	5,844		299		6,126	

1. Purged inactive cardholders
 2. From WA Office of Financial Management as of 4/1/06
 3. Excluding Tacoma, Puyallup, Fife, Fircrest, Roy, Ruston, Carbonado
 4. Excluding set-aside - Including Capital Improvement Fund
 5. Excluding historical material and federal documents

Two surveys of Citizen Satisfaction

A CITY OF TACOMA Citizen Satisfaction Survey conducted in November 2006 asked a random sample of Tacoma residents about a broad range of city services. The Library was included. When asked how many “used TPL or its services” in the past year, 26% said never; 24% said 1-2 times; 26% said 3-12 times; 11% said 13-26 times; and 12% said more than 26 times. Respondents gave TPL’s quality of service an average score of 66 out of 100, putting it in the 55th percentile of similar library jurisdictions. Specifically, 26% of the respondents rated the library as excellent, 50% as good, 21% fair, and 3% poor. In another question, 36% of the respondents reported having visited the system’s website during the last twelve months.

LWV SURVEY of library patrons

Committee interviews of 272 individuals in 15 libraries around the county, during November-December 2006, revealed a high satisfaction rate for all three public library systems. While this committee noticed distinct differences from one library site to another and among the systems, our interviews revealed very little patron discontent, a result not surprising given our methodology of interviewing people who were at the library. Suggestions for improvements or changes were also fairly consistent; patrons from all systems requested more of what the libraries already offered in services and materials, and hoped for more open hours.

Individually, the 115 males and 157 females (speaking for themselves and their families, representing over 600 people), had a broad range of interests and tastes; however the survey showed remarkably similar profiles of habits and material usage among patrons in all the three systems. Despite great differences in title collections among the systems (one comparison

between TPL and PCL shows only about 20% of book title holdings in common) the patrons did not often mention problems in finding materials to their liking.

All three systems offer access to technology that a large majority of patrons use. In fact, technology seems to drive the current changes in library service. Website visits far outnumber telephone contacts, and about half of the patrons interviewed report onsite computer use, whether for Internet access or catalog and information searches. A few patrons in each system mentioned they would value having access to the collections in the other systems in Pierce County.

Interview summary from 113
Pierce County Library
Patrons, Nov/Dec 2006

Profile of respondents:
44 males, 69 females, Total 113
individuals representing 283
patrons in 6 of 17 branches
10-19 yr olds: 18,
20-29 yrs: 18,
30-40 yrs: 57,
50-69 yrs: 31,
70+ yrs: 5
Visit weekly 63%, monthly
34%, only occasionally 3%

Use the website 65%
(weekly use 47%, monthly use
29%, occasional use 24%)
Make telephone contact 17%

Patron satisfaction with services:
100% of respondents reported that library staff are helpful and knowledgeable.
89% reported the website was easy to use, 92% reported the website met their needs.
79% were satisfied with the availability of new/popular materials.

Interview summary from 22
Puyallup Public Library
Patrons, Nov/Dec 2006

Profile of respondents:
8 males, 14 females, Total 22
individuals representing 44
patrons in single library
10-19 yrs old: 4,
20-29 yrs: 2,
30-40 yrs: 9,
50-69 yrs: 6,
70+ yrs: 1
Visit weekly 77%, monthly
18%, only occasionally 5%

Use the website 57%
Make telephone contact 27%

Patron satisfaction with services:
100% of respondents reported that library staff are helpful and knowledgeable.
100% reported the website was easy to use and met their needs.

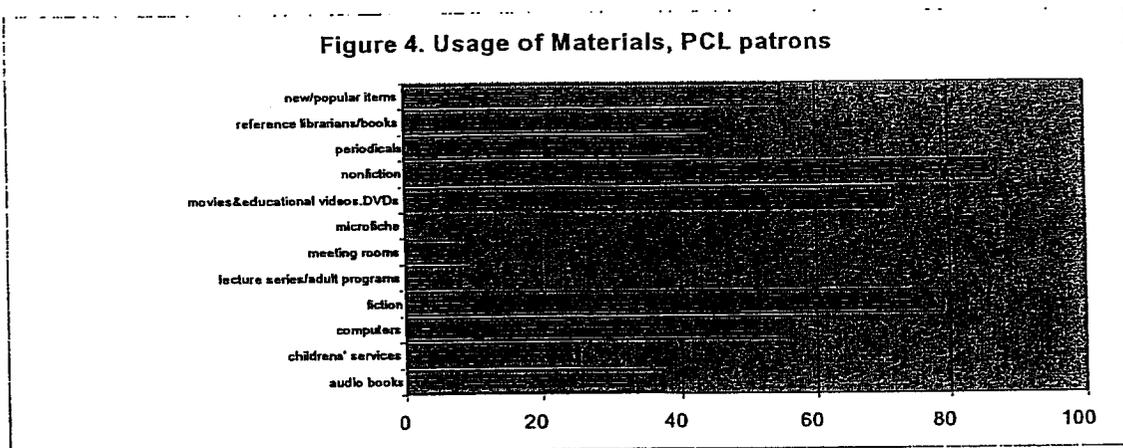
81% were satisfied with the availability of new/popular materials.

Interview summary from 137
Tacoma Public Library
Patrons, Nov/Dec 2006

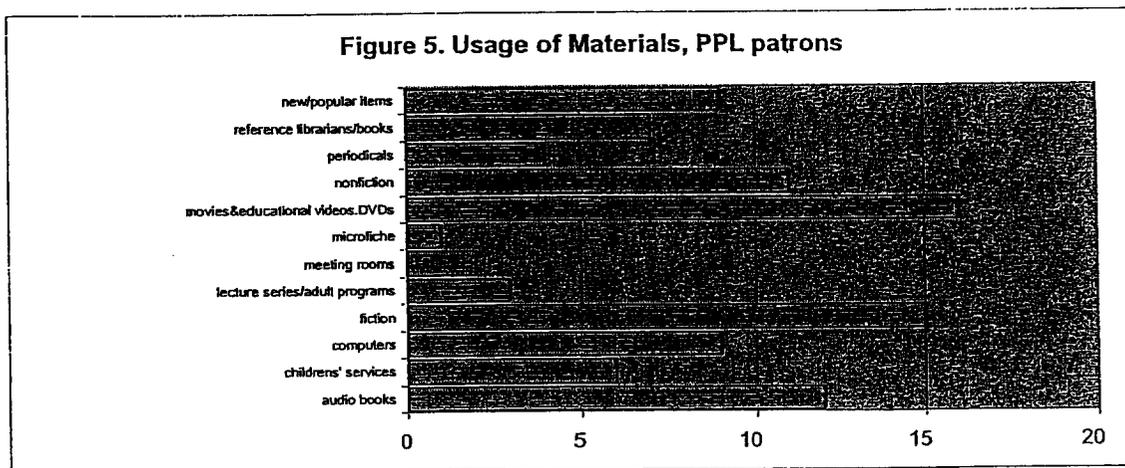
Profile of respondents:
63 males, 74 females, Total 137
individuals representing 314
patrons in 8 of 10 branches
10-19 yr sold: 23,
20-29 yrs: 16,
30-40 yrs: 57,
50-69 yrs: 32,
70+ yrs: 7
Visit weekly 61%, monthly
33%, only occasionally 5%

Use the website 52%,
(weekly use 44%, monthly use
36%, occasional use 20%)
Make telephone contact 33%

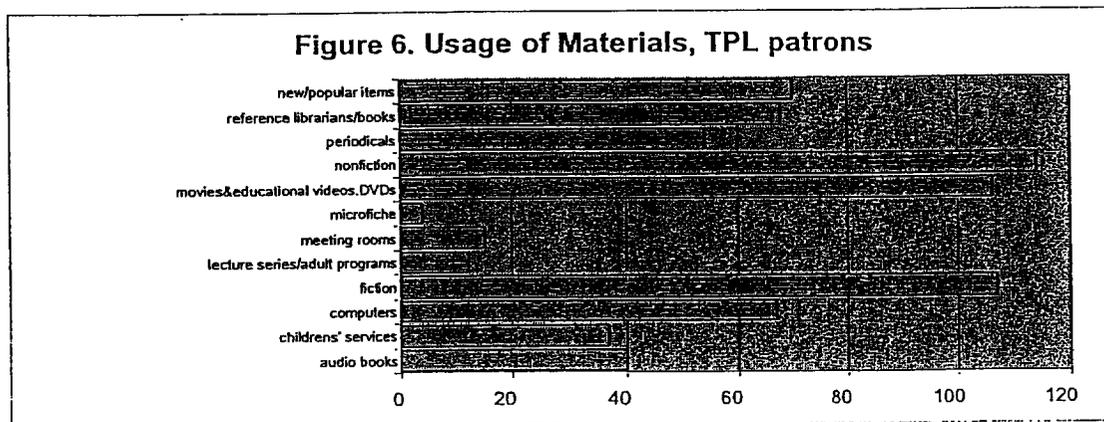
Patron satisfaction with services:
100% of respondents reported that library staff are helpful and knowledgeable.
83% reported the website was easy to use, 89% reported the website met their needs.
88% were satisfied with the availability of new/popular materials.



Other uses receiving multiple mentions included Music CDs, Quiet study areas, and Inter Library Loans



Other uses receiving mention included Music CDs and comic/graphic books



Other uses receiving multiple mentions included Music CDs, Quiet study areas, and Inter Library Loans

League of Women Voters Survey
Interview comments gathered from 113
Pierce County Library Patrons, Nov/Dec
2006

Suggestions for System:

Longer hours (5)
Open Sundays (3)
Self Check-out in all branches
Improve catalogue browsing (3) Computer
classes on use of library computers
Improve downloading of Downloadable
Books
Make it easier to reserve magazine issues
Longer checkout periods
Advertise teen activities y farther out into
the community
Announce new items, On Order status,
and what format for the items
Reduce long holds on movies
More popular materials
More Book club selections
More classics
More old movies on DVD
More new DVDs
More paperbacks
More new books on tape and music
More copies of each book
More Vietnamese materials
More copies of popular items
More intercultural literature
More of everything
"Please don't change anything"
Likes access to new things other kids are
reading and talking about
Likes liberal Inter-Library Loan policy
"Better than other systems I've used"

Suggestions for individual branches:

Key Center

Open branch before 11 am
Build bigger building
"A small branch can give more
individualized service."
"It's nice to have branch close to home."

Milton

Open on Monday
More popular materials
More new DVDs
More paperbacks

Parkland/Spanaway

More computers
More seating
More magazines (2)
Larger building
More non-fiction, wider selection on
outdoors, mountaineering
Excellent branch (3, 1 from King County)

Peninsula

Separate mysteries from general fiction
Bigger YA section
More science at PEN
More internet stations
Muffle noise from children's area

Sumner

More computers (4)
Make people sign up for computers
Bigger collection
Kids are out of control

University Place

Temporary place is too small, inconvenient
Needs small study rooms
More handicapped parking

Interview comments gathered from 22
Puyallup Library Patrons, Nov/Dec 2006

Suggestions for System:

More open hours
More promotion of programming offered
More and updated computers (3)
Improve guest pass system for computers
Add USB ports to computers
Quicker service on non-working computers
Ability to download books on tape
Self check-out should work more often
Longer loan period for new and popular items
Have full series of graphic novels, not just
samples from the series
More VHS videos

Interview comments gathered from 137
Tacoma Public Library Patrons. Nov/Dec
2006

Suggestions for System:

Longer hours (9)
Open on Sundays (6)
Open 7 days
Open later on Friday (2)
Same hours every day
More evening hours
**Total requests for more hours, system and
branches: 22**
Put branch closer to home
Reciprocity with PCL
PCL has better selection
Make Website more user-friendly (2)
Catalog search harder than King County's
Keep record of past check-out materials
Upgrade computers (8)
Staff moving around doesn't help patrons
(Tacoma City Council) should treat staff
better—not move them involuntarily
System needs more money
More books, Patron moved from
University Place says TPL has fewer books
New books more quickly
Not enough new/popular materials
More music selection
More DVD movies (4)
More educational DVDs and Videos (2)
More Christian books and videos
Ability to reserve magazines
Install Self check-out (2)
Stamp books with due date
New due-date system not liked (2)
Increase check-out length for new/popular
items (2)
Extend due date (3)

Reduce number of movies each patron can
check
out at one time

Suggestions for individual branches:

Fern Hill

Open more days
Not enough new/popular materials
More outlets for laptops
Computers need USB ports for flash drives

King

(all comments referred to system)

Kobetich

Help find patrons with similar reading
interests for
book groups
Separate collections for older and younger
teens
Loves this branch
For larger collection goes to Federal Way
regional library

Main

Finish construction 11 (2)
Separate current newspapers from older
issues
More seating area
More individual comfy chairs
Improve lighting upstairs

Mottett

More stock market and real estate info
Access to copier and printer
Rearrange area for easier movement

South Tacoma

More outlets for laptops
Better organization of materials

Swasey

Get new children's puzzles
More comfortable chairs at reading tables
Open Monday

Wheelock

More new non-fiction
More programs, videos and puzzles for kids
More current metaphysical books



THE FUTURE: STRATEGIC PLANNING for the THREE SYSTEMS

The Pierce County Library System Director is satisfied that the 2002-2006 strategic plan was carried out, and, as a result of the successful levy lid lift, can implement promises made to the community during that campaign. Service to children and teens is targeted for expansion. Ten new Youth Services Librarians will be added. Open hours will be increased by 20 percent; all 17 branches will be open on Mondays and nine libraries will open Sunday afternoons. Online there will be more audio books to download (including the new Playaway format), e-sources will expand, including access to 340 same-day newspapers from around the world, and there will be multiple copies of popular movie titles and best sellers.

The Director for Puyallup has just published a Strategic Plan and considers that implementing it will be a major effort for 2007 and beyond. The goals include offering a wider variety in programs for the community; offering parents and caregivers of the very young an appropriate learning materials and environment; adjusting quickly to changing needs in the community; better utilizing staff and volunteer skills; and marketing the library services more widely.

The Tacoma Library Board and Director report using two strategic plans since 2002 and are considering hiring a consultant to create a new 3-5 year plan. TPL goals verbalized by Director Susan Odencrantz, for 2007-08, are to maintain hours at ten locations without unplanned closures; support three Board of Trustees' committees (on the Five Year Strategic Plan, on a Review of all Public Service policies, and on the Martin Luther King Branch Easement project); complete the repair and refurbishment of the Main Library; strengthen library materials collections; expand library services to meet changing needs of teen readers; expand the computerized resources at all library locations.

Figure 7. Comparison of Open Hours in the three systems:

	SUNDAY	MON, TUES, WEDNESDAY	THURSDAY	FRIDAY, SATURDAY	TOTAL HOURS/week
PCL- 9 branches*	1- 5 pm	10 am-9 pm	10 am-9 pm	10 am - 6pm, 10am to 5 pm	60-63
PCL- 7 branches*	closed	11 am-8 pm	11 am-6 pm	11- 5 or 6 pm	49
PCL Tillicum*	closed	1-5pm,6-8pm 12:30-5, 6-8pm	12:30-5pm	1-5pm Fri, 11-3 Sat	31
PPL	closed	10 am- 8 pm	10 am-8 pm	10 am - 5 pm	54
TPL Main	closed	9 am- 9 pm	9 am- 9 pm	9 am - 6 pm	66
TPL 8 branches	closed	closed Mon, 12-8 pm T&W	10am-6pm	10am-6pm	40
TPL Swan Creek	closed	9 am-6 pm 9am-8 pm	9 am-6 pm	9-12 noon, closed Sat	43

**planned to begin sometime in spring 2007*

Both PCL and PPL are excited about the changes in technology and how the libraries can use technology to increase access to information and improve library services to their patrons. Both

show an interest in reaching out to populations they perceive as underserved: preschoolers, teens, limited- English speakers, and the elderly. While all three systems recognize the need to market and promote the services of the library, only PPL and PCL report they regularly poll their communities to assess and respond to changing needs. TPL Board members and the Director are wary of making promises to change and expand services, due to budget constraints.

All three systems are also considering new “wish lists”: PCL may need a capital bond levy for new buildings, as the county’s suburban population continues to grow. The PPL Director would like to expand into small branch-like kiosks to reach patrons who do not come into the city center, but the budget is not likely to allow this. The TPL Board may consider a capital improvement bond for improvements at the branches. TPL representatives agree that improving the usability and comfort of existing buildings will take priority over offering new services.

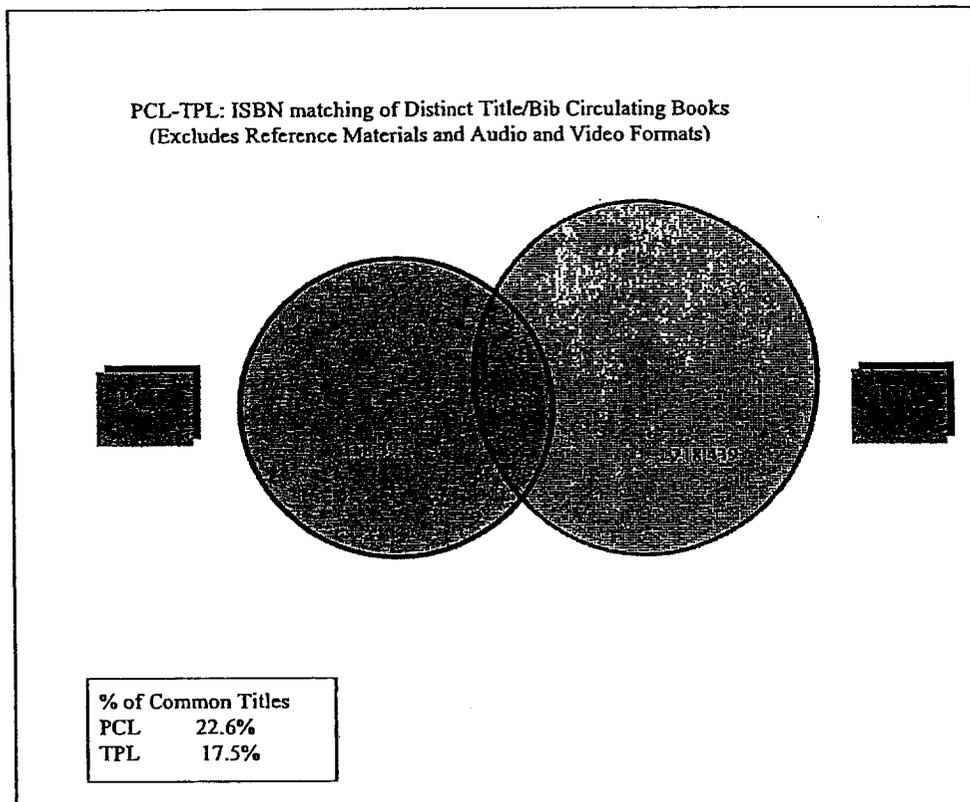


Issue for future consideration: Reciprocal Agreements

One possible future move that would expand access to materials and services for all Pierce County residents is for the systems to negotiate more reciprocal agreements. Some agreements already exist. PPL has entered a reciprocal agreement with PCL for 2007. There will be a one-year trial for this agreement while the two systems watch to see if either experiences an unfair burden of use or cost.

A trial agreement for some level of reciprocal use between TPL and PCL was proposed late in 2006 by the PCLS. Under this agreement, a resident in either system’s jurisdiction could apply for a card in either or both systems, without charge. PCL felt that cardholders in the Tacoma Library would benefit by having a PCL card because PCL offers additional hours and access to broader print materials and popular media. (A 2002 study comparing distinct ISBN book titles between the TPL collection and the PCL collection showed an overlap of only 17-20%, a surprising demonstration of how unique each system is. See Figure 8.) As well, PCL patrons would benefit from access to the extraordinary depth in TPL’s collection.

Figure 8.



PCL feels that agreements between systems are good public policy and serve customers well. Convenience and availability of special collections are important. While the missions and philosophies of TPL and PCL are very different, and there could be financial imbalances that would need to be resolved, they see a potential value to the county as a whole in sharing some services. Having some libraries open on Sundays and more on Mondays would benefit users of each system, and access to a different variety of media should appeal to users of both systems.

Some TPL leaders are skeptical that benefits to their cardholders would outweigh the shortcomings. Board President, Mark P. Martinez, outlined several of his concerns: there is a net influx of commuters to Tacoma; because two TPL branches are very close to the county line, many PCL residents would use TPL branches; TPL's very limited funding puts them at a disadvantage to PCL; since lending periods differ greatly, fines incurred because of confusion might result in angry patrons. TPL Director Odencrantz has stated that TPL monitors fines very closely, requires significant ID before issuing cards, and renews cards annually.

PCL has a more lenient policy with regard to fines than TPL, allowing people to continue to check-out books with a larger balance in fines. PCL philosophy is to keep people using the library and accept some loss in fines or materials. If the libraries choose to implement a reciprocal agreement, making sure that patrons are informed about differences in rules would be necessary.

Understanding the differences between the two systems and working through reservations about reciprocity will be a future challenge for the two Boards of Trustees and the Directors, if they decide to pursue their discussions. Meanwhile, it will be interesting to see the effects and results of the reciprocity trial between PCL and PPL. As well, it would be good to know more statistics about TPL's reciprocal borrowing agreement with King County Library.

CONCLUSIONS

In the beginning, this study speaks of the wide-ranging library services and benefits free to the many diverse communities of Pierce County - a public benefit arguably unique among governmental services. One conclusion is evident from our survey and others: patrons of the libraries in Pierce County value and rate the services highly.

Each system has visions of providing even better service and facilities but faces funding limitations. PCL was able to increase its 2007 budget by 39.6 percent following a levy lid lift. In Puyallup, citizens are proud of their unique library building, and reduction in funding is not threatened any time soon. TPL, which also must apply to the city general fund for its budget, reports greater difficulty competing with higher priority city services, determined by the city's manager and council members. And TPL must cope with some unique expenses.

Studying the budgets reveals the heart of each system's mission and philosophy. Strategic planning guides decisions about what services to provide and budget requests to support them. PCL used its plan as the basis for a successful levy lid lift campaign. Public support for PPL's plan provides confidence for that library to move ahead with new programs. In the past, TPL decisions have been driven more by budget constraints than by its published strategic plan. The Director and Board are reluctant to contemplate many expanded services at this time. The independent governing Boards of PCL and TPL have authority to find ways beyond their allowable revenue sources to seek extra funds for programs and projects.

This report states that libraries contribute in important ways to the social and economic fabric of our communities. The committee studied all three library systems in Pierce County, finding many differences among them, but no differences in their contributions to the richness of our lives in Pierce County.

On the whole, all three systems provide great service and have happy patrons. In spite of problems that can include money, hiring adequate staff, building maintenance, and other services vying for the same money, all three systems seem to do their jobs well.

The report presents some challenges facing the libraries; doubtless, there are others as well. The League hopes that all systems use their staff, Board, and community resources wisely in figuring out ways to rise to these and future challenges, so that the libraries can continue to serve their patrons well.

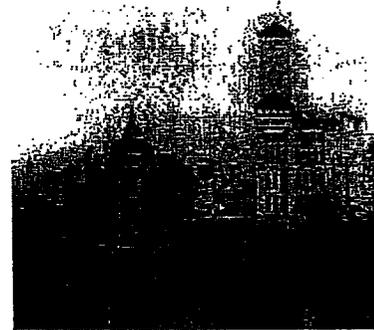
Appendix A

The History of Tacoma's Main Library

Coming to the pioneering community of Tacoma in 1884, Grace Moore missed the easy access to books she enjoyed in her native San Francisco. In 1886, Mrs. Moore led a group of 18 women to organize a circulating library in her South Tacoma home. The club's charter members donated their personal collections of books and patrons paid 25 cents for the privilege of borrowing from the Puget Sound area's first circulating library. Bachelors, wishing to use the home as a quiet place to read, paid 50 cents.

By 1893, the Mercantile Library, as the women called it, outgrew Mrs. Moore's sitting room. Its 2,000 volumes were given to the city for a free public library. The library was housed in a series of buildings in the downtown area until, in 1893, the library moved into the City Hall.

In early 1901, the Reverend Calvin Stewart, a Presbyterian minister, was in New York trying to secure Carnegie funds for Whitworth College. Though these efforts did not produce a gift for the college, Reverend Stewart was introduced to James Bertram, Andrew Carnegie's secretary. With Bertram's help, Reverend Stewart secured \$75,000 in Carnegie funds for construction of a public library in Tacoma. The donation was made on the conditions that the city provide a suitable site for the library and expend \$7,500 yearly for maintenance.



The search for a site for the new library resulted in a heated political skirmish between political wards in the north and south end of the city. The south end wards championed a site at South 12th Street and Tacoma Avenue. The north end wards advocated a site near Wright Park or at ninth Street and St. Helen's Avenue. The council remained stalemated until Mayor Campbell professed his support of the Tacoma Avenue site. With the mayor's endorsement, the deadlock was broken. Tacoma would soon have the 85th Carnegie Library built in the U. S. (and the first in Washington State).

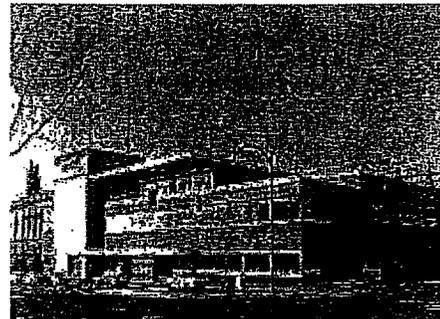


As designed by the New York architectural firm of Jardine, Kent and Jardine, Tacoma's Carnegie Library represented the popular eclectic Renaissance architectural influences prevalent at the turn of the century. The building featured a grand staircase of White Vermont marble, an ornate copper-clad dome, decorative stenciling, Ionic columns and high ceilings. The new library was dedicated on June 4, 1903.

In the years that followed, the Tacoma Public Library grew to meet the needs of a growing community. By 1945, five library book stations served the city's flourishing neighborhoods. Three branch libraries met the reading and information needs of residents in the north and south end of the city. However, the library's needs were quickly surpassing the space available at the 43 year old Carnegie Library - a new central library building was urgently needed.

The first step towards library expansion was taken in August 1946, when the Tacoma City Council authorized placement of a \$1,000,000 library construction bond issue in the November election. Tacoma voters overwhelmingly approved the library construction bond. As in 1901 however, reaching a decision about the new library's location would prove to be difficult, time-consuming and fraught with controversy.

The Library Board of Trustees were committed to a downtown location at the corner of South 11th and Market Streets for the new building. There was considerable pressure to include the new library in plans for a downtown civic center at 13th and Market Streets. Although they had reservations about its appropriateness, the Library Board agreed to the location in the spirit of community cooperation. The voters didn't cooperate however, and the bond issue to fund the civic center was soundly defeated. With the failure of the civic center, the library then revived plans to locate at 11th and Market Streets. The downtown business community vigorously objected, citing concerns over increased traffic, the lack of parking, the price of the building site and the negative effects which the library would have on property values and the potential growth of the downtown



core. Site selection came to a virtual standstill until, in January 1949, Library Trustees proposed to build the new facility at South 11th and Tacoma Avenue next to the existing Carnegie Library. The new site received the unanimous support of the City Council and downtown business interests. Construction began in March 1951 -- more than four years after passage of the bond.

Because of unanticipated costs, two features of the project were quickly abandoned: the renovation of the Carnegie Library and a rooftop parking lot on the third floor of the new building. The Carnegie renovation would have resulted in a unified look for the two buildings as plans were to cover Carnegie's facade to match that of the new library. Construction proceeded quickly and the city's new Main Library was dedicated on Sunday, November 2, 1952. Total cost of the 64,981 square foot building was \$1,438,000.

These two buildings form the heart of Tacoma Public Library's new Main Library. The dazzling effects brought about by 1991's \$5.1 million renovation can be seen throughout the beautiful library -- expansive interior spaces; a unified exterior; a stunning new entryway crowned by the internationally renowned James Carpenter's magnificent dichroic glass sculpture *Leaves of Glass*; and the glorious restoration of the Carnegie Library with its elegant marble stairwell, graceful columns and spectacular glass skylight. Everything's changed. Nothing's changed. Tacoma's Main Library is still the heart and soul of our city.

Appendix B

RCW 27.12.030 Libraries, how established.

A library may be established in any county, city, or town either (1) by its legislative body of its own initiative; or (2) upon the petition of one hundred taxpayers of such a governmental unit, the legislative body shall submit to a vote of the qualified electors thereof, at the next municipal or special election held therein (in the case of a city or town) or the next general election or special election held therein (in the case of a county), the question whether a library shall be established; and if a majority of the electors voting on the question vote in favor of the establishment of a library, the legislative body shall forthwith establish one.

RCW 27.12.050 Rural library districts — Board of library trustees — Tax levies.

After the board of county commissioners has declared a rural county library district established, it shall appoint a board of library trustees and provide funds for the establishment and maintenance of library service for the district by making a tax levy on the property in the district of not more than fifty cents per thousand dollars of assessed value per year sufficient for the library service as shown to be required by the budget submitted to the board of county commissioners by the board of library trustees, and by making a tax levy in such further amount as shall be authorized pursuant to RCW 27.12.222 or 84.52.052 or 84.52.056. Such levies shall be a part of the general tax roll and shall be collected as a part of the general taxes against the property in the district.

RCW 27.12.190 Library trustees — Appointment, election, removal, compensation.

The management and control of a library shall be vested in a board of either five or seven trustees as hereinafter in this section provided. In cities and towns five trustees shall be appointed by the mayor with the consent of the legislative body. In counties, rural county library districts, and island library districts, five trustees shall be appointed by the board of county commissioners. In a regional library district a board of either five or seven trustees shall be appointed by the joint action of the legislative bodies concerned. In intercounty rural library districts a board of either five or seven trustees shall be appointed by the joint action of the boards of county commissioners of each of the counties included in a district. The first appointments for boards comprised of but five trustees shall be for terms of one, two, three, four, and five years respectively, and thereafter a trustee shall be appointed annually to serve for five years. The first appointments for boards comprised of seven trustees shall be for terms of one, two, three, four, five, six, and seven years respectively, and thereafter a trustee shall be appointed annually to serve for seven years. No person shall be appointed to any board of trustees for more than two consecutive terms. Vacancies shall be filled for unexpired terms as soon as possible in the manner in which members of the board are regularly chosen.

A library trustee shall not receive a salary or other compensation for services as trustee, but necessary expenses actually incurred shall be paid from the library funds.

A library trustee in the case of a city or town may be removed only by vote of the legislative body. A trustee of a county library, a rural county library district library, or an island library district library may be removed for just cause by the county commissioners after a public hearing upon a written complaint stating the ground for removal, which complaint, with a notice of the time and place of hearing, shall have been served upon the trustee at least fifteen days before the hearing. A trustee of an intercounty rural library district may be removed by the joint action of the board of county commissioners of the counties involved in the same manner as provided herein for the removal of a trustee of a county library.

RCW 27.12.210 Library trustees — Organization — Bylaws — Powers and duties.

The trustees, immediately after their appointment or election, shall meet and organize by the election of such officers as they deem necessary. They shall:

- (1) Adopt such bylaws, rules, and regulations for their own guidance and for the government of the library as they deem expedient;
- (2) Have the supervision, care, and custody of all property of the library, including the rooms or buildings constructed, leased, or set apart therefor;

- (3) Employ a librarian, and upon his recommendation employ such other assistants as may be necessary, all in accordance with the provisions of *RCW 27.08.010, prescribe their duties, fix their compensation, and remove them for cause;
- (4) Submit annually to the legislative body a budget containing estimates in detail of the amount of money necessary for the library for the ensuing year; except that in a library district the board of library trustees shall prepare its budget, certify the same and deliver it to the board of county commissioners in ample time for it to make the tax levies for the purpose of the district;
- (5) Have exclusive control of the finances of the library;
- (6) Accept such gifts of money or property for library purposes as they deem expedient;
- (7) Lease or purchase land for library buildings;
- (8) Lease, purchase, or erect an appropriate building or buildings for library purposes, and acquire such other property as may be needed therefor;
- (9) Purchase books, periodicals, maps, and supplies for the library; and
- (10) Do all other acts necessary for the orderly and efficient management and control of the library.

RCW 27.12.240 Annual appropriations — Control of expenditures.

After a library shall have been established or library service contracted for, the legislative body of the governmental unit for which the library was established or the service engaged, shall appropriate money annually for the support of the library. All funds for the library, whether derived from taxation or otherwise, shall be in the custody of the treasurer of the governmental unit, and shall be designated by him in some manner for identification, and shall not be used for any but library purposes. The board of trustees shall have the exclusive control of expenditures for library purposes subject to any examination of accounts required by the state and money shall be paid for library purposes only upon vouchers of the board of trustees, without further audit. The board shall not make expenditures or incur indebtedness in any year in excess of the amount of money appropriated and/or available for library purposes.

RCW 27.12.260 Annual report of trustees.

At the close of each year the board of trustees of every library shall make a report to the legislative body of the governmental unit wherein the board serves, showing the condition of their trust during the year, the sums of money received for the library fund from taxes and other sources, the sums of money expended and the purposes of the expenditures, the number of books and periodicals on hand, the number added during the year, the number retired, the number loaned out, and such other statistics and information and such suggestions as they deem of public interest. A copy of this report shall be filed with the state librarian.

RCW 27.12.360 Annexation of city or town into rural county library district, island library district, or intercounty rural library district — Initiation procedure

Any city or town with a population of one hundred thousand or less at the time of annexation may become a part of any rural county library district, island library district, or intercounty rural library district lying contiguous thereto by annexation in the following manner: The inclusion of such a city or town may be initiated by the adoption of an ordinance by the legislative authority thereof stating its intent to join the library district and finding that the public interest will be served thereby. Before adoption, the ordinance shall be submitted to the library board of the city or town for its review and recommendations. If no library board exists in the city or town, the state librarian shall be notified of the proposed ordinance. If the board of trustees of the library district concurs in the annexation, notification thereof shall be transmitted to the legislative authority or authorities of the counties in which the city or town is situated.

Acknowledgments

The League is truly grateful for the support and assistance provided by the three libraries as our study committee gathered information, conducted the survey, interviewed leaders, reviewed facts and updated statistics. Our questions were always received graciously and answered comprehensively. Special thanks to the three Directors: Neel Parikh, PCLS; Mary Jo Torgeson, PPL; Susan Odencrantz, TPL.

Special staff assistance thanks to: Mary Getchell, Bill Christiansen and Storm Reyes, PCL; Angie Gestring, PPL; Marilyn Strickland, Robin Clausen and Lare Mischo, TPL.

Thanks also to retired librarians Jean Gillmer and Joan Bregger.

Sources and References:

Interviews:

Directors Neel Parikh (PCL), Mary Jo Torgeson (PPL), Susan Odencrantz, (TPL); Trustees J.J. McCament (PCL), Kathy Turner (PPL), Mark Martinez (TPL), Rebecca Summers (TPL), Dale Carlisle (TPL), Tacoma City Manager Eric Anderson, Puyallup City Manager Jim Bacon.

Telephone conversations:

Fircrest City Manager Bill Brandon, Fife City Manager Steve Worthington, Roy Mayor Kim Eldridge, Carbonado City Clerk, Ruston City Clerk.

Websites:

Pierce County Library System: www.piercecountylibrary.org

Puyallup Public Library: www.puyalluplibrary.org

City of Puyallup: www.cityofpuyallup.org

Tacoma Public Library: www.tpl.lib.wa.us

City of Tacoma: www.cityoftacoma.org

League of Women Voters of Washington Voter Information: www.washingtonvoter.org

Municipal Research and Services Center: www.mrsc.org

Photos:

Photos courtesy of Pierce County Library System, pages 13, 20 and cover; Puyallup Public Library, page 18 and cover; Tacoma Public Library, page iv and cover.

"Library Reimbursement Program," *Fife Flyer – Milton/Edgewood Signal*. Dec 7, 2006.

"PLs Build Local Economy, Strengthens Cities, Finds ULC," *Library Hotline*. January 22, 2007.

"Pierce County Library System and Tacoma Public Library: A Comparison of Collections," Chart 11. Pierce County Library System. November 4, 2003.

"Tacoma Citizen Satisfaction Survey, Final Report," National Research Center, Boulder CO. Jan. 2007.

MEMORANDUM
For the Meeting of September 9th, 2008

TO: Mayor and Councilmembers
FROM: Steve Worthington, City Manager
SUBJECT: Library Needs Assessment Survey Results

REPORT IN BRIEF:

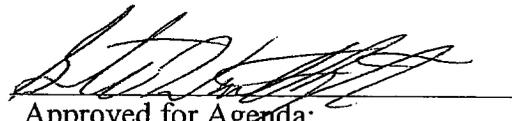
At the request of Fife City Council, the attached survey was mailed out to all Fife residents on July 19th. A mailing list for zip code 98424 provided by DataBar was used and 3880 surveys were mailed out. Since the list encompassed all 98424 addresses, residents of Fife Heights received the survey even though they are outside of the City. A return envelope was included but the return postage was paid by the resident. Surveys were to be returned no later than Aug 1st, however, data was collected through Aug 19th and is included in the attached summary. The sample size of completed surveys we received (281) is deemed statistically valid.

DISCUSSION:

Comments and questions from Council which will lead to a future decision on providing library services to Fife residents. The next step is to set a Public Hearing if this to be placed on the ballot to go before the voters. Is Council ready to set a Public Hearing date on this matter?

ATTACHMENTS:

- 1) Library Needs Assessment Info and Survey mailed out to residents
- 2) Survey Summary - all data collected for zip code 98424
- 3) Comments
- 4) Survey Summary – Fife residents only (filter applied to data collected)



Approved for Agenda:
Steve Worthington, City Manager

Info about Pierce County Library Services for City of Fife Residents

The Fife City Council is considering sending to Fife voters a ballot measure to approve or reject joining the Pierce County Library System for library service. The Fife City Council is interested in your opinions on this subject.

What is annexation to a library district?

- Annexation brings full library services to a city or town, which people living in the unincorporated area (or county) receive.
- Annexation initiates a process that allows a library district to levy taxes within the boundaries of a city, at the same rate and on the same basis as the tax levied in surrounding unincorporated areas.
- The taxpayers within the city or town pay property taxes directly for library service as well as property owners in the unincorporated area.

What is the process to annex for library service?

- It is the City Council's decision whether to ask voters if they would like to annex to Pierce County Library for service.
- If the Fife City Council decides to pursue annexation, it would place the measure on an election ballot.
- Then, it would be up to voters to decide to annex for library services. It takes a simple majority (50 percent +1) of voters to approve annexation.

For citizens interested in library service, they should contact the Fife City Manager's Office at 253.896.8602 or e-mail Councilmembers directly. Please visit www.cityoffife.org for Councilmember contact information.

What library services would you receive by annexation?

- With annexation to Pierce County Library System, Fife residents may immediately get a library card.
 - You may begin checking out books and other materials from Milton Pierce County Library or any of the 17 Pierce County Libraries. You can immediately reserve materials online and pick them up at any library.
 - Your library card also will give you access to online library services 24/7 from your home or office.
- With a Pierce County Library card you may access all library services:
 - More than 1.3 million books, movies, music and other materials

- Live online homework help from professional tutors
- Audio books and movies to download
- Other services to promote and instill reading skills and life-long learning.
- Pierce County Library will serve residents as soon as possible with the following services directly in Fife, possibly in summer 2009:
 - Bring books, movies and music directly to the community, on the Library's bookmobile.
 - Deliver books and movies to Fife childcare facilities.
 - Provide books, audiobooks and other materials directly to people who are homebound in the city.
 - Offer books and movies to Spanish-speaking residents in Fife.
- By January 2010, you may visit your own Fife Pierce County Library with full library services, six days week.

Who already has service from Pierce County Library?

- Pierce County Library System currently serves all of unincorporated Pierce County, 14 cities and towns that have annexed for service, for a total service area of 1,600 square miles and 522,000 people.
- Between 1946 and 1999, voters in Bonney Lake, Buckley, DuPont, Eatonville, Edgewood, Gig Harbor, Lakewood, Milton, Orting, South Prairie, Steilacoom, Sumner, University Place, and Wilkeson cast their ballots to annex to the Library System.

What will library services cost?

The Library estimates that property owners will pay approximately 43 cents for every \$1,000 of assessed property value starting in 2010. Which means a house with a \$300,000 assessed valuation would pay \$129 on their property tax bill.

What if residents change their minds in the future?

If the city decides to leave the library system, it can do so by asking Fife voters any time after the first three years of annexation.

Where can I get more info?

More info about library services at www.piercecountylibrary.org and more info about annexation at Pierce County Library Director's Office at 253.536.6500 or from the Fife City Manager's Office at 253.896.8602

What Would You Like in Library Service?

Please complete the following survey and return it to **Fife City Hall, 5411 23rd St. E., Fife, WA 98424** by **August 1, 2008**. Your responses will help the City of Fife provide you with library service that meets your needs. Thank you!

1. On a scale of 1 to 10, with 10 being high, how important is some type of public library service to you?

1 2 3 4 5 6 7 8 9 10

2. On a scale of 1 to 10, with 10 being high, how well is the City of Fife currently meeting the growing community's needs for library services?

1 2 3 4 5 6 7 8 9 10

3. Why is library service important to you and/or your family? (Select three.)

I like to read.

Libraries are rich in information and entertainment: books, movies, music.

Libraries are a strong community resource; they are a community gathering place.

Libraries are a resource for life-long learning.

Libraries help prepare children to read.

Libraries help students with homework and research.

Libraries help support small businesses.

Other _____

Library service is not important to me.

4. What type of services would you want in a public library? (Select your top three.)

Programs for adults _____

Programs for children _____

Assistance for parents and caregivers to prepare children to read _____

Resources to help kids with homework _____

Computers with Internet access _____

Help finding information and getting questions answered _____

Wi-Fi _____

Meeting Room(s) _____

Other services: _____

5. What type of resources would you want to **check out from a public library**? (Select your top three.)

Current books _____
Wide selection of books _____
Audiobooks _____
Movies _____
Music _____
Magazines _____
Other items: _____

6. What type of resources would you want to **access online @ your home** from a public library? (Select your top three.)

Help with homework from tutors _____
Audiobooks to download _____
E-books (electronic full copies of books) to download _____
Credible e-sources of subscription magazines and other resources _____
School reading lists _____
Movies and TV programs to download _____
Children's interactive video books and lessons _____
Other items: _____

7. The following are two options for library service that may be possible. Comparing each, please check the box of your first preference.

- City of Fife reimburses residents for individual purchases of library cards and residents visit Tacoma Public Library and/or Puyallup Public Library.*
- A Pierce County Library System branch in Fife, which offers full library services and access to all Pierce County Library branches. Library services are paid for by the property tax.*

8. Would you be in support of paying a 43 cent per \$1000 increase based on your assessed property value beginning in 2010 to pay for Pierce County Library services? *For example, if your assessed property value is \$300,000 you would pay \$129 annually for these services.* yes no

9. Are you a Fife resident? yes no

10. Are you a registered voter? yes no

11. Please share any additional information you have regarding library services in Fife:

Thank you!

Library Survey

1. On a scale of 1 to 10, with 10 being high, how important is some type of public library service to you?

		Response Percent	Response Count
1	<input type="checkbox"/>	9.0%	24
2	<input type="checkbox"/>	2.6%	7
3	<input type="checkbox"/>	2.6%	7
4	<input type="checkbox"/>	1.5%	4
5	<input type="checkbox"/>	2.2%	6
6	<input type="checkbox"/>	3.0%	8
7	<input type="checkbox"/>	3.7%	10
8	<input type="checkbox"/>	12.3%	33
9	<input type="checkbox"/>	8.6%	23
10	<input type="checkbox"/>	54.5%	146
<i>answered question</i>			268
<i>skipped question</i>			13

2. On a scale of 1 to 10 with 10 being high, how well is the City of Fife currently meeting the growing community's needs for library services?

		Response Percent	Response Count
1	<input type="radio"/>	39.1%	99
2	<input type="radio"/>	11.9%	30
3	<input type="radio"/>	7.9%	20
4	<input type="radio"/>	6.7%	17
5	<input type="radio"/>	9.5%	24
6	<input type="radio"/>	3.2%	8
7	<input type="radio"/>	4.0%	10
8	<input type="radio"/>	5.9%	15
9	<input type="radio"/>	2.4%	6
10	<input type="radio"/>	9.9%	25

answered question 253

skipped question 28

3. Why is library service important to you and/or your family? (Select three)

		Response Percent	Response Count
I like to read.	<input type="checkbox"/>	58.5%	158
Libraries are rich in information and entertainment: books, movies, music.	<input type="checkbox"/>	57.8%	156
Libraries are a strong community resource: they are a community gathering place.	<input type="checkbox"/>	37.0%	100
Libraries are a resource for life-long learning.	<input type="checkbox"/>	54.8%	148
Libraries help prepare children to read.	<input type="checkbox"/>	42.2%	114
Libraries help students with homework and research.	<input type="checkbox"/>	51.5%	139
Libraries help support small businesses.	<input type="checkbox"/>	19.6%	53
Library service is not important to me.	<input type="checkbox"/>	13.7%	37
	Other (please specify)		34
			answered question
			270
			skipped question
			11

4. What type of services would you want in a public library? (Select three)

	Response Percent	Response Count
Programs for adults	44.7%	110
Programs for children	65.9%	162
Assistance for parents and caregivers to prepare children to read	35.4%	87
Resources to help kids with homework	56.1%	138
Computers with Internet access	50.0%	123
Help finding information and getting questions answered	52.8%	130
Wi-Fi	16.3%	40
Meeting Room(s)	17.9%	44
Other (please specify)		28
answered question		246
skipped question		35

5. What type of resources would you want to check out from a public library? (Select three)

	Response Percent	Response Count
Current books	73.9%	181
Wide selection of books	85.3%	209
Audiobooks	39.2%	96
Movies	58.8%	144
Music	25.7%	63
Magazines	26.1%	64
Other (please specify)		25
answered question		245
skipped question		36

6. What type of resources would you want to access online at your home from a public library? (Select three)

	Response Percent	Response Count
Help with homework from tutors	49.3%	104
Audiobooks to download	43.1%	91
E-books (electronic full copies of books) to download	39.3%	83
Credible e-sources of subscription magazines and other resources	35.1%	74
School reading lists	39.8%	84
Movie and TV programs to download	39.8%	84
Children's interactive video books and lessons	45.5%	96
Other (please specify)		38
	<i>answered question</i>	211
	<i>skipped question</i>	70

7. The following are two options for library service that may be possible. Comparing each, please check the box of your first preference.

	Response Percent	Response Count
City of Fife reimburses residents for individual purchase of library cards and residents visit Tacoma Public Library and/or Puyallup Public Library.	34.7%	83
A Pierce County Library System branch in Fife, which offers full library services and access to all Pierce County Library branches. Library services are paid for by the property tax.	65.7%	157
	<i>answered question</i>	239
	<i>skipped question</i>	42

8. Would you be in support of paying a 43 cent per \$1000 increase based on your assessed property value beginning in 2010 to pay for Pierce County Library services? For example, if your assessed property value is \$300,000 you would pay \$129 annually for these services.

		Response Percent	Response Count
Yes	<input checked="" type="checkbox"/>	61.5%	158
No	<input type="checkbox"/>	38.5%	99
		<i>answered question</i>	257
		<i>skipped question</i>	24

9. Are you a Fife resident?

		Response Percent	Response Count
Yes	<input checked="" type="checkbox"/>	96.3%	261
No	<input type="checkbox"/>	3.7%	10
		<i>answered question</i>	271
		<i>skipped question</i>	10

10. Are you a registered voter?

		Response Percent	Response Count
Yes	<input checked="" type="checkbox"/>	96.7%	260
No	<input type="checkbox"/>	3.3%	9
		<i>answered question</i>	269
		<i>skipped question</i>	12

11. Please share any additional information you have regarding library services in Fife:

	Response Count
	124
<i>answered question</i>	124
<i>skipped question</i>	157

12. (Optional) What is your contact information?

	Response Percent	Response Count
Name:	86.7%	163
Address:	98.9%	186
City/Town:	99.5%	187
State:	99.5%	187
ZIP/Postal Code:	99.5%	187
Phone Number:	0.0%	0
<i>answered question</i>		188
<i>skipped question</i>		93

Please share any additional information you have regarding library services in Fife:

Open-Ended Response
8. * Maybe, that seems too high (the surveyor underlined,...pay \$129 annually....) A library rather than a grocery store is a more viable option for 20th/70th, rather than as store as we have three major stores local. *Whats wrong with the Puyallup, like we've been using?! *I'm sick to death of "wanting", lets stick to "needs"! *

*The reimbursement program works just fine! Aren't property taxes high enough already? Use what we pay wisely, I.E. buget waste.
*I need my money! *I'm tired of taxes and more taxes!
I need my money! *I'm tired of taxes and more taxes!
I need my money! *I'm tired of taxes and more taxes!

1) Right now if there is any such service that I don't know about. 2) Aren't property taxes high enough already? Use what we pay wisely, I.E. buget waste.
129 annually seems pretty steep.
A book mobile for disabled children, adults and shut-in people.

A grocery store is our highest priority right now!
A library is a great resource to children.
A library is not what I need - I can find what I need on the internet at home.
A library means so much for a community. It's a place to gather, read, encourage reading and healthy living. Some families can't afford to front 150 for a library card.

A library is essential to the growth of a community!
A local library is essential to the growth of a community. I am suprised Fife has been so neglectful for so long.
About time, we need to seperately step into the 21st century, in order to maintain a healthy community & grow. Our full support!
Access to the Milton library is immediately requested! I like small home town libraries. The puyallup libraries are much to big for my daughter to sit down and read or look for a book.

Amount seems excessive. I am a teacher in Auburn I know the importance of a library in a community. I am suprised Fife has been so neglectful for so long.
as a teacher, I believe that a library is very important in a students education. It is more important for Fife students to have a facility that is easily accessible.
Bring it on!

Do it the way the Puyallup Library runs the show.
Fife having their own library system is a great idea, but why wasn't this brought up before?
Fife Parks should have free wi-fi services administered through its library system. There are enough new residents to warrent building a new starte of the art library. Get corp sponsorship to fund the infrastructure. Look at what Redmond, WA did with Marymoore Park & Microsoft. The model is set, follow it and let's get some services here.)
Fife should have had a library years ago. fife is not a poor city.

Fife+Library=Life
For the average household it will cost approximately \$2.00 a month. For the avid reader, that is a savings!
Having a local library system is essential. Commuting to other branches would be expensive in time and fuel consumption and would eliminate access for many children and families.

Hopefully a branch in Fife soon!
I am a life long user and supporter of libraries. Now I am an apt. dweller in the metro area with little to no service and after watching the city council meetings on tv, seeing no encouragement for the future. 71 years old. Shame on you!!!
I am a senior citizen and I love to read. Free! Most importantly is the need for the children. It is critical that they have local access!

I am against the increase of property taxes
I am agaist the increase of property taxes
I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

I am all about in favor of joining a library. Before Fife I had a card and was able to access all the services Tacoma & Puyallup Libraries are not convinient to visit and do not have as much materials.
I am disabled and on SSI raising a 10th grade student at Fife High school. She has need access to a library since she was at Columbia, but has not. We can not

Please share any additional information you have regarding library services in Fife:

Open-Ended Response

I am in unincorp. Pierce County

I am not a property owner. I am not interested in a library. I believe this is the first community I have ever lived in that has not provided library services as in bookmobile, library ect.

I can't wait to get a library up and running. That way people who use the service get reimbursed and the City of Fife. I almost can't afford to live

I do not want to pay for this service through my property tax! We pay too much as it is to the City of Fife. I almost can't afford to live

I don't have property! I feel the current access to the Puyallup and Tacoma Library services is sufficient for Fife residents. That way people who use the service get reimbursed and the

I feel the current access to the Puyallup and Tacoma Library services is sufficient for Fife residents. That way people who use the service get reimbursed and the

I have the internet, much more convenient than 1 library. I would NOT like to pay for one, I pay too much as it is to the City of Fife. I almost can't afford to live

I just want to say it's about time! Thanks for moving forward! I have the internet, much more convenient than 1 library. I would NOT like to pay for one, I pay too much as it is to the City of Fife. I almost can't afford to live

I like the current set up! I use the Tacoma libraries regularly. I like the internet, much more convenient than 1 library. I would NOT like to pay for one, I pay too much as it is to the City of Fife. I almost can't afford to live

I like to have library in city of fife more them happy. As property taxes go up, space rent for us seniors will go up, but our fixed incomes stay the

I live in Fife Heights. I live in Fife and Milton is my closest library and I teach in the Fife District and it upsets me that I can't use my local library to enrich my students learning.

I live in Fife and Milton is my closest library and I teach in the Fife District and it upsets me that I can't use my local library to enrich my students learning.

I live in mobile park and therefore only pay personal property taxes. As property taxes go up, space rent for us seniors will go up, but our fixed incomes stay the

I live in Fife Heights. I live in Fife and Milton is my closest library and I teach in the Fife District and it upsets me that I can't use my local library to enrich my students learning.

I live in mobile park and therefore only pay personal property taxes. As property taxes go up, space rent for us seniors will go up, but our fixed incomes stay the

I live in Fife Heights. I live in Fife and Milton is my closest library and I teach in the Fife District and it upsets me that I can't use my local library to enrich my students learning.

I live in mobile park and therefore only pay personal property taxes. As property taxes go up, space rent for us seniors will go up, but our fixed incomes stay the

I live in Fife Heights. I live in Fife and Milton is my closest library and I teach in the Fife District and it upsets me that I can't use my local library to enrich my students learning.

Fife:

**please share any additional information you have regarding library services in Fife:
Open-Ended Response**

read my lips no more taxes
again for more taxes ahead

Take care of your children and seniors.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put an pedestrian over pass.

Show what kind of community we have. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

Sras Chop
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

When any promise is made to use the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

A post office is long over due.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

When any promise is made to use the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

A post office is long over due.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

When any promise is made to use the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

A post office is long over due.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

When any promise is made to use the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

A post office is long over due.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

When any promise is made to use the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

A post office is long over due.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

When any promise is made to use the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

A post office is long over due.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

When any promise is made to use the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

A post office is long over due.
Tacoma & P.C's recently joined/ recritical lending. I want a lib. to be a large place where you can go to do homework, read a book, or access internet. A lib. should be combined with a park. I like the end of 54th if you put the taxes for a purpose it is always dipped into for other things and reasons and a bill is put up

Library Survey

1. On a scale of 1 to 10, with 10 being high, how important is some type of public library service to you?

		Response Percent	Response Count
1	<input type="checkbox"/>	8.3%	21
2	<input type="checkbox"/>	2.4%	6
3	<input type="checkbox"/>	2.8%	7
4	<input type="checkbox"/>	1.6%	4
5	<input type="checkbox"/>	2.4%	6
6	<input type="checkbox"/>	2.8%	7
7	<input type="checkbox"/>	3.9%	10
8	<input type="checkbox"/>	12.6%	32
9	<input type="checkbox"/>	8.3%	21
10	<input type="checkbox"/>	55.1%	140
<i>answered question</i>			254
<i>skipped question</i>			7

2. On a scale of 1 to 10 with 10 being high, how well is the City of Fife currently meeting the growing community's needs for library services?

		Response Percent	Response Count
1		39.6%	95
2		12.1%	29
3		7.1%	17
4		6.3%	15
5		10.0%	24
6		3.3%	8
7		4.2%	10
8		6.3%	15
9		2.1%	5
10		9.6%	23
answered question			240
skipped question			21

3. Why is library service important to you and/or your family? (Select three)

		Response Percent	Response Count
I like to read.	<input type="checkbox"/>	58.6%	150
Libraries are rich in information and entertainment: books, movies, music.	<input type="checkbox"/>	57.8%	148
Libraries are a strong community resource: they are a community gathering place.	<input type="checkbox"/>	36.3%	93
Libraries are a resource for life-long learning.	<input type="checkbox"/>	54.7%	140
Libraries help prepare children to read.	<input type="checkbox"/>	43.0%	110
Libraries help students with homework and research.	<input type="checkbox"/>	52.0%	133
Libraries help support small businesses.	<input type="checkbox"/>	19.1%	49
Library service is not important to me.	<input type="checkbox"/>	12.9%	33
	Other (please specify)		30
			answered question
			256
			skipped question
			5

4. What type of services would you want in a public library? (Select three)

		Response Percent	Response Count
Programs for adults		44.9%	105
Programs for children		66.2%	155
Assistance for parents and caregivers to prepare children to read		35.9%	84
Resources to help kids with homework		56.0%	131
Computers with Internet access		50.0%	117
Help finding information and getting questions answered		53.0%	124
Wi-Fi		15.8%	37
Meeting Room(s)		17.5%	41
	Other (please specify)		24
	answered question		234
	skipped question		27

5. What type of resources would you want to check out from a public library? (Select three)

		Response Percent	Response Count
Current books		73.8%	175
Wide selection of books		85.2%	202
Audiobooks		38.8%	92
Movies		58.6%	139
Music		25.3%	60
Magazines		26.6%	63
	Other (please specify)		23
	answered question		237
	skipped question		24

6. What type of resources would you want to access online at your home from a public library? (Select three)

	Response Percent	Response Count
Help with homework from tutors	48.8%	100
Audiobooks to download	43.4%	89
E-books (electronic full copies of books) to download	39.0%	80
Credible e-sources of subscription magazines and other resources	35.6%	73
School reading lists	38.5%	79
Movie and TV programs to download	40.5%	83
Children's interactive video books and lessons	44.4%	91
Other (please specify)		36
	answered question	205
	skipped question	56

7. The following are two options for library service that may be possible. Comparing each, please check the box of your first preference.

	Response Percent	Response Count
City of Fife reimburses residents for individual purchase of library cards and residents visit Tacoma Public Library and/or Puyallup Public Library.	34.3%	80
A Pierce County Library System branch in Fife, which offers full library services and access to all Pierce County Library branches. Library services are paid for by the property tax.	66.1%	154
	answered question	233
	skipped question	28

8. Would you be in support of paying a 43 cent per \$1000 increase based on your assessed property value beginning in 2010 to pay for Pierce County Library services? For example, if your assessed property value is \$300,000 you would pay \$129 annually for these services.

		Response Percent	Response Count
Yes	<input checked="" type="checkbox"/>	63.3%	157
No	<input type="checkbox"/>	36.7%	91
answered question			248
skipped question			13

9. Are you a Fife resident?

		Response Percent	Response Count
Yes	<input checked="" type="checkbox"/>	100.0%	261
No	<input type="checkbox"/>	0.0%	0
answered question			261
skipped question			0

10. Are you a registered voter?

		Response Percent	Response Count
Yes	<input checked="" type="checkbox"/>	96.9%	251
No	<input type="checkbox"/>	3.1%	8
answered question			259
skipped question			2

11. Please share any additional information you have regarding library services in Fife:

	Response Count
	111
<i>answered question</i>	111
<i>skipped question</i>	150

12. (Optional) What is your contact information?

	Response Percent	Response Count
Name:	86.8%	151
Address:	98.9%	172
City/Town:	99.4%	173
State:	99.4%	173
ZIP/Postal Code:	99.4%	173
Phone Number:	0.0%	0
<i>answered question</i>		174
<i>skipped question</i>		87

March 24, 2009

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor Johnson and Fife City Council Members
THROUGH: Steve Worthington, City Manager

FROM: Brad Blackburn, Chief of Police

SUBJECT: Fife Municipal Code
Unlawful Bus Conduct

REPORT IN BRIEF:

The City of Fife currently utilizes the Revised Code of Washington (RCW) for incidents involving Unlawful Bus Conduct within our city limits.

In working with our partner, the Pierce Transit Department of Public Safety, we found that the agencies around us have adopted a more specific ordinance that covers items such as roller skating in the aisles, skateboarding in the aisles, use of remote controlled cars, drug use and alcohol use of patrons while on the bus, at a transit shelter or facility.

This allows all of the jurisdictions on both sides of us to have the same rule and regulations which makes it easier for enforcement and prosecution purposes.

Attached is the City of Tacoma Municipal Code that they adopted and we are proposing. I was not able to do a redline version as Council has requested in the past, but I was able to highlight and underline the changes that this proposal would bring to Fife.

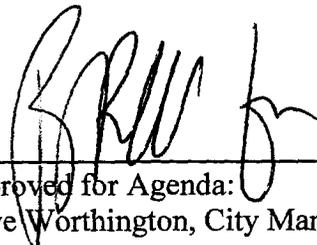
Chief Baker from Pierce Transit will be present to answer any questions at the meeting.

RECOMMENDATIONS:

Council allows this to proceed to be added to the Fife Municipal Code.



Brad Blackburn
Chief of Police



Approved for Agenda:
Steve Worthington, City Manager

CITY OF FIFE, WASHINGTON

ORDINANCE NO. 1695

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON, REGARDING UNLAWFUL TRANSIT CONDUCT, AND AMENDING FIFE MUNICIPAL CODE SECTION 9.77.010 AND ADDING A NEW SECTION 9.77.020.

WHEREAS, the City previously adopted RCW 9.91.025 regarding unlawful conduct while on a municipal transit vehicle; and

WHEREAS, working with Pierce Transit Department of Public Safety, other neighboring agencies have adopted ordinances regarding unlawful transit conduct that describe unlawful conduct more specifically than the RCW; and

WHEREAS, adopting the same unlawful transit ordinance as neighboring jurisdictions will make it easier for enforcement and prosecution purposes;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Section 9.77.010 of the Fife Municipal Code is hereby amended as follows:

9.77.010 Statutes incorporated by reference.

The following statutes regarding miscellaneous crimes are incorporated by reference:

- RCW 9.91.010 Denial of civil rights – Terms defined.
- RCW 9.91.020 Operating railroad, steamboat, vehicle, etc., while intoxicated.
- RCW 9.91.025 Unlawful bus conduct.
- RCW 9.91.060 Leaving children unattended in parked automobile.
- RCW 9.91.110 Metal buyers – Records of purchases – Penalty.
- RCW 9.91.130 Disposal of trash in charity donation receptacle.
- RCW 9.91.150 Tree spiking.
- RCW 9.91.155 Tree spiking – Action for damages.
- RCW 9.91.160 Personal protection spray devices.

Section 2. A new section 9.77.020 of the Fife Municipal Code is hereby added to read as follows:

9.77.020 Unlawful transit conduct.

A. A person is guilty of unlawful transit conduct if, while on or in a municipal transit vehicle as defined by RCW 46.04.355 as now or hereafter amended or reenacted, or in or at a municipal transit station, he or she:

1. Smokes or carries a lighted or smoldering pipe, cigar, or cigarette; or

2. Discards litter other than in designated receptacles; or
3. Plays any radio, recorder, or other soundproducing equipment, except that nothing herein shall prohibit the use of such equipment when connected to earphones which limit the sound to individual listeners or the use of a communication device by an employee of the owner or operator of the municipal transit vehicle or municipal transit station; or
4. Spits or expectorates; or
5. Carries any flammable liquid, explosive, acid, or other article or material likely to cause harm to others; except that nothing herein shall prevent a person from carrying a cigarette, cigar, or pipe lighter or carrying a firearm or ammunition in a way that is not otherwise prohibited by law; or
6. Consumes or is under the influence of any intoxicating beverage or illicit drug; or
7. Intentionally obstructs or impedes the flow of municipal transit vehicles or passenger traffic, intentionally hinders or prevents access to municipal transit vehicles or stations, or otherwise unlawfully interferes with the provision or use of public transportation services; or
8. Engages in loud, raucous, unruly, harmful, or harassing behavior that disturbs the peace, comfort, or repose of a reasonable person of normal sensibilities; or
9. Skates on roller skates or in-line skates, or rides in or upon or by any means a coaster, skateboard, toy vehicle, or any similar device; provided that a person may walk while wearing skates or carry a skateboard while on or in a municipal transit vehicle or in or at a municipal transit station if that conduct is not otherwise prohibited by law; or
10. Destroys, defaces, or otherwise damages property of a municipality as defined in RCW 35.58.272 or a regional transit authority authorized by chapter 81.112 RCW employed in the provision or use of public transportation services; or
11. Engages in conduct not described in subsections 1 through 10 which is inconsistent with the intended use and purpose of the transit station or transit vehicle and refuses to obey the lawful command(s) of an agent of the transit authority or a peace officer to cease such conduct.

B. Municipal Transit Station Defined. For the purposes of this section, "municipal transit station" means all facilities, structures, stop shelters, lands, interest in lands, air rights over lands, and rights-of way of all kinds that are owned, leased, held, or used by a public agency for the purpose of providing public transportation services.

C. Penalty. Any person violating this section is guilty of a misdemeanor. The penalty shall be a maximum fine of \$1,000, incarceration for a term of 90 days, or both such fine and imprisonment.

D. Severability. If any provision of this section is held invalid, such invalidity shall not affect any other provision, or the application thereof, which can be given effect without the invalid provision or application, and to this end the provisions of this section are declared severable.

Section 3. Each and every provision of this Ordinance shall be deemed severable. In the event that any portion of this Ordinance is determined by final order of a court of competent jurisdiction to be void or unenforceable, such determination shall not affect the validity of the remaining provisions thereof, provided the intent of this Ordinance can still be furthered without the invalid provision.

Section 4. This Ordinance shall be in full force and effect five (5) days after publication as required by law. A summary of this Ordinance may be published in lieu of the entire Ordinance, as authorized by State law.

Introduced on the 14th day of April, 2009.

Passed as amended by the City Council on the ____ day of _____, 2009.

Steve Worthington, City Manager

ATTEST:

APPROVED AS TO FORM:

Steve Marcotte, City Clerk/Treasurer

Loren D. Combs, City Attorney

Published: _____/_____/2009

Effective Date: _____/_____/2009

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Russ Blount, Public Works Director
SUBJECT: **Resolution 1280** – Acceptance of Construction Work on Wapato Creek Culvert Replacement Project at 70th Avenue East by E J Rody & Sons, Inc.

REPORT IN BRIEF: Request Council approval of Resolution 1280 accepting the construction contract work by E J Rody & Sons, Inc. as complete on the Wapato Creek Culvert Replacement Project at 70th Avenue East.

BACKGROUND: The City of Fife Council awarded the construction contract to E J Rody & Sons, Inc. in the amount of \$1,379,988.50 for the Wapato Creek Culvert Replacement Project at 70th Avenue East through Resolution No.1227. The contract also provided an additional incentive bonus up to \$36,000 for early opening of 70th Avenue when full closure of the road was allowed for a 17-day period. The culvert was installed within the road closure period ahead of the Department of Ecology's September 30th deadline for work below ordinary high water level. This earned the contractor a portion of the incentive bonus. Substantial completion of the project was achieved on January 15, 2009 with one change order that did not affect the contract budget and was administratively approved. The final lift of asphalt pavement was deleted on this project and will be completed as part of the 70th Avenue/Valley Widening Project – Phase 1. This delay allows any settlement areas to be noticed and repaired before the final surface lift.

ATTACHMENTS: Resolution 1280

DISCUSSION: A final inspection of the construction work determined that the work of the subject project was complete. The final payment billing for the construction work has been prepared showing the total project cost of \$1,301,371.49. The final acceptance of the construction work allows the retainage held on the project to be released upon receipt of required State releases.

FISCAL IMPACT: The total payment of the project's construction contract is \$1,301,371.49 that includes \$28,000 incentive bonus pay for early opening of 70th Avenue. The estimated cost for the asphalt lift deleted on this contract is \$36,500. Accounting for these items, the effective contract budget is \$1,371,488. The comparison of this amount with the actual final payment shows the project completed under the contract budget amount.

ALTERNATIVE COURSES OF ACTION:

1. Approve Resolution 1280 as written.
2. Amend Resolution1280, and then approve as amended.
3. Decline to approve Resolution 1280.

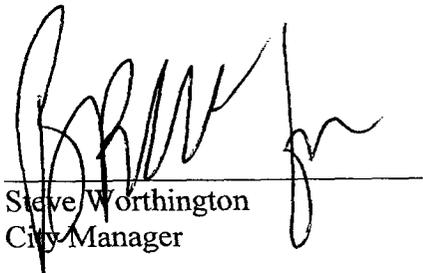
RECOMMENDATIONS: Approve Resolution 1280 as written.

SUGGESTED MOTION: Motion to Approve Resolution 1280.



Russ Blount
 Public Works Director

Approved for Agenda: Steve Worthington
 City Manager



RESOLUTION NO. 1280

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON ACCEPTING THE CONTRACT CONSTRUCTION WORK ON WAPATO CREEK CULVERT REPLACEMENT PROJECT AT 70TH AVENUE EAST WITH E J RODY & SONS, INC AS COMPLETE

WHEREAS, the Council of the City of Fife, through Resolution No.1202 authorized a contract with E J Rody & Sons , Inc. to install a new culvert on Wapato Creek at 70th Avenue East as part of the 70th Avenue East/Valley Avenue East Corridor Project – Phase 1 for an original amount of \$1,379,988.50; and

WHEREAS, the City of Fife Public Works Department has determined that the construction work of the said project is complete and will process the final Progress Payment in the total project amount of \$1,301,371.49; now, therefore

BE IT RESOLVED that the Fife City Council hereby accepts the construction work associated with the contract with E J Rody & Sons, Inc as completed.

ADOPTED by the City Council at an open public meeting held on the 14th day of April, 2009.

Barry D. Johnson, Mayor

Attest:

Steve Marcotte, City Clerk/Treasurer

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Steve Marcotte, Finance Director
SUBJECT: Resolution No. 1296 Adopting an Identity Theft Prevention Program

REPORT IN BRIEF: Federal law, referred to as the "Red Flags Rule, requires the City to adopt an Identity Theft Prevention Program.

BACKGROUND: Identity theft resulting from careless handling of customer's sensitive, personal information has been an increasing national concern. In response, the Federal Trade Commission adopted the "Red Flags Rule" to provide guidance on the required implementation of several sections of the Fair and Accurate Credit Transactions Act of 2003. These rules require municipalities, among others, who handle sensitive credit information to adopt written policies and procedures to safeguard that information and to identify patterns of transactions that may indicate the misuse or theft of sensitive credit information.

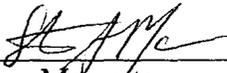
DISCUSSION: The Association of Washington Cities has provided cities with training and model resolutions and policies. The City normally adopts policies such as this one through a standard format in the Policies and Procedures Manual. Exhibit A attached to the resolution reflects the suggested "red flags policy" in the format ordinarily used in the City of Fife and, if adopted by Council, will ensure the City complies with these requirements. Implementation of this policy will provide guidance to staff for identifying potential problems and for seeing they are properly handled.

ATTACHMENT:
Exhibit A – Identity Theft Prevention Program

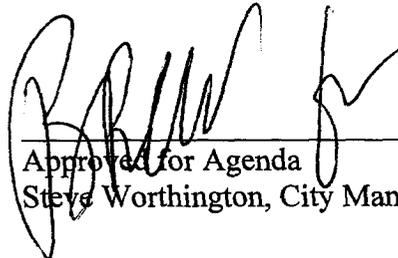
ALTERNATIVE COURSES OF ACTION:
Approve Resolution No. 1296 to adopt the Identity Theft Prevention Program in Exhibit A.
Do not approve Resolution No. 1296.

RECOMMENDATION: Approve Resolution No. 1296 to adopt the Identity Theft Prevention Program as set forth in Exhibit A.

SUGGESTED MOTION: "I move to approve Resolution No. 1296 to adopt the Identity Theft Prevention Program as recommended by staff".



Steve Marcotte
Finance Director



Approved for Agenda
Steve Worthington, City Manager

RESOLUTION NO. 1296

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF FIFE, WASHINGTON
ADOPTING AN IDENTITY THEFT POLICY**

WHEREAS, the Fair and Accurate Credit Transactions Act of 2003, an amendment to the Fair Credit Reporting Act, requires rules regarding identity theft protection to be promulgated; and

WHEREAS, those rules were to become effective November 1, 2008 and implementation was subsequently delayed until April 30, 2009; and

WHEREAS, those rules require municipal utilities and other departments to implement an identity theft program and policy; and

WHEREAS, the City of Fife has determined that the policy set forth in Exhibit A attached to this resolution best accomplishes the requirements of these rules and best protects the City's citizens and utility customers from identity theft; now therefore

BE IT RESOLVED that the Fife City Council adopts the Identity Theft Prevention Program as set forth in Exhibit A to this resolution.

ADOPTED by the City Council at an open public meeting held on the 14th^h day of April, 2009.

Barry D. Johnson, Mayor

Attest:

Steven Marcotte, City Clerk

RESOLUTION NO. 1296

Page 1 of 1

**OF FIVE
POLICIES AND PROCEDURES**

TITLE: Identity Theft Prevention Program		POLICY MANUAL SECTION & NO. 03.01.005
APPROVED BY MANAGER	REVISES OR SUPERSEDES	EFFECTIVE DATE:

A. Purpose:

1. Identify relevant pattern, practices, and specific forms of activity that are “red flags” signaling possible identity theft and incorporate those red flags into the program
2. Detect red flags that have been incorporated into the program
3. Respond appropriately to any red flags that are detected to prevent and mitigate identity theft; and
4. Update the program periodically to reflect changes and risks from identity theft.

B. References:

Trade Commission’s Red Flags Rule, which implements Sections 114 and 315 of the Fair and Accurate Credit Transactions Act of 2003.

C. Definitions:

1. Account. “Account” means a continuing relationship established by a person with a creditor to obtain a product or service for personal, family, household or business purposes.
2. Covered Account. A “covered account” means:
 - a. Any account the City offers or maintains primarily for personal, family or household purposes, that involves multiple payments or transactions; and
 - b. Any other account the District offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the City from identity theft.
3. Creditor. “Creditor” has the same meaning as defined in Section 702 of the Equal Credit Opportunity Act, 15 U.S.C. 1691a, and includes a person or entity that arranges for the extension, renewal or continuation of credit, including the City.
4. Customer. A “customer” means a person or business entity that has a covered account with the City.
5. Financial Institution. “Financial institution” means a state or national bank, a state or savings and loan association, a mutual savings bank, a state or credit union, or any other entity that holds a “transaction account” belonging to a customer.
6. Identifying Information. “Identifying information” means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including name, address, telephone number, social security number, date of birth, government issued driver’s license or identification number, alien registration number, government passport number, employer or taxpayer identification number or unique electronic identification number.

7. Identity Theft. "Identity Theft" means fraud committed using the identifying information of another person.
8. Red Flag. A "Red Flag" means a pattern, practice, or specific activity that indicates the possible existence of Identity Theft.
9. Service Provider. "Service provider" means a person or business entity that provides a service directly to the City relating to or connection with a covered account.

D. **Policy:**

IDENTIFICATION OF RED FLAGS.

In order to identify relevant Red Flags, the City shall review and consider the types of covered accounts that it offers and maintains, the methods it provides to open covered accounts, the methods it provides to access its covered accounts, and its previous experiences with identity theft. The City identifies the following Red Flags, in each of the listed categories:

Notifications and Warnings From Credit Reporting Agencies

Red Flags

1. Report of fraud accompanying a credit report;
2. Notice or report from a credit agency of a credit freeze on a customer or applicant;
3. Notice or report from a credit agency of an active duty alert for an applicant; and
4. Indication from a credit report of activity that is inconsistent with a customer's usual pattern or activity.

Suspicious Documents

Red Flags

1. Identification document or card that appears to be forged, altered or inauthentic;
2. Identification document or card on which a person's photograph or physical description is not consistent with the person presenting the document;
3. Other document with information that is not consistent with existing customer information (such as a person's signature on a check appears forged); and
4. Application for service that appears to have been altered or forged.

Suspicious Personal Identifying Information

Red Flags

1. Identifying information presented that is inconsistent with other information the customer provides (such as inconsistent birth dates);
2. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a driver's license);
3. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
4. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
5. Social security number presented that is the same as one given by another customer;
6. An address or phone number presented that is the same as that of another person;

7. Failing to provide complete personal identifying information on an application when reminded to do so (**however, by law social security numbers must not be required**); and
8. Identifying information which is not consistent with the information that is on file for the customer.

Suspicious Account Activity or Unusual Use of Account

Red Flags

1. Change of address for an account followed by a request to change the account holder's name;
2. Payments stop on an otherwise consistently up-to-date account;
3. Account used in a way that is not consistent with prior use (such as very high activity);
4. Mail sent to the account holder is repeatedly returned as undeliverable;
5. Notice to the City that a customer is not receiving mail sent by the City;
6. Notice to the City that an account has unauthorized activity;
7. Breach in the City's computer system security; and
8. Unauthorized access to or use of customer account information.

Alerts from Others

Red Flag

1. Notice to the City from a customer, a victim of identity theft, a law enforcement authority or other person that it has opened or is maintaining a fraudulent account for a person engaged in identity theft.

DETECTING RED FLAGS.

New Accounts

In order to detect any of the Red Flags identified above associated with the opening of a **new account**, City personnel will take the following steps to obtain and verify the identity of the person opening the account:

Detect Red Flags

1. Require certain identifying information such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
2. Verify the customer's identity (for instance, review a driver's license or other identification card);
3. Review documentation showing the existence of a business entity, including required City of Fife Business License; and
4. Independently contact the customer.

Existing Accounts

In order to detect any of the Red Flags identified above for an **existing account**, City personnel will take the following steps to monitor transactions with an account:

Detect Red Flags

1. Verify the identification of customers if they request information (in person, via telephone, via facsimile, via email);
2. Verify the validity of requests to change billing addresses; and

verify changes in banking information given for billing and payment purposes.

E. **Procedures:**

In the event City personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

Prevent and Mitigate Identity Theft

1. Monitor a covered account for evidence of Identity Theft;
2. Contact the customer with the covered account;
3. Change any passwords or other security codes and devices that permit access to a covered account;
4. Not open a new covered account;
5. Close an existing covered account;
6. Reopen a covered account with a new number;
7. Not attempt to collect payment on a covered account;
8. Notify the Program Administrator for determination of the appropriate step(s) to take;
9. Notify law enforcement; or
10. Determine that no response is warranted under the particular circumstances.

Protect Customer Identifying Information

In order to further prevent the likelihood of Identity Theft occurring with respect to City accounts, the City shall take the following steps with respect to its internal operating procedures to protect customer identifying information:

1. Secure the City website but provide clear notice that the website is not secure;
2. Undertake complete and secure destruction of paper documents and computer files containing customer information;
3. Make office computers password protected and provide that computer screens lock after a set period of time;
4. Keep offices clear of papers containing customer identifying information;
5. Request only the last 4 digits of social security numbers (if any);
6. Maintain computer virus protection up to date; and
7. Require and keep only the kinds of customer information that are necessary for City purposes.

I. **PROGRAM UPDATES**

The Program will be periodically reviewed and updated to reflect changes in risks to customers and to the safety and soundness of the City from Identity Theft. The Program Administrator shall at least annually consider the City's experiences with identity theft, changes in identity theft methods, changes in identity theft detection and prevention methods, changes in types of accounts the City maintains and changes in the City's business arrangements with other entities and service providers. After considering these factors, the Program Administrator shall determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Program Administrator shall present the Program Administrator's recommended changes to the Finance Director for review and approval.

PROGRAM ADMINISTRATION

Oversight

A City Identity Theft Committee shall be responsible for developing, implementing and updating the Program. The Committee shall be comprised of the Program Administrator and (a specified number of City Finance staff appointed by the Finance Director.

The Program Administrator shall be responsible for the Program administration, for appropriate training of District staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.

Staff Training and Reports

City staff responsible for implementing the Program shall be trained either by or under the direction of the Program Administrator in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected.

Customer Identifying Information and Public Disclosure

The identifying information of City customers with covered accounts shall be kept confidential and shall be exempt from public disclosure to the maximum extent authorized by law, including RCW 42.56.230(4). The City Council also finds and determines that public disclosure of the City's specific practices to identify, detect, prevent and mitigate identify theft may compromise the effectiveness of such practices and hereby directs that, under the Program, knowledge of such specific practices shall be limited to the Program Administrator [*and the Identity Theft Committee*] and those City employees and service providers who need to be aware of such practices for the purpose of preventing identity theft.

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington
FROM: Russ Blount
SUBJECT: **Resolution 1297** – Authorize Purchase of 4 In-Car COBAN Camera Systems,

REPORT IN BRIEF: Authorize purchase of a four new 2008 COBAN, TOP CAM GEN II, In-Car Camera Systems.

BACKGROUND: Funds for these additional In-Car Camera Systems were included in the 2009 Council-approved budget.

ATTACHMENTS: Resolution 1297.

DISCUSSION: The purchase of the four In-Car Camera Systems is a continuation of the Fife Police Department program to fit each patrol vehicle with camera and video recording capability. The addition of the cameras in the vehicles creates enhanced officer safety and public accountability.

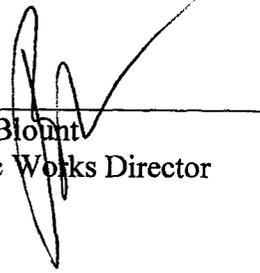
FISCAL IMPACT: Item amount approved by Council in the 2009 adopted budget is \$28,000.00. The total cost for the four camera systems will not exceed the budget amount. There will be no additional cost to fit the vehicles with the In-Car Camera Systems.

ALTERNATIVE COURSES OF ACTION:

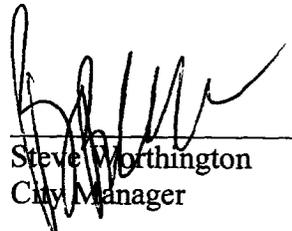
1. Approve Resolution 1297.
2. Amend Resolution 1297, and then approve the amended resolution.
3. Decline to approve Resolution 1297.

RECOMMENDATIONS: Approve Resolution 1297.

SUGGESTED MOTION: Motion to approve Resolution 1297.



 Russ Blount
 Public Works Director

Approved for Agenda 

 Steve Worthington
 City Manager

RESOLUTION NO. 1297

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF FIFE, PIERCE COUNTY, WASHINGTON
AUTHORIZING THE CITY MANAGER TO PURCHASE IN-
CAR DIGITAL VIDEO SYSTEMS FOR THE POLICE
DEPARTMENT**

WHEREAS, the City of Fife Police Department and the Fife City Council believe that the use of in-car video cameras is a positive effort for the Fife Police Department, in that in-car video systems enhance officer safety and accountability; and

WHEREAS, the Police Department budgeted \$28,000.00 for the 2009 Council Approved Budget for up to 4 in-car digital video systems as they recognize the importance of this type of law enforcement tool; and

WHEREAS, consistent with state law, a request for bids for law enforcement in-car digital video systems was preciously advertised in the newspaper of record, and the system offered by the lowest responsible bidder has been inspected and deemed adequate to meet the City's needs and is compatible with our existing units; now, therefore

BE IT RESOLVED, that the Fife City Council hereby authorizes the City Manager to purchase digital in-car video systems from COBAN, of Stafford TX, not to exceed the amount of \$27,900.00.

ADOPTED by the Fife City Council at an open public meeting held on the 14th day of April, 2009.

Barry Johnson, Mayor

Attest:

Steve Marcotte, Finance Director

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Councilmembers
 THROUGH: Steve Worthington
 FROM: Russ Blount and Ken Gill
 SUBJECT: **Resolution 1299** – Authorize Service Boundary Agreement with Pierce County

REPORT IN BRIEF: Housekeeping amendments to Fife's water service territory boundaries.

BACKGROUND: During Pierce County's review of Fife's draft Water Comprehensive Plan, County staff noted minor discrepancies between the boundaries shown in Fife's plan and boundaries shown in Milton's plan. The proposed agreement accepts Pierce County's interpretation of the appropriate boundaries.

ATTACHMENTS: Resolution 1299, Standard Service Agreement Establishing Water Utility Service Area Boundaries, Map entitled "Water Service Area and Adjacent Systems".

DISCUSSION: The only areas within Fife that are shown to be in other provider's jurisdictions are the far north end of the "Gathering Place" site and the Firwood and Eggmann private systems. The northernmost end of the Gathering Place site is not likely to be developed in a manner in which domestic water is used, so its mapping isn't meaningful. The Firwood system was recently acquired by the Washington State Department of Transportation with their acquisition of the Firwood Tavern site and the service area will revert to Fife when it the water system is formally dissolved. The Eggmann system is for the duplex complex off 50th Street East in southeast Fife and is likely to continue in operation until Fife extends city mains into the area. Once such mains have been extended, the City may choose to negotiate to acquire the system and its water rights and/or the customers may seek City connection and fire hydrants. In either event, any service change or related map change is likely years away.

FISCAL IMPACT: The adoption of the new map has no fiscal impact.

ALTERNATIVE COURSES OF ACTION:

1. Approve Resolution 1299 as written.
2. Amend Resolution 1299, and then approve as amended.
3. Decline to approve Resolution 1299.

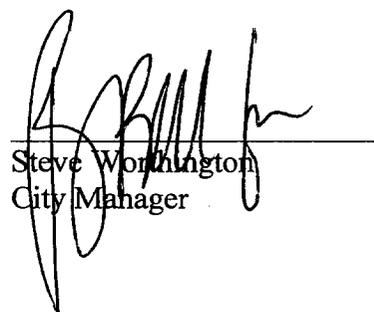
RECOMMENDATIONS: Approve Resolution 1299 as written.

SUGGESTED MOTION: Motion to approve Resolution 1299.



Russ Blount
 Public Works Director

Approved for Agenda



Steve Worthington
 City Manager

RESOLUTION NO. 1299

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH PIERCE COUNTY ESTABLISHING THE CITY'S WATER SERVICE AREA BOUNDARY

Whereas, water utility service area agreements are required by WAC 246-293-250 to help assure that water reserved for public water supply purposes within Pierce County will be utilized in the future in an efficient and planned manner; and

Whereas, the City of Fife's service area as set forth in the City's Comprehensive Water Plan does not match the boundaries as set forth in the Pierce County Coordinated Water System Plan; and

Whereas, the attached Standard Service Agreement Establishing Water Utility Service Area Boundaries resolves the discrepancy and amends the City's service area boundaries to match the boundaries set forth in the County's Coordinated Water System Plan; now, therefore

BE IT RESOLVED that the City Manager is authorized and directed to execute on behalf of the City, the Standard Service Agreement Establishing Water Utility Service Area Boundaries in the form attached hereto as Exhibit A.

ADOPTED by the City Council at an open public meeting held on the 14th day of April, 2009.

Barry D. Johnson, Mayor

Attest:

Steve Marcotte, City Clerk

**STANDARD SERVICE AGREEMENT
ESTABLISHING WATER UTILITY
SERVICE AREA BOUNDARIES**

PREAMBLE

THIS AGREEMENT establishing water utility service area boundaries is entered into this day for purposes of identifying the external boundaries of the service area for which this water purveyor has assumed water service responsibility.

WHEREAS, service area agreements are required by WAC 246-293-250 to help assure that water reserved for public water supply purposes within Pierce County will be utilized in the future in an efficient and planned manner; and

WHEREAS, the designation of retail water service area and future service planning areas, together with the cooperation of other utilities, will help assure efficient planning to accommodate growth, avoid duplication of service, and facilitate the best use of resources; and

WHEREAS, The responsibilities applicable to water purveyors are outlined in the Pierce County Coordinated Water System Plan (CWSP) and by the adopted rules and regulations of the Washington State Department of Health (DOH); and

WHEREAS, It is not the intent of this Agreement to give new authority or responsibilities to the water purveyor or to the County or State regulatory agencies, in addition to those requirements imposed by law; and

NOW, THEREFORE, the undersigned party, having entered into this Agreement by its signature, concurs with and will abide by the following provisions:

Section 1. The terms used within the contract shall be as defined in the implementing regulations of Chapter 70.116 RCW, except as identified below.

- A. Lead Agency shall mean the department or organization within Pierce County that has been designated by the Pierce County Executive as being administratively responsible for the coordination and filing of the Pierce County Water Service Area map, Standard Service Agreement Establishing Water Utility Service Area Boundaries, Agreements for Retail Service Areas, Utility Service Policies, and other administrative documents necessary for the implementation of the Pierce County CWSP.
- B. Pierce County Coordinated Water System Plan (CWSP) shall mean the plan adopted by the Pierce County Council for public water systems within critical water supply service areas within Pierce County which identifies the present and future needs of the systems and sets forth means for meeting those needs in the most efficient manner possible.
- C. Pierce County Water Service Area Map shall mean the map referenced in this Agreement for the retail service area signed by the water purveyor, except as amended in accordance with the CWSP procedures and with the concurrence of the affected water purveyors.

- D. Retail Service Area shall mean the designated geographical area within Pierce County in which the undersigned water purveyor assumes full responsibility for providing water service to individual customers.
- E. Utility Service Policies shall mean those policies and conditions of service that are attached to the provision of water service for individual customers. The identified policies and conditions of service are those conditions incorporated within the water purveyor's water system improvement and expansion plans required under the provisions of the Public Water Systems Coordination Act and DOH.

Section 2. Lead Agency. The lead agency for administering the Pierce County Water Utility service area agreements shall be the Pierce County Department of Public Works and Utilities unless otherwise established by the Pierce County Executive. The lead agency shall function only as a coordination center. The lead agency will maintain the original documents and will be responsible for updating the water system map and agreements as provided for in the CWSP.

Section 3. Authority. The authority for this Agreement is granted by the Public Water Systems Coordination Act of 1977, Chapter 70.116 RCW.

Section 4. Service Area Boundaries. The undersigned Water Purveyor acknowledges that the Pierce County Water Service Area Maps identifying its retail service area boundaries, dated _____ and included as Attachment A to this Agreement, identify the Water purveyor's present and future service area. The undersigned further acknowledges that there are no service area conflicts with an adjacent water utility or purveyor, or, if such a conflict exists, agrees that no new water service will be extended within disputed areas except as stipulated in an adjudication by DOH.

This agreement shall apply to service areas existing as of August, 1994, and to the service area boundaries identified in the above referenced maps, or as shown on current revisions thereof, provided that no revisions of service areas shown on these maps shall be made without prior written concurrence of the water utilities/purveyors involved and such written concurrence is filed with the Lead Agency. Revisions may also require an amendment to the purveyor's or utility's service plans.

Section 5. Boundary Adjustments. If, at some time in the future it is in the best interest of the undersigned parties to make service area boundary adjustments, such modifications must be by written concurrence of all involved utilities and the proper legislative authority(ies), and must be noted and filed with the designated Pierce County lead agency and DOH. It is understood by the undersigned utility that it may decline to provide service within its designated service area boundary, but in that case, an applicant may be referred to other adjacent purveyors or utilities or a new utility may be created and the original service area boundary will be adjusted accordingly.

Section 6. System Extension Policies. The undersigned utility agrees that in order to expand its existing water service area, (other than by addition of retail customers to existing water mains), or to serve in the capacity of a pre-qualified satellite system management agency (SSMA), it shall have adopted design standards and Utility Service extension policies. The

design standards shall meet or exceed the Pierce County Water System Minimum Standards and Specifications.

A water utility anticipating expansion of retail service in unincorporated areas of Pierce County, or intending to operate as an SSMA, shall identify utility service policies in its updated water system plan. The undersigned utility agrees to identify, for information, its utility service policies or provide a copy of the updated water system plan to the Lead Agency prior to application for extension of its existing water system into new service areas within the unincorporated areas of Pierce County.

Municipalities further agree that if they identify a service area outside of their existing municipal corporate boundaries, the municipality will assume full responsibility for providing water service equivalent to the level of service provided for their customers inside the city limits with similar service requirements, and must also meet or exceed Pierce County's minimum design standards.

Section 7. Special Working Agreements. Special working agreements, if they exist and are relevant, between this water purveyor and any adjacent water purveyor shall be attached to this Agreement as Attachment B and incorporated herein by this reference.

Section 8. Compliance with the CWSP. Nothing in this Agreement shall waive any requirement of the state, federal or local government regarding the provision of water service. This Agreement shall comply with the interlocal agreement requirement of the CWSP.

IN WITNESS WHEREOF, the undersigned party has executed this Agreement as of

Date

Water Purveyor

Representative

Title

Receipt Acknowledged:

Pierce County Public Works and Utilities Department

Date

**STANDARD SERVICE AGREEMENT
ATTACHMENT B**

Utility shall include copies of separate agreements, relating to common service areas, transfer arrangements, special working agreements, and/or retail service agreements with adjacent utilities. These agreements will be included by reference in this Interlocal Agreement.

**INTERLOCAL AGREEMENT
ATTACHMENT C**

**DESCRIPTION OF NEW WATER SERVICE REFERRAL
IN SATELLITE MANAGEMENT AREAS**

The following is a description of the process to be utilized by Pierce County in identifying the responsible water purveyor for providing new water service in Satellite Management Areas as identified in the Pierce County Water Service Area Maps. These Satellite Management areas are of two types: "Interim Satellite System Management Areas", in which several purveyors may have proposed expansion of existing systems into commons areas, and a "Satellite System Management Area", in which there is not presently a water system nor the likelihood of extending an existing system in the near future. In these areas the following priorities shall be applied by Pierce County and DOH:

Interim Satellite System Management Areas - Extension of Service

1. When a need for new public water service is identified in an area for which the assignment of a designated future service area is pending; the Lead Agency shall identify the purveyors having a declared interest in future service in that geographical area either through an extension of an existing system or through temporary satellite system operation, and which have a written plan to extend service to an area from an adjacent system.
2. The Applicant for service shall be provided a list of qualified purveyors.
3. The Applicant shall obtain, from the qualified purveyors, proposals which include description of new facilities, fire flow compliance, schedule, and cost.
4. The Applicant shall select from the proposals and notify the Lead Agency and DOH, in writing, attaching a copy of the selected proposal. If the Lead Agency or DOH determines that the proposal does not meet the requirements of State law, County ordinance, the Coordinated Water System Plan, or the Comprehensive Land Use Plan it may be rejected by written notice and the Applicant will be referred to the qualified purveyors for revised proposals.
5. If a purveyor and applicant notify the Lead Agency, in writing, that the purveyor is in a position to begin construction of capital facilities and that a designation of future service area is required, the Lead Agency shall notify adjacent purveyors and determine if a service area agreement can be reached. If not, the matter will be referred to the Water Utility Coordinating Committee (WUCC). The WUCC shall determine whether the need is valid and shall take one of the following actions:
 - a. Direct the Lead Agency to continue negotiations to reach an agreement with adjacent purveyors.

- b. Establish a process within the Committee to resolve the service area among the purveyors.
 - c. Refer the request to DOH for formal resolution.
6. If the proposal is approved, the Applicant shall enter into a contract for water service with the selected purveyor.
 7. A new water system is installed only if this alternative is approved by DOH.

Satellite System Management Areas

1. The County Lead Agency determines adjacent utilities and prequalified Satellite System Management Agencies and provides a list of these to the applicant for service.
2. The applicant shall obtain proposal for water service from the list of prequalified purveyors, select the preferred alternative and submit a notice of selection to the County's Lead Agency for filing.
3. The applicant shall enter into a contract with the selected purveyor.
4. The County Lead Agency shall modify the service area records in accordance with Step 3.

**MEMORANDUM
For Meeting of April 14, 2009**

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Russ Blount, Public Works Director
SUBJECT: **Resolution No. 1300** – Authorize Execution of Supplement #10 to Contract with David Evans and Associates for Valley Avenue Design.

REPORT IN BRIEF: Resolution 1300 approves Supplement #10 to the City’s contract with David Evans and Associates for this project, to include additional geotechnical work and minor modifications associated with conditions agreed in acquisition of right-of-way, and revising the design to avoid right-of-way that appears unlikely to be acquired. The cost of this work is eligible for federal reimbursement or for credit against local match for such reimbursement.

BACKGROUND: Priority No. 1 on the City’s Transportation Improvement Plan is the reconstruction of Valley Avenue East from 70th Avenue East to Freeman Road. As the project moved towards construction, negotiations for right-of-way required additional sketches and exhibits and final agreements for acquisition of right-of-way required modification to design that were already complete. Review of the design specs and recent bid results also indicated that considerable construction cost savings could be attained if project-specific requirements for gravel borrow could be established.

ATTACHMENTS: Resolution 1300, DEA proposal.

DISCUSSION: The additional engineering associated with right-of-way negotiations assisted in completion of all private acquisitions without formal condemnation. The revision to right-of-way not likely to be acquired relates to lands held in trust by the US government for members of the Puyallup Tribe of Indians, over which the City does not have condemnation authority. The preparation of a custom specification for gravel borrow may save hundreds of thousands of dollars relative to the price paid for a WSDOT-standard material, while providing the City with all the structural strength for a road that will last as long as one with WSDOT-standard material.

FISCAL IMPACT: \$120,589.00.

ALTERNATIVE COURSES OF ACTION:

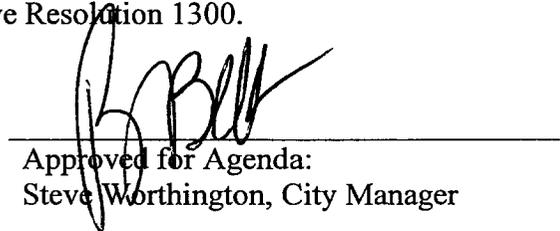
- 1. Approve Resolution 1300.
- 2. Amend Resolution 1300 and then approve Resolution 1300.
- 3. Decline to approve Resolution 1300.

RECOMMENDATIONS: Approve Resolution 1300 as drafted.

SUGGESTED MOTION: Move to approve Resolution 1300.



Russ Blount
Public Works Director


Approved for Agenda:
Steve Worthington, City Manager

RESOLUTION NO. 1300

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON AUTHORIZING ADDITIONAL SERVICES BY DAVID EVANS AND ASSOCIATES FOR DOCUMENTATION REGARDING RIGHT-OF-WAY NEGOTIATIONS, REVISIONS TO AVOID LANDS HELD IN TRUST BY THE UNITED STATES, AND GEOTECHNICAL ENGINEERING TASKS ASSOCIATED WITH THE 70TH AND VALLEY CORRIDOR

WHEREAS, the widening and reconstruction of 70th Avenue East and Valley Avenue East, from 20th Street East To Freeman Road East, is collectively the top priority project in the City of Fife Transportation Improvement Program; and

WHEREAS, negotiations with private property owners for project right-of-way have been concluded for the entire project but the documentation prepared in support of such negotiations and minor changes resulting from commitments made to property owners during such negotiations were not included in the original scope of work; and

WHEREAS, it has been determined that the City is unable to negotiate acquisition of a right-of-way easement across two properties in trust with the US government for a member of the Puyallup Tribe of Indians, for which the City does not have powers of condemnation, and that it is necessary to revise previously completed design work in order to avoid impact to such lands; and

WHEREAS, it has been determined that it would be cost-effective to develop a project-custom specification for gravel borrow, with reduced construction costs resulting from the use of such a specification likely to far outweigh the cost of preparing such a specification ; and

WHEREAS, since the City of Fife originally contracted with David Evans and Associates the City has determined it appropriate to add provisions for camera enforcement of traffic signal violators, for gravity sanitary sewer service to parcels not yet served on 70th Avenue East, for extension of storm drains from the Valley Avenue intersection north along 70th Avenue East, and for design of improvements to 36th Street East adjacent to Valley Avenue East; now therefore

BE IT RESOLVED that the Fife City Council hereby authorizes the City Manager to execute Supplemental Agreement Number 10 to the Contract with David Evans and Associates, increasing the contract amount by \$18,907.00 and, thereby, increasing the total authorized fee to \$3,064,642.69.

ADOPTED by the City Council at an open public meeting held on the 14th day of April, 2009.

Barry D. Johnson, Mayor

Attest:

Steve Marcotte, City Clerk



DAVID EVANS
AND ASSOCIATES INC.

TRANSMITTAL

DATE: April 7, 2009 **PAGES:**

TO: **Russ Blount, P.E.** **TELEPHONE NO:** 922-9315
Public Works Director **FAX NO:** 922-9688
5411 23rd Street East
Fife, WA 98424

FROM: Randy Anderson **TELEPHONE NO:** 253.922.9780
[Signature]

SUBJECT: Supplement #10 **FAX NO:** 253.922.9781

PROJECT: 70th Avenue East/Valley Avenue East Corridor Project

PROJECT NO: FIFE0000-0062

- AS YOU REQUESTED FOR YOUR APPROVAL RETURN REQUESTED
- FOR YOUR INFORMATION RECORDS MANAGEMENT X FOR YOUR USE
- FOR YOUR REVIEW AND COMMENT

ITEM	COPIES	DATE	DESCRIPTION
1	2	4/7/09	Supplement #10 City of Fife form
2	2	4/7/09	Supplemental Agreement #10
3	2	4/7/09	Scope of Services Summary for Supplement #10
4	2	4/7/09	Exhibit A-1 Summation Sheet for Supplement #10
5	2	4/7/09	Attachment A Compilation Information for Supplement #10
6	2	3/31/09	Scope of Services from Landau Associates for Gravel Base (1 original and 1 copy)
7	2	4/7/09	Attachment B Extra geotechnical work and amend project plans and specifications
8	2	4/7/09	Attachment C Revise project plans and specifications to avoid the Cross parcels
9	2	4/7/09	Attachment D Unanticipated additional work on 36 th Street East for utility relocation

COMMENTS:

Russ,
Attached is Supplement #10 for the 70th Avenue East/Valley Avenue East corridor project. This supplement is for Work Tasks 23, 24, 25, 26 and 27. These work tasks are for unanticipated and additional right-of-way work, unanticipated additional utility and other work and additional work to revise material specifications for Gravel Ballast.



SUPPLEMENT #10

Date: April 7, 2009

DEA Job No.: FIFE000-0062

To: City of Fife
5411 – 23rd Street East
Fife, WA 98424-2061

Attn: Mr. Russ Blount, P.E., Public Works Director

Fax: 253-922-5355 **Phone:** 253-922-9315

Project: 70th Avenue East/Valley Avenue East Corridor Project

Amendment: The following supplemental Work Element tasks have been or will be performed per the attached Scope of Services Summary (**Exhibit A**) and the summation sheet for Supplement #10 (**Exhibit A-1**): All of these are new work elements.

1. Work Element 23 Unanticipated additional right-of-way work
2. Work Element 24 Unanticipated additional utility and other work
3. Work Element 25 Additional work to revise plans and specifications for Gravel Borrow
4. Work Element 26 Additional work to revise plans for Cross re-design (if necessary)
5. Work Element 27 Unanticipated additional work on 36th Street East for utility relocation

Agreement (PSA) executed February 10, 2004, this Agreement modifies the original PSA and any prior Amendment(s).

PSA AMENDMENT		AMOUNT
Original Agreement Amount		\$987,169.00
Prior Authorized Amendment(s):		\$2,058,566.69
Agreement Total to Date		\$3,045,735.69
This Amendment Amount Increase		\$120,589.00
Total Amended PSA		\$3,166,324.69

With approval of this Amendment, services will be provided as described in the Scope of Services and/or Schedule as indicated.

- Attached to the executed PSA
- Attached as part of the submittal package to the City of Fife and considered to be a part of this Agreement are Scope of Services documents Exhibit A. Schedule of Rates include Exhibit A-1 as well as the Supplemental Agreement Summary Sheet.
- Attached to the Executed PSA and, specifically, the work described in Paragraph(s) __ (or task(s) __.)

Payment for services shall be in accordance with the PSA. All provisions of the original Agreement shall remain unchanged with the exception of the denoted changes and/or attached items, which are amended to be included as indicated.

Services are authorized by: Executed Amendment or Notice(s) to Proceed (NTP)



Supplemental Agreement		David Evans and Associates, Inc. 3700 Pacific Highway East, Suite 311 Tacoma, WA 98424	
Supplement No.: 10 Date Prepared: April 6, 2009 Agreement No.: N/A			
DEA Project No.: FIFE0000-0062		Phone: (253) 922-9780	
Project Title: 70 TH Avenue East and Valley Avenue East Corridor Study	Amount This Supplement \$120,589.00	New Max. Amount Payable \$3,166,324.69	
<p>Description of Work:</p> <p>Work Element 23 (new element) Unanticipated additional right-of-way work---See Attachment A</p> <p>Work Element 24 (new element) Unanticipated additional utility and other work---See Attachment A</p> <p>Work Element 25 (new element) Additional work to revise plans and specification for Gravel Borrow--See attached Scope of Services from Landau Associates, Inc. and Attachment B</p> <p>Work Element 26 (new element) Additional work to revise plans for Cross re-design (if necessary) See Attachment C</p> <p>Work Element 27 (new element) Unanticipated additional work on 36th Street East for utility relocation See Attachment D</p> <p>Please reference the Scope of Services Summary document Exhibit A for information regarding each of these new work elements.</p>			

The Local Agency of: City of Fife desires to supplement the Agreement entered into with David Evans and Associates, Inc. and executed on February 10, 2004.

All provisions in the Basic Agreement remain in effect except as expressly modified by this Supplemental Agreement No. 10.

The changes to the Agreement are described as follows:

I

Section II, SCOPE OF SERVICES. This Supplement is for new work elements that the City has requested to be added to the project's original scope of services for the 70th Avenue East/Valley Avenue East corridor project. The attached Exhibit "A" Scope of Services Summary document describes the services to be performed under this supplemental document.

II

Supplement No. 10
70th Avenue East/Valley Avenue East Corridor Project
Scope of Services Summary

Exhibit A

This Scope of Services Summary for Supplement #10 is for work that has been completed or will be performed on the 70th Avenue East/Valley Avenue East corridor project. The work elements are summarized below and have been requested by the City. These work elements were not included in the project's original scope of services agreement and are extra work items.

Work Element 23 Unanticipated and additional right-of-way work

Additional work has been done by DEA for several months to support the City and the right-of-way acquisition process for the project. This work element relates to the property rights acquisition process rather than right-of-way plans preparation work. Right-of-way acquisition work is not included in DEA's scope of services for this project. DEA was asked by the City to produce a substantial number of right-of-way exhibits to assist the City and its acquisition agent in the acquisition and negotiations process. DEA also prepared business layout concepts for the Cross parcel and the Jo parcels. These layouts were revised a number of times at the City's request.

DEA developed numerous aerial exhibits site plans that provided detail and information for the City's acquisition agent. These exhibits provided additional clarification to the property owner regarding impacts of the project to their property. Aerial photo site plan exhibits were prepared for the Cerqui (two), Holt, Crittendon, Han, Cross, Jo, PTOI (four), Khara (two) and VanMeer parcels.

DEA also developed numerous right-of-way exhibits for property that the City will acquire from WSDOT. Each time WSDOT acquired property for the SR 167 project a new or revised exhibit was prepared by DEA at the City's request. These exhibits are needed for inclusion in the City/WSDOT agreement for this project

As a result of right-of-way negotiations with some property owner's, additional work or design modifications had to be made by DEA. These include the addition of sanitary sewer and water stubs to the Turnipseed parcel, addition of a new driveway (Boitano), addition of utility services (Clearwater Creek) and plan changes for the Holt and Cerqui parcels.

DEA work task WBS 812 was the accounting number for the preparation of right-of-way plans for this project with final plans being finalized on 5/13/2008. All work done on this task number after that date is in the category of extra work that resulted from the work described above.

Work Element 24 Unanticipated additional utility and other work

DEA has spent substantially more time working with utility companies than was included in the project's original scope of services. The project's scope of services document for the preparation

material Gravel Borrow. This would allow local native material to be used for Gravel Borrow while tentatively still meeting performance requirements for this type of material. The material needs to be clean, compactable and not negatively impacted by moisture. This new material would also replace select borrow in the project plans. This revision should result in a significant savings to the project's construction costs because a local native material could be used rather than an imported material or a manufactured material.

Landau Associates, Inc. is a sub-consultant to DEA and they were asked to provide a scope of services and budget to review gravel borrow material from up to five local pits. They would use that information to develop a revised specification for Gravel Borrow that would be used on the 70th Avenue East/Valley Avenue East road project.

This extra work task also includes revising the project plans which includes all of the roadway sections and other details to eliminate Select Borrow and replace it with the modified Gravel Borrow and revise the project's specifications to allow use of the modified gravel borrow material.

Work Element 26 Additional work to revise plans for Cross re-design (if necessary)

This work element provides for project design changes that are needed to avoid use of the Cross parcel located on the south side of Valley Avenue East between project Station 31+00 and 35+00. With standard transitions lengths project plan changes will extend from Station 25+00 to 41+00. It is anticipated that at least 25 of the project's current 234 plan sheets will need significant revisions and approximately 15 other sheets would need minor modifications.

Project plans and specifications would be revised to eliminate the need for the City to obtain right-of-way from the Cross parcels. The roadway section would be revised to a four-lane roadway section with shoulders. As much of the project would be built full width as possible up to approximately Station 31+00 and full width starting again at approximately Station 35+00. A revised and narrowed roadway section would be constructed between Station 25+00 and Station 41+00.

Plan changes would need to be made as a minimum to the Summary of Quantity sheet, TESC sheets, Site Preparation sheets, Roadway Section sheets, Roadway detail sheets, Roadway and Driveway Plan and Profile sheets, Wall Profile and Detail sheets, Storm Drainage Structure Notes, Storm Drainage Plan and Profile sheets, Waterline Plan sheets, Sanitary Sewer Plan sheets, Illumination Plans, Utility Plan sheets, Channelization and Signing Plans, Landscape Plan sheets and Irrigation Plan sheets. Revisions would also need to be made to the project specifications and cost estimate.

Both the north and south sides of the road would be in a fill situation requiring retaining walls on both sides of the road. Guardrail would be needed on both sides of the road because the roadway section does not provide enough width for the inclusion of cement concrete barrier curb. A cement concrete slab section would need to be designed for each side of the road to provide a foundation

CITY OF FIFE
CORRIDOR PROJECT
70TH AVENUE EAST VALLEY AVENUE EAST
FIFE 62
EXHIBIT A-1
SUPPLEMENT #10

SUMMATION SHEET FOR SUPPLEMENT #10

A		B
		COST
1	DAVID EVANS AND ASSOCIATES, INC	
2	3700 PACIFIC AVENUE EAST, SUITE 311	\$ 5,698.50
3	TACOMA, WA. 98424	\$ 7,171.50
4		\$ 6,037.00
5		\$ 88,640.00
6		\$ 13,042.00
7		
8		
9	UNANTICIPATED ADDITIONAL RIGHT-OF-WAY WORK	
10	UNANTICIPATED ADDITIONAL UTILITY AND OTHER WORK	
11	UNANTICIPATED ADDITIONAL UTILITY AND SPECIFICATIONS FOR GRAVEL BALLAST	
12	UNANTICIPATED ADDITIONAL UTILITY AND SPECIFICATIONS FOR UTILITY RELOCATION	
13	UNANTICIPATED ADDITIONAL UTILITY AND SPECIFICATIONS FOR CROSS RE-DESIGN	
14	UNANTICIPATED ADDITIONAL WORK TO REVISE PLANS FOR CROSS RE-DESIGN	
15	UNANTICIPATED ADDITIONAL WORK TO REVISE PLANS FOR UTILITY RELOCATION	
16	UNANTICIPATED ADDITIONAL WORK ON 36TH STREET EAST FOR UTILITY RELOCATION	
17	UNANTICIPATED ADDITIONAL WORK ON 36TH STREET EAST FOR UTILITY RELOCATION	
18	UNANTICIPATED ADDITIONAL WORK ON 36TH STREET EAST FOR UTILITY RELOCATION	
19	TOTAL COST SUPPLEMENT #10	\$ 120,589.00
82		
83		
84		
85		
86		
91		
92		
93		
94		
95		
96		
97		
98		
99		

SUPPLEMENT #10
WORK ELEMENTS 23 AND 24

ATTACHMENT A
COMPILATION INFORMATION FOR SUPPLEMENT #10

The following are project code numbers and descriptions:

WBS 812 Right-of-way Plans Preparation

WBS 925 Extra Work (All out of scope of services work)

WBS 905 Signalization (Work for holiday lighting review on Valley Avenue East)

WBS 906 Illumination (Work for holiday lighting review on Valley Avenue East)

WORK ELEMENT 23

UNANTICIPATED ADDITIONAL RIGHT-OF-WAY WORK

Juli Kirkman FIFE 62, WBS 812, After 5/13/2008 to date: Total time 54.5 hours

Juli Kirkman FIFE 62, WBS 925, 2/27/09 and 2/19/09 Total time 11 hours

Juli Kirkman	65.5 hours	\$87.00/hour	\$5,698.50
--------------	------------	--------------	------------

Unanticipated additional right-of-way cost			\$5,698.50
--	--	--	------------

WORK ELEMENT 24

UNANTICIPATED ADDITIONAL UTILITY AND OTHER WORK

Gordon Nelson FIFE 62, WBS 925 (additional utility design and coordination work) 1/31/09 through 3/07/09 19 hours

Susan Ponsler FIFE 62, WBS 905 and 906, (additional illumination work for holiday lights and related work) 1/24/09, 2/7/09 AND 2/14/09 Total time 22 hours

Randy Anderson FIFE 62, WBS 925 (additional administrative work for road closure scenarios, incentive pay proposals, one-way traffic, additional right-of-way work and utility coordination) 3/7/09 Total time 10.5 hours

Al Tebaldi FIFE 62, WBS 925 (additional illumination work) Total time 5.0 hours

Gordon Nelson	19.0 hours	\$132.00/hour	\$2,508.00
Susan Ponsler	22.0 hours	\$78.00/hour	\$1,716.00
Randy Anderson	10.5 hours	\$195.00/hour	\$2,047.50
Al Tebaldi	5.0 hours	\$180.00/hour	\$ 900.00
Total Cost			\$ 7,171.50



March 31, 2009

David Evans and Associates
3700 Pacific Highway East, Suite 311
Tacoma, Washington 98424

RECEIVED

APR 1 2009

DEA-TAC

Attn: Mr. Randy Anderson, P. E.

**RE: PROPOSED SCOPE AND BUDGET
70TH AVENUE EAST/VALLEY AVENUE EAST
FIFE, WASHINGTON**

Dear Mr. Anderson:

This letter transmits our proposed scope of services and estimated budget to provide geotechnical engineering services to David Evans and Associates in support of developing a revised Gravel Borrow specification for the above-referenced project in Fife, Washington. Our understanding of the requested scope of services to support the project is based on a telephone discussion with you.

Our services will be provided in accordance with the terms and conditions of the existing consultant agreement with David Evans and Associates and our 2009 Compensation Schedule. The attached Exhibit A provides a detailed description of the proposed scope of services for the project. Exhibit B provides the total estimated labor and reimbursable costs to complete the scope of services outlined in Exhibit A. Our 2009 Compensation Schedule is attached as Exhibit C.

If you have questions or comments regarding the proposed scope and budget, please contact the undersigned at 253-926-2493.

LANDAU ASSOCIATES, INC.

Edward J. Heavey, P.E.
Principal

3/31/09 1:\DATA\PROPOSAL\640\Valley Ave E Improvements\Valley Ave GB Cvr lt.doc

EJH/jas

Attachments: Exhibit A – Scope of Services
Exhibit B – Budget Breakdown
Exhibit C – 2009 Compensation Schedule

**EXHIBIT B
BUDGET BREAKDOWN**

Landau Associates
 Geotechnical Engineering Services
 70th Ave. E./Valley Ave. E. Improvement Project

Scope Items	Principal	Sr. Project Engineer	Staff Engineer	Project Coordinator	Accounting	Totals	Labor
	1	8	12	4			\$430
	1	8	12		1		\$2,614
	2						\$3,044
Task 1 - Project Management							
				\$80.00	\$80.00	\$3,044	
Task 2 - Geotechnical Evaluation and Material Testing							
	\$190.00	\$127.00	\$104.00				\$100
	\$380	\$1,016	\$1,248				\$100
Total							\$850
							\$1,050
Rate by Position							
Labor Cost							
Reproduction							
Vehicles/Mileage							
Geotechnical Laboratory Testing							
Total - Direct Costs							

CITY OF FIFE
 70TH AVENUE EAST/VALLEY AVENUE EAST CORRIDOR PROJECT
 FIFE 62

ATTACHMENT B
 SCHEDULE OF RATES AND ESTIMATED HOURS
 EXTRA GEOTECHNICAL WORK AND AMEND PROJECT PLANS AND SPECIFICATIONS

A	B		C	D	E	F	G	H	Q	R	S	T
	WBS CODE NUMBER	Task Name										
2	DAVID EVANS AND ASSOCIATES, INC											
3	3700 PACIFIC AVENUE EAST, SUITE 311											
4	TACOMA, WA 98424											
5												
6												
7												
8	EXTRA GEOTECHNICAL WORK TO AMEND GRAVEL BALLAST SPECIFICATIONS											
9												
10	Project administration, professional engineering supervision and QA/QC											
11	Subcontractor coordination											
12	Amend project specifications											
13	Revise project plans (all roadway sections and associated details) and QA/QC review											
14												
15												
16												
17												
18												
19	Total											
20												
21												
22	Total Hours											
23	Rate											
24	EXPENSES											
25												
26	Reproduction, Postage, Express Delivery											
27	Message											
28												
29	TOTAL PROJECT COST											



SUPPLEMENT #10

Date: April 7, 2009

DEA Job No.: FIFE000-0062

To: City of Fife
5411 – 23rd Street East
Fife, WA 98424-2061

Attn: Mr. Russ Blount, P.E., Public Works Director

Fax: 253-922-5355 **Phone:** 253-922-9315

Project: 70th Avenue East/Valley Avenue East Corridor Project

Amendment: The following supplemental Work Element tasks have been or will be performed per the attached Scope of Services Summary (**Exhibit A**) and the summation sheet for Supplement #10 (**Exhibit A-1**): All of these are new work elements.

1. Work Element 23 Unanticipated additional right-of-way work
2. Work Element 24 Unanticipated additional utility and other work
3. Work Element 25 Additional work to revise plans and specifications for Gravel Borrow
4. Work Element 26 Additional work to revise plans for Cross re-design (if necessary)
5. Work Element 27 Unanticipated additional work on 36th Street East for utility relocation

Agreement (PSA) executed February 10, 2004, this Agreement modifies the original PSA and any prior Amendment(s).

PSA AMENDMENT		AMOUNT
Original Agreement Amount		\$987,169.00
Prior Authorized Amendment(s):		\$2,058,566.69
Agreement Total to Date		\$3,045,735.69
This Amendment Amount Increase		\$120,589.00
Total Amended PSA		\$3,166,324.69

With approval of this Amendment, services will be provided as described in the Scope of Services and/or Schedule as indicated.

- Attached to the executed PSA
- Attached as part of the submittal package to the City of Fife and considered to be a part of this Agreement are Scope of Services documents Exhibit A. Schedule of Rates include Exhibit A-1 as well as the Supplemental Agreement Summary Sheet.
- Attached to the Executed PSA and, specifically, the work described in Paragraph(s) ___ (or task(s) ___)

Payment for services shall be in accordance with the PSA. All provisions of the original Agreement shall remain unchanged with the exception of the denoted changes and/or attached items, which are amended to be included as indicated.

Services are authorized by: Executed Amendment or Notice(s) to Proceed (NTP)

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Greg Amann, Assistant City Attorney
SUBJECT: **Resolution No. 1301** – A resolution approving an Interlocal Agreement between the City and Port of Tacoma regarding Study and Mitigation of Impacts from the Blair-Hylebos Terminal Redevelopment Project

REPORT IN BRIEF: Resolution 1301 approves an Interlocal Agreement with the Port of Tacoma regarding study and mitigation of truck-related transportation impacts within the City of Fife and impacts to Wapato Creek from the Port's Blair-Hylebos Terminal Redevelopment Project.

BACKGROUND: The Port is proposing various construction and redevelopment activities on an approximately 548 acre portion of the approximately 1,200 acre Blair-Hylebos Peninsula. For ease of reference these activities will be collectively referred to as the Blair-Hylebos Terminal Redevelopment Project ("BHTRP"). A Final Environmental Impact Statement ("FEIS") was prepared for the BHTRP and is dated February 27, 2009.

ATTACHMENTS: Resolution 1301, Interlocal Agreement.

DISCUSSION: It is the City's opinion that the FEIS did not adequately address or provide mitigation for truck-related transportation impacts to the City of Fife, or impacts to Wapato Creek. The purpose of the Agreement is to provide a mechanism for the Port and City to address these two areas of mutual concern as it relates to impacts caused by projects under the Port's control. The Agreement requires the Port, with the City's participation, to conduct a new transportation impact study, focusing on the cumulative impacts of the BHTRP and the adjacent SSA/PTOI project, on unrestricted truck routes within the City of Fife, and to implement mitigation measures that result in no appreciable decrease in actual level of service on City streets nor result in any significant increase in wait times at City intersections. The Cost of studying the Fife truck routes will be borne by the Port. If the parties agree to a broader study scope, the parties may agree to an equitable cost sharing for any costs over \$150,000. If the parties are unable to agree on the scope of the study or the mitigation measures, the issue will be decided by mediation followed by binding arbitration. The Agreement also requires the City and Port to work cooperatively and collaboratively to study and implement ways to improve the mouth of Wapato Creek for fish migration and habitat value. The Agreement was approved by the Port Commissioners on April 7, 2009.

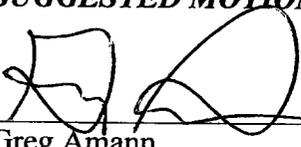
FISCAL IMPACT: \$0. (The City may agree to equitable cost sharing for study costs over \$150,000).

ALTERNATIVE COURSES OF ACTION:

1. Approve Resolution 1301.
2. Amend Resolution 1301 and then approve Resolution 1301.
3. Decline to approve Resolution 1301.

RECOMMENDATIONS: Approve Resolution 1301 as drafted.

SUGGESTED MOTION: Move to approve Resolution 1301.



 Greg Amann
 Assistant City Attorney



 Approved for Agenda:
 Steve Worthington, City Manager

RESOLUTION NO. 1301

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON AUTHORIZING AN INTERLOCAL AGREEMENT WITH THE PORT OF TACOMA REGARDING TRUCK-RELATED TRANSPORTATION IMPACTS, AND IMPACTS TO WAPATO CREEK FROM THE BLAIR-HYLEBOS TERMINAL REDEVELOPMENT PROJECT

WHEREAS, the Port is proposing various construction and redevelopment activities on an approximately 548 acre portion of the approximately 1,200 acre Blair-Hylebos Peninsula. These activities are collectively referred to as the Blair-Hylebos Terminal Redevelopment Project (“BHTRP”); and

WHEREAS, a Final Environmental Impact Statement (“FEIS”) was prepared for the BHTRP and is dated February 27, 2009; and

WHEREAS, the City and Port wish to assure that the cumulative truck-related transportation impacts of the BHTRP, other projects mentioned in the FEIS, and those projects along the Blair Waterway that were within the intent and scope of the document entitled “Cooperation Agreement” entered into between the Port, the Puyallup Tribe of Indians (“Tribe”), Marine View Ventures (“MVV”) and SSA Containers, Inc. (“SSA”) as well as the Memorandum of Intent entered into by the same parties in February, 2008 (these truck-related transportation impacts being collectively referred to as the “TRTI”) are adequately addressed and mitigated; and

WHEREAS, the City and Port also have a mutual interest in protecting and enhancing Wapato Creek’s capability for providing safe passage for migrating fish and habitat value; and

WHEREAS, the purpose of this Interlocal Agreement is to provide a mechanism for the Port and City to address these two areas of mutual concern as it relates to impacts caused by projects under the Port’s control; now therefore

BE IT RESOLVED that the City Council hereby approves the Interlocal Agreement between City of Fife and Port of Tacoma Regarding Truck-Related Transportation Impacts, and Wapato Creek Impacts from the Blair-Hylebos Terminal Redevelopment Project attached hereto as Exhibit A and authorizes the City Manager to execute the Agreement on behalf of the City.

ADOPTED by the City Council at an open public meeting held on the 14th day of April, 2009.

Barry D. Johnson, Mayor

Attest:

Steve Marcotte, City Clerk

**INTERLOCAL AGREEMENT BETWEEN CITY OF FIFE AND PORT OF TACOMA
REGARDING TRUCK-RELATED TRANSPORTATION IMPACTS, AND WAPATO
CREEK IMPACTS FROM THE BLAIR-HYLEBOS TERMINAL REDEVELOPMENT
PROJECT**

1. Date and Parties. This agreement ("Agreement"), for reference purposes only, is dated the seventh day of April, 2009 ("Agreement Date"), and is entered into by and between the City of Fife ("City") and Port of Tacoma ("Port").

2. Background Information and Agreement Purpose.

2.1 The Port is proposing various construction and redevelopment activities on an approximately 548 acre portion of the approximately 1,200 acre Blair-Hylebos Peninsula. For ease of reference these activities will be collectively referred to as the Blair-Hylebos Terminal Redevelopment Project ("BHTRP").

2.2 A Final Environmental Impact Statement ("FEIS") was prepared for the BHTRP and is dated February 27, 2009.

2.3 The City and Port wish to assure that the cumulative truck-related transportation impacts of the BHTRP, other projects mentioned in the FEIS, and those projects along the Blair Waterway that were within the intent and scope of the document entitled "Cooperation Agreement" entered into between the Port, the Puyallup Tribe of Indians ("Tribe"), Marine View Ventures ("MVV") and SSA Containers, Inc. ("SSA") as well as the Memorandum of Intent entered into by the same parties in February, 2008 (these truck-related transportation impacts being collectively referred to as the "TRTI") are adequately addressed and mitigated.

2.4 The City and Port also have a mutual interest in protecting and enhancing Wapato Creek's capability for providing safe passage for migrating fish and habitat value.

2.5 The purpose of the Agreement is to provide a mechanism for the Port and City to address these two areas of mutual concern as it relates to impacts caused by projects under the Port's control.

3. Authority to Enter into Agreement.

3.1 The Interlocal Cooperation Act, chapter 39.34 RCW, authorizes the City and Port to enter into the Agreement.

3.2 The Port Executive Director was authorized to sign the Agreement pursuant to a vote of the Port Commissioners on April 7, 2009.

4. TRTI Study to be conducted by the Port

4.1 Prior to call for bids for new construction for the wharf related to the NYK (YTTI) Project on the Blair Hylebos Peninsula, or comparable terminal in the same location, the Port will conduct a new transportation impact study that will develop a holistic approach to identifying and mitigating the TRTI ("TRTI Study"). The TRTI Study will include the SSA Project if and to the extent that SSA information is available. The TRTI Study will consist of two step process.

As a first step, the parties will jointly identify the specifics of the TRTI Study scope. This first step "Scoping" will begin immediately. The parties intend that the TRTI Study shall focus on unrestricted truck routes within the City of Fife ("Fife Truck Routes"), but will also analyze other parts of the City of Fife transportation system that may be significantly adversely affected as well. As the second step, the parties will undertake the actual TRTI Study.

4.2 It is anticipated that the Port's contribution to the costs of TRTI Study shall not exceed \$150,000.00. If the cost estimates for the TRTI Study exceed \$150,000, then the parties shall meet to discuss changing the TRTI Study Scope to reduce the costs of the portions of the TRTI Study not associated with the Fife Truck Routes. In the event the TRTI Study cost exceeds this amount, the parties agree either to revise the Study scope to bring the TRTI Study costs within this limit, and/or the parties will reach agreement for an equitable cost sharing for the over sum . If the parties cannot agree, the costs shall be resolved pursuant to the dispute resolution process of paragraph 8 herein. Provided, however, in no event shall the Port's obligation be less than funding the study of the Fife Truck Routes.

4.3 The parties will work cooperatively to find additional funding sources to assist with funding the TRTI Study.

4.4 The Port and City will meet on a regular basis to review the progress of the TRTI Study, and shall share all information relative thereto.

4.5 The parties intend that the TRTI Study shall be completed within two years of the Agreement Date. The parties will work cooperatively to meet that goal.

4.6 In no event will the Port be obligated to fund the truck-related traffic mitigation identified in the TRTI Study prior to the Port's call for bids for construction of the wharf at the NYK terminal on the Blair-Hylebos Peninsula, or comparable terminal in the same location.

5. Incorporation of TRTI Mitigation Measures.

5.1 The Port will incorporate the mitigation measures agreed to by the parties or determined by the arbitrator/mediator, as conditions of development of the NYK (YTTI) Project on the Blair Hylebos terminal so that each mitigation measure is implemented within the

generally recognized six (6) year concurrency period. The mitigation measures to be implemented for the Fife Truck Route portion of the TRTI Study shall, when fully implemented, result in no appreciable decrease in the actual level of service on City streets nor result in any significant increase in wait times at City street intersections. The Port shall only be responsible for the prorata share of the costs of the mitigation projects attributable to the BHTRP truck related impacts. The Port shall not be responsible for mitigation measures related to non-Port development. The Port and the City shall work cooperatively with other private, state, local and federal agencies to find funding so that the regional mitigation measures identified in the TRTI Study can be addressed as soon as possible.

6. BHTRP improvements not related to TRTI.

6.1 Nothing within the scope of this Interlocal Agreement shall preclude the Port from proceeding with non-NYK permitting and construction process and habitat mitigation projects. Should the non-NYK (YTTI) projects in the EIS give rise to mitigation measures as identified in the TRTI Study, the Port shall assume responsibility for the measures subject to the provisions of paragraph 5.1.

7. Wapato Creek Improvements.

7.1 The Port and City will work cooperatively and collaboratively to obtain grant monies and other funding sources, including Port and City funds, to study and implement ways to improve the mouth of the Wapato Creek to support fish migration. The parties will also work cooperatively and collaboratively in other such ways as they jointly identify to help protect and enhance the Wapato Creek's capability for providing safe passage and habitat value for migrating fish.

8. Dispute Resolution.

8.1 The parties commit to try and find mutually agreeable solutions wherever possible. If the parties find that they cannot reach agreement on any item, they agree to first seek non-binding mediation using the services and procedures of a neutral third party mediator. Each party shall pay their own expenses associated with this step of the dispute resolution process, as well as one half of the third party neutral/mediator's fees. The mediation shall be governed by the processes set forth in RCW 7.07. If the parties cannot agree on a neutral third party mediator, then one shall be selected using the procedure for selecting an arbitrator in RCW 7.04A.

8.2 If a dispute cannot be resolved using the process identified in paragraph 8.1, then either party may submit the matter to binding arbitration before a mutually agreed upon arbitrator within 14 days after the conclusion of the paragraph 8.1 mediation process. The mediation shall be governed by the processes set forth in RCW 7.04A.

9. Forbearance

9.1 Based on the Agreements contained herein, the City of Fife agrees to forbear from filing, pursuing or participating in any appeal of the Port's BHTRP EIS.

10. Notices.

10.1 Any notice required to be given by the Agreement shall be given in writing and will be deemed given upon actual receipt of the notice by any person designated by each party, pursuant to state law, to receive service of process, and by mailing the notice, by U.S. mail, postage prepaid, certified mail, to the persons identified below;

For Port:

Timothy Farrell
Executive Director
Port of Tacoma
P.O. Box 1837
Tacoma, WA 98401-1837
(253) 428-8633

For Fife:

Steve Worthington
City Manager
5411 23rd Street East
Fife, WA 98424
(253) 922-2489

11. Governing Law.

11.1 The interpretation and enforcement of this Agreement shall be governed under the laws of the State of Washington.

12. Filing and Effective Date.

12.1 The Agreement shall be filed with the Pierce County Auditor within seven (7) calendar days of being fully executed by the parties.

12.2 The Agreement shall be binding to the parties upon its execution by the parties and shall be effective on the date a fully executed original Agreement is filed with the Pierce County Auditor.

13. Severability.

13.1 The section and paragraph headings contained in this Agreement have been included solely for reference purposes and shall not affect, or be used in connection with, the construction or interpretation of this Agreement. Each separate paragraph shall be treated as severable, meaning if one or more paragraphs is judged or declared invalid, or unenforceable, this Agreement shall be interpreted, and remain in full force and effect, as if the paragraphs had never been contained in this Agreement.

14. All Writings Contained Herein.

14.1 This Agreement, together with all exhibits and appendices attached hereto, contains the entire understanding of the parties, and there are no other agreements, understandings, or representations regarding the subject matter of this Agreement, except as set forth herein. No subsequent modification(s) or amendment(s) of this Agreement shall be of any

force or effect unless in writing, signed by the authorized representatives of the Port of Tacoma and the City of Fife.

15. Waiver.

15.1 A waiver or failure to enforce any provision of this Agreement, or breach thereof, shall not be construed as a waiver of such provision or breach.

16. Termination.

16.1 This agreement shall terminate upon (1) the Port's fulfillment of its obligations defined as all mitigations associated with EIS projects identified by the TRTI Study and identified as a Port obligation in the Agreement have been constructed, or, in the case of an obligation that will require funding from other sources, the Port has paid its prorata share of the obligation; or (2) upon notice by the Port that it will no longer pursue development actions identified under the EIS, for which this Agreement requires Port funded mitigation.

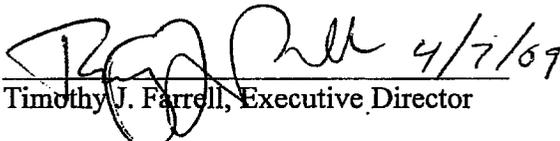
17. Agreement Administration.

17.1 The Agreement does not establish a separate legal entity. The Executive Director for the Port, or his designee, shall be responsible for administering the Agreement on behalf of the Port. The City Manager for the City, or his designee, shall be responsible for administering the Agreement on behalf of the City.

CITY OF FIFE

PORT OF TACOMA

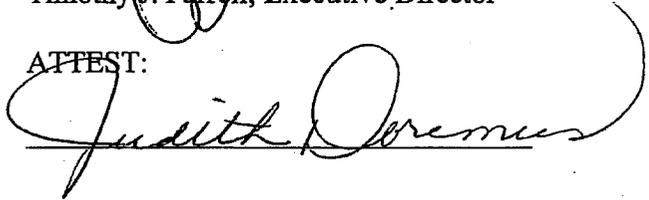
Steve Worthington, City Manager



Timothy J. Farrell, Executive Director

ATTEST:

ATTEST:



Judith Doremus

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Loren D. Combs, City Attorney



Robert Goodstein, Port General Counsel

City TJR

Port

April 1, 2009

10A

**MEMORANDUM
For Meeting of April 14, 2009**

TO: Mayor Johnson and Fife Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: B. Blackburn, Chief of Police
SUBJECT: Lakewood Jail Contract

REPORT IN BRIEF:

The Police Department currently provides contract jail service for 24 agencies in the area. Lakewood is the latest to sign with Fife for contract services after a 7 month process.

The City of Fife jail facility holds inmates for agencies throughout the region and also provides services to agencies that are holding inmates at Wapato and Yakima jails.

We are also at the final stages of getting a contract online to hold Department of Correction's low risk inmates temporarily when Pierce County is full. We have been in this process for over two years.

FISCAL IMPACT:

Revenue Generation for the Corrections Division.

ALTERNATIVE COURSES OF ACTION:

- Do not provide service

RECOMMENDATIONS:

Authorize the City Manager to enter into this agreement.



Brad Blackburn
Chief of Police



A/A/Cmgr
Approved for Agenda: for/
Steve Worthington, City Manager

RESOLUTION NO. 726

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON AUTHORIZING THE CITY MANAGER TO ENTER INTO INTERLOCAL JAIL SERVICES AGREEMENTS WITH OTHER JURISDICTIONS FOR HOUSING PRISONERS IN THE FIFE CITY JAIL

WHEREAS, the City currently operates a jail for housing prisoners for violations of City Ordinances; and

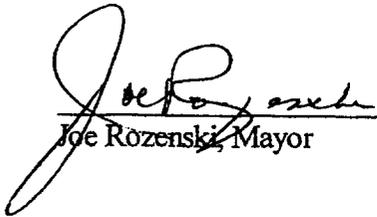
WHEREAS, in order to help pay for the cost of operating the jail the Council finds it to be in the best interests of the City to enter into Interlocal Agreements with other governmental entities that are in need of jail services; and

WHEREAS, the Interlocal Cooperation Act and the Cities and Counties Jails Act authorizes the City to enter into such agreements; and

WHEREAS, the Council finds that for efficient jail operation the authority to enter into Jail Services Agreements with other jurisdictions should be delegated to the City Manager so long as the Agreement is in the form attached to this Resolution, now, therefore

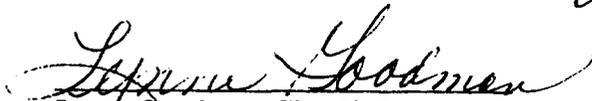
BE IT RESOLVED the City Manager is hereby authorized to enter into an Interlocal Agreement with any governmental jurisdiction authorized to enter into such agreements by Federal or State law so long as the agreement is in the form attached hereto and by reference incorporated herein.

ADOPTED by the City Council at an open public meeting held on the th 11 day of December, 2001.



Joe Rozenski, Mayor

Attest:



Lynne Goodman, City Clerk

JAIL SERVICES AGREEMENT
Between
City of Fife and City of Lakewood

1. **Date and Parties.** This Agreement, for reference purposes only, is dated the _____ day of _____, 200__, and is entered into by and between the City of Fife, hereinafter referred to as "FIFE", and the City of Lakewood, hereinafter referred to as "Lakewood", under and pursuant to the provisions of Chapter 70.48.090 of the Revised Code of Washington. This Agreement supersedes any prior agreements entered into between the parties herein with regard to the terms and provisions set forth below.

2. **Authority.** This agreement is entered into by the parties hereto under the authority of the Interlocal Cooperation Act, Chapter 39.34 RCW, and the Cities and Counties Jails Act, Chapter 70.48 RCW. Fife is authorized to execute this agreement by the terms of Fife Resolution Number 726. Lakewood is authorized to enter into this agreement by action taken by its governing body on the ____ day of _____, 200__.

3. **General Recitals.** Fife currently owns and operates a jail (the "Jail"). In order to assist other jurisdictions with their jail needs Fife is willing to house Lakewood prisoners upon the terms and conditions set forth herein.

4. **Services to be Provided.** Fife will furnish its facilities and personnel for the confinement of Lakewood prisoners in the same manner and to the same extent as Fife furnishes said services for confinement of its own prisoners. The Jail shall be operated in accordance with the Standards of Operating Procedures (SOP) enacted by Fife. A copy of the SOP will be made available to Lakewood upon request. A prisoner shall become the responsibility of Fife at the point that the prisoner is booked into the Jail.

5. **Prisoner Release.** Fife will not release a prisoner from the Fife jail, except at the end of the commitment term provided in the commitment order received at the time of booking, unless he is released to a Lakewood police officer, or unless a court order is received mandating the release. Fife may utilize the prisoner on work details where the prisoner remains under the direct supervision of a corrections officer. Fife may remove the prisoner for medical, dental, or mental health care services, under the provisions of Paragraph 8, or in the case of an emergency condition presenting an eminent danger to the safety of the prisoner, prison population, or Fife personnel. In the event of such emergency removal Fife shall inform Lakewood of the prisoner's location at the earliest practicable time, and shall exercise all reasonable care for the safe keeping and custody of the prisoner. Provided, however, if the prisoner requires hospitalization, then Fife may request that Lakewood provide security for the prisoner during the time of hospitalization.

6. **Term.** The term shall commence on the date of this Agreement, and continue until December 31, 2010. Provided, however, either party may terminate this agreement at any time without penalty, by giving the other party written notice of termination at least 90 days prior to the proposed termination date. Early termination shall not affect either parties' obligations regarding payment for services, accounting, and defense and indemnity, for services provided, and obligations incurred prior to the termination date.

7. **Amendments.** This agreement may be amended in writing at any time by mutual consent of the parties hereto and such amendments shall take effect immediately. In the event of any conflict between the provisions of this agreement and the provisions of the amendment, the provisions of the amendment shall control.

8. **Bed Space Availability.** Fife provides Jail space on a space-available basis. This agreement does not provide for guaranteed bed space. Fife shall have sole and unfettered discretion in determining whether or not space is available. No prisoner may be housed in the Fife jail for a longer period of time than is authorized by state law. Fife reserves the right to refuse to accept a prisoner, or to continue to house a prisoner if the prisoner, in the opinion of Fife personnel, has an illness or injury which may adversely affect Jail operations, presents a substantial risk of escape, or is a threat to the safety or general welfare of Fife personnel or other prisoners. If Fife requests that a prisoner be removed then Lakewood shall remove the prisoner within one hour after being notified that the prisoner must be removed.

9. **Health Care.**

A. Fife will be responsible for arranging for such medical, mental and dental treatment for prisoners as may be necessary to safeguard the prisoners' health while housed in the Jail. Fife does not have medical health care workers on staff, thus, Fife will arrange for all medical health care services to be provided by contract with an outside agency. Lakewood shall be responsible for all medical, dental or mental health costs incurred by or on behalf of a Lakewood prisoner, including but not limited to prescriptions, appliances, supplies, emergency transport, hospitalization and health care professional service charges.

B. If Fife becomes aware that a Lakewood prisoner is in need of medical health care requiring the assistance of a medical health care services provider, then Fife shall make reasonable effort to notify Lakewood prior to obtaining said service. If Lakewood is contacted and does not authorize Fife to obtain the service, then Lakewood shall within one hour pick up the prisoner from the Jail. Provided, in the case of emergency, Fife may notify Lakewood after the service has been provided.

C. Upon payment to Fife by Lakewood for the prisoner's health care expense, Fife will assign to Lakewood, if requested by Lakewood, any and all right to reimbursement for medical expenses authorized under RCW 70.48.130.

D. Fife shall keep adequate record of all services provided under the terms of this paragraph and will allow Lakewood to review those records upon request.

10. **Cost for Services.**

A. Lakewood shall pay to Fife, within 30 days of being invoiced by Fife, the cost for housing and providing health care to a Lakewood prisoner. The cost for housing a Lakewood prisoner shall be \$65.00 per day, or any portion thereof. A day shall be a calendar day. This rate may be increased from time to time by Fife providing written notice to Lakewood at least 90 days before the effective date of the proposed increase.

B. Lakewood shall pay to Fife, within 30 days of being invoiced by Fife, a portion of the booking fee authorized by RCW 70.48.390. The Lakewood portion of the booking fee shall be \$20.00

C. The daily rate or the portion of the booking fee charged to Lakewood may be increased from time to time by Fife upon providing written notice to Lakewood at least 90 days before the effective date of the proposed increase.

11. **Accounting.** Fife shall provide a monthly summary to the appropriate officers of Lakewood, setting forth in detail the number of prisoner days and number of bookings for which Lakewood was responsible in the preceding month, including the prisoners and the costs incurred for each prisoner pursuant to the terms of this agreement. Lakewood, upon reasonable notice and during regular business hours, shall have the right to review all books of accounts, dockets, and records of Fife pertaining to the confinement of Lakewood prisoners.

12. **Defense and Indemnity Agreement.**

A. Fife agrees to indemnify and hold Lakewood harmless, including attorneys fees and other costs of defense, from any and all claims, of whatsoever kind or nature, arising from acts or omissions of Fife, its officers, or employees in operating the Jail, provided said claim does not arise out of or in any way result from any intentional, willful or negligent act or omission on the part of Lakewood or any officer, agent or employee thereof.

B. Lakewood agrees to indemnify and hold Fife harmless, including attorneys fees and other costs of defense, from any and all claims, of whatsoever kind or nature, arising from acts or omissions of Lakewood, its officers, or employees, including, but not limited to claims alleging false imprisonment for any Lakewood prisoner, unless said claim for false imprisonment arises for imprisonment after Fife has been directed by Lakewood to release a Lakewood prisoner and Fife fails to do so.

13. **Insurance.** Each party shall provide the other, upon request, with evidence of insurance coverage, in the form of a certificate of insurance from a solvent insurance provider and/or letter confirming coverage from a solvent insurance pool, which is sufficient to address the insurance and indemnification obligations set forth in this Agreement. Each party shall maintain coverage with minimum liability limits of two million dollars (\$2,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for its liability, errors and omissions, motor vehicle liability and police professional liability. The insurance policy, or insurance pool agreement shall provide for coverage on a "per occurrence" basis.

14. **Remedies.** No waiver of any right under this agreement shall be effective unless made in writing by the authorized representative of the parties to be bound thereby. Failure to assist upon full performance on any one or several occasions does not constitute consent to or waiver of any later non-performance, nor does payment of a billing or continued performance after notice of a deficiency in performance constitute an acquiescence thereto.

Disputes shall be referred to the Fife City Manager and Lakewood's Chief Executive Officer for mediation and/or settlement. If not resolved by them within sixty (60) days, either party may apply to the presiding Judge of the Superior Court of Pierce County, Washington, for appointment of a conciliator. The Conciliator shall assume the functions of an arbitrator of the dispute after a reasonable effort at conciliation fails, should the amount involved in the dispute and application of the principle at issue in future years entail expenditures or appropriations of One Hundred Thousand Dollars (\$100,000) or less. Each party shall pay one-half (1/2) of a conciliator's fee and expenses.

15. **Written Notices.** All Notices required by this Agreement shall be considered properly delivered (1) when personally delivered, or (2) when transmitted by facsimile showing date and time of transmittal, or (3) on the day following mailing, postage prepaid, certified mail, return receipt requested, or (4) one (1) day after depositing in overnight carrier, e.g. Federal Express to:

FIFE: City Manager Steve Worthington
City of Fife
5411 23rd Street East
Fife, WA 98424

With a copy to: Chief of Police Brad Blackburn
City of Fife Police Department
3737 Pacific Highway East
Fife, WA 98424

Loren D. Combs
McGavick Graves, P.S.
P.O. Box 1317
Tacoma, WA 98401-1317

LAKWOOD: City Manager Andy Neiditz
City of Lakewood
600 Main Street SW
Lakewood, WA 98499-3774

16. **Entire Agreement.** This agreement constitutes the entire agreement between the parties and represents the entire understanding of the parties hereto. It supersedes any oral representations that are inconsistent with or modify its terms and conditions.

17. **Invalid Provisions.** Should any provisions of this agreement be held invalid, the remainder of the agreement shall remain in effect.

18. **Governing Law.** Except where expressly provided otherwise, the laws and administrative rules of the State of Washington shall govern in any matter relating to a prisoner's confinement pursuant to this Agreement. Jurisdiction and venue shall be in Pierce County Superior Court.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the ____ day of _____, 200__.

FIFE

LAKESWOOD

Steve Worthington, City Manager

Andy Neiditz, City Manager

ATTEST:

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Loren D. Combs, City Attorney

Lakewood OKs sending inmates to Fife

BRENT CHAMPACO; BRENT.CHAMPACO@THENEWSTRIBUNE.COM

Published: 04/08/09 12:05 am

 Comments (0)

 Recommend (0)

Lakewood leaders will consider housing some of the city's inmates at the Fife jail to cut costs.

The Lakewood City Council, on a 6-0 vote Monday night, approved a proposed jail contract with Fife that will give it another housing option for criminals.

The city of 59,000 has jail contracts with Pierce County and Wapato near Yakima. People arrested in Lakewood are taken to the Pierce County Jail. Once they're convicted and sentenced, they're transported to Wapato, which has contracted with Lakewood since 2003.

But there have been times when the city's had to wait to transport inmates to Wapato due to bad weather or because that jail didn't have space, according to Lakewood Police Chief Bret Farrar.

That means Lakewood, while it waits for a bed to open, has had to pay Pierce County's rate of \$85 per day, on top of a \$185 booking fee, for each prisoner, compared with \$50 a day at Wapato. The Central Washington jail doesn't charge a booking fee and provides transportation.

With Fife, the city would have a cheaper option to house inmates. Fife charges \$65 a day for its jail and bills the inmate for the booking fee.

There would be exceptions. The Fife jail can house only up to 32 inmates a maximum of 30 days each. It also doesn't accept female inmates, who will remain at Pierce County.

Farrar told the City Council on Monday that he didn't know exactly how much using Fife's jail would save the city. In 2008, the city spent \$776,464 to house inmates in Pierce County, compared with \$333,505 in Wapato.

"I know it will be a savings. It depends on how many people we serve," Farrar said.

Fife Police Chief Bob Blackburn said his City Council will consider the proposed contract April 14. If it's approved, Lakewood would be the 25th law enforcement agency in Pierce and South King counties to use Fife.

Lakewood Mayor Doug Richardson asked Monday night whether the Fife jail would turn inmates away because it could be full. Farrar said agencies use the Fife jail on a temporary basis, so it's rarely a problem.

City Councilman Pad Finnigan praised the Police Department for finding ways to save money.

The contract would go into effect once the Fife City Council approves it.

Brent Champaco: 253-597-8653

MEMORANDUM
For Meeting of April 14, 2009

TO: Mayor and Council members
 FROM: Kevin G. Ringus, Judge
 AND FROM: Sally Dowty, Court Administrator
 SUBJECT: 2010 Budget Planning-Overview of the Municipal Court

REPORT IN BRIEF:

Judge Kevin G. Ringus will give a brief overview of our third branch of government, the Fife Municipal Court.

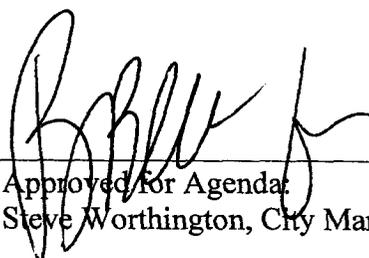
BACKGROUND:

<i>Budget by Division of the Court</i>	<i>Approved 2008 Budget</i>	<i>Actual 2008 Expenditures</i>	<i>Approved 2009 Budget</i>
Administration	\$ 916,742.00	\$ 875,051.72	\$ 815,208.00
Probation	\$ 112,219.00	\$ 107,749.03	\$ 135,808.00
Security	\$ 74,229.00	\$ 70,952.49	\$ 170,449.00
TOTAL	\$1,103,190.00	\$1,053,753.24	\$1,121,465.00

ATTACHMENTS:

Fife Municipal Court Organizational Chart

Presented by:
 Kevin G. Ringus, Judge


 Approved for Agenda:
 Steve Worthington, City Manager

