

- 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: May 19, 2009 Study Session
May 26, 2009 Council Meeting
- b. Approval of Vouchers:
Payroll: #45693 – 45743 \$553,561.95
Claim: #76251 – 76349 \$383,659.93
- c. Set a Special Meeting for June 16, 2009 Study Session
Cancelling June 23, 2009 Council Meeting
6. SPECIAL PRESENTATIONS
- 7:20 a. Community Rating System (Durham)
- 7:30 b. Thank You to Mrs. Fife 2009 Jamicka Jones
- 7:40 c. Pierce County Relatives Raising Children (Reuter)
- 8:00 7. COUNCIL DELEGATE REPORT
- ORDINANCES AND RESOLUTIONS
8. ORDINANCES:
- 8:10 a. #1698 Illicit Stormwater Discharge Control (Gill)
- RESOLUTIONS:
- 8:25 b. #1306 Authorize Surplus of Vehicles (Blount)
9. NEW BUSINESS
- 8:40 a. Naming of AWC Delegates (Worthington)
- 8:50 b. Administrative Design Review CMU Zone (Durham)
- 9:00 c. Tree Commission (Reuter)
- 9:10 10. CITY MANAGER REPORT
- 9:20 11. COUNCILMEMBER COMMENTS

9:30 12. CITIZEN COMMENTS

13. ADJOURNMENT

FIFE CITY COUNCIL
STUDY SESSION
MINUTES

Fife City Hall
Council Chambers

Date: May 19, 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 50 minutes.

ADJOURNMENT Mayor Pro Tem Brooks adjourned the executive session at 6:50 p.m.

CALL TO ORDER AND ROLL CALL Mayor Pro Tem Brooks called the study session of the Fife City Council to order at 7:06 p.m. with the following Councilmembers present: Richard Godwin, Butch Brooks, Glenn Hull, Barry Johnson, Nancy de Booy, and Kim Roscoe.

Excused absence: Councilmember Rob Cerqui.

Staff present: City Manager Worthington, Finance Director Steve Marcotte, Assistant City Attorney Gregg Amann, Interim Community Development Director Carl Durham, Public Works Director Russ Blount, Parks, Recreation & Community Services Director Kurt Reuter, Administrative Assistant Andrea Richards, Financial Analyst Dave DeGroot, and Recording Secretary Valerie Gow.

PLEDGE OF ALLEGIANCE Councilmember Godwin led the pledge of allegiance.

CHANGES, ADDITIONS OR DELETIONS TO AGENDA There were no changes to the agenda.

STUDY SESSION

Overview of Parks & Recreation Director Reuter provided an overview of the Parks, Recreation & Community Services Department organization and budget. The department recently completed reorganization from four divisions to three divisions by combining the Recreation and Community Center Divisions to one division, Recreation Services.

Director Reuter reviewed an organizational chart of the department. Staff job descriptions were revised for ease of employees working across divisions.

Councilmember Hull inquired about the positions covered by the union. City Manager Worthington indicated supervisory positions are union positions with the remaining staff classified as non-represented employees.

Mayor Pro Tem Brooks asked about the impact of parks maintenance based on

the reduction in seasonal staff. Director Reuter said the primary focus is to continue maintaining City parks. Some project work will not be completed because of the reduction in seasonal staff.

Mayor Johnson asked about considering the possibility of combining parks maintenance with Public Works. City Manager Worthington said the option was considered at one time. However, because of the difference in the type of work performed, the functions are separate and have not been combined. Additionally, park equipment is different than equipment used by Public Works employees. Mayor Johnson referred to the option of reducing supervisory staff by combining the two functions. City Manager Worthington added that there are different pay scales for the work performed by Public Works employees and Parks maintenance employees.

Director Reuter advised that although the department has reorganized into three divisions, the budget for 2009 still reflects four divisions. In 2010, the budget will reflect three divisions.

Mayor Johnson questioned the variations in the budget for parks maintenance, Swim Center, and the Community Center. Director Reuter said there were several reasons for the variations. There was approximately \$40,000 of expenses that were project related that rolled into 2008 as part of the 2007 remodel project for the pool. For the 2009 budget, the \$22,000 Swim Center reduction reflects a reduction in part-time staff hours. Within the Recreation Division and the Community Center, the difference is for a salary correction occurring in 2008 to bring salaries current. For Parks Maintenance, the reduction in 2009 reflects decreased operational costs through reduced equipment purchases and one seasonal worker.

Overview of Community Development

Interim Director Durham displayed the current organizational chart and identified staff and their respective job responsibilities. The department has only been fully staffed for three years since he joined the department 20 years ago. The department is responsible for adhering to the Growth Management Act through annual amendments of the comprehensive plan, the Buildable Lands report, working on flood issues and the community rating system, fire inspections, and emergency planning and response.

The 2009 budget is less than the budget in 2007. Some strict processes were implemented for spending during 2009.

Mayor Pro Tem Brooks asked about the responsibilities of the GIS Technician. Interim Director Durham said the GIS program is administered through Pierce County, which provides the equipment. The program is a process for interpreting and recording different types of data. Data can be completed for wetlands and buildable lands using processes staff works with each day. It's possible to process data for locating sex offenders, scheduling bus appointments

for disabled riders, tracking criminal activities, computing square footage of parcels, and developing miscellaneous maps and posters of the City by land use. GIS is accurate and much easier to use. There are measuring tools built within the system.

Councilmember Hull asked whether it's typical for a City of 8,000 to have a Fire Marshal and two Deputy Fire Marshals. Interim Director Durham said he's unsure whether staffing is typical. However, for comparison, the department is staffed at a much lower rate than other cities of similar size. Title positions are necessary to enforce City building and fire codes.

Councilmember de Booy asked whether the GIS program is a computerized program. Interim Director Durham verified that it is a computerized program comprised of two levels. The web user level enables the user to utilize the information with no changes allowed to the system. For example, any new annexations to the City can't be input into the system by a web user. A trained technician can add the information to the system as well as having the ability to obtain more data from the system. In GIS, it's sometimes difficult to align parcel boundaries on a photo due to some variance in overlaying the legal plot descriptions over the photograph. GIS is a wonderful communications tool. Steve Montgomery is a certified technician and can add data.

City Manager Worthington described some of the benefits of GIS. GIS has provided capability of assessing visual changes to Wapato Creek over the last 100 years.

Mayor Johnson asked about the hours per week for the Fire Marshal and Deputy positions. Interim Director Durham said it's difficult to quantify the time as the Fire Marshal and Deputy Marshal spend time on plan review, permit operations, and inspection of fire codes. It's likely each position spends between 10% and 15% of their time weekly on those tasks.

2009 Budget

Director Marcotte provided a current status of the 2009 budget. The City continues to experience weakness in several major revenue sources involving sales tax, building permits, and plan check and review fees. Together, those revenues appear to reflect a shortage of \$1.9 million for the year, which are offset by the partial allocation of the Engineering Division to Utilities. The net result is an anticipated revenue shortfall of \$1.6 million.

Staff reviewed the actual savings in unfilled positions. Approximately \$707,988 can be saved through unfilled positions in 2009. The other two areas of savings is the transfer to the Detention Services Fund comprised of the estimate of the actual cost of the regular daily rate of Fife prisoners. Additional revenue the City has received for contracted bed nights offsets the \$121,843 transfer. Other savings of \$80,000 in expenditures from the General Fund has been included as well through staff-identified savings. Combined, the total

savings represent approximately \$909,831 leaving a \$700,000 budget gap to resolve. Staff is seeking the Council's guidance on how to fill the budget gap.

Director Marcotte reviewed information on various reserve balances for different funds. The beginning fund balance is the actual amount while the ending fund balance is only a projection, depending on how the \$700,000 gap is filled. Additionally, the City typically processes a mid-year budget correction, which also reflects another potential point of adjustment.

The Council was referred to the most recent updated graph of sales tax receipts to date. The graph spikes somewhat higher because the City recently received the quarterly mitigation payment from the state of approximately \$137,000. However, sales tax receipts were only \$355,000. The City will receive sales tax figures for May within the next week. It is obvious that there is no sign of economic recovery occurring.

City Manager Worthington commented that the sales tax trend does appear to reflect that the freefall the City was experiencing has bottomed out since the Council's last review. At the last discussion, the Council discussed the potential of providing some level of reserves from one category or another to offset further reductions in staff or programs. At that time, the amount of savings for salary reductions was an estimate, which has improved to reflect over \$700,000, which is several hundred thousand more than previously anticipated. If the Council elected to use \$500,000 in reserves, the shortfall would be approximately \$200,000.

City Manager Worthington asked the Council to consider a plan to fill the gap. He noted the City continues to ramp down expenses to reduce costs. He outlined the reserve balances for consideration:

- Required 17% Allocation of \$2.4 million
- Tribal Interlocal Allocation of \$1.5 million
- Emergency Contingency Fund of \$429,423
- Public Safety Fund of \$700,000 (approximately)

Mayor Pro Tem Brooks expressed uneasiness with the sales tax projection of \$5.2 million based on the first four months of sales tax receipts. Director Marcotte acknowledged the projection was based on an estimate that may not relate to today's economic reality. It's necessary to make some kind of projection; the question is what projection is reasonable based on today's circumstances. Mayor Pro Tem Brooks said based on trends, it's safe to assume the City will receive at least \$100,000 less each monthly than in the previous two years, which will be below the \$5 million projection. The biggest concern involves the Council's decisions affecting outcomes in 2010.

City Manager Worthington emphasized the need to develop a plan for 2009 through 2010. Additionally, it's important to note that the Tribal's \$850,000 is based on a contractual obligation for 2009 as well as 2010. Mayor Johnson pointed out that he doesn't view the Tribal impact funds as a source to cover General Fund expenses as the casino has huge impacts on the community. The fund should be used for community-based projects versus general expenses. Councilmember Roscoe agreed.

City Manager Worthington said the Council has several choices. It would be wise to demonstrate that those funds are moving from that account into other account balances because it gives the false impression the City doesn't require the funds for operating expenses. Mayor Johnson added that last year, the Council used the funds for pool renovations. The funds could also be used for the Brookville Gardens Park project.

Councilmember Hull recommended the Council consider eliminating the vacant staff positions and begin with a clean slate in 2010 rather than reflecting the vacancies as a potential source of savings.

Councilmember de Booy asked whether the Tribal funds are restricted for specific types of expenditures. Director Marcotte said the funds are provided under the terms of the interlocal agreement with the Tribe to offset the costs of community impacts from the casinos. The Council elected to designate the funds for Council discretionary use.

Councilmember de Booy questioned the difficulty of the City Manager cutting an additional \$200,000 if the Council designates \$500,000 from a reserve balance. City Manager Worthington replied that the easier decisions were rendered sometime ago. Today, additional reductions will result in the loss of positions or programs/services. It will be achievable but difficult because employees will lose their job, programs will be cut, or service levels reduced.

Councilmember Godwin agreed with the suggestion of eliminating unfilled vacant positions for the 2010 budget and using the actual number of positions as the basis for the cost of running the City during 2010 plus contractual increases.

Councilmember Roscoe agreed with the Mayor's recommendation of using Tribal funds only for community-oriented projects. It's important for the City to have opportunities for projects benefitting citizens during a time when the nation is experiencing economic difficulties. She voiced opposition of spending the reserves and using that funding source for community-based projects.

City Manager Worthington reminded the Council that there is a cost to the City to pay for general fund expenses of police and other services to respond to

emergency calls to the casino, to maintain streets, and other expenses necessary to provide services. Councilmember Roscoe said she recollects the interlocal agreement enables the City to identify additional impacts and that the Tribe would cover those expenses. Director Marcotte said the interlocal agreement includes a provision to enable the City to compete for an additional 2% in grant money on the same basis as any other jurisdiction by demonstrating impacts.

City Manager Worthington advised that the Council basically has two sources of funds to cover the budget gap in 2009.

Councilmember Hull said he wouldn't oppose using reserve funds to cover the entire budget gap with the caveat that the amount would be paid back similar to an interfund loan.

Councilmember Godwin said he'd support providing \$250,000 from each fund for a total \$500,000 (Tribal and Contingency) with the City Manager reducing costs by another \$250,000.

Director Marcotte clarified the fund balance for the Public Safety Fund as well as some of the spending restrictions associated with the account. The Contingency Fund (105) can be used by the Council by declaring an emergency and voting by super majority for utilizing the funds. Mayor Johnson advocated for utilizing the Contingency Fund (105) of approximately \$419,423 instead of the Council's 17% reserve fund. He expressed disappointment that the City Manager did not provide budget reductions to account for 50% of the budget deficit.

City Manager Worthington responded that at that point, the budget deficit was \$750,000 and staff had estimated vacant position savings of approximately \$400,000 rather than the \$700,000. He believes the difference satisfied the goal of making up the 50% budget deficit.

Mayor Pro Tem Brooks said based on the size of the budget deficit at the last meeting, he was anticipating a 50/50 share to make up the deficit and prefers that approach rather than providing \$500,000 from reserves. His main concern is moving forward and having confidence in the economy recovering and in the projections of sales tax collections. Essentially, it equates to the City providing a 5% budget reduction.

Mayor Johnson commented on potential ways to save funds through reducing staff positions or considering having the Fire District assume Fire Marshal duties.

Councilmember Godwin expressed concerns about reducing the contingency fund. He preferred using \$250,000 from the Tribal fund and \$250,000 from the contingency fund.

Councilmember Hull preferred utilizing the reserves for the entire budget deficit with the fund paid back through an interfund loan that could be funded through the sale of real estate. He advocated for removing the vacant positions from the City's authorized staffing level.

Councilmember Roscoe said she likes the approach of using the reserves while considering the use as a loan. She supported spending the reserves as long as the City works to rebuild the balance. She said she's unsure of her position with respect to eliminating vacant positions.

Councilmember de Booy agreed with the City's Manager's assertions that the funds are for rainy days, which is one reason for having the reserves. The reserve should be used as it was intended. She noted the City appears to be handling the cut in staffing adequately. She asked City administration to consider other cuts or reductions in expenses but supports utilizing the reserve to cover the shortfall.

Mayor Pro Tem Brooks agreed the positions should be eliminated at this point. He encouraged the Council to consider the reports on the expectation that the downturn in the economy will continue through 2010, which is not a rainy day, but a new reality. His concern is spending down \$750,000 and whether the Council is prepared to do so again next year. He supported funding up to \$300,000 or \$400,000 from the reserve, but believes the City is looking at the issue through rose-colored glasses. The turnaround will not reestablish previous levels. Steady progress will begin, but not at the same level as in previous years.

Mayor Johnson referred to the Assistant City Manager, which the Council elected to add when the City Manager was first promoted. However, based on the economy, the position could be eliminated with the City Manager delegating more to directors. The Community Development Director is a growth driven position. When growth increases, the position can be supported through increased revenues. He noted the City's daytime population is an issue the Council will need to consider in the future in terms of police and public works positions. Changes will need to be made in the long-term. He supported using some of the budget reserves for the budget gap this year but doesn't believe it's reality to expect the funds to be repaid. He recommended utilizing the 105 contingency fund of \$419,423, some funds from the Public Safety Fund, and the additional \$189,000 anticipated from the Tribe for dispatch services. He offered the option of considering employee furloughs to reduce the budget deficit rather than eliminating positions.

Councilmember Godwin reiterated his preference to utilize only \$500,000 from reserve accounts with the knowledge that next year may be worse.

Councilmember Hull asked the City Manager to provide some budget reduction scenarios during a regular meeting of between \$250,000 and \$300,000, so the Council can consider voting on the matter. Not replenishing the reserve fund will affect the City's bond rating. It will be important to pay back the reserve.

Discussion ensued on paying back the reserve.

Councilmember de Booy supported using the reserve for the entire budget deficit because of its intended purpose. She commented on a more positive outlook in terms of the economy.

Councilmember Roscoe said she'd support using \$300,000 from the reserve.

City Manager Worthington committed to providing the Council with a list of potential reductions totaling \$200,000 to \$300,000.

Mayor Pro Tem Brooks asked for the Council to continue updates on sales tax receipts as information becomes available. He noted the Council majority appears to support providing up to \$500,000 from the reserve to fund the budget deficit.

**REVIEW OF
UPCOMING COUNCIL
AGENDAS**

The May 26, 2009 Council meeting includes a number of special presentations involving employee service awards, recognition of retiring Civil Service Commissioner Chuck Lundin, Daffodil Float award, the City's receipt of Puget Sound Regional Council's VISION 2040 award, and Public Service Excellence awards to an employee and a community member.

The Council will consider the loading dock door excise tax for first reading and the adoption of the Pierce County Library Annexation ballot measure. Several resolutions include interlocal agreements involving the Washington State Department of Transportation.

The Volunteer Appreciation Dinner is scheduled for May 28, 2009 at 6:30 p.m. Volunteers are notified through the website, through TV announcements, and in the newspaper. Councilmember Godwin said he will speak to the City Manager offsite about the event.

The June 9, 2009 meeting agenda includes a presentation on the 2008 Annual Report, receipt of another award, a potential 2009 budget amendment, the second reading of the loading dock door excise tax, identification of voting delegates to the Association of Washington Cities (AWC) conference, which are tentatively identified as the City Manager, Mayor Pro Tem Brooks, and Councilmember Hull, and a briefing on administrative design review for the Community Mixed-Use zone.

The June 16, 2009 study session includes a park rule update, report on the water

well test, review of an interlocal agreement amendment, and a possible discussion on the City of Edgewood's sewer system.

The June 23, 2009 meeting may encounter a lack of quorum because of the AWC conference.

OTHER BUSINESS

Assistant City Attorney Amann advised that the request to include a statement that passage of the proposition would result in real property with the City being subject to Library District Taxation was not allowed by the Auditor's Office under the RCW. However, an explanatory statement could be included in the voter's pamphlet. The ordinance was changed to reflect that intent.

CITY MANAGER REPORT

City Manager Worthington reported on the following:

- The Department of Health approved the City's Water Comprehensive Plan.
- Summer Day Camps are fully booked.
- The Council's Washington, D.C. was successful with Senator Murray's submittal of \$3.9 million for transportation project.
- State auditors are at City completing the City's 2008 audit.

COUNCILMEMBER COMMENTS

Councilmember Hull shared information about an opportunity for umpiring a professional softball ball tournament.

Councilmember Roscoe reported she attended a local career fair and spoke to students from four classes about her role as a Councilmember.

Mayor Johnson reported on receiving a letter from the Thurston County library system for the next meeting on May 28, 2009 from 2:00 p.m. to 4:00 p.m. He also received a letter from the Department of Navy on the surplusing of the Navy and Marine Corps Reserve Center in Tacoma. City Manager Worthington advised that the City did not respond to the letter because of the location. Mayor Johnson pointed out that there may be potential impacts to the City resulting from the potential use. He received an invitation to attend the Tacoma Pierce County Health Department dinner on May 29, 2009 promoting walkable communities. Councilmember Roscoe said she plans to attend the dinner.

Mayor Johnson asked about progress on the mural involving the high school. Director Reuter reported the art teacher at Fife High School is leaving and recruitment of an artist to lead the effort will be pursued for working on the mural this summer.

ADJOURNMENT

With there being no further business, Mayor Pro Tem Brooks adjourned the meeting at 9:00 p.m.

Butch Brooks, Mayor Pro Tem

Steve Marcotte, City Clerk/Finance Director

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

Motion Councilmember Brooks moved, seconded by Councilmember Godwin, to set a special meeting for Tuesday, June 2, 2009 at 7:00 p.m. Motion carried unanimously.

**SPECIAL
PRESENTATIONS**

Employee Service Pins Mayor Johnson and City Manager Worthington presented service award certificate of appreciation and service pins to the following employees:

Five Years – Thomas Vradenburg, Police Officer & Paula Schwan Police Officer
Ten Years – John Severson, Engineering Technician, John Severson, Engineering Technician, & Ken Green, Maintenance Lead

The following employees who were not attendance were recognized for their years of service:

Five Years:
Stephan Montgomery – GIS Technician
Thomas Gow – Police Officer
Michael Malave – Police Officer
Scott Nyberg – Maintenance Lead
Ryan Micenko – Police Officer

Ten Years:
Heather Farnworth - Court Clerk
Martin Miller – Water Quality Specialist
Tony Petersen, Lead Court Clerk

Fifteen Years:
Kevin Farris – Police Lieutenant
Douglas Burrus – Police Lieutenant

Twenty Years:
Helen Ware – Deputy City Clerk
Pam Harris – Assistant Finance Director
Carl Durham – Interim Community Development Director

Twenty Five Years:
Connie Zackula – Communications/Records Officer

**Civil Service
Commissioner
Retirement** Mayor Johnson recognized and presented a plaque of appreciation to Chuck Lundin for his 11 years of service on the Fife Civil Service Commission. Mr. Lundin said he enjoyed his 11 years on the Commission and encouraged residents to consider the Civil Service Commission if they wish to learn more about the Police Department.

**Proclamations:
National Correction
Officers Week &
National Police Officers
Week**

Mayor Johnson read a proclamation recognizing May 3 through May 9, 2009, as National Corrections Officer Week and May 10 through May 16, 2009, as National Police Week in the City of Fife. He presented the proclamations to Police Chief Blackburn. Police Chief Blackburn commented on the excellent caliber of Fife's law enforcement personnel.

**Daffodil Community
Float Recognition**

Mayor Johnson recognized the efforts of Councilmember Godwin and several other individuals for their work on the Fife/Milton float, which earned the 1st place award for Communities & Cities with fewer than 10,000 in population. The volunteers spent an incredible number of hours preparing the float for the Daffodil Parade. Councilmember Godwin acknowledged the assistance of Al Godwin, Doug Schmidt, Dale Rees, and Pat Huleey. He described how the theme for the float was selected. He acknowledged several local businesses for their donations of materials, flowers, hats, and graphics, and students from the Fife School District who rode on the float, and a local scout troop who also assisted. Mayor Johnson presented Certificates of Appreciation to Councilmember Godwin and Mr. Huleey. The other volunteers were unable to attend the meeting.

**PSRC VISION 2040
Award**

Mayor Johnson introduced Mike Clark from David Evans & Associates. Mayor Johnson reported he attended the Puget Sound Regional Council awards ceremony with Director Blount and Randy Anderson of David Evans & Associates, to receive the award in April. PSRC schedules an award ceremony for its VISION 2040 to recognize communities for outstanding projects and leadership. The City of Fife received the VISION 2040 award for Fife's Valley Avenue East project and the stream relocation of Wapato Creek. The relocation of the creek was necessary to widen the road. The City considered the action as an opportunity for substantial restoration of the creek and increasing wetland habitat.

Mr. Clark advised that he worked on a similar project for King County approximately 10 years ago. The agencies in the region are beginning to recognize the value in the resource, which is also recognized by the award. The Wapato Creek system is a great resource. He said he and his company had a good time working with the City's team on the project. He presented a poster summarizing the work accomplished and the value the City of Fife has in terms of its mission statement and efforts for environmental restoration/protection.

**Public Service
Excellence Awards**

City Manager Worthington reported the month of May is Public Service Month. The City is focusing on what employees have accomplished as well as community members in public service. Approximately three years ago, the City created a special award for presentation of a Public Service Excellence award involving two categories – an employee and a community member. Of the employee nominees, the Award Selection Committee selected Gary Hammer for his service to the community and City. Mr. Hammer has served the City for 12 years in the Public Works Department. The second nominee was Gary Maschner, Senior Engineering Technician.

City Manager Worthington presented a plaque and pin for Excellence to Mr.

Hammer.

Mayor Johnson recognized the two community nominees, Donald Alveshere, Fife Planning Commission, and Melanie Reimer, Park Board. Ms. Reimer was selected to receive the award this year. She has served on the Park Board for three years, including one year as Chair. She also volunteers at many City events. Mayor Johnson presented a plaque and pin for Excellence to Ms. Reimer.

Award recipients thanked the Council and the City for the award and recognition.

**COUNCIL
DELEGATE REPORT**

Councilmember Hull reported on the recent trip to Washington, D.C., and visit with congressional delegates. He shared some of the names of individuals City officials met with during the visit to discuss various City projects.

Councilmember Brooks attended the monthly RAMP meeting. The main topic was on the reauthorization of the transportation bill. He also attended the Pierce County Regional Council meeting. The discussion focused on changes to the Countywide Planning Policies for affordable housing. Councilmember Brooks said he represented the Council and City during the Governor's signing of the transportation budget in Tacoma at the convention center.

Councilmember de Booy reported on her attendance to a memorial service for veterans in Milton.

Councilmember Roscoe said the Zoo Trek Jubilee is scheduled for July 17, 2009. The Fife School Board is currently meeting to discuss the 2009-2014 Capital Facilities Plan, the shortfall for the 2009/2010 school year, and a timeline for making decisions and communicating with the public.

Mayor Johnson said the Washington, D.C. trip went well. He expressed appreciation to Fife's federal congressional delegates for meeting with City officials. City officials attended Representative Adam Smith's 9th District Day, which included Senator Cantwell's speech on what's occurring in Washington State. Senator Cantwell acknowledged the Puyallup River levy issue in her speech. Mayor Johnson reported on the good attendance at last week's Mayor's Forum and the discussion on the proposed door tax. Councilmembers Godwin and Roscoe also attended. He acknowledged Mike Seeger, Fife Flowers, for hosting the forum. Mayor Johnson said he attended the Memorial Day celebration in the City of Milton. Approximately 400 people attended the event.

**ORDINANCES AND
RESOLUTIONS**

ORDINANCES:

**#1693; Loading Dock
Door Tax**

Motion

Councilmember Brooks moved, seconded by Councilmember Godwin, to approve Ordinance #1693; Loading Dock Door Tax.

City Clerk/Finance Director Marcotte read the title of Ordinance #1693:

An ordinance of the City Council of the City of Fife, Washington, creating a new Chapter 5.04 of the Fife Municipal Code, imposing an excise on the business of operating loading dock doors within the City, for the purpose of regulation and raising revenue to improve freight mobility; and providing for matters properly related thereto.

City Manager Worthington reported that during the last 18 months, the City of Fife has been working with other communities and entities on ways to fund appropriate maintenance of truck routes within the community. A number of proposals have been studied. In today's environment, there is no specific dedicated funding for maintenance of roads or truck routes. The City uses General Fund monies for maintenance. Consequently, maintenance of truck routes and roads must compete with other needs within the City. The City has been investing approximately \$500,000 to \$700,000 annually for the last seven years on maintenance of roadways.

The proposed ordinance is an opportunity for a funding source to help pay for truck routes and roadway maintenance. Impact fees are used only for new capacity and not for maintenance of roadways. Impact fees also do not pay the full cost of building a new road. The approximate cost for a mile of asphalt is \$700,000. Truck routes experience exceptional wear because of the truck's load on the road. Overlays last approximately five to seven years on truck routes. Truck routes have exceptional costs associated with the roadway because of the wear factor. Because of that, the City is seeking specific revenues related to maintenance of truck routes. The proposed ordinance provides for a fee paid by businesses with loading dock doors. The fee would be paid with the annual business license. The fee is an excise tax. The City of Fife would be the first jurisdiction within the state to levy an excise tax for loading dock doors. The first two doors of any business in the City would not pay the annual tax of \$100 annually for each door. Revenue generated through the excise tax would fund approximately 15% of the maintenance cost of a road. The City anticipates receiving approximately \$100,000 in revenue the first year based on 1,000 loading dock doors in use.

As an alternative, the Council could choose to impose Business and Occupation tax to create new revenue to pay for maintenance. For warehousing activities, the B&O tax rate would be 4/100ths of a cent per transaction amount, amounting to \$62 million of transactions to equate to \$250,000 in new revenue. Staff does not recommend imposing B&O tax.

The Council could also elect to increase utility tax rates, which applies uniformly to all users. Those are the options identified by staff for increasing revenue to fund

maintenance. Alternatively, the Council could reduce maintenance on truck routes or reduce services in another category to pay for maintenance of truck routes.

Staff proposes an excise tax as an equitable share of the impact caused by the businesses on City roadways and truck routes.

City Manager Worthington reviewed several changes to the ordinance since the Council's last review, which provides additional information on why the ordinance is being adopted, effective date of collection, and use of revenues.

Mayor Johnson invited public comments.

Public Comment

Alan Wallace, Williams Kastner, an attorney representing Western Container Corporation, referred to an e-mail previously sent to the Council. He thanked City Manager Worthington for including a provision within the ordinance clarifying the intent of the revenue for maintenance of truck routes. There are some debatable points about the legality of the excise tax. Another practical concern about the ordinance is that there is no provision capping the assessment rate. Western Container Corporation was constructed with 84 loading dock doors, with only 10 in operation. Many mega buildings operate under a similar scenario. There is the likelihood of only 500 actively used doors rather than 1,000 doors. The ordinance does not restrict the revenue to maintenance but also allows for reconstruction and improvement of the road. There are concerns that if the City has a \$10 million roadway project to rebuild a truck route, there will be stormwater improvements creating an expensive roadway project. The concern is with no cap included in the ordinance. He asked staff to consider addressing the cap by adding language, such as no increase of more than 10% annually without notifying affected parties. Western Container Corporation prefers remaining in business in Fife and intends to do so for many years, and wants to ensure provisions within the ordinance are addressed appropriately to avoid future problems for local businesses.

Tim Currier, property manager for several buildings in the City totaling 800,000 square feet with approximately 200 loading dock doors, said the proposal is troubling because of the perception that a specific group of users should pay a special premium because trucks are causing, what is perceived to be, a higher wear rate on roads. Fife is in a unique location because of its proximity to the Port of Tacoma and trucks driving through the City to access the freeway or through the City. Many of the routes are used heavily not because of local traffic but because of the through nature of truck traffic. Creating a tax assessment for a specific group creates a bad precedence. He asked the Council to consider whether the proposal is the kind of message it wants to send to the business community.

Councilmember Brooks questioned whether Mr. Currier is contending that trucks do not create a higher wear rate on roadways. Mr. Currier said there was discussion on the degree of wear rate. There has been some argument by some about whether the facts as stated by the City Manager are in fact, worse case scenario. Overweight trucks have a greater impact than an average truck. There was some

discussion by a previous Councilmember that much of the truck traffic is generated by trucks from the Port of Tacoma that are diverting through Fife because they are overloaded and want to avoid scales on I-5.

Bruce Brown, American Fast Freight, said local businesses do not generate the volume of trucks traveling on Fife streets. The weigh station on I-5 is causing trucks to reroute through the City to avoid the hassle, paperwork, or possible infractions. Local businesses do provide truck traffic. However, the majority of trucks are not from local businesses. Exempting businesses with only two doors focuses on the wrong population responsible for most of the street damage.

Mike Seeger, Fife Flowers, 1504 54th Avenue East, said he's worked on the issue and understands the City is attempting to deal with a broken funding mechanism. The City needs to find a way to fund maintenance of roads, as other funding sources are no longer available. He asked the Council to consider an amendment to change the fee from \$100 to \$1 for each door beginning in 2010 to afford time for more work on developing a solution. It would provide time for the attorneys to work through the issues. He asked the Council to challenge all those that are part of the problem to work as a group and develop a solution over the next nine months.

Mr. Seeger responded to comments from Councilmember de Booy regarding the proposal to reduce the excise tax from \$100 to \$1 and indicated the intent is to provide some time for the stakeholder group to develop some solution for the City to fund maintenance of truck routes prior to 2010. He cited potential stakeholders who would be involved in the process.

City Manager Worthington reported the City has conducted two stakeholder meetings that the City organized. The stakeholders were encouraged to continue the process.

Carole Sue Braaten, 2410 Berry Lane East, said she supports an ordinance for assessing warehouses that have been allowed by the City although protested by the citizens because of possible damage. The proposed assessment of \$100 is not significant annually for the amount of damage caused by trucks. Prior to the Radiance subdivision and other developments, there were less than 4,000 citizens in the City. The City cannot sustain the amount necessary nor can the taxpayers assume the burden for the impacts caused by trucks. She cited the ordinance that required an adequate impact statement of the actual impacts caused by trucks. She commented on the need to stop truck traffic along the levy. The City also needs to address trucks from the Port because of the damage caused by trucks traveling from the Port. Industrial uses must be responsible for adverse actions. She suggested the issue should have been addressed three years ago. The Council was irresponsible when it didn't address the issue.

Patrick Hulcey, 4703 15th Street East, said the first tilt ups were constructed next to his neighborhood approximately 30 years ago. Over the years, the neighborhood

experienced trucks and tried to prevent access to the neighborhood. As that occurred, the City continued to grow as well as businesses, which began to offset residential development. However, things are changing and residential uses are developing. The proposed ordinance is not the way to handle the issue. He agreed with a prior speaker that most of the truck traffic is through the Port on the way to the freeway or going through Fife. Many of the trucks dodge the weigh station. Most of them are container trucks and not trucks from local trucking companies. There are insufficient trucking companies in Fife to generate the amount of funds needed. For those existing business with dock doors, it's not fair to assess a tax. There should be some middle ground. More than 80% of the truck traffic is generated from the Port. He suggested some alternative should be developed that is reasonable, otherwise many of the businesses will move out of Fife. The economy has led to many businesses closing or near closing. The City can't afford to lose more businesses. The City's in a good location to site warehouses. It's important that the City ensure the area is attractive to generate business development rather than driving business away. He advocated for the City and businesses to work together to develop a solution.

Sean Eagan, Port of Tacoma, said the Port of Tacoma officials understand the importance and challenges associated with investing in infrastructure. The Port has similar challenges. The City has additional infrastructure needs not experienced by the Port while the Port also has other infrastructure needs. As a local jurisdiction, the Port appreciates the challenges the City is facing. Additionally, the City's tax base has eroded based on decisions beyond the City's control at the state level. The City's toolbox has been depleted. It makes sense to find a nexus between a revenue source and the impacts. There are three broad options, such as taxing trucks, assessing a tax on cargo, or taxing facilities generating truck traffic. The Port hired a company, Heffron Transportation, to perform a truck count to determine the origin of truck traffic and how much truck traffic is generated from the Port. The company found that during peak hours, the vast majority of trucks traveling through Fife were not generated by the Port. Southbound on 54th Avenue on I-5, 90% of the trucks are not Port-related. In the case of 70th Avenue southbound, 85% of the trucks are non-Port related. He offered assistance to the City if the Council chooses to pursue a different path, such as lobbying efforts or sharing ideas on potential options. The Port understands the City has a real need and is offering its assistance.

Councilmember Godwin commented that he's lived in Fife for many years and has witnessed trucks traveling from the Port. Mr. Eagan acknowledged that container trucks are generated from the Port. Councilmember Godwin disagreed with the data and emphasized the number of trucks generated by the Port.

Councilmember Hull commented on the state's mismanagement of gas tax funds. He agreed with the Port's suggestion to begin lobbying the state for more road funds. Mr. Eagan referred to the debate during 2005 over the Transportation Partnership Act. The Port of Tacoma advocated for part of the package involving truck weight fees to be dedicated to major freight corridors for expansion or preservation. There is also the possibility of the Legislature revisiting the issue of

transportation within the state. He said he is engaging with the Port Commission during the summer on a series of policy questions and strategies to gear up for the legislative debate, as well as partnering with local jurisdictions to determine ways to achieve mutual goals.

Councilmember Godwin indicated there are approximately six million containers received by the Port each year. Mr. Eagan said the Port will only move 1.4 million 20-foot containers. Most of the containers coming through the Port are 40-foot. Councilmember Godwin said the figure was from the Port's literature. Mr. Eagan said the highest number of containers handled by Port was two million in 2005. Councilmember Godwin asked about the percentage of containers leaving the Port by rail. Mr. Eagan said approximately 70% of the containers are moved by rail. Councilmember Godwin questioned how the City could possibly generate the number of trucks cited in the Port's report.

Mayor Johnson asked about factors affecting Port container traffic. Mr. Eagan said the largest factor is global slowdown, which is impacting ports throughout North America as well as internationally. Cargo volume is down by 17% compared to last year. The second challenge is increased competition from the East Coast and Gulf Coast ports, which are capturing more of the transpacific trade. Ports will also face increased competition when the Panama Canal is widened. The Port is also dealing with competition from Canada. Last week, the Port decided to lay off 20% of its workforce.

Mr. Eagan responded to questions from the Mayor about the freight corridor in Long Beach, California, and how it was funded. Mr. Eagan said the corridor is a freight corridor consisting of a rail spur from the rail yards to the docks to offload cargo from the ships quickly.

Mayor Johnson noted that during the Mayor's Forum, several citizens commented on the possibility of the Port's participating in the program at some level and having the Port address what it's willing to do. Mr. Eagan cited the Port's proactive efforts for interchange funding. Part of the challenge in terms of the Port's assistance is limitations based on the State Auditor's guidance.

Mr. Eagan addressed questions about the study. The study focused on trucks carrying containers, trucks with a container chassis but no container, flat bed trucks, auto trailers, and bobtail trucks.

Kory Edwards, 5510 15th Street East, referred to previous discussions with the City Manager when he was a member of the Council in 2007. The idea was not to generate revenue, but evolved from a Valley City meeting discussion on how trucks damage roads. Most of the trucks on 167th are not container trucks. Those trucks are not traveling to Auburn, Kent, or Fife unless the trucks are delivering goods. State legislators discussed an option of leveling a \$50 fee on trucks generated from ports to help build roads. In many cases, trucks are only traveling to a specific community to drop off or pick up freight. More truck traffic is generated by

businesses with the highest number of dock doors. Car dealers on the north side of the freeway also have deliveries, but the impact is offset by generation of sales tax through sales of autos. He noted that as a truck driver in the 1979/80, the only reason he drove through Fife was to avoid the scales when the truck was overloaded coming from California. The dispatcher informed him of the route through Fife to avoid the scale on I-5. Most of the Port traffic going northbound is traveling through Fife for the same reason – to avoid the scale. There are three problems – Port traffic trying to avoid the scale traveling northbound, trucks traveling to Fife warehouses, and Port traffic to I-5. The idea of the fee was not designed to pay for all roads in the City; it was simply a mechanism to help the City generate some funds.

Discussion followed on the fines truck companies pay for overweight trucks and the possibility of Fife establishing a weigh station as one way to discourage truck traffic. Mr. Edwards advised that within 45 minutes of establishing an inspection site, truck traffic would cease because of communication between truckers.

Councilmember Roscoe commended staff for efforts to develop a solution to fund road maintenance. Roadway maintenance is necessary and trucks are contributing to the problem. She commended citizens and business owners who testified and acknowledged that there is a problem and that the current system does not offer any solution. She supported continuing discussions with the Port on solutions for truck traffic through Fife. The proposal is not the solution for road maintenance as it only represents a small percentage of the funds necessary to maintain roads damaged by trucks. However, it's a step in the right direction and it will initiate all interested parties to work on developing a solution.

Councilmember Godwin said he's not supportive of the ordinance because of the inequities of approximately 10% of local companies paying 80% of the damage caused by trucks from the Port. He encouraged staff, businesses, and the Port to work together to find a better solution.

Councilmember Hull said although trucks cause stress on Fife's roads, the benefits outweigh the damage through increased business that fund the City's operations. Fife is unique in that it's located next to the Port of Tacoma, which is one of the largest ports in the nation. Trucks moving through Fife are a good sign as trucks bring business. Businesses hire workers and workers instill confidence in the economy, which is sorely needed at this time. By taxing truck-based companies, the City is potentially eliminating a partner in the future that will assist the City in solving the problem in bringing a positive message to the Governor and the Legislature. He urged the Council to vote against the ordinance.

Councilmember Brooks commented that the stakeholder group agreed to the notion of paying a fair share. The problem was in determining the fair share and the funding mechanism to address the problem. Although the City has only a few tools left, the proposal is not one he likes, as well as a legal gamble to the City. It is too concentrated on one sector of business and that everyone, including the Port

needs to be involved in working on a solution. If the ordinance passes, the City will spend time defending something that is not going to adequately fund the problem. He advocated for working towards a solution.

Mayor Johnson said if the Council has no vested interest in the ordinance and doesn't pass the ordinance, the discussion will end. If the Council moves forward or delays the ordinance, more participants will be willing to work with the City. Everyone has a vested interest. It's a regional as well as national problem if freight can't adequately move throughout communities from ports. It's likely that if the Council doesn't pass the ordinance, stakeholders won't be interested in working with the City on a solution.

Motion

Mayor Johnson moved, seconded by Councilmember Hull, to amend the motion to delay the effective date of the ordinance to January 1, 2011 to afford a year to work on the issue, as well as amending the provision setting the annual rate to revisit the rate every two years and tie it to the Consumer Price Index (CPI).

Councilmember de Booy supported the proposed amendment. Councilmember Godwin spoke against the amendment because it only delays the inequity.

Motion

Roll Call Vote:

Councilmember Godwin – No

Councilmember Hull – No

Councilmember Brooks – Yes

Mayor Johnson – Yes

Councilmember Cerqui – No

Councilmember de Booy – Yes

Councilmember Roscoe – Yes

The amendment to the motion carried.

Councilmember de Booy said she can't support the ordinance because of the inequity as well as some issues within the ordinance. It also appears that the Council is targeting a specific group. The intent of working together with a coalition of interested parties is the best approach to work on solution.

Councilmember Cerqui said he also doesn't support the tax, as it's detrimental to business and not good public policy. Enforcement of the tax in terms of doors in use or not is use would also be problematic for the City. The City should consider examining impact fees and credit development is provided for frontage improvements. Other options could include localized gas tax or another mechanism. Another observation is warehouses and business districts generate less demand for government services but do require more for roads.

Motion

Roll Call Vote:

Councilmember Godwin – No

Councilmember Hull – No
Councilmember Brooks – No
Mayor Johnson – Yes
Councilmember Cerqui – No
Councilmember de Booy – No
Councilmember Roscoe – Yes

Motion failed.

**#1696; Directing Pierce
County to Place
Library District
Annexation on
November Ballot
Conduct**

Motion

Councilmember Brooks moved, seconded by Councilmember Hull, to approve Ordinance #1696; Directing Pierce County to Place Library District Annexation on November Ballot Conduct.

City Clerk/Finance Director Marcotte read the title of Ordinance #1696:

An ordinance of the City Council of the City of Fife, Pierce County, Washington, declaring the intent to annex the City of Fife into the Pierce County Rural Library District, and submitting to the qualified voters of the City at an election to be held on November 3, 2009, in conjunction with the State General Election, a proposition authorizing the annexation of the City into the Pierce County rural Library District.

City Manager Worthington reported the ordinance is for placement of a proposition on the November ballot for annexation to the Pierce County Library District. The action is second reading of the ordinance. In the previous meeting, the Council requested some amendments to the ordinance as well as inclusion of language within the ballot title.

Assistant City Attorney Amann advised that the request to include a statement that passage of the proposition would result in real property with the City being subject to Library District Taxation was not allowed by the Auditor's Office under the RCW. However, an explanatory statement could be included in the voter's pamphlet. The ordinance was changed to reflect that intent.

Councilmember Godwin said he's never really supported the proposal although not opposed to a library. He commended staff for securing the best agreement for the City, but that it falls short on dollars and cents in terms of value. For a city of 8,000 citizens, residents will pay approximately the same as a city of 24,000 people

because of the City's valuation in commercial businesses. He said he supports including the proposition on the ballot to enable citizens to vote on the measure.

It was noted that the City of Bonney Lake's library serves upwards of 20,000 people in a library the size projected for the City of Fife, which will serve up to 8,000 residents.

Motion

Motion carried unanimously.

RECESS

Mayor Johnson recessed the meeting from 9:25 p.m. to 9:41 p.m. for a break.

Councilmember Cerqui left the meeting at 9:30 p.m.

RESOLUTIONS

**#1302; Approve ILA
with WSDOT for Use of
ROW**

Motion

Councilmember Brooks moved, seconded by Councilmember Godwin, to approve Resolution #1302; Approve ILA with WSDOT for Use of ROW.

City Clerk/Finance Director Marcotte read the title of Resolution #1302:

A resolution of the City Council of the City of Fife, Pierce County, Washington, authorizing the City Manager to execute an agreement with the Washington State Department of Transportation for transfer of portions of SR 167 unused property to the City of Fife for street right of way purposes.

Director Blount displayed an image of WSDOT's website for the SR 167 Freeway Project showing the interchange with Valley Avenue East in Fife. WSDOT has acquired most of the property for the interchange including some property owned by Councilmember Cerqui's parents and other properties. WSDOT is prepared to deed to the City of Fife the property necessary to widen Valley Avenue. The proposed resolution authorizes the City Manager to execute the deed of ownership to the City of Fife. Staff recommends approval of the resolution.

Director Blount addressed questions and identified the various properties involved in the project. The Cerqui's are required to vacate the property by June 30, 2009. The state enforces vacation of the lease. He addressed questions on timing for the bids with respect to the vacation of the property. No other properties are occupied.

Motion

Motion carried unanimously.

**#1303; Approve Water
Comprehensive Plan**

A resolution of the City Council of the City of Fife, Pierce County, Washington, authorizing the City Manager to purchase an automatic license plate reader unit for an amount not to exceed the grant amount of \$28,000.00.

Police Chief Blackburn reported the unit provides the capability of reading license plates to ascertain whether the plates are stolen parked in motels or traveling along the roadway. The unit saves time and assists the City in security measures. The purchase is grant funded. Staff recommends approval of the resolution. Fife is one of two cities in the county to receive the grant award.

Motion

Motion carried unanimously.

**CITY MANAGER
REPORT**

City Manager Worthington reported on the following:

- City Manager Worthington reported on Police Chief Blackburn's recent completion of his Bachelor of Science degree.
- Municipal Court is providing an amnesty program for outstanding unpaid infractions. Judge Ringus reported on the statewide effort to license drivers by offering amnesty to drivers by reducing half of the collection costs for unpaid infractions and tickets in an effort for drivers to pay their fines. The program has been extended another 30 days. The last amnesty program was three years ago.

Motion

Councilmember Brooks moved, seconded by Councilmember Godwin, to extend the meeting until completion of the agenda. Motion carried unanimously.

- The volunteer appreciation dinner was rescheduled during summer at a local park. The dinner was previously scheduled for May 28, 2009.
- The filing deadline for public office is the end of business hours on June 5, 2009. Three positions on the Council are up for filing.
- Mayor Johnson and Councilmember Hull were acknowledged for their efforts during the recent trip to Washington, D.C. and for meeting with federal delegates.
- Meghan Erkinen, *Fife Free Press* newspaper, was acknowledged for providing coverage of Fife events during the last several years. Several Councilmembers acknowledged her work as well.

**COUNCILMEMBER
COMMENTS**

Councilmember Roscoe shared information on the upcoming Camp Patriot event for injured veterans to summit Mt. Rainer. A kick-off fundraiser is scheduled on July 5, 2009 at Quest Field with the Seahawks donating the Fox Sports Fox Sports Network Lounge at the south end of the Qwest Field for the 2009 Quest for the Summit Kick Off Event. Interested citizens can obtain more information at www.camppatriot.org.

Mayor Johnson urged businesses to become involved in determining a solution for funding road maintenance.

CITIZEN COMMENTS **Carole Sue Braaten, 2410 Berry Lane East**, asked the Council not to utilize the City's financial reserve to balance the budget as it would be detrimental and could be devastating to the City in the long-term. The City needs to consider other measures, such as renegotiating union contracts. She commented on the high rate of unemployment with many people no longer counted on the unemployment rolls because they have exhausted their unemployment benefits.

Pat Hulcey, Fife Historical Society, provided an update on museum activities.

ADJOURNMENT **With there being no further business, Mayor Johnson adjourned the meeting at 10:14 p.m.**

Barry Johnson, Mayor

Steve Marcotte, City Clerk/Finance Director

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

Payroll Vouchers #45693 - 45743

For May 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: \$553,561.95

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 76251 through 76349 in the amount of \$ 383,659.93 are approved for payment on 6-9-09.

Councilperson _____

Councilperson _____

Councilperson _____

Councilperson _____

City Clerk/Treasurer _____

□□□

City Manager's approval of facsimile signature on Warrants

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
DeGroot, David Conference - Meals, Mileage	4496	76251	\$196.70
Finance & Admin. Services, Finance Division, Travel, Conf, Schooling			
		Claimant Total:	\$196.70
Gerling & Associates Expanding Side	6797	76252	\$29,500.00
, , Machinery & Equipment			
		Claimant Total:	\$29,500.00
PetroCard Systems Inc Fuel - PW	11909	76253	\$423.76
Water Utility, , Fuel Consumed			
Fuel - PD			\$2,533.82
Police, Operations Division, Fuel Consumed			
Fuel - PW			\$423.76
Operations Division, , Fuel Consumed			
Fuel - D Cantlin			\$51.03
Parks, Rec. & Senior Services, Park Maintenance, Fuel Consumed			
Fuel - Investigations			\$270.33
Police, Investigations, Fuel Consumed			
Fuel - Engineering			\$139.13
Engineering, Engineering, Fuel Consumed			
Fuel - Building			\$24.97
Community Development, Building Division, Fuel Consumed			
Fuel - Senior Center			\$117.18
Parks, Rec. & Senior Services, Senior/Community Center Div., Fuel Consumed			
Fuel - R Keuter			\$19.48
Parks, Rec. & Senior Services, Senior/Community Center Div., Fuel Consumed			
Fuel - D Cantlin			\$5.67
Parks, Rec. & Senior Services, Senior/Community Center Div., Fuel Consumed			
Fuel - R Keuter			\$2.17
Parks, Rec. & Senior Services, Swim Center Division, Fuel Consumed			
Fuel - Parks			\$318.82
Parks, Rec. & Senior Services, Park Maintenance, Fuel Consumed			
Fuel - Jail			\$222.68
Detention Services, , Fuel Consumed			

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Fuel - PW	Sewer Utility, , Fuel Consumed		\$423.76
Fuel - Fleet	, , Fuel Consumed		\$321.31
Fuel - Nyberg	Drainage District #21, , Office & Operating Supplies		\$81.40
Fuel - Spare Admin	General Government, Facilities & Property Division, Fuel Consumed		\$33.86
Claimant Total:			\$5,413.13
Phillips, Kristine	12135	76254	
Refund - Swim Class	, , Swim Lessons & Programs		\$31.00
Claimant Total:			\$31.00
QWest	17650	76255	
Phones	Police, Communications/Dispatch, Telephone		\$129.74
Claimant Total:			\$129.74
Tacoma Rubber Stamp	16800	76256	
Ink Stamp	Police, Investigations, Office & Operating Supplies		\$30.59
Ink Stamp	Police, Operations Division, Office & Operating Supplies		\$39.70
Claimant Total:			\$70.29
Tran, Diep	17442	76257	
Refund - Swim Class Withdrawal	, , Swim Lessons & Programs		\$100.00
Claimant Total:			\$100.00
Withers, Chris	15308	76258	
Refund - Swim Class	, , Swim Lessons & Programs		\$115.00
Claimant Total:			\$115.00
Grand Total:			\$35,555.86

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Cazalet, Aimee Library Card Reimbursement Non-Departmental, , Library Services	2717	76259	\$150.00
Claimant Total:			\$150.00
Johnson, Tina Refund - Program Withdrawal , , Summer Day Camp	8086	76260	\$95.00
Claimant Total:			\$95.00
Malave, Michael Training - Meals Police, Investigations, Travel, Conf, Schooling	9203	76261	\$95.00
Claimant Total:			\$95.00
Thompson, Tom Training - Meals, Fuel Police, Investigations, Travel, Conf, Schooling	5044	76262	\$128.07
Claimant Total:			\$128.07
/elazco, Rogelio Forfeited Facility Deposit , , Forfeited Sr Cntr Deposits	18087	76263	\$-50.00
Refund - Facility Rental Depos Non-Rev/Non-Exp, , Center Damage Deposits			\$500.00
Claimant Total:			\$450.00
Welch, Mary Library Card Reimbursement Non-Departmental, , Library Services	19031	76264	\$56.00
Claimant Total:			\$56.00
Grand Total:			\$974.07

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Coban Research & Technologies Sales Tax Inv 1183 , Machinery & Equipment	3243	76265	\$1,834.43
Claimant Total:			\$1,834.43
McCauley, Stefanie Training - Meals	9121	76266	\$85.00
Claimant Total:			\$85.00
Potter, Laurel Photos, Frame	12805	76267	\$23.81
Claimant Total:			\$23.81
Grand Total:			\$1,943.24

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
4 Paws Pet Food K-9 Food	11919	76268	\$78.00
K-9 Division, , Office & Operating Supplies			
Claimant Total:			\$78.00
AHBL Inc Freeman Road Reconstruction LI	419	76269	\$87,875.48
Sewer Construction, , LID 2008-3			
Claimant Total:			\$87,875.48
Allied Electric Corporation Intrusion Alarm System - Well	536	76270	\$3,169.70
Water Construction, , Intrusion Alarm, well 5&6			
Claimant Total:			\$3,169.70
Am Red Cross-Mt Rainier Chapte Admin Fees - First Aid/CPR Cla	799	76271	\$7.00
Parks, Rec. & Senior Services, Swim Center Division, Travel, Conf, Schoolin			
Claimant Total:			\$7.00
American Swimming Membership Dues - J Wurm	806	76272	\$70.00
Parks, Rec. & Senior Services, Swim Center Division, Travel, Conf, Schoolin			
Claimant Total:			\$70.00
Aqua Care Inc O-Rings, Diffuser	890	76273	\$68.44
Parks, Rec. & Senior Services, Swim Center Division, Office & Operating Sup			
Claimant Total:			\$68.44
Aramark Uniform Services Mat Service	944	76274	\$68.06
Water Utility, , Repairs & Maintenance			
Mat Service	Operations Division, , Repairs & Maintenance		\$68.07
Mat Service	General Government, Facilities & Property Division, Professional Services		\$10.63
Mat Service	Parks, Rec. & Senior Services, Senior/Community Center Div., Professional S		\$17.38

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Mat Service	Sewer Utility, , Repairs & Maintenance		\$68.06
Uniform Services	Parks, Rec. & Senior Services, Park Maintenance, Professional Services		\$35.66
Uniform Services	Parks, Rec. & Senior Services, Park Maintenance, Professional Services		\$35.66
Shop Towels	, , Miscellaneous		\$44.04
Claimant Total:			\$347.56
ARMA International	950	76275	
Membership Dues - H Ware	Finance & Admin. Services, Administrative Services, Miscellaneous		\$205.00
Claimant Total:			\$205.00
Baade, Arminda J	1368	76276	
Interpreter 5/7	Municipal Court, Municipal Court, Professional Services		\$164.63
Claimant Total:			\$164.63
Badillo, Daniel	1371	76277	
Interpreter 5/21	Municipal Court, Municipal Court, Professional Services		\$100.00
Claimant Total:			\$100.00
Big John's Trophies	1558	76278	
Plaque	Police, Operations Division, Office & Operating Supplies		\$104.22
Name Badge	Legislative, , Office & Operating Supplies		\$16.40
Claimant Total:			\$120.62
Bird, Feresika S.	1553	76279	
Interpreter 5/20	Municipal Court, Municipal Court, Professional Services		\$88.25
Claimant Total:			\$88.25
Blumenthal Uniforms	1570	76280	
Shirts, Belt	Municipal Court, Security Division, Uniform Clothing		\$214.01
Tie Bars	Police, Operations Division, Office & Operating Supplies		\$347.14

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Clip Case		Police, Operations Division, Office & Operating Supplies	\$72.08
Claimant Total:			\$633.23
Carlson, Thomas G	2541	76281	
Sales Tax Data Conversions	Finance & Admin. Services, Finance Division, Professional Services		\$488.71
Claimant Total:			\$488.71
CDW Government Inc	2099	76282	
Imaging Units	Community Development, Building Division, Small Tools, Equip		\$338.63
Imaging Units	Executive, Information Technology/IT, Small Tools, Equip		\$338.63
Claimant Total:			\$677.26
Cerium Networks	2871	76283	
Gold Support	Executive, Information Technology/IT, Professional Services		\$964.94
Claimant Total:			\$964.94
Chevrolet of Puyallup	2883	76284	
Accessory	, , Office & Operating Supplies		\$85.65
Claimant Total:			\$85.65
Chough, Kwang	2906	76285	
Interpreter 5/19	Municipal Court, Municipal Court, Professional Services		\$100.00
Claimant Total:			\$100.00
City of Puyallup	13550	76286	
Jail Services	Detention Services, , Jail Costs		\$1,625.04
Claimant Total:			\$1,625.04
City Treasurer	3200	76287	
Utilities	Water Utility, , Water Purchased for Resale		\$61,147.28
Utilities	Maintenance Division, , Street Lighting		\$685.90
Utilities	Water Utility, , Public Utilities		\$314.35

06/03/08:14

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Utilities		General Government, Facilities & Property Division, Public Utility Svcs	\$9.31
Claimant Total:			\$62,156.84
Coastwide Laboratories	3251	76288	
Tissue, Towels, Liners		General Government, Facilities & Property Division, Office & Operating Supp	\$246.14
Claimant Total:			\$246.14
Copy Wrights	3778	76289	
Envelopes		Finance & Admin. Services, Finance Division, Office & Operating Supplies	\$18.57
Envelopes		Executive, Human Resources, Office & Operating Supplies	\$18.57
Envelopes		Water Utility, , Office & Operating Supplies	\$32.69
Envelopes		Water Utility, , Office & Operating Supplies	\$34.48
Envelopes		Legislative, , Office & Operating Supplies	\$26.53
Envelopes		Storm Drainage Utility, , Office & Operating Supplies	\$7.54
Envelopes		Legislative, , Office & Operating Supplies	\$25.15
Envelopes		Sewer Utility, , Office & Operating Supplies	\$29.18
Envelopes		Storm Drainage Utility, , Office & Operating Supplies	\$7.96
Envelopes		Sewer Utility, , Office & Operating Supplies	\$27.66
Envelopes		Finance & Admin. Services, Acministrative Services, Office & Operating Supp	\$26.53
Records Request		Engineering, Engineering, Office & Operating Supplies	\$17.49
Envelopes		Community Development, Planning Division, Office & Operating Supplies	\$33.95

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BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Envelopes		Community Development, Planning Division, Office & Operating Supplies	\$35.81
Envelopes		Community Development, Building Division, Office & Operating Supplies	\$33.95
Envelopes		Community Development, Building Division, Office & Operating Supplies	\$35.81
Envelopes		Executive, Executive, Office & Operating Supplies	\$30.18
Envelopes		Executive, Executive, Office & Operating Supplies	\$31.83
Envelopes		Executive, Human Resources, Office & Operating Supplies	\$17.60
Envelopes		Finance & Admin. Services, Administrative Services, Office & Operating Supp	\$25.14
Copies - Port Commerce Center		Engineering, Engineering, Office & Operating Supplies	\$181.33
Envelopes		Finance & Admin. Services, Finance Division, Office & Operating Supplies	\$17.60
Visitors Guide		Tourism/Promotion/VCB, , Advertising	\$1,059.28
Claimant Total:			\$1,774.83
Correctional Industries	3792	76290	
Muffins	Detention Services, , Supplies/Jail		\$365.00
Claimant Total:			\$365.00
Courtesy Auto Service	3776	76291	
Tires	, , Office & Operating Supplies		\$983.13
Claimant Total:			\$983.13
Cross Cultural Communications	3800	76292	
Interpreter 4/7	Municipal Court, Municipal Court, Professional Services		\$72.00
Claimant Total:			\$72.00

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<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
CSK Auto Inc Battery - Veh #223	3919 , , Repair Parts - Police	76293	\$5.45
Schock - Veh #68	, , Repair Parts - Water		\$34.30
Schock - Veh #68	, , Repair Parts - Streets		\$34.30
Fuel Filter - Veh #209	, , Office & Operating Supplies		\$9.28
Clamp Cleaner - Veh #212	, , Office & Operating Supplies		\$4.36
WD-40, Supply	, , Office & Operating Supplies		\$39.30
Schock - Veh #68	, , Repair Parts - Sewer		\$34.30
		Claimant Total:	\$161.29
D. C. Williams & Associates Interpreter 5/7	4103 Municipal Court, Municipal Court, Professional Services	76294	\$125.00
		Claimant Total:	\$125.00
David Evans & Associates 54th Ave E St Dedication	5175 Non-Rev/Non-Exp, , Billable Engineering	76295	\$1,050.50
Lexus of Tacoma at Fife	Non-Rev/Non-Exp, , Billable Engineering		\$1,545.73
Benaroya Dev Third Party Revie	Non-Rev/Non-Exp, , Billable Engineering		\$2,106.55
American Fast Freight Third Pa	Non-Rev/Non-Exp, , Billable Engineering		\$4,296.50
Roadway Express - Third Party	Non-Rev/Non-Exp, , Billable Engineering		\$1,472.50
Fife Portal 140 Third Party Re	Non-Rev/Non-Exp, , Billable Engineering		\$656.50
59th Ave East Third Party Revi	Non-Rev/Non-Exp, , Billable Engineering		\$820.20
WARRANT REQUEST DATE: 06/09/2009			Page 6

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<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
City of Fife Misc Proj -CMAQ A	Operations Division, ,	Professional Services	\$2,164.83
City of Fife Misc Proj -Traffi	Operations Division, ,	Professional Services	\$2,218.34
70th Ave E / Valley Ave E	70th/Valley - Phase I, ,	Engineering	\$21,673.67
54th Ave E UPRR Pedestrian Cro	Pedestrian Bridge UPRR, ,	Engineering	\$1,882.50
Wapato Ck Culvert Removal/Reta	70th/Valley - Phase I, ,	Culvert Replacements	\$1,573.80
36th St E Design & Constructio	70th/Valley - Phase I, ,	Engineering	\$5,922.95
Swim Center Project	Parks, Rec. & Senior Services, Swim Center Division, Other Improvements		\$4,365.00
Claimant Total:			\$51,749.57
Dayberry, Leif	CT1272	76296	
Witness Fee	Municipal Court, Municipal Court, Jury/Witness Fees		\$17.70
Claimant Total:			\$17.70
DiJulio Displays Inc	4007	76297	
Banners	Tourism/Promotion/VCB, , Advertising		\$1,962.37
Claimant Total:			\$1,962.37
Dunbar Armored Inc	4251	76298	
Transportation Services	Finance & Admin. Services, Finance Division, Professional Services		\$167.22
Transportation Services	Municipal Court, Municipal Court, Professional Services		\$196.87
Transportation Services	Police, Operations Division, Professional Services		\$167.23
Claimant Total:			\$531.32

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<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
EDEN Advanced Pest Tech Pest Control	4749	76299	\$49.19
	General Government, Facilities & Property Division, Repairs & Maintenance		
Pest Control		General Government, Facilities & Property Division, Repairs & Maintenance	\$92.91
Pest Control		General Government, Facilities & Property Division, Repairs & Maintenance	\$81.98
Pest Control		Parks, Rec. & Senior Services, Swim Center Division, Repairs & Maintenance	\$65.58
Pest Control		Parks, Rec. & Senior Services, Swim Center Division, Repairs & Maintenance	\$81.98
		Claimant Total:	\$371.64
Edwards, Noland Interpreter 5/12	4754	76300	\$111.00
	Municipal Court, Municipal Court, Professional Services		
		Claimant Total:	\$111.00
Evergreen Equipment Company Cover	5200	76301	\$22.41
	Operations Division, , Small Tools, Equip		
		Claimant Total:	\$22.41
Federal Express Delivery Costs	5489	76302	\$8.12
	Police, Operations Division, Office & Operating Supplies		
		Claimant Total:	\$8.12
Fife Chamber of Commerce Meeting - Meal, Potter & J Jon Tourism/Promotion/VCB, , Advertising	5640	76303	\$40.00
		Claimant Total:	\$40.00
Fife Flowers & Gifts Flower Bouquet	5711	76304	\$27.33
	Legislative, , Office & Operating Supplies		
		Claimant Total:	\$27.33

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Fife Printing Wavier - PreHearing Form	5775	76305	\$249.75
	Municipal Court, Municipal Court, Office & Operating Supplies		
		Claimant Total:	\$249.75
Grainger Safety Eyewear	7125	76306	\$26.25
	Sewer Utility, , Office & Operating Supplies		
Cleaner/Degreaser			\$157.97
	Sewer Utility, , Office & Operating Supplies		
Lubricant			\$16.45
	Sewer Utility, , Office & Operating Supplies		
Safety Eyewear			\$4.35
	Water Utility, , Office & Operating Supplies		
Safety Eyewear			\$26.25
	Water Utility, , Office & Operating Supplies		
Goggle / Faceshield			\$18.30
	Sewer Utility, , Office & Operating Supplies		
Respirator			\$14.34
	Sewer Utility, , Office & Operating Supplies		
Safety Eyewear			\$4.34
	Operations Division, , Office & Operating Supplies		
Safety Eyewear			\$26.25
	Operations Division, , Office & Operating Supplies		
Safety Eyewear			\$4.35
	Sewer Utility, , Office & Operating Supplies		
		Claimant Total:	\$298.85
H & B Top Soil Topsoil	7280	76307	\$52.46
	Storm Drainage Utility, , Office & Operating Supplies		
Topsoil			\$52.46
	Storm Drainage Utility, , Office & Operating Supplies		
		Claimant Total:	\$104.92
H D Fowler Co Hydrant Wrench	6180	76308	\$25.03
	Water Utility, , Small Tools, Equipment		

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Ball Valves		Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie	\$378.52
Claimant Total:			\$403.55
H D Supply - Waterworks	11399	76309	
Hydrant Wrench		Water Utility, , Small Tools, Equipment	\$63.88
Claimant Total:			\$63.88
Healthforce Occupational Med	73402	76310	
Exam		, , Miscellaneous	\$50.00
Claimant Total:			\$50.00
Hemley's Handy Kans	7397	76311	
5 Portable Toilets		Parks, Rec. & Senior Services, Park Maintenance, Operating Rents & Leases	\$367.25
Claimant Total:			\$367.25
Inline NW	7646	76312	
Grading		K-9 Division, , Professional Services	\$287.46
Claimant Total:			\$287.46
Kidz Love Soccer	8913	76313	
Soccer Classes		Parks, Rec. & Senior Services, Recreation Division, Miscellaneous	\$864.00
Soccer Classes		Parks, Rec. & Senior Services, Recreation Division, Miscellaneous	\$378.00
Claimant Total:			\$1,242.00
KPG	8202	76314	
48th St E Water, Sewer, StormSewer Construction, , LID - 2008-2			\$32,157.93
Claimant Total:			\$32,157.93
Lazer Trends LLC	8602	76315	
Piano Finish, Plate		Legislative, , Miscellaneous	\$100.51
Plaques		Legislative, , Office & Operating Supplies	\$43.71

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$144.22
Lim, Vannara S Interpreter 5/7, 5/8	8662	76316 Municipal Court, Municipal Court, Professional Services	\$301.40
		Claimant Total:	\$301.40
Matthew Bender & Co WA Reports Vol 2	1409	76317 Municipal Court, Municipal Court, Office & Operating Supplies	\$24.86
		Claimant Total:	\$24.86
McCain Co Signal Head, Tunnel Visor	9115	76318 Maintenance Division, , Traf Cntrl - Signals	\$1,276.62
		Claimant Total:	\$1,276.62
McDonough & Sons Street Cleaning	9105	76319 Maintenance Division, , Street Cleaning	\$303.31
Street Cleaning		Maintenance Division, , Street Cleaning	\$202.21
		Claimant Total:	\$505.52
Nat'I Reserve Law Membership Dues - Reserve	10410	76320 Police, Operations Division, Miscellaneous	\$666.00
		Claimant Total:	\$666.00
Nextel Communications Phones	10515	76321 Police, Communications/Dispatch, Telephone	\$1,458.85
Phones		Parks, Rec. & Senior Services, Senior/Community Center Div., Telephone, Pos	\$27.67
Phones		Water Utility, , Telephone, Postage	\$328.60
Phones		Operations Division, , Telephone, Postage	\$328.61
Phones		Sewer Utility, , Telephone, Postage	\$328.60
Phones		, , Telephone, Postage	\$84.21

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Phones		Water Utility, , Telephone, Postage	\$4.98
Phones		Sewer Utility, , Telephone, Postage	\$4.98
Phones		Executive, Information Technology/IT, Telephone, Postage	\$-0.30
Phones		Detention Services, , Telephone, Postage (Comm)	\$52.13
Phones		Drainage District #21, , Telephone, Postage	\$56.33
Phones		Police, Investigations, Telephone, Postage	\$315.20
Phones		Storm Drainage Utility, , Telephone, Postage	\$4.42
Phones		Operations Division, , Telephone, Postage	\$4.42
Phones		General Government, Facilities & Property Division, Telephone	\$4.42
		Claimant Total:	\$3,003.12
Northwest Asphalt 36th St Improvements	10645	76322 ROW Acquisitions, , ROW Acquisitions	\$34,662.56
Retainage - 36th St Improvement		ROW Acquisitions, , ROW Acquisitions	\$1,824.35
		Claimant Total:	\$36,486.91
Office Depot Deskpad	4697	76323 Parks, Rec. & Senior Services, Recreation Division, Office & Operating Supp	\$5.59
Batteries, Tape, Pens, Paper,		Executive, Executive, Office & Operating Supplies	\$27.43
Batteries, Tape, Pens, Paper,		Executive, Human Resources, Office & Operating Supplies	\$16.00
Batteries, Tape, Pens, Paper,		Legislative, , Office & Operating Supplies	\$22.86

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Batteries, Tape, Pens, Paper,	Community Development, Planning Division,	Office & Operating Supplies	\$30.86
Batteries, Tape, Pens, Paper,	Finance & Admin. Services, Finance Division,	Office & Operating Supplies	\$16.00
Batteries, Tape, Pens, Paper,	Finance & Admin. Services, Administrative Services,	Office & Operating Supp	\$22.86
Batteries, Tape, Pens, Paper,	Storm Drainage Utility, ,	Office & Operating Supplies	\$6.86
Batteries, Tape, Pens, Paper,	Sewer Utility, ,	Office & Operating Supplies	\$25.15
Batteries, Tape, Pens, Paper,	Community Development, Building Division,	Office & Operating Supplies	\$30.86
Batteries, Tape, Pens, Paper,	Water Utility, ,	Office & Operating Supplies	\$29.72
Claimant Total:			\$234.19
Paramount Supply Company	11500	76324	
Gauge, Etc	Water Utility, ,	Office & Operating Supplies	\$97.61
Claimant Total:			\$97.61
Pierce Co Budget & Finance	12200	76325	
Jail - 15 Bookings, 24 Days, 2	Detention Services, ,	Jail Costs	\$4,908.00
Claimant Total:			\$4,908.00
Pierce County Comm. Newspapers	16875	76326	
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
Display Ad Fife Free Press	Parks, Rec. & Senior Services, Senior/Community Center Div.,	Advertising	\$110.90
Claimant Total:			\$332.70
Platt Electric Supply	12650	76327	
CH Disconnect, Fuses	General Government, Facilities & Property Division,	Office & Operating Supp	\$658.31

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<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Fuses		General Government, Facilities & Property Division, Office & Operating Supp	\$32.44
Claimant Total:			\$690.75
ProBuild / Lumbermens	8980	76328	
Plywood, Screws, Powerbit		General Government, Facilities & Property Division, Office & Operating Supp	\$239.82
Bolts, Washers		Operations Division, , Office & Operating Supplies	\$12.42
Cement		Maintenance Division, , Roadway	\$113.63
Claimant Total:			\$365.87
Puget Sound Energy	18370	76329	
Utilities		General Government, Facilities & Property Division, Public Utility Svcs	\$227.15
Utilities		Maintenance Division, , Street Lighting	\$41.17
Utilities		Maintenance Division, , Street Lighting	\$90.91
Claimant Total:			\$359.23
Puget Sound Instrument Co	13350	76330	
Mirror Bracket, Connector		Police, Communications/Dispatch, Office & Operating Supplies	\$27.19
Site Rental		, , Machinery & Equipment	\$464.53
Claimant Total:			\$491.72
Puget Sound Meeting Services	13353	76331	
Transcription Services		Finance & Admin. Services, Administrative Services, Professional Services	\$1,025.24
Claimant Total:			\$1,025.24
QWest	17650	76332	
Phones		General Government, Facilities & Property Division, Telephone	\$508.29
Phones		Police, Communications/Dispatch, Telephone	\$489.16

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<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Phones		Police, Communications/Dispatch, Telephone	\$60.23
Phones		Police, Communications/Dispatch, Telephone	\$280.81
Phones		Police, Communications/Dispatch, Telephone	\$56.33
Phones		Police, Communications/Dispatch, Telephone	\$197.54
Phones		Police, Communications/Dispatch, Telephone	\$344.80
Phones		Police, Communications/Dispatch, Telephone	\$83.31
Phones		Police, Communications/Dispatch, Telephone	\$146.05
Phones		Water Utility, , Telephone, Postage	\$59.77
Phones		General Government, Facilities & Property Division, Telephone	\$508.29
Claimant Total:			\$2,734.58
Ricoh Americas Corporation	7294	76333	
Copier Lease		Operations Division, , Operating Rents & Leases	\$86.99
Copier Lease		Executive, Executive, Operating Rents & Leases	\$151.63
Copier Lease		Finance & Admin. Services, Administrative Services, Operating Rents & Lease	\$159.06
Copier Lease		Executive, Human Resources, Operating Rents & Leases	\$79.23
Copier Lease		Legislative, , Operating Rents & Leases	\$52.82
Copier Lease		Sewer Utility, , Operating Rents & Leases	\$174.00
Copier Lease		Detention Services, , Operating Rents & Leases	\$93.21
Copier Lease		Water Utility, , Operating Rents & Leases	\$174.00

BLANKET VOUCHER APPROVAL DOCUMENT

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Copier Lease	Municipal Court, Municipal Court,	Operating Rents & Leases	\$434.99
Copier Lease	Police, Operations Division,	Operating Rents & Leases	\$528.20
Copier Lease	Finance & Admin. Services, Finance Division,	Operating Rents & Leases	\$160.33
Copier Lease	Police, Communications/Dispatch,	Operating Rents & Leases	\$155.34
Copier Lease	Community Development, Planning Division,	Operating Rents & Leases	\$182.70
Copier Lease	Community Development, Building Division,	Operating Rents & Leases	\$177.42
Copier Lease	Parks, Rec. & Senior Services, Senior/Community Center Div.,	Operating Rent	\$248.56
Copier Lease	Parks, Rec. & Senior Services, Swim Center Division,	Operating Rents & Leas	\$248.56
Claimant Total:			\$3,107.04
Robinson Engineers LLC	13951	76334	
20th Street Improvements	20th Ave - 54th to 63rd, ,	Engineering	\$16,195.00
Claimant Total:			\$16,195.00
Ron Jones Power Equipment	13967	76335	
Cover, Blades, Single Harness,	Operations Division, ,	Small Tools, Equip	\$99.06
Claimant Total:			\$99.06
RTC Manufacturing	14054	76336	
Signal Heads, Flasher, Cabinet	Maintenance Division, ,	Traf Cntrl - Signals	\$4,200.00
Claimant Total:			\$4,200.00
Sprint	15359	76337	
MDT's	Criminal Justice, ,	Telephone	\$1,477.89

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$1,477.89
Sterling Reference Laboratorie Analysis thru 4/24	15912	76338 Municipal Court, Probation Division, Professional Services	\$389.69
		Claimant Total:	\$389.69
Sumner Tractor & Equipment Cap Screws, Lock Nuts, Washers	16000	76339 , , Repair Parts - Sewer	\$179.49
Cap Screws, Lock Nuts, Washers		, , Repair Parts - Water	\$179.49
Cap Screws, Lock Nuts, Washers		, , Repair Parts - Streets	\$179.49
		Claimant Total:	\$538.47
Tacoma Regional CVB Networking Event	16700	76340 Tourism/Promotion/VCB, , Advertising	\$25.00
Event Show		Tourism/Promotion/VCB, , Advertising	\$1,267.00
		Claimant Total:	\$1,292.00
Tacoma Screw Products Pipe Wrench, Strap Wrench, Sho	16850	76341 Operations Division, , Small Tools, Equip	\$368.22
Drill Bits		General Government, Facilities & Property Division, Small Tools, Equip	\$130.33
		Claimant Total:	\$498.55
Tadese, Sisay Witness Fee	CT1270	76342 Municipal Court, Municipal Court, Jury/Witness Fees	\$48.50
		Claimant Total:	\$48.50
Taylor, Joshua Witness Fee	CT1271	76343 Municipal Court, Municipal Court, Jury/Witness Fees	\$13.30

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
Title Reports	Sewer Construction, , LID 2008-3		\$437.20
Title Reports	Sewer Construction, , LID 2008-3		\$437.20
Title Reports	Sewer Construction, , LID 2008-3		\$437.20
Title Reports	Sewer Construction, , LID 2008-3		\$437.20
Title Reports	Sewer Construction, , LID 2008-3		\$437.20
Title Reports	Sewer Construction, , LID 2008-3		\$437.20
Claimant Total:			\$9,181.20
United Parcel Service	17897	76346	
Delivery Costs	Executive, Information Technology/IT, Telephone, Postage		\$24.89
Delivery Costs	Police, Operations Division, Postage		\$9.76
Delivery Costs	Police, Operations Division, Postage		\$25.34
Claimant Total:			\$59.99
United Pipe & Supply	17900	76347	
Pipe, Dripline	Parks, Rec. & Senior Services, Park Maintenance, Office & Operating Supplie		\$260.15
PVC Pipe, Cement	Park Acquisition/Develop, , Torre Property Improvements		\$143.66
Credit PVC Pipe	Park Acquisition/Develop, , Torre Property Improvements		-\$60.27
Claimant Total:			\$343.54
Utility Underground Location C	18050	76348	
Underground Locates	Sewer Utility, , Professional Services		\$8.40
Underground Locates	Operations Division, , Professional Services		\$8.40
Underground Locates	Water Utility, , Professional Services		\$8.40

<u>CLAIMANT</u>	<u>CLAIMANT#</u>	<u>VOUCHER</u>	<u>AMOUNT</u>
		Claimant Total:	\$25.20
Water Mgmt Laboratories Inc	19000	76349	
Water Testing	Water Utility, , Miscellaneous		\$120.00
		Claimant Total:	\$120.00
		Grand Total:	\$345,186.76

June 1, 2009

MEMORANDUM

For Meeting of June 9, 2009

TO: Mayor and Council Members.

THROUGH: Steve Worthington, City Manager.

FROM: Carl Durham, Acting Community Development Director.

SUBJECT: Community Rating System for the National Flood Insurance Program.

REPORT IN BRIEF:

About August of last year the City Council directed Community Development to look into the possibility of improving our Community Rating System (CRS) score in an effort to save the citizens of the City Of Fife even more money on their flood insurance premiums.

We did so and found that reasonable certainty we could improve our rating from a "7" to a "5" which, if attained would increase our reduction in cost from 15% to 25%.

With the help of Mr. Rob Flaner of Tetra Tech we completed the application manual, not an undaunting task as the application is about 2 inches thick.

We sent the report in to Linda Ryan of Insurance Services Office, Inc. in Tillicum Oregon. Ms. Ryan is who evaluates the application forms for CRS and also does the site visits and audits to assure our compliance with our CRS plan.

I am proud to report that on May 6, 2009 we received the determination that Ms. Ryan deemed our application not only met the minimum standards for the new rating we exceeded the minimum by 38 points, our score 2538!!

THE CITY OF FIFE IS NOW RATED A CLASS 5 CRS COMMUNITY.

The Community Development Department staff all participated in the application process and I am very proud and pleased to be part of this effort and department.


Carl Durham, Acting
Community Development Director


Approved for Agenda Steve Worthington
City Manager



INSURANCE SERVICES OFFICE, INC.

270 BLUEBIRD LANE, TILLAMOOK, OR 97141 lryan@iso.com

PHONE: 503) 842-0029

CITY OF FIFE
CITY MANAGER
MAY 06 2009

April 30, 2009

Mr. Carl Durham
Community Development Director
City of Fife
5411 – 23rd Street, East
Fife, WA 98424

Dear Mr. Durham:

Enclosed are the preliminary results regarding credits for your Community Rating System (CRS) Modification.

I have verified 2538 credit points for the City of Fife. This results in a CRS Classification of 5. Attached is a Verification Report and a credit calculation worksheet AW-720 which contains an overall point summary. The information provided is subject to further review by Insurance Services Office, Inc. (ISO) and acceptance by DHS/FEMA.

Thank you for your cooperation during my visit. I am certain you may have questions so please don't hesitate to contact me.

Yours very truly,

Linda L. Ryan, CFM
ISO/CRS Specialist

Cc Mr. Jeffrey Woodward, DHS/FEMA Region X
Mr. David Stroud, Insurance Service Office
Mr. Dan Sokol, State NFIP Coordinator
Mr. Rob Flaner, Tetra Tech, Inc.



COMMUNITY
RATING
SYSTEM

VERIFICATION
REPORT

City of Fife, WA

Verified Class 5

NFIP Number: 530140

Modification

Date of Verification Visit: October 15, 2008

This Verification Report is provided to explain the recommendations of Insurance Services Office, Inc. (ISO) to DHS/FEMA concerning credits under the Community Rating System (CRS) for the above named community. The modified activity elements are shown in bold text within the activity statement.

A total of 955 credit points are verified for this modification. Along with the 1583 points previously verified, the community now has a total of 2538 credit points. This modification results in a recommendation that the community be improved from CRS Class 7 to a CRS Class 5. The community has met the CRS Class 5 prerequisite with a Building Code Effectiveness Grading Schedule (BCEGS) Classification of 4/4. The following is a summary of our findings based on the submitted modification with the total modified points noted in parenthesis:

Activity 310 – Elevation Certificates: City Hall maintains elevation certificates for new and substantially improved buildings. Copies of elevation certificates are made available upon request. **Elevation Certificates are also maintained in computer format. Elevation Certificates, plans, regulations and other records are maintained in a secure location away from the permit office.** (81 points)

Activity 320 – Map Information Service: Credit is provided for furnishing inquirers with flood zone information from the community's latest Flood Insurance Rate Map (FIRM), publicizing the service annually and maintaining records. (140 points)

Activity 330 – Outreach Projects: An outreach brochure is also mailed annually to all properties in the community's Special Flood Hazard Area (SFHA). The community also provides flood information through displays at public buildings. (94 points)

Activity 340 – Hazard Disclosure: Credit is provided for state and community regulations requiring disclosure of flood hazards. (15 points)

Activity 350 – Flood Protection Information: Documents relating to floodplain management are available in the reference section of the Pierce County Library. **Credit is also provided for floodplain information displayed on the community's website.** (97 points)

Activity 410 – Additional Flood Data: Credit is provided for conducting and adopting flood studies for areas not included on the flood insurance rate maps and that exceed minimum mapping standards. Credit is also provided for a cooperating technical partnership agreement with FEMA. (280 points)

Activity 420 – Open Space Preservation: Credit is provided for preserving approximately 1330 acres in the SFHA as open space. Credit is also provided for open space land that is preserved in a natural state. (419 points)

Activity 430 – Higher Regulatory Standards: Credit is provided for enforcing regulations that require freeboard for new and substantial improvement construction, protection of critical facilities, natural and beneficial functions, other higher regulatory standards and state mandated regulatory standards. Credit is also provided for a Building Code Effectiveness Grading Schedule (BCEGS) Classification of 4/4. (377 points)

Activity 440 – Flood Data Maintenance: Credit is provided for maintaining and using digitized maps in the day to day management of the floodplain. Credit is also provided for maintaining copies of all previous FIRMs and Flood Insurance Study Reports. (174 points)

Activity 450 – Stormwater Management: The community enforces regulations for stormwater management, freeboard in non-SFHA zones, soil and erosion control, and water quality. Credit is also provided for stormwater management master planning. (612 points)

Activity 540 – Drainage System Maintenance: All of the community's drainage system is inspected regularly throughout the year and maintenance is performed as needed by the Fife Public Works Department. Records are being maintained for both inspections and required maintenance. (250 points)

Activity 630 – Dam Safety: All Washington communities currently receive CRS credit for the state's dam safety program. (63 points)

Attached is the Community Calculations Worksheet that lists the verified credit points for the Community Rating System.

CEO Name / Address:

Steve Worthington
City Manager
5411 – 23rd Street, East
Fife, Washington 98424

CRS Coordinator Name / Address:

Carl Durham
Community Development Director
5411 – 23rd Street, East
Fife, Washington 98424
(253) 922-2489

Date Report Prepared: April 30, 2009

Community : City of Fife, Washington

NFIP Number : 530140

720m COMMUNITY CREDIT CALCULATIONS (Modification) :

CALCULATION SECTION :

Verified Activity Calculations

	Previous Score		Modified Score		Current Credit		Activity Total
c310	<u>56</u>	c310	<u>81</u>	c310	<u>81</u>		<u>81</u>
c320	<u>140</u>	c320		c320	<u>140</u>		<u>140</u>
c330	<u>127</u>	c330	<u>94</u>	c330	<u>94</u>		<u>94</u>
c340	<u>15</u>	c340		c340	<u>15</u>		<u>15</u>
c350	<u>53</u>	c350	<u>97</u>	c350	<u>97</u>		<u>97</u>
c360		c360		c360			
c410	<u>24</u>	c410	<u>206</u>	c410	<u>206</u>	x CGA <u>1.36</u>	= <u>280</u>
c420	<u>103</u>	c420	<u>261</u>	c420	<u>261</u>	x CGA <u>1.36</u>	= <u>355</u>
c430	<u>337</u>	c430	<u>277</u>	c430	<u>277</u>	x CGA <u>1.36</u>	= <u>377</u>
c440	<u>169</u>	c440	<u>128</u>	c440	<u>128</u>	x CGA <u>1.36</u>	= <u>174</u>
c450	<u>496</u>	c450	<u>450</u>	c450	<u>450</u>	x CGA <u>1.36</u>	= <u>612</u>
c510		c510		c510			
c520		c520		c520			
c530		c530		c530			
c540		c540	<u>250</u>	c540	<u>250</u>		<u>250</u>
c610		c610		c610			
c620		c620		c620			
c630	<u>63</u>	c630		c630	<u>63</u>		<u>63</u>

722 Community Classification Calculation:

cT = total of above

cT = 2538

Community Classification (from Appendix C):

Class = 5

CEO Name/Address:

Steve Worthington
City Manager
5411 – 23rd Street, East
Fife, Washington 98424

CRS Coordinator Name/Address:

Carl Durham
Community Development Director
5411 – 23rd Street, East
Fife, Washington 98424
(503) 674-7228

Date Report Prepared: April 30, 2009

AW-720M

**MEMORANDUM
For Meeting of June 9th, 2009**

TO: Mayor and Councilmembers
FROM: Steve Worthington, City Manager
SUBJECT: Mrs. Fife 2009-Jamicka Jones

REPORT IN BRIEF:

Jamicka Jones, Mrs. Fife 2009 was selected to represent Fife at the Mrs. Washington State finals in Moses Lake, Washington, May 24th at the Moses Lake High School Theater. Jamicka received the crown and sash for Mrs. Congeniality 2009, an honor bestowed upon her by the contestants. She also earned the Music Education Award and Volunteerism Award. Congratulations Jamicka! Job well done, representing the City of Fife!

Web site: www.mrs washingtonpageant.org

BACKGROUND:

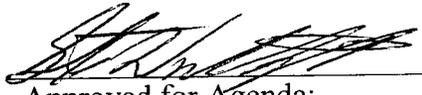
Jamicka Jones is a Fife resident. She has been married to her husband Adon for 8 years and they have two children. She is a stay at home mother and home educator. Jamicka has recently graduated with her Associates Degree in General Studies from Central Texas College and is now working towards her Bachelors of Science degree in Business Management from Northwest University in Kirkland, WA.

During Jamicka's three years in the military, she achieved recognition through awards and several coins for her service and dedication to whatever mission she acquired. Jamicka always went above and beyond what was called of her to do. Although she left the military as a Specialist E-4, she had the job position of a Staff Sergeant E-6 and received an Army Commendation Medal, as well as Army Achievement Medal. She also found time to volunteer three years consecutively for the Special Olympics held annually at Ft .Lewis, WA while serving on Active Duty.

Jamicka has volunteered in her community with bake sales for Women's Retreats, Relay for Life for Cancer participant, been a guest speaker and judged events for Family, Career, and Community Leaders of America (FCCLA), and enjoy bringing awareness of recycling, waste, and mass transportation. She is continually looking for ways to be involved and make in impact in her community as well as others.

She also enjoys creating memory photo books, motivating others to get in shape, planning theme events and reading books.

Visit her website at www.mrsfife2009.com for more information.



Approved for Agenda:
Steve Worthington, City Manager

June 3, 2009

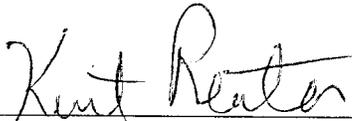
MEMORANDUM
For Meeting of June 9, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Kurt Reuter, Parks, Recreation & Community Services Director
SUBJECT: Pierce County Relatives Raising Children Program

REPORT IN BRIEF: Edith Owen, from the Pierce County Relatives Raising Children Program will be presenting a brief overview of their program.

BACKGROUND: The mission of the PCRRC program is to provide support, information, education, and advocacy to strengthen relatives and non-relatives who have assumed care of children not theirs by birth. Part of their mission includes providing recreational opportunities to children under 18 years of age. City of Fife youth recreation programs are included in the offerings available to these children.

DISCUSSION: Ms. Owen will provide information about this beneficial program available to youth in our community and then entertain questions and comments from council at the conclusion of her presentation.



Kurt Reuter
Parks, Recreation & Community
Services Director



Approved for Agenda:
Steve Worthington, City Manager

MEMORANDUM
For Meeting of June 9, 2009

TO: Mayor and Councilmembers
 THROUGH: Steve Worthington
 FROM: Russ Blount and Ken Gill
 SUBJECT: **Ordinance 1698** – Illicit Discharge

REPORT IN BRIEF: Amend FMC for continued compliance with NPDES permit.

BACKGROUND: This is a bookkeeping exercise. Ecology requires permitted cities to adopt regulations that prohibit non-stormwater, illicit discharges into our system.

ATTACHMENTS: Ordinance 1698, Municipal Stormwater General Permit-Guidance for Cities and Counties-Writing Regulations to Prohibit Illicit Discharges-Dumping, and Illicit Connections-Ecology Publication Number 08-10-061 (12 pages).

DISCUSSION: Ordinance defines prohibited, allowable, and conditional discharges with inspection and enforcement. Fife hosted a staff training session last June; topics included preventing, identifying, and removing illicit discharges. Staff applies this training while performing storm water quality/detention inspections and responding to questions from the public.

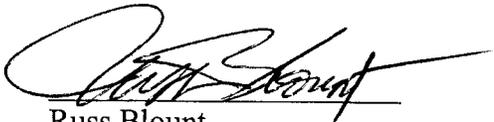
FISCAL IMPACT: No fee increase proposed.

ALTERNATIVE COURSES OF ACTION:

1. Approve a first reading of Ordinance 1698.
2. Waive first reading and adopt Ordinance 1698.
3. Amend Ordinance 1698 and then either approve a first reading or adopt the ordinance.
4. Decline to approve Ordinance 1698.

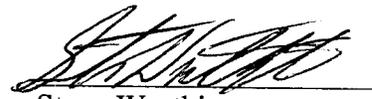
RECOMMENDATIONS: Approve a first reading of Ordinance 1698.

SUGGESTED MOTION: Motion for first reading of Ordinance 1698.



Russ Blount
 Public Works Director

Approved for Agenda



Steve Worthington
 City Manager

CITY OF FIFE, WASHINGTON

ORDINANCE NO. 1698

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON REGARDING ILLICIT DISCHARGES INTO THE CITY'S STORM WATER DRAINAGE SYSTEM, AND AMENDING FIFE MUNICIPAL CODE SECTIONS 15.32.020, 15.32.080(D), 15.32.090 AND ADDING A NEW SECTION 15.32.055.

WHEREAS, Washington State's Municipal Stormwater General Permits require cities and counties to adopt regulations to prohibit non-stormwater, illicit discharges and connections, and dumping into the permittee's municipal separate storm sewer system; and

WHEREAS, the Department of Ecology has provided sample illicit discharge regulations that cities and counties may incorporate into their existing storm water drainage regulations in order to comply with the requirements of the General Permits; and

WHEREAS, the following revisions to the City's storm water drainage regulations incorporate Ecology's proposed regulations and satisfy the City's General Permit requirements regarding illicit discharge;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF FIFE, PIERCE COUNTY, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Section 15.32.020 of the Fife Municipal Code is hereby amended as follows:

For the purposes of this chapter, the following definitions shall apply:

A. "AKART" means All Known, Available, and Reasonable methods of prevention, control, and Treatment. See also the State Water Pollution Control Act, sections 90.48.010 RCW and 90.48.520 RCW.

BA. "Approval" means the proposed work or completed work conforms to this chapter in the opinion of the community development director.

C. "Clean Water Act" means the federal Water Pollution Control Act (33 USC Section 1251 et seq.), and any subsequent amendments thereto.

DB. "Ecology" means the Washington State Department of Ecology.

EC. "Experimental BMP" means a BMP that has not been tested and evaluated by the Department of Ecology in collaboration with local governments and technical experts.

F. "Hazardous materials" means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

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G. "Hyperchlorinated" means water that contains more than 10mg/Liter chlorine.

H. "Illicit connection" means any man-made conveyance that is connected to a municipal separate storm sewer without a permit, excluding roof drains and other similar type connections. Examples include sanitary sewer connections, floor drains, channels, pipelines, conduits, inlets, or outlets that are connected directly to the municipal separate storm sewer system.

I. "Low impact development" means development including BMPs and other measures such that post-development hydrology is identical with pre-development hydrology, in particular including the infiltration of surface water into groundwater.

JE. "Manual" or "stormwater management manual" means the February 2005 Edition of the Stormwater Management Manual for Western Washington adopted by reference and prepared by Ecology that contains BMPs to prevent or reduce pollution, together with Ecology's "Flow Control Guidance for Highly Urbanized Areas" dated May 22, 2006.

K. "Municipal separate storm sewer system" (MS4) means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

a. Owned and operated by the City of Fife.

b. Designed or used for collecting or conveying stormwater;

c. Which is not part of a Publicly Owned Treatment Works (POTW). "POTW" means any device or system used in treatment of municipal sewage or industrial wastes of a liquid nature which is publicly owned; and

d. Which is not a combined sewer. "Combined sewer" means a system that collects sanitary sewage and stormwater in a single sewer system.

L. "Non-stormwater discharge" means any discharge to the storm drain system that is not composed entirely of stormwater.

M. "Pollutant" means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter or any kind.

N. "Premises" means any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips.

O. "Storm drainage system" means publicly owned facilities, including the city's municipal separate storm sewer system, by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention or detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

P. "Stormwater pollution prevention plan" means a document which describes the best management practices and activities to be implemented by a person to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

Section 2. A new section 15.32.055 of the Fife Municipal Code is hereby added to read as follows:

15.32.055 Illicit Discharges

A. Prohibited discharges.

Prohibition of illegal discharges. No person shall throw, drain, or otherwise discharge, cause or allow others under its control to throw, drain or otherwise discharge into the municipal storm drain system and/or surface and ground waters any materials other than stormwater.

a. Examples of prohibited contaminants include but are not limited to the following:

1. Trash or debris.
2. Construction materials.
3. Petroleum products including but not limited to oil, gasoline, grease, fuel oil and heating oil.
4. Antifreeze and other automotive products.
5. Metals in either particulate or dissolved form.
6. Flammable or explosive materials.
7. Radioactive material.
8. Batteries.
9. Acids, alkalis, or bases.
10. Paints, stains, resins, lacquers, or varnishes.
11. Degreasers and/or solvents.
12. Drain cleaners.
13. Pesticides, herbicides, or fertilizers.
14. Steam cleaning wastes.
15. Soaps, detergents, or ammonia.
16. Swimming pool or spa filter backwash.
17. Chlorine, bromine, or other disinfectants.
18. Heated water.
19. Domestic animal wastes.

20. Sewage.
21. Recreational vehicle waste.
22. Animal carcasses.
23. Food wastes.
24. Bark and other fibrous materials.
25. Lawn clippings, leaves, or branches.
26. Silt, sediment, concrete, cement or gravel.
27. Dyes.
28. Chemicals not normally found in uncontaminated water.
29. Any other process-associated discharge except as otherwise allowed in this section.
30. Any hazardous material or waste not listed above.

B. Allowable discharges

The following types of discharges shall not be considered illegal discharges for the purposes of this chapter unless the director determines that the type of discharge, whether singly or in combination with others, is causing or is likely to cause pollution of surface water or groundwater:

- Diverted stream flows.
- Rising ground waters.
- Uncontaminated ground water infiltration –as defined in 40 CFR 35.2005(20).
- Uncontaminated pumped ground water.
- Foundation drains.
- Air conditioning condensation.
- Irrigation water from agricultural sources that is commingled with urban stormwater.
- Springs.
- Water from crawl space pumps.
- Footing drains.
- Flows from riparian habitats and wetlands.
- Discharges from emergency fire fighting activities.

C. Conditional Discharges

The following types of discharges shall not be considered illegal discharges for the purposes of this chapter if they meet the stated conditions, or unless the director determines that the type of discharge, whether singly or in combination with others, is causing or is likely to cause pollution of surface water or groundwater:

1. Potable water, including water from water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be de-chlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary and in volumes and velocities controlled to prevent re-suspension of sediments in the stormwater system;
2. Lawn watering and other irrigation runoff are permitted but shall be minimized;
3. De-chlorinated swimming pool discharges. These discharges shall be de-chlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary and in volumes and velocities controlled to prevent re-suspension of sediments in the stormwater system;
4. Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents are permitted if the amount of street wash and dust control water used is minimized. At active construction sites, street sweeping must be performed prior to washing the street;
5. Non-stormwater discharges covered by another NPDES permit, provided, that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations; and provided, that written approval has been granted for any discharge to the storm drain system;
6. Other non-stormwater discharges. The discharges shall be in compliance with the requirements of a stormwater pollution prevention plan (SWPPP) reviewed and approved by the city, which addresses control of such discharges by applying AKART to prevent contaminants from entering surface or ground water.

D. Prohibition of Illicit Connections

1. The construction, use, maintenance, or continued existence of illicit connections to the storm drain system is prohibited.
2. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
3. A person is considered to be in violation of this section if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.
4. In addition to the enforcement provisions set forth in this chapter, a violation of this section shall constitute a nuisance and shall be subject to the procedures of FMC Chapter 8.04.

Section 3. Subsection 15.32.080(D) of the Fife Municipal Code is hereby amended to read as follows:

D. Inspection. All activities regulated by this chapter, except those exempt in FMC 15.32.100, shall be inspected by the director. The director shall inspect projects at various stages of the work requiring approval to determine that adequate control is being exercised. Stages of work requiring inspection include, but are not limited to, preconstruction, installation of BMPs, land disturbing activities, installation of utilities, landscaping, retaining walls, and completion of project. When required by the director, a special inspection and/or testing shall be performed. Notwithstanding any other provisions of this chapter, whenever it appears to the director that unsafe conditions exist causing pollution in the surface water system which can be immediately identified and which requires emergency action to protect the public health or safety, the director is authorized to enter at all reasonable times in or upon any property, public or private, for the purpose of inspecting and investigating such unsafe conditions.

Section 4. Section 15.32.090 of the Fife Municipal Code is hereby amended to read as follows:

15.32.090 Enforcement.

A. General. Enforcement action shall be in accordance with this chapter whenever a person has violated any provision of this chapter. The choice of enforcement action and the severity of any penalty shall be based on the nature of the violation, the damage or risk to the public or to public resources, and/or the degree of bad faith of the person subject to the enforcement action.

B. Cease and Desist/Stop Work Order. The director shall have the authority to serve a person a cease and desist order or a stop work order if an action is being undertaken or a condition exists in violation of this chapter. If a portion of a project is in violation of this chapter, the director may issue a stop work order for the entire project.

1. Content of Order. The order shall contain:

a. A description of the specific nature, extent, and time of violation and the damage or potential damage; and

b. A notice that the violation or the potential violation cease and desist, and, in appropriate cases, the specific corrective action to be taken within a given time. A civil penalty under subsection (C) of this section may be issued with the order.

2. Notice. ~~A stop work~~ The order shall be posted at the subject property at the job site and a letter containing the ~~stop work~~ order sent by certified mail, return receipt requested, to the property owner and any other person violating this chapter.

3. Effective Date. The ~~stop work~~ order issued under this section shall become effective immediately upon posting of the stop work order at the job site.

4. Compliance. Failure to comply with the terms of a cease and desist or stop work order shall result in enforcement actions including, but not limited to, the issuance of a civil penalty.

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C. Civil Penalty. - Civil penalties shall be as provided in Chapter 1.24 FMC. Any violation of the provisions of this chapter shall subject the offender to a civil penalty of up to \$100.00 for each of the first five days that a violation exists and up to \$500.00 for each subsequent day of violation from the sixth day of the violation. The civil penalty constitutes a personal obligation of the person to whom the notice of sign code violation is directed. The debt shall be collectible in the same manner as any other civil debt owing to the city. The city shall be entitled to recover its attorneys' fees and costs if litigation is necessary to collect the civil penalty. Payment of any monetary penalty in accordance with this chapter shall not relieve any person of the duty to correct the violation as set forth in the applicable notice of sign code violation.

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Section 5. 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 6. 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 9th day of June, 2009.

Passed by the City Council on the ____ day of _____, 2009.

Steve Worthington, City Manager

ATTEST:

Steve Marcotte, City Clerk/Treasurer

APPROVED AS TO FORM:

Loren D. Combs, City Attorney

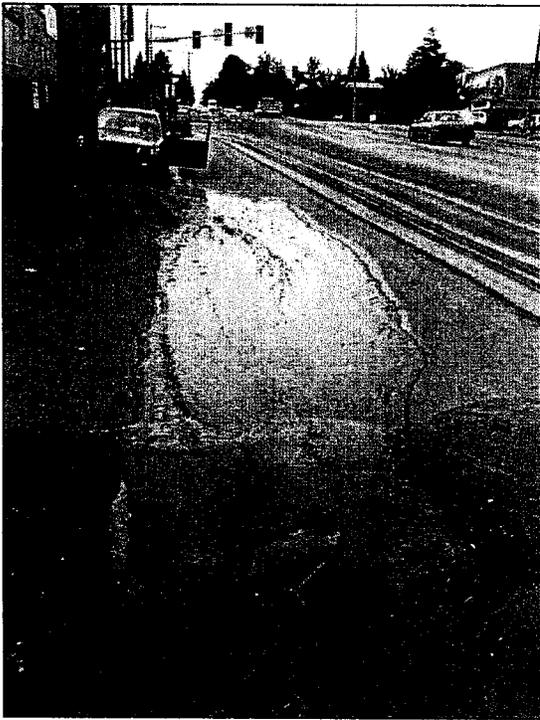
Published: _____

Effective Date: _____, 2009

Municipal Stormwater General Permit

Guidance for Cities and Counties

Writing Regulations to Prohibit Illicit Discharges, Dumping, and Illicit Connections



DEPARTMENT OF
ECOLOGY
State of Washington

August 2008 (updated September 2008)

Publication Number 08-10-061

Introduction

Washington State's Municipal Stormwater General Permits require permitted cities and counties to adopt regulations to prohibit non-stormwater, illicit discharges and connections, and dumping into the permittee's municipal separate storm sewer system (MS4).

In this guidance, Ecology provides sample ordinance language for the minimum elements required by the illicit discharge detection and elimination (IDDE) component of the stormwater management program outlined in section 5 of the permit. The guidance also recommends some optional elements that benefit water quality.

Find IDDE requirements in the following permit sections:

Phase I permit – Section 5.C.8

Phase II Western Washington permit – Section 5.C.3

Phase II Eastern Washington permit – Section 5.B.3

Minimum Required Elements of the Regulations

The municipal permit requires¹ cities and counties to adopt regulations that:

- Prohibit non-stormwater, illicit discharges and/or dumping into the MS4,
- Identify allowable discharges,
- Identify the discharges allowed under certain conditions,
- Prohibit illicit connections to the MS4,
- Define terms used in the code to be consistent with those in the permit,
- Provide administrative procedures within the limits of state and federal law to investigate the source of illicit discharges into the MS4, including procedures for inspections to identify sources of illicit discharges, and
- Include escalating enforcement and legal actions to ensure removal of the source or illicit connection if it is not eliminated by the responsible party.

Optional Provisions

1. Water quality protection

Ecology strongly encourages you to expand the code provisions beyond the impacts on the municipal drainage system to prohibit non-stormwater, illicit discharges, and dumping into all surface and ground waters throughout your jurisdiction. This is consistent with the intent of the stormwater permits to protect water quality. It would enable your local jurisdiction to address all illicit

¹ This guidance addresses both explicit and implicit permit requirements. For example, the requirement for regulations to prohibit illicit discharges does not explicitly list illicit connections. However, such a provision is necessary to meet the permit condition for implementing a program to effectively require removal of illicit connections.

discharges and dumping, no matter how the material may reach surface or ground waters. Many local jurisdictions already regulate discharges to surface and ground waters.

2. Best management practices

Ecology encourages you to require that existing pollution-generating land use activities implement operational best management practices (BMPs) to prevent illicit discharges. This is a good tool to prevent contaminants from entering the MS4 and surface or ground waters from potentially polluting sites. Volume IV of Ecology's *Stormwater Management Manual for Western Washington* and Chapter 8 of Ecology's *Stormwater Management Manual for Eastern Washington* include a list of operational source control BMPs for various land uses.

3. Requiring structural BMPs

Ecology encourages you to add provisions to require the implementation of structural BMPs if the operational BMPs are not effective at reducing or eliminating the illicit discharge. You can reference your adopted stormwater management/design manual's source control volume for information on both operational and structural BMPs or Ecology's manual references listed above in #2.

4. Public education as a compliance step

Ecology recommends that you take a public education approach to compliance for lower-impact residential activities like yard care and car washing. The permit requires you to adopt regulations to prohibit non-stormwater discharges. In that ordinance we recommend that you state that you will take a public education approach to achieving compliance for these lower impact discharges. This type of statement is often in the enforcement section. Clarifying this approach may help the public understand that the regulations, although enforceable, are reserved for specific or extreme situations.

5. Compensation for abatement

Enforcement regulations should include provisions to recover the cost of abatement if the responsible party does not comply with initial enforcement actions and the local government eliminates the source. This provision allows the local government to recover the cost of correcting the violation, and may encourage compliance.

Illicit Discharge Sample Regulations

This sample language covers the key requirements in the permits and several optional elements. Ecology recognizes that there is a wide range of existing provisions related to water pollution control in local codes. Some local governments will incorporate permit requirements into an existing code chapter, while others will develop a new chapter of their code.

Because local governments have a wide variety of existing approaches to inspection and enforcement, Ecology is not providing specific language for those elements. Instead, this guidance includes a narrative description of those elements as well as references to regional examples representing different approaches.

Notes	Sample Regulations
<p>Required: The regulations must prohibit non-stormwater illicit discharges and/or dumping into the MS4.</p> <p>Optional: Ecology strongly encourages local governments to adopt language to prohibit all harmful discharges from entering surface or ground water.</p>	<p>1. Prohibited discharges.</p> <p>Prohibition of illegal discharges. No person shall throw, drain, or otherwise discharge, cause or allow others under its control to throw, drain or otherwise discharge into the municipal storm drain system and/or surface and ground waters any materials other than stormwater.</p>
<p>Optional: The permit does not require that the regulations include a list of contaminants, but many jurisdictions include it to provide examples of prohibited discharges.</p> <ul style="list-style-type: none"> • The list can be tailored to address specific local concerns. • Many codes call these "Examples of prohibited discharges" to prevent confusion if a contaminant is not on the list. It's important to include items 28, 29 and 30 from the sample regulations list to clarify that the regulation prohibits other pollutants not listed. 	<p>a. Examples of prohibited contaminants include <u>but are not limited to</u> the following:</p> <ol style="list-style-type: none"> 1. Trash or debris. 2. Construction materials. 3. Petroleum products including but not limited to oil, gasoline, grease, fuel oil and heating oil. 4. Antifreeze and other automotive products. 5. Metals in either particulate or dissolved form. 6. Flammable or explosive materials. 7. Radioactive material. 8. Batteries. 9. Acids, alkalis, or bases. 10. Paints, stains, resins, lacquers, or varnishes. 11. Degreasers and/or solvents. 12. Drain cleaners. 13. Pesticides, herbicides, or fertilizers. 14. Steam cleaning wastes. 15. Soaps, detergents, or ammonia. 16. Swimming pool or spa filter backwash. 17. Chlorine, bromine, or other disinfectants. 18. Heated water. 19. Domestic animal wastes. 20. Sewage. 21. Recreational vehicle waste. 22. Animal carcasses. 23. Food wastes. 24. Bark and other fibrous materials. 25. Lawn clippings, leaves, or branches. 26. Silt, sediment, concrete, cement or gravel. 27. Dyes. 28. Chemicals not normally found in uncontaminated water. 29. Any other process-associated discharge except as otherwise allowed in this section. 30. Any hazardous material or waste not listed above.
<p>Required: The permit lists these discharges as allowable. The code should include this list to identify what are allowable discharges.</p>	<p>2. Allowable discharges</p> <p>The following types of discharges shall not be considered illegal discharges for the purposes of this chapter unless the director determines that the type of discharge, whether singly or in combination with others, is causing or is likely to cause pollution of surface water or groundwater:</p>

Notes	Sample Regulations
	<ul style="list-style-type: none"> • Diverted stream flows. • Rising ground waters. • Uncontaminated ground water infiltration –as defined in 40 CFR 35.2005(20). • Uncontaminated pumped ground water. • Foundation drains. • Air conditioning condensation. • Irrigation water from agricultural sources that is commingled with urban stormwater. • Springs. • Water from crawl space pumps. • Footing drains. • Flows from riparian habitats and wetlands. • Discharges from emergency fire fighting activities.
<p>Required: <i>Conditional discharges are listed in the permit.</i></p> <p>Optional: <i>Regarding item #5, the permit allows discharges from facilities covered by another NPDES permit.</i></p> <p><i>This language allows those discharges as long as the facility is in compliance with its NPDES permit.</i></p> <p><i>This prevents a situation where the regulations may "allow" an illicit discharge.</i></p> <p>Optional: <i>In item #6, Ecology recommends adding criteria for allowing additional non-stormwater discharges to require that the SWPPP apply AKART to prevent pollution of surface or ground water.</i></p>	<p>3. Conditional Discharges</p> <p>The following types of discharges shall not be considered illegal discharges for the purposes of this chapter if they meet the stated conditions, or unless the [director] determines that the type of discharge, whether singly or in combination with others, is causing or is likely to cause pollution of surface water or groundwater:</p> <ol style="list-style-type: none"> 1. Potable water, including water from water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be de-chlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary and in volumes and velocities controlled to prevent re-suspension of sediments in the stormwater system; 2. Lawn watering and other irrigation runoff are permitted but shall be minimized; 3. De-chlorinated swimming pool discharges. These discharges shall be de-chlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary and in volumes and velocities controlled to prevent re-suspension of sediments in the stormwater system; 4. Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents are permitted if the amount of street wash and dust control water used is minimized. At active construction sites, street sweeping must be performed prior to washing the street; 5. Non-stormwater discharges covered by another NPDES permit, provided, that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations; and provided, that written approval has been granted for any discharge to the storm drain system; 6. Other non-stormwater discharges. The discharges shall be in compliance with the requirements of a stormwater pollution prevention plan (SWPPP) reviewed and approved by the [city/county], which addresses control of such discharges by applying AKART to prevent contaminants from entering surface or ground water.

Notes	Sample Regulations
<p>Required: A code section prohibiting illicit connections to the stormwater system is required. This section may be separate from that for prohibiting illicit discharges. It should clarify that this applies to connections made in the past.</p>	<p>4. Prohibition of Illicit Connections</p> <ol style="list-style-type: none"> 1. The construction, use, maintenance, or continued existence of illicit connections to the storm drain system is prohibited. 2. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection. 3. A person is considered to be in violation of this ordinance if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.
<p>Optional: Definitions of terms should be consistent with those in the permit to ensure that the code is applied as intended. The permittee may modify the definitions from those in the permit and define additional terms as long as the modifications and additions do not conflict with those in the permit.</p> <p>The definitions in the sample regulations are derived from local examples, EPA's example ordinance, and the permit. In some cases they differ from the permit definitions to improve clarity and/or implementation.</p>	<p>5. Definitions</p> <p>For the purposes of this chapter, the following shall mean:</p> <ol style="list-style-type: none"> 1. AKART – All Known, Available, and Reasonable methods of prevention, control, and Treatment. See also the State Water Pollution Control Act, sections 90.48.010 RCW and 90.48.520 RCW. 2. "Best management practices (BMPs)" mean schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and structural or managerial practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage. 3. "Clean Water Act" means the federal Water Pollution Control Act (33 USC Section 1251 et seq.), and any subsequent amendments thereto. 4. "Director" means the _____ department director and/or designees. 5. "Ground water" means water in a saturated zone or stratum beneath the surface of the land or below a surface water body. 6. "Hazardous materials" means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property or the environment when improperly treated, stored, transported, disposed of, or otherwise managed. 7. "Hyperchlorinated" means water that contains more than 10mg/Liter chlorine. 8. "Illicit discharge" means any direct or indirect non-stormwater discharge to the city's storm drain system, except as expressly allowed by this chapter. 9. "Illicit connection" means any man-made conveyance that is connected to a municipal separate storm sewer without a permit, excluding roof drains and other similar type connections. Examples include sanitary sewer connections, floor drains, channels, pipelines, conduits, inlets, or outlets that are connected directly to the municipal separate storm sewer system. 10. "Municipal separate storm sewer system" (MS4) means a conveyance or system of conveyances (including roads with

Notes	Sample Regulations
	<p>drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):</p> <ol style="list-style-type: none"> a. Owned or operated by the [city/county] of _____; b. Designed or used for collecting or conveying stormwater; c. Which is not part of a Publicly Owned Treatment Works (POTW). "POTW" means any device or system used in treatment of municipal sewage or industrial wastes of a liquid nature which is publicly owned; and d. Which is not a combined sewer. "Combined sewer" means a system that collects sanitary sewage and stormwater in a single sewer system. <ol style="list-style-type: none"> 11. "National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit" means a permit issued by the Environmental Protection Agency (EPA) (or by the Washington Department of Ecology under authority delegated pursuant to 33 USC Section 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis. 12. "Non-stormwater discharge" means any discharge to the storm drain system that is not composed entirely of stormwater. 13. "Person" means any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner of a premises or as the owner's agent. 14. "Pollutant" means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind. 15. "Premises" means any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips. 16. "Storm drainage system" means publicly owned facilities, including the city's municipal separate storm sewer system, by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures. 17. "Stormwater" means runoff during and following precipitation and snowmelt events, including surface runoff and drainage. 18. "Stormwater pollution prevention plan" means a document which describes the best management practices and activities to be implemented by a person to identify sources of pollution or contamination at a premises and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

This guidance does not provide sample regulations for inspections or enforcement. The sections below, the examples that follow, and the Frequently Asked Questions at the end of this guidance provide information on meeting these requirements.

Inspections

Required: The permit requires that the local government initiate an investigation and follow procedures for removing source of the illicit discharge or the illicit connection.

Each local government should develop administrative provisions within the limits of state law for investigating the source of suspected illicit discharges, dumping and/or illicit connections. The provisions should outline a process that private property owners and operators of facilities can understand. In Washington State, in order to enter private property, a local government must have the owner's permission or authorization from a judge, except in an emergency situation that presents an imminent threat to public health or safety. Because there are legal issues around these local procedures, Ecology recommends you work with your legal counsel to develop these provisions.

Enforcement

Required: The permit requires that the local government enforce the elimination of illicit discharges, dumping and/or illicit connections. This includes escalating enforcement and legal actions if the discharge is not eliminated.

Each local government should evaluate how best to amend its existing code to meet permit requirements. A range of enforcement tools in escalating steps allows the local government to handle a wide range of situations effectively. The local government may rely on the existing code if it has escalating enforcement actions, or amend the code it to add new provisions. The provisions should include a process for the local government to remove the source of the illicit discharge or the illicit connection if the responsible party does not do so. Local governments should work with legal staff to develop procedures that apply to entry onto property to remove the source in situations where the owner refuses to give permission. (See discussion of escalating enforcement actions on page 11.)

Local Regulatory Examples

Ecology recommends that you consult with your legal counsel about whether the examples from other local governments referenced below can apply to your jurisdiction. These references provide examples of language for specific elements. Ecology recognizes the need for local government flexibility within the constraints of permit requirements. The examples below refer to specific sections of local ordinances that provide a range of approaches to form and content for those topics. Ecology cautions that other sections of these example regulations may not be consistent with the permit requirements.

To find the code, go to Municipal Research and Services Center of Washington at <http://mrsc.org/codes> and follow the city or county links the to the code sections in the following table.

Requiring structural and non-structural BMPs	City of Covington Municipal Code, Chapter 13.35.030(1) City of Federal Way Municipal Code, Chapter 21-39
Inspections	City of Bellevue Municipal Code, Chapter 24.06.220 City of Redmond Municipal Code, Chapter 13.06.100 and 13.06.110 City of Everett Municipal Code, Chapter 14.56.060
Public Education Approach to Compliance	City of Covington Municipal Code, Chapter 13.35.030(2)
Public Involvement Alternative to Penalty	City of Redmond Municipal Code, Chapter 13.06.180.D
Enforcement	City of Bellevue Municipal Code, Chapter 24.06.280 City of Redmond Municipal Code, Chapter 13.06.160 to 13.06.190 City of Everett Municipal Code, Chapter 14.56.090 to 14.56.150
Compensation for Abatement	City of Everett Municipal Code, Chapter 14.56.110 City of Federal Way Municipal Code, Chapter 21-41(f)

Frequently Asked Questions

Q: Where should we locate the regulations in our code structure?

A: Local government code structures vary considerably from one jurisdiction to the next. As a result, there is no simple answer. The first approach is to evaluate your code to identify existing stormwater management or water quality regulations that you can revise to meet the permit requirements. This is the most common approach, but your local government instead may choose to create a new, stand-alone chapter. Options for locating the new chapter are generally:

- The utilities or public services chapter; or
- The land development chapter with other environmental regulations. For this option, you may want to place the language that specifically prohibits illicit connections in the code chapter that regulates the stormwater utility and cross-reference to the illicit discharge and dumping provisions.
- In a few cases, these regulations are in the Public Health section, but this is rare.

It is important that the IDDE regulations be in a logical place where the public can find them. Ecology recommends that you consult with your legal counsel regarding the best location for the regulations in your existing code. You should also consider how they fit with additional stormwater regulations you will adopt under the permit for controlling runoff from construction sites, new development, and redevelopment.

Q: What are examples of “escalating” enforcement?

A: Escalating enforcement actions increase gradually in severity to allow you to tailor the enforcement action to the offense. The local government may adopt administrative procedures to define the actions and the timeframes for response. The

enforcement strategy may start with notification or a warning and gradually apply the more severe actions if the offender does not correct the problem.

The choice of enforcement tool depends on factors such as the impact on water quality, whether it was intentional or accidental, or if is a repeat offense. Seeking voluntary compliance is appropriate for first-time, minor offenders. Serious violations or continued non-compliance may require a more aggressive enforcement approach using a stronger tool. Provisions should include a method for appeal.

Some local governments include innovative compliance approaches. For example, some first-time offenders might contribute time to a public involvement project tied to stormwater education or pollution prevention instead of paying a penalty. Other regulations may state that the local government will address lower-impact prohibited discharges from single-family residences primarily through public education. This would apply to discharges such as those from car washing, pet waste or yard care at single-family residences.

This table lists a range of escalating enforcement tools that communities have used to respond to illicit discharges.

Type of Enforcement Action	Description
Written Warning with Voluntary Compliance	<ul style="list-style-type: none"> • Applies to first time, minor violations (Field staff have the authority to do this).
Written Notice of Violation Ordering Compliance	<ul style="list-style-type: none"> • Should clearly state description of remedial measures necessary, time schedule, penalties assessed if it doesn't happen, and timeframe for appeal.
Civil penalties	<ul style="list-style-type: none"> • Daily financial penalty imposed by a judicial authority for each day the violation remains unfixed.
Community Service in Lieu of Penalty	<ul style="list-style-type: none"> • In lieu of enforcement proceedings or penalties, impose alternative community action related to stormwater education, e.g. storm drain stenciling.
Criminal Prosecution	<ul style="list-style-type: none"> • Applies to intentional and flagrant violations of ordinance. • Each day discharge continues is typically a separate offense. • Can result in fines and imprisonment.
Emergency Cease and Desist Order	<ul style="list-style-type: none"> • Applies when ordinance continues to be violated. • Requires immediate compliance with ordinance by halting operations/terminating discharges.
Disconnection from the MS4	<ul style="list-style-type: none"> • Applies to illicit connections to MS4 or to illicit discharges in emergency situations or continued failure of the property owner to comply.

Modified from the Center for Watershed Protection's *Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments (2004)*.

Q: Which local government department should administer the regulations?

A: Each local government determines how best to administer the regulations within its specific structure. The regulations you adopt should identify the responsible department. Many designate the public works director as the administrative authority.

However, some smaller jurisdictions might choose to have the planning director administer inspections and enforcement. Ecology recommends that each local government determine the most efficient and effective internal structure to implement the ordinance in the context of its entire stormwater management program.

Internal departments need to coordinate with each other to implement the regulations. Public works staff inspects and maintains the stormwater drainage system and may be more likely to observe illicit discharges and connections. Your local government may decide to have operations and maintenance (O&M) staff assume IDDE inspections. Public works staff must coordinate with the planning department if planning is authorized to administer the regulations.

The permits require that you also train other local government staff likely to encounter illicit discharges in the course of their work. Your program will be more effective if staff from planning, building inspection, assessor's office, law enforcement, emergency services, fire department, and water, and sewer-system maintenance know how to recognize, report, and respond to illicit discharges and connections.

Q: How does the municipal regulatory oversight interface with Ecology's Industrial Permit program?

A: The permit requirements to prohibit illicit discharges explicitly exempt non-stormwater discharges covered by another NPDES permit. This is in accordance with permit Section 2.B. This guidance (see page 5, section 3 conditional discharges, item #5) suggests optional language to condition that exemption upon compliance of the facility with its NPDES permit.

The local government is not responsible to regulate discharges from industries (and other facilities like sand and gravel operations and boatyards) that operate under another NPDES permit. However, it should coordinate with the facility and Ecology in situations such as a spill from the facility into the MS4.

The local government is responsible for preventing polluted discharges from entering its MS4 and should report spills and suspected permit violations to Ecology.² Ecology's Industrial Permit Inspectors will follow up with the facility and will coordinate with the jurisdiction as needed and with the Ecology Municipal Permit Manager.

Q. What requirements for protection of groundwater are included that apply to Underground Injection Control (UIC) wells?

A: UIC wells (also known as drywells) that receive discharges from the MS4 effectively function as outfalls to ground waters of the state. An MS4 is a stormwater conveyance system that discharges to surface water. At the same time, parts of that MS4 also may discharge to ground water via a drywell.

² Ecology guidance for reporting illicit discharges and spills is online at <http://www.ecy.wa.gov/biblio/0710089.html> . Ecology asks local governments to call your Regional office to report concerns and/or to use our online reporting form for environmental

Ecology regulates UICs under its UIC rule (WAC 173-218). The Municipal Stormwater General Permits do not regulate discharges to ground water (see permit Section 2.A.1). However, as described in Ecology's *Guidance for UIC Wells that Manage Stormwater* (Publication number 05-10-067, available at <http://www.ecy.wa.gov/biblio/0510067.html>), UIC wells must meet a "non-endangerment standard." Permittees can meet the non-endangerment standard and fulfill the operation and maintenance requirements of the UIC program by applying their Stormwater Management Program requirements to the areas served by UIC wells.

If the jurisdiction adopts the narrower scope of IDDE regulations limited to permit requirements to prohibit illicit discharges into the MS4, the regulations do not apply to stormwater discharges to ground water through a UIC. However, if the local government chooses to exceed permit requirements and adopt IDDE regulations that apply to all stormwater discharges to surface and ground water, the regulations would apply to all stormwater discharges to ground water, including UICs.

For more assistance:

Ecology Municipal Stormwater Permit Regional contacts

Island, Skagit and Whatcom Counties	Christina Maginnis cmag461@ecy.wa.gov	360-715-5212
Phase II Cities within Kitsap and Snohomish Counties	Sarah Davenport-Smith sada461@ecy.wa.gov	425-649-7263
Phase I Permittees (City of Seattle, King and Snohomish Counties)	Rachel McCrea rmcc461@ecy.wa.gov	425-649-7223
Phase II Cities within King County	Anne Dettelbach adet461@ecy.wa.gov	425-649-7093
Clallam and Pierce Counties and the Port of Tacoma (Phase I and Phase II)	Kurt Fremont kufr461@ecy.wa.gov	360-407-6364
Clark, Cowlitz, Grays Harbor, Lewis, and Thurston Counties	Greg Winters gwin461@ecy.wa.gov	360-690-7120
Benton, Chelan, Douglas, Kittitas, and Yakima Counties	Terry Wittmeier twit461@ecy.wa.gov	509-574-3991
Asotin, Franklin, Grant, Spokane, Walla Walla, and Whitman Counties	Dave Duncan ddun461@ecy.wa.gov	509-329-3554
WSDOT Statewide Permit	Bill Hashim bhas461@ecy.wa.gov	360-407-6467
Port of Seattle	Ed Abbasi eabb461@ecy.wa.gov	425-649-7227

Municipal Research and Services Center of Washington

2601 Fourth Avenue, Suite 800

Seattle, WA 98121-1280

206-625-1300

<http://mrsc.org/contact.aspx>

The Municipal Research and Services Center (MRSC) is a private non-profit research and information service for Washington State city/town and county government officials and employees. Legal and planning experts are available to answer questions for city/town and county staff and officials.

If you need this publication in an alternate format, call the Water Quality Program at 360-407-6700. Persons with hearing loss, call 711 for Washington Relay Service. Persons with a speech disability, call 877-833-6341.

MEMORANDUM
For Meeting of June 9, 2009

TO: Mayor and Councilmembers
FROM: Kurt Hospenthal & Russ Blount
THROUGH: Steve Worthington
SUBJECT: **Resolution 1306** – Surplus Vehicles

REPORT IN BRIEF: Declare 11 vehicles surplus and authorizing disposal thereof.

BACKGROUND: Fife Municipal Code 1.28.070 states, in part: “the city manager may authorize the sale or disposal of personal property of the city, including supplies, materials, and equipment, if the city manager finds that the property is not needed at present or in the foreseeable future and is no longer of value or use to the city; provided, however, that if the property has an estimated value greater than \$2000, prior approval of the sale or trade-in and method of disposition must be obtained from the city council.”

Fife Municipal Code 1.28.075 states, in part:

- B. If the surplus property has an estimated value greater than \$2,000, it may be disposed of in one of the following methods: 1. Public auction; 2. Solicitation of written bids; 3. Negotiated sale to one or more designated buyers; 4. Transfer to another agency of government; or 5. Trade-in upon the purchase of a like article

ATTACHMENTS: Resolution 1306.

DISCUSSION: These 11 surplus vehicles are PD Drug seizures. It is the intent to negotiate sales of some of the better conditioned vehicles through private party sales using Craigslist, with Public Works’ Fleet Division collecting a 7% administrative fee from the vehicle sale price. The 7% fee is the same percentage fees paid to our long-time auction vendor, Washington State’s General Services Administration (GSA). The GSA is no longer conducting live auctions and will now conduct all auctions over E-bay. Any vehicles not sold by Public Works’ Fleet Division method within a 6 week period will then be sent to GSA for E-bay auction.

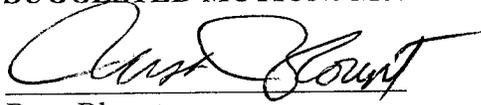
FISCAL IMPACT: Proceeds from any sales will go back into the appropriate funds.

ALTERNATIVE COURSES OF ACTION:

1. Approve Resolution 1306, as written.
2. Amend Resolution 1306, and then approve the amended resolution.
3. Decline to approve Resolution 1306.

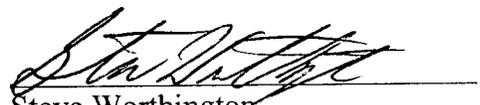
RECOMMENDATIONS: Approve Resolution 1306, as written.

SUGGESTED MOTION: Motion to approve Resolution 1306.



Russ Blount
Public Works Director

Approved for Agenda



Steve Worthington
City Manager

RESOLUTION NO.1306
 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
 FIFE, PIERCE COUNTY, WASHINGTON DECLARING
 ELEVEN VEHICLES SURPLUS AND AUTHORIZING THE
 CITY MANAGER TO DISPOSE OF SAID VEHICLES

WHEREAS, the City has several vehicles which have been determined by the City Manager to having no ongoing value for further use by the City; and

WHEREAS, the vehicles are surplus, have high miles, are need of major mechanical work or are not suitable for City use; and

WHEREAS, Fife Municipal Code Section 1.28.075 authorizes the disposal of equipment of less than \$2,000.00 value in such manner as is determined to be in the best interests of the City; and

WHEREAS, the exact market value of several of the vehicles may approach or exceed \$2,000.00; now therefore

BE IT RESOLVED that the vehicles listed below are hereby declared surplus;

Description	Division	Vehicle Identification Number	Mileage
1986 Jeep Cherokee	PD/seizure	1JCHL7827GT170890	Exempt
1992 Ford Bronco	PD/seizure	1FMEU15H2NLA69398	Exempt
1991 Acura Legend LE	PD/seizure	JH4KA7662MC026855	Exempt
1996 Ford Mustang CV	PD/seizure	1FALP4448TF215050	Exempt
1995 Eagle Vision 4 DR	PD/seizure	2E3HD56T8SH547824	Exempt
1996 Toyota Corolla 4 DR	PD/seizure	1NXBA02E7TZ473644	Exempt
1988 Ford F250 4x4 PU	PD/seizure	1FTHX26GXJKB23454	Exempt
1993 Saturn 4DR	PD/seizure	1G82G5592P2323652	Exempt
1995 Cadillac Deville 4 DR	PD/seizure	1G6KD52B2SU200661	Exempt
1972 Oldsmobile Cutlass	PD/seizure	3J57K2Z126037	Exempt
1995 Chevrolet Lumina 4DR	PD/seizure	2G1WN52X4S9299593	Exempt

AND BE IT FURTHER RESOLVED that the City Manager is authorized to dispose of said vehicle in such manner as he deems in the best interests of the City.

ADOPTED by the City Council at an open public meeting held on the 9th day of June, 2009.

 Barry D. Johnson, Mayor

Attest:

 Steve Marcotte, City Clerk

MEMORANDUM
For the Meeting of June 9th, 2009

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
SUBJECT: Association of Washington Cities (AWC) Delegate Appointment

REPORT IN BRIEF:

The AWC business meeting which is conducted on June 26, 2009 during the AWC Annual Conference is where policy is set for the upcoming year and delegates vote for the Board of Directors. Each city is required to have three voting delegates-either electeds or staff attending the AWC Conference. To vote each city must complete a voting delegate card which is attached for review.

SUGGESTED MOTION:

Motion to appoint the 2009 AWC Delegates to represent the City of Fife (list names).


Approved for Agenda: Steve Worthington
City Manager



The following are the official
2009 VOTING DELEGATES for:

City/Town of _____

	Name	Title
1.	_____	_____
2.	_____	_____
3.	_____	_____

Mayor's Signature: _____

Please return by Monday, June 15, 2009
Fax to April Petersen at (360) 753-0149

MEMORANDUM
For the Meeting of June 9, 2009

TO: Mayor and City Council
 FROM: Chris Pasinetti, Planner 1; Carl Durham, Acting Community Development Director
 THROUGH: Steve Worthington, City Manager
 SUBJECT: Development Design Standards for the Community Mixed Use (CMU) zone.

REPORT IN BRIEF: This presentation will give the City Council an opportunity to review the proposed design standards for development within the Community Mixed Use (CMU) Zone.

BACKGROUND: The City of Fife's Comprehensive Plan has incorporated policies that encourage downtown environments. Some of the goals and policies in the Comprehensive Plan are:

Land use Element

Goal 10 Maintain and update as necessary of development/design standards for commercial and industrial areas.

Policy 14.1 Create a vibrant, compact downtown area that is an inviting place to work, shop, live and socialize.

Policy 14.3 Encourage multi-story development that incorporates pedestrian-oriented design and promotes civic gathering and public amenities.

In December of 2007, the City Council adopted the Community Mixed Use (CMU) Zone. This zone is intended to accommodate pedestrian oriented development. The Planning Commission, throughout this year and the latter part of last year, has been working on building designs for the Community Mixed Use (CMU) zone. The adoption of the new CMU zone has prompted the need for additional design guidelines for developing within this zoning district. At the May 4, 2009 meeting the Planning Commission voted unanimously to recommend approval of the design standards for the CMU zone (Attachment 1, DRAFT Planning Commission Meeting minutes).

DISCUSSION AND FINDINGS: Many cities have design standards, as does the City of Fife. Our current code regulation does not seem to fit the newly adopted zone. There is some mention of the CMU in title 19.60, but it is very general. The CMU zoning sets the bulk regulations (setbacks, building heights, etc.) but the ADR standards proposed here could set the design for that zone (appearance, building modulation, etc.). Attachment 2 shows a DRAFT of code language that could be incorporated into 19.60 to be better suited for the CMU zone. Some of the provisions include:

- Interconnectedness – Connections for people between developments and within developments to foster pedestrian flow.
- Pedestrian amenities – Trash cans, benches, street vendors, all play a role in encouraging pedestrian activity and would be part of a menu of choices for the applicant.

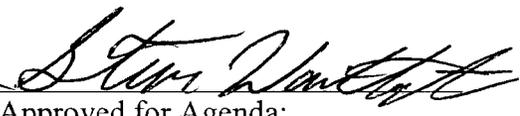
- Lighting, building design and modulation – Required to make buildings interesting, different, and attractive.
- Building material – Brick, stone, wood, or tilt up (only if the requirements are met) would be materials required for this zone for outside building appearance.
- Parking structure designs – The provision requires parking garages to include treatments to better fit within a pedestrian oriented area.
- Bioswales – The design features give an incentive through Green Factor requirement reduction (by .05 percent) for location and screening elements.
- Street Corners – Includes designs that encourage building placement to further public gathering and pedestrian activity and make corner lots more desirable for people.
- Cross walks – Pedestrian cross walks will include treatments for safety and traffic calming techniques like decorative design, raised walk path, or lights.
- Additional Front Yard Setback – Are allowed for dining areas, sidewalk sales only, not for parking areas.
- Curb Cut minimization – This is to reduce the number of drive ways and drive aisles to limit the car/pedestrian interaction.

FISCAL IMPACT: The overall fiscal impact would be difficult to calculate. These design requirements would cost developers and business owners more initially, but that could be recouped with better, more attractive businesses, which can charge a higher premium for goods.

STAFF RECOMMENDATION: Staff has no recommendation; this is for Council consideration and discussion. Staff would like direction and/or feedback from the City Council on these design guidelines for the CMU zone.

RECOMMENDATION: No motion needed.


 Carl Durham, Acting
 Community Development Director


 Approved for Agenda:
 Steve Worthington, City Manager

CITY OF FIFE
PLANNING COMMISSION
DRAFT MINUTES OF MEETING

Fife City Hall

May 4, 2009
7:00 p.m.

CALL TO ORDER –

The Planning Commission meeting was called to order at 7:05 pm with the following present:

Commissioners: Chairman Jim Call, Jeff Brown, Doug Fagundes, Fred Thomas, and Shannon Thornhill

Excused Absence: Donald Alveshere and Richard Garchow

Staff present: Planner 1 Chris Pasinetti and Senior Administrative Assistant Katie Bolam.

APPROVAL OF MINUTES –

Commissioner Fagundes moved, seconded by Commissioner Thomas, to accept the minutes of May 4, 2009. The vote passed 5-0.

NEW BUSINESS

a. Development Design Standards for CMU zone - Recommendation

Planner Pasinetti presented the CMU Design Standards for Council recommendation. He highlighted the changes and suggestions as advised by staff and attorneys:

- Keep photos to accompany text
- Required items verbiage = “shall”; Incentive items verbiage = “should”
- 300’ maximum distance between benches, accompanied by trash cans – there was discussion about this distance, resulting in the decision to recommend a 200’ maximum, instead.

Commissioner Thornhill asked if there is provision to make sure the street trees will be evenly spaced; Planner Pasinetti said yes. Chairman Call asked if there can be fruit trees; no, due to the mess they make. There was some discussion on utilizing a mass-email form of communication, with Commissioner Brown advising to use the “BCC” (or Blind Copy) option, so that it’s not possible for someone to reply to all. The question was asked about commissioners obtaining City email addresses; the subject is under management review.

- Director Durham has requested the commission consider including concrete tilt-up as an approved building material in the zone, due to the variety of designs the industry is capable of now. An example photo was produced and circulated among those present.

After much discussion, it was decided to allow the material within specific design limitations, such as that shown in the photo.

- An incentive was added to include a bio-swale on a developed property, which will allow for a .05 reduction off the Green Factor for the development.

Chairman Call moved to recommend to Council the Development Design Standards for CMU zone as shown in Exhibit A, and as amended to reduce the maximum space between benches to 200' and to include concrete tilt-up within specific design limitations as an approved building material. Commissioner Garchow seconded the motion. The vote passed 5-0.

STAFF REPORT

a. Summer Meeting scheduling

Senior Administrative Assistant Bolam presented the summer calendar, explaining that the July meeting falls on the Monday after the July 4th holiday, asking if commissioners would like to move that meeting forward or back a week. Commissioner Brown suggested commissioners consider their schedules and staff consider the workload over the next month and wait to decide whether to move the meeting or just cancel it.

ADJOURNMENT

Commissioner Brown moved, seconded by Chairman Call, to adjourn the meeting at 8:00 p.m. Motion carried 5-0.

19.60.020 Chapter applications.

In addition to the development standards required elsewhere in this title and the Fife Municipal Code (FMC), this chapter shall apply to:

A. Any structure within a commercial, public use/open space, mixed use, or industrial zoning district which is constructed, located or relocated on a lot within the city of Fife.

B. Any structure within a commercial, public use/open space, mixed use, or industrial zoning district which is expanded by 50 percent or more in gross floor area after the effective date of the ordinance codified in this title. The requirements of this chapter shall apply to the expanded portion of the structure.

19.60.080 ADR/building permit process.

D. CMU Design. The intent of Administrative Design Review is to provide a way for the developer to convey information that describes the developer's objectives early so the CMU design standards that relate to the development can be identified for consideration. Most issues will be addressed at the Administrative Design Review with the understanding that details of these issues will be addressed subsequently. The review will be most beneficial if the following items are included in the site plan design.

- a. Site layout;
 - b. Pedestrian, bicycle and vehicular circulation on-site and in relation to connecting walks and streets;
 - c. Building elevations;
 - d. Landscaping in concept and general material types; and
 - e. Storm drainage system concept.
3. Dispute Resolution. See FMC 19.60.035(C).
 4. Appeal. Any appeal of the decision shall be made to the Hearings Examiner.

19.60.075 Community Mixed Use development design standards

In addition to the design standards identified in FMC 19.60.050, the following standards are required for development within the community mixed use district:

A. Interconnectedness. To provide driveway and sidewalk connections to and through the development to adjoining streets, bus stops, designated urban trails, and properties, where access exists or reasonable connections are possible. If a parking lot lies between the building entry and an adjacent public street, a pedestrian walkway at least six (6) feet wide shall be provided between them. In all other cases, on-site sidewalks shall have a passable width of at least four (4) feet. All crossings of vehicular travel lanes shall be clearly marked.

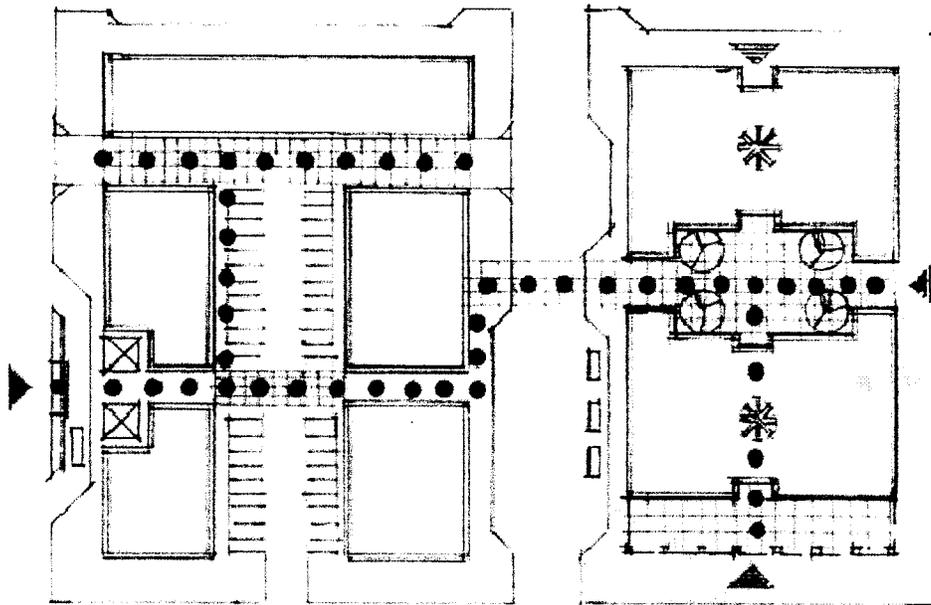


Figure 1: shows vehicle and pedestrian sidewalk access.

B. Pedestrian amenities. Provide pedestrian amenities in places where people typically gather, including but not limited to, transit stops, building entrances, public sidewalks, or street corners. These spaces shall include but not limited to seating, some type of landscaping, and at least three of the following examples and shall have design consistency and placement with the surrounding area:

1. Patterned materials on walkways;
2. Transit shelters;
3. Trash receptacles;
4. Drinking fountains;
5. Fountains, pedestrian artwork, sculptures, mobiles, kiosks;
6. Street trees in decorative grates, flower boxes, or container landscaping in alleys;
7. Street vendor stations where appropriate;
8. Benches shall be placed every 200 maximum distance from the last bench and trash receptacle. Some variation may be permitted in instances where a natural gathering place is being proposed. For instance, a corner lot, transit stop, or the like.



Figure 2: Shows example of pedestrian amenities.

C. Pedestrian lighting, light bollards, or alley lighting are required in pedestrian pathway or walkway areas. All display and flood lighting shall be constructed and not illuminate the surrounding properties and not to create a traffic hazard in accordance with FMC 19.68.

D. Facade and roofline variation. Architectural or surface changes in a wall facade or roofline shall be varied in order to avoid monotony of design.

F. Building modulation, articulation, and pedestrian views. Articulate façade design features to reduce the apparent size of large buildings. Design elements shall include, but are not limited to: facade modulation, cornices, window patterns, plazas, porches, patios, decks, covered entries, balconies, bay windows, dormers, stepped roofs, gables or other roof elements, a variety of cladding materials, lighting fixtures, trellises, trees or other landscape features, and multiple paint colors and building materials.

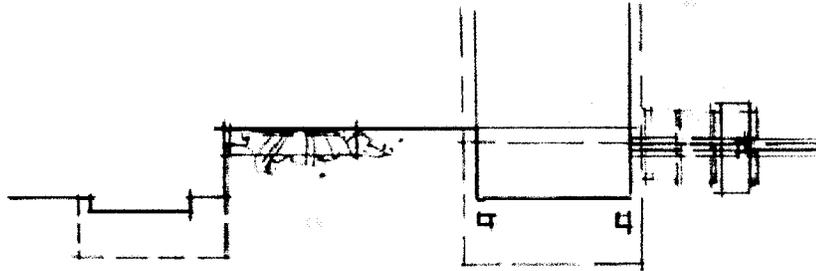


Figure 3: Shows examples of windows, design fluctuations to accentuate human scale design.

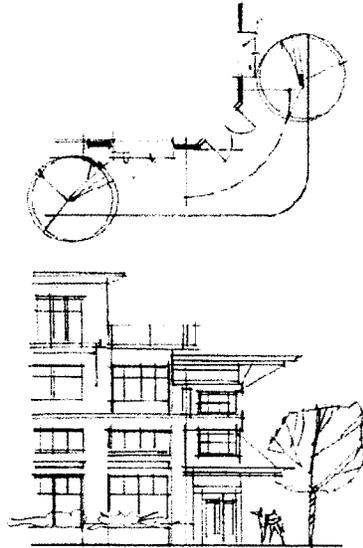


Figure 4: Shows building modulation and corner lot appearance.

G. Window Design. Windows should provide relief, detail, and variation to building facades and shall be similar to the character of the structure.



Figure 5: shows an example of awning projection.

H. Design variation. Buildings should have a varied visual identity from all sides visible to the general public; except, building walls adjacent to alleys in the Community Mixed Use district.

1. Buildings should present a comparable level of quality of materials, detailing and fenestration.

I. Buildings shall use materials with texture and pattern (such as brick, stone or wood) on exterior building walls and large surfaces.

1. Avoid large expanses of highly tinted or mirrored glass.

2. Do not use highly reflective exterior materials (except glazing) where glare would affect nearby buildings or traffic.

3. Excludes concrete tilt up unless all requirements of this title are included within the development.

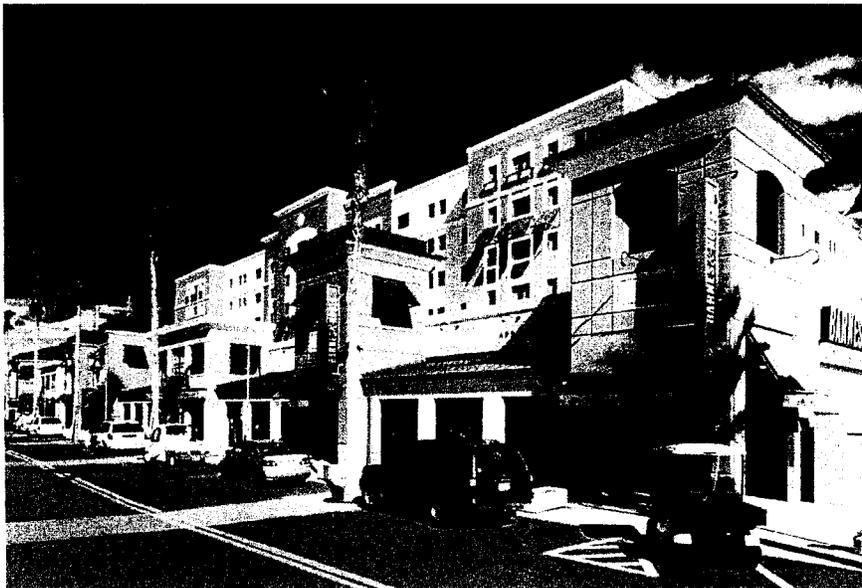


Figure 6: Shows example of a concrete tilt up that meets some of the requirements.



Figure 7: Shows example for roof line requirements and approved patterns with texture as described above.

J. Parking structure design. Vehicle entries to garages shall be recessed at least six (6) feet from the street facade plane. At least sixty (60) percent of the street facade between two (2) and eight (8) feet above the sidewalk, shall have at least one (1) of the treatments listed below.

1. Transparent windows (with clear or lightly tinted glass) where pedestrian-oriented businesses are located along the facade of the parking structure; or
2. Display windows; or,
3. Art or architectural treatment such as sculpture, mosaic, glass block, opaque art glass, relief art work, or similar features; or,
4. Decorative metal grille work or similar detailing which provides texture and covers the parking structure opening; or,
5. Vertical trellis or other landscaping or pedestrian plaza area.

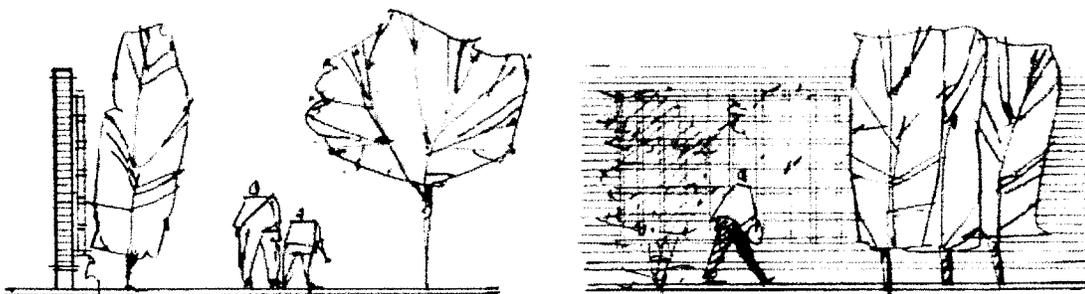


Figure 8: Shows examples of how trees along with lattice can break up the appearance of a blank wall.

K. Bioswales. When used, integrate biofiltration swales and ponds into the overall site design. Methods of filtration are listed below in order of preference:

1. Locate biofiltration swales, ponds, or other approved biofiltration systems as part of a landscape screen. Trees may be planted near the grass swale as long as they do not substantially shade the grass within the swale. The swale or pond should be designed so it does not impede pedestrian circulation or shared parking between two or more properties;
2. Where topography is favorable; locate the biofiltration swale, wet pond, or other approved biofiltration system within the paved parking or service area. The swale or pond should be landscaped as part of the required internal parking lot landscaping and oriented so it does not impede pedestrian circulation;
3. Locate the swale in areas where the swale may be used for recreation or similar activities that do not unreasonably reduce the swale's ability to function properly. Incorporate landscaping and screening to visually enhance the swale without reducing maintainability and sun exposure;
4. The incorporation of screening elements and/or landscaping into biofiltration swale designs is encouraged if the biofiltration swale is located and/or designed as a positive landscaping feature with approved design and plant materials. Where appropriate, shade tolerant plants should be used. It may be counted as part of the required site landscaping;
5. Compensatory Storage areas are preferred to be underground; if not those areas shall follow the same design principles as Biofiltration swales.
6. Bioswales that include features as described in FMC19.60.075(K) may receive a reduction in their Green Factor by .05.

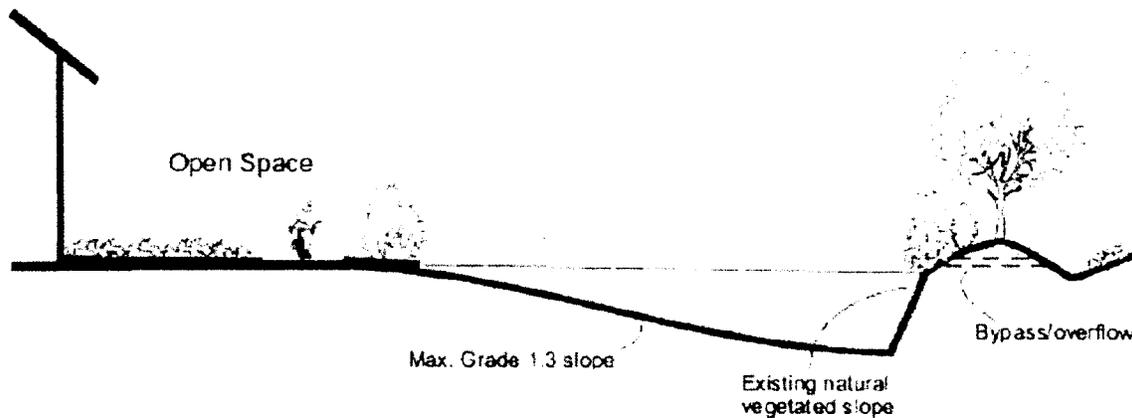


Figure 9: Shows examples how the swale can be integrated into site design plan.

L. Street Corners. To create and preserve visual images for identification and spatial reference at street corners; to enhance the pedestrian environment at street corners; and to create visual interest and increased activity at street corners. All development proposals for street corner sites shall include at least one of the design treatments described below (in order of preference).

1. Provide pedestrian-oriented space at the corner leading directly to a building entry or entries.
2. Locate a building towards the street corner (within 15' of corners property line);



Figure 10: This example includes both a building located towards the street corner and a small pedestrian-oriented space.

M. Cross-walks. Incorporate features such as inset or angled corners and entrances, display windows, or corner roof features.

Shall provide Pedestrian oriented cross-walks when needed including but not limited to:

1. Raised walk path
2. Decorative lighting or ground type lighting
3. Decorative masonry, concrete, or the like.
4. Plants or vines along awnings.



Figure 11: Shows an example of a pedestrian oriented cross-walk.

N. Additional front yard setback. Developments who wish to provide some outdoor activities that include sidewalk sales or dining areas. Additional front yard setback shall not be granted for parking, stormwater, or additional landscaping.

1. Additional front yard setback may be granted by the Community Development Director.
2. Requirements for additional setback shall include:
 - A. Provided 1 additional item from FMC 19.60.075(B).
 - B. Additional setback is designed to provide a gathering place. For example: outdoor reading area, dining area, sidewalk sales (see event permit FMC 10.32).
 - C. Dining and gathering areas may be covered.



Figure 12: Show an example of additional front yard setback to accommodate dining area or sales display.

O. Pedestrian Art. Provide visual stimulation along pedestrian paths to add to the community experience. To include art within the public realm that is pleasing to the eye, not offensive, and conforms to intent. Pedestrian art can be supplemented toward the requirements in FMC 19.60.075(B). Pedestrian art can include but not limited to:

1. Statues or monument type art work;
2. Sidewalk art;
3. Decorative window design (permanent);
4. Street clocks.

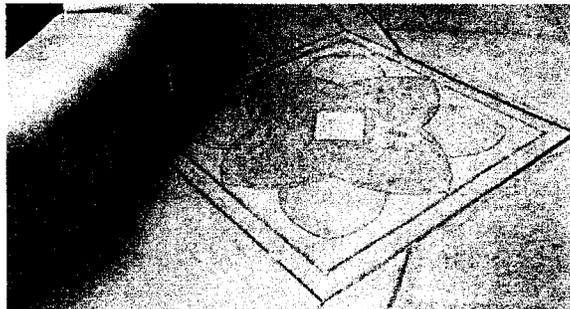


Figure 13: Example of Sidewalk Art



Figure 14: Example of a statue or monument art work



Figure 15: Example of a street clock

P. Curb cut minimization. Curb cuts tend to increase pedestrian exposure to moving vehicles, limit opportunities for landscaping and street trees, eliminate on-street parking spaces, and prohibit uses which promote pedestrian interaction. Vehicle access is least preferred on 20th Street East. Developments shall:

1. Minimize the number of curb cuts and locate them away from street intersections;
2. Minimize the width of curb cut, drive way, and garage opening;
3. To extent practical share driveway with an adjacent property owner;
4. Provide sufficient queuing space on site.

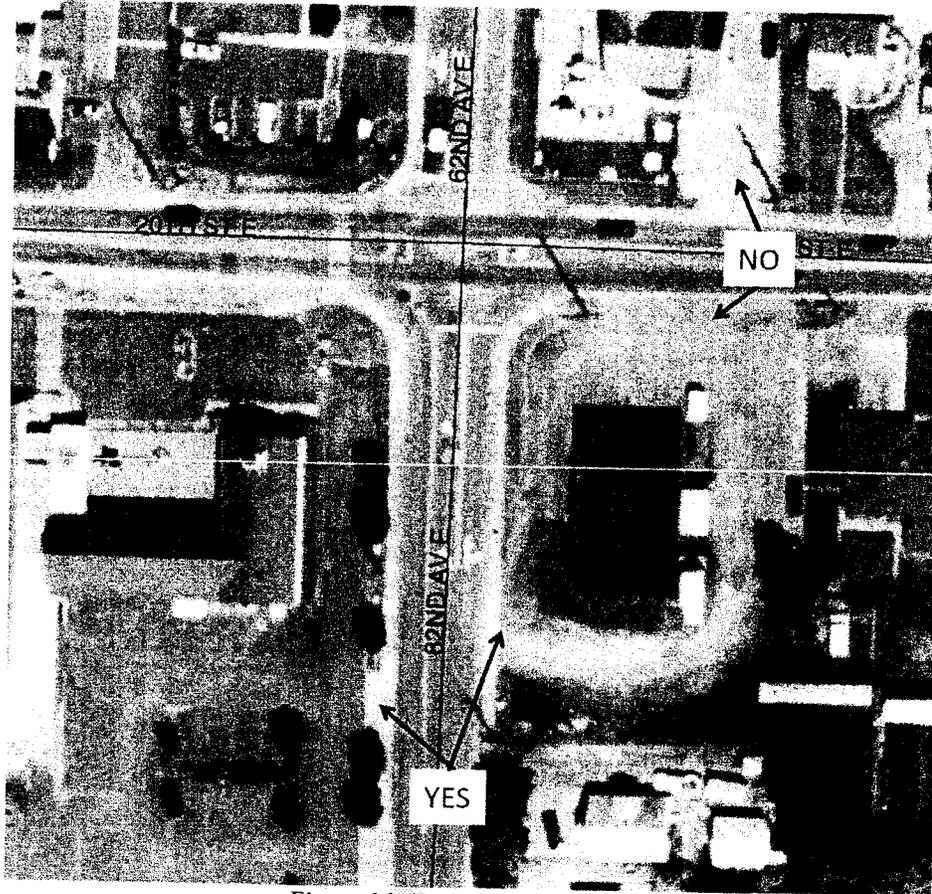


Figure 16: Example of curb cut placement

June 3, 2009

**MEMORANDUM
For Meeting of June 9, 2009**

TO: Mayor and Councilmembers
THROUGH: Steve Worthington, City Manager
FROM: Kurt Reuter, Parks, Recreation & Community Services Director
SUBJECT: City of Fife Tree Commission Formation

REPORT IN BRIEF: The City of Fife Park, Recreation and Community Services (PRCS) Citizens Advisory Board is in support of a proposal that would task them with serving the city as not only the PRCS Board, but the Tree Commission as well. Current FMC states that the City Council is responsible for appointing members to both of these groups. Therefore, council action is necessary to make the appointments official.

BACKGROUND: City staff has been trying for quite some time to recruit residents to serve on the Tree Commission. To date, our efforts have produced minimal results. Discussions between council and staff generated the idea to have the PRCS Advisory Board serve as the Tree Commission as well. Staff has discussed this concept with the PRCS Board and they are in support of the idea. The next step in the process is to revisit the issue with council to convey the support of the PRCS Board and to formally appointment current PRCS Board members to serve on the Tree Commission. Since we are starting out by appointing the entire commission at once, staggered terms of office will need to be identified. Staff will consult with those serving on the commission to determine who will fill each position.

ATTACHMENTS: Current Tree Commission Ordinance.

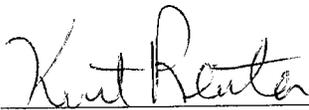
DISCUSSION: Staff is seeking comment from the city council regarding the proposed action being considered.

ALTERNATIVE COURSES OF ACTION:

1. Approve the appointments of the current PRCS Board members to the City of Fife Tree Commission.
2. Recommend changes to the appointments of the current PRCS Board members to the City of Fife Tree Commission and then approve.
3. Decline to approve the appointments of the current PRCS Board members to the City of Fife Tree Commission.

RECOMMENDATIONS: Approve the appointments of the current PRCS Board members to the City of Fife Tree Commission.

SUGGESTED MOTION: Motion to approve the appointment of the current seven members of the City of Fife Parks, Recreation & Community Services Citizens Advisory Board to serve on the City of Fife Tree Commission for terms of one to three years.



Kurt Reuter
Parks, Recreation & Community
Services Director



Approved for Agenda:
Steve Worthington, City Manager

Chapter 2.49

TREE COMMISSION

and for advising the city manager and council with regards to issues related thereto. (Ord. 1398 § 12, 2000; Ord. 1295 § 5, 1998).

Sections:

- 2.49.010 Purpose.
- 2.49.020 Membership.
- 2.49.030 Terms of office.
- 2.49.040 Responsibilities.

2.49.010 Purpose.

The purposes of the commission shall be promoting the responsible planting of trees on public property, educating the public about trees, advocating trees within the city, and developing innovative and joint funding for projects from a variety of sources. (Ord. 1295 § 2, 1998).

2.49.020 Membership.

The city tree commission shall be composed of seven voting members, at least four of which shall be residents of the city of Fife. The director of public works, community development director and the parks, recreation/senior services director, or their designees, shall be available on an as-needed basis to provide technical knowledge and/or support. In no way shall their time be allowed to become a financial burden on the city. Members shall serve without pay. Vacancies shall be filled by the city council from a list of nominees nominated by council members. Members shall show an interest in accomplishing the purposes of the commission. Membership should include people with expertise in arboriculture, local business persons, utility representatives and residents. (Ord. 1473 § 2, 2002; Ord. 1295 § 3, 1998).

2.49.030 Terms of office.

The initial appointment shall be three members to one-year terms, two members to two-year terms, and two members to three-year terms. Each appointment thereafter shall serve a three-year term. In the event of a vacancy of any position, the city council shall appoint a successor for the unexpired portion of the term from a list of nominees submitted by council members. Members may be removed by the city council for inefficiency or neglect of duty. (Ord. 1473 § 3, 2002; Ord. 1295 § 4, 1998).

2.49.040 Responsibilities.

The city tree commission shall be responsible for developing and implementing an urban forestry strategy to accomplish the purposes of this chapter