



City Council Special Meeting Agenda

Please note: Due to the Governor's orders related to public gatherings and the Open Public Meetings Act during the COVID-19 pandemic, the council meeting will occur remotely via internet and phone access. The meeting can be watched and listened to via live streaming on the city website (Agendas-Minutes-and-Videos page). The phone number to call is: 253-215-8782; Meeting ID 860 586 906.

Citizen comments will be accepted via email at info@ci.puyallup.wa.us until 5:30 p.m. During the meeting, the City Clerk will note the name of the submitter and the date it was received which will be made part of the record. These emails will be distributed to City Council.

Tuesday, April 7, 2020
6:30 PM

ROLL CALL

APPROVAL OF AGENDA

- **Supplemental Community Grant Funding related to COVID-19 (Palmer/Door)**

1. CONSIDERATION OF MINUTES

- 1.a Minutes of February 11 and 25, 2020
[February 11, 2020 Draft Minutes](#)
[February 25, 2020 Draft Minutes](#)

CLERK NOTES THE CITIZEN COMMENTS RECEIVED

2. CONSENT AGENDA

- 2.a Accept the WSU LID Frontage Improvements, Phase 1 as substantially complete and begin a one year warranty period
- 2.b Approve accounts payable, payroll and electronic fund transfers of \$6,721,496.14
[Warrant Register Cover Sheets](#)

3. RESOLUTIONS

- 3.a Approve a resolution adopting the Parks, Recreation and Open Space (PROS) Draft Plan
[Resolution - PROS Plan](#)
- 3.b Approve a resolution waiving utility late fees during the COVID-19 state of emergency
[Resolution - Waive Utility Late Fees](#)

4. CONSIDERATIONS AND REQUESTS

- 4.a Staff Update on the Public Safety Building (No Action)
[Public Safety Building - PowerPoint Slide](#)
- 4.b Staff Update on Sound Transit Parking Garage Project (No Action)

OTHER BUSINESS

CITY MANAGER'S REPORT

COUNCIL REPORTS

MAYOR'S REPORT

ADJOURNMENT

The City Council Chambers is wheelchair accessible. Those needing assistance with hearing devices should contact the City Clerk's Office (253-841-5480) the Friday preceding the meeting.



City Council Agenda Item Report

Submitted by: Mary Winter

Submitting Department: City Clerk's Office

Meeting Date: 4/07/2020

Subject:

Minutes of February 11 and 25, 2020

Presenter:

Recommendation:

Approve the minutes of February 11 and February 24 as submitted, or make changes and approve as amended.

Background:

Council Direction:

Fiscal Impacts:

ATTACHMENTS

- [February 11, 2020 Draft Minutes](#)
- [February 25, 2020 Draft Minutes](#)

**City of Puyallup
Regular City Council Meeting
February 11, 2020**

COUNCILMEMBERS PRESENT: Mayor Door, Deputy Mayor Palmer, Councilmember Farris, Councilmember Jacobsen, Councilmember Kastama, Councilmember Johnson (via telephone conference call) and Councilmember Witting

APPROVAL OF THE AGENDA

Council Action: A motion was made by Councilmember Jacobsen and seconded by Deputy Mayor Palmer to approve the agenda. The motion passed 6-0.

CONSIDERATION OF MINUTES

Council Action: A motion was made by Councilmember Jacobsen and seconded by Deputy Mayor Palmer to approve the minutes of November 19, 2019. The motion passed 7-0.

PRESENTATIONS AND PROCLAMATIONS

Employee Blood Drive – December 2019

Interim City Manager Steve Kirkelie announced the city's receipt of an award from Cascade Regional Blood Services and outlined the details of staff's efforts to organize a blood drive. He recognized Finance Coordinator Dayna Schaller for her organization of the blood drive and Mayor Door presented her with a plaque.

Ms. Schaller expressed her appreciation to staff and the city for supporting her efforts with the blood drive.

CITIZEN COMMENTS

Mr. Dave Myers: the definition of "family" in the RS-10 Zoning Code

Mr. Jesse Bianche: defended his property rights i.e. Dave Myer's concerns

Mr. Bill Hunt: defining the Utility Task Vehicle laws in Pierce County on where they can be ridden

Mr. Chris Chisholm: suggested several changes to the animal control ordinance definitions; discussed homelessness and the need for more beds locally

PUBLIC HEARINGS

Public Hearing and approval of a resolution to declare a water utility backhoe as surplus to the needs of the city

Interim Public Works Director Ken Davies outlined the request to surplus a 1990 backhoe purchased for the water utility and later used by the Cemetery. He noted that the Revised Code of Washington requires a public hearing and official action by the city council.

At 6:45 p.m., Mayor Door opened the hearing for public comments. No one step forward to speak and the hearing was subsequently closed.

Council Action: A motion was made by Councilmember Jacobsen and seconded by Councilmember Johnson to approve the resolution. The motion passed 7-0.

RESOLUTION NO. 2397

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PUYALLUP declaring vehicle No. 6532, a 1990 Case 580 Backhoe (VIN # JYG0033871) purchased through the water utility and owned by the City of Puyallup to be surplus equipment and authorizing the disposal of such equipment pursuant to RCW 35.94.040 and City policy

ORDINANCES

First reading of an ordinance updating animal codes (Puyallup Municipal Code Sections 8.04, 8.08, 8.12 and 8.16) relating to the health and safety of animals, service animals, police dogs and violations

Police Chief Scott Engle outlined several changes proposed to four sections of the City's Animal Code and Deputy City Attorney Shawn Arthur responded to questions by Councilmembers regarding the changes.

Council Action: A motion was made by Councilmember Jacobsen and seconded by Councilmember Farris to approve first reading of the ordinance. The motion passed 6-0 (Councilmember Johnson had left the meeting).

Second reading of an ordinance establishing Puyallup Municipal Code Section 3.72, titled "Sales Tax Credit and Use Tax Credit for Affordable and Supportive Housing" as authorized under the provisions of Substitute House Bill 1406

Council Action: A motion was made by Councilmember Jacobsen and seconded by Deputy Mayor Palmer to approve second reading of the ordinance. With a roll call vote, the motion passed 7-0.

ORDINANCE NO. 3204

AN ORDINANCE OF THE CITY OF PUYALLUP, WASHINGTON relating to local sales and use taxes; authorizing the maximum capacity of the tax credit authorized under the provisions of Substitute House Bill 1406 for affordable and

supportive housing and rental assistance, to be codified at Chapter 3.72 of the Puyallup Municipal Code

OTHER BUSINESS

Public Safety Building Project – Presentation by consultants on building costs

Consultant Brett Hanson prefaced his presentation and described Mackenzie's thought processes and subsequent efforts in affecting an overall five-percent reduction in facility size. He discussed several hard and soft cost saving strategies expected to reduce the cost by approximately \$11.3 million and elaborated on a comparison of Puyallup's project to those of several other cities based upon population, size of staff and facility components.

Mr. Hanson responded to councilmember questions, clarified several points on the project comparables and provided additional details on the proposed cost saving strategies.

Additionally, Police Chief Scott Engle and Municipal Court Judge Andrea Beall both gave their assurance of staff's concurrence for the proposed reductions.

Finance Director Barbara Lopez outlined the parameters used in estimating the bond options. Based upon the reduced cost of \$82 Million, she estimated the cost of a 30-year bond on a median value home of \$347,600 at \$.66 per \$1,000 assessed value with an impact of \$231.00 a year or \$19.00 a month. A 20-year bond would be \$.81 per \$1,000 with an annual impact of \$281.00 or \$23.00 per month.

Ms. Lopez responded to questions and concerns, with some discussion centering on the use of councilmanic bonds to help offset costs. Councilmembers shared their thoughts and ideas. A majority of council was comfortable with the South Hill site and the proposed reductions but with some preference voiced to retaining the Jury Room.

CITY MANAGER'S REPORT - None

COUNCIL REPORTS

Councilmember Kastama spoke of the University of Washington Tacoma (UWT) School of Engineering and Technology and how it has become an asset to the community. He shared specifics of their upcoming 20th Annual South Sound Technology Conference on March 6, 2020, at UWT. He felt it important for local students considering a career in technology to know about this program.

Councilmember Farris provided an update on Pierce Transit's Last Mile Lyft Program, noting that their grant ended on December 31 and that she would be assisting the Transit with a usage survey. She invited council to join her in meeting with Sarah Harris, Puyallup Activity Center (PAC) staff, Pierce Transit and Sound Transit in planning a road trip for seniors.

Deputy Mayor Palmer reported on the South Sound Housing Affordability Partners (SSHAP) meeting and their efforts to hire a consultant (via RFP) to develop a framework for affordable housing strategies. He cited an overall cost of \$85,000 for the consultant, listed the pledges of other jurisdictions and noted Puyallup's share at \$5,000 to join.

Mayor Door noted her attendance at the SSHAP meeting and of Pierce County Executive Dammeier agreement to reach out to Pierce County Councilmember Ladenburg and Tacoma Mayor Woodards regarding a presentation. She explained that the group has agreed but is asking about Puyallup's share of the funds. She asked Mr. Kirkelie to reach out and check their availability for the February 25 meeting.

Additionally, Deputy Mayor Palmer reported that Sound Transit's ST3 draft plan for Puyallup adds more train cars and extends the platforms. He questioned the council's interest in an invitation from the Puyallup Tribal Council and offered to arrange a meeting should there be enough interest.

Councilmember Johnson appreciated the efforts allowing him to participate via phone, of council's discussion and input throughout the meeting, in particular the public safety building discussion.

MAYOR'S REPORT

Mayor Door expressed appreciation for the expeditious way in which council worked through the agenda.

EXECUTIVE SESSION

At 8:24 p.m., Mayor Door announced an executive session of approximately thirty minutes, to discuss real estate issues and evaluate the qualifications of an applicant for public employment, with no action expected. Interim City Manager Steve Kirkelie, City Attorney Joe Beck, Human Resources Director Katie Ortega, Mayor Door and the councilmembers recessed into executive session.

Mayor Door adjourned the meeting at 8:49 p.m., with no action taken.

ADJOURNMENT – 8:49 p.m.

**City of Puyallup
Regular City Council Meeting
February 25, 2020**

COUNCILMEMBERS PRESENT: Deputy Mayor Palmer, Mayor Door, Councilmember Farris, Councilmember Jacobsen, Councilmember Kastama, Councilmember Johnson and Councilmember Witting

APPROVAL OF THE AGENDA

Council Action: A motion was made by Councilmember Johnson and seconded by Councilmember Jacobsen to approve the agenda. The motion passed 7-0.

CONSIDERATION OF MINUTES

Council Action: A motion was made by Councilmember Johnson and seconded by Councilmember Jacobsen to approve the minutes of December 10, 2019 and January 7, 2020. The motion passed 7-0.

PRESENTATIONS AND PROCLAMATIONS

Presentation: LEAN Team relating to the Pre-Application Process

Building Code Official Ray Cockerham recognized LEAN Team Members Planning Technician Nabila Comstock, Senior Permit Technician Julie Johnson, Senior Planner Chris Beale and Assistant City Engineer Ken Cook. He reviewed the permit process flow chart, project charter and project objectives, as well as the average timeline from application to issuance (44 days) prior to the LEAN process.

Planning Technician Nabila Comstock presented the waste analysis, highlighted new standard work procedures intended to improve the customer service process, and a timeline to track the process. With a goal to complete the process more quickly, she pointed out that the redefined scheduling process has resulted in a fifty-percent reduction in the pre-application process.

Mr. Cockerham and Ms. Comstock responded to questions by councilmembers who provided feedback regarding the improvement process and project efficiency.

Presentation: Central Pierce Fire CARES Program – Chief Daniel Olson

Central Pierce Fire and Rescue (CPFR) Chief Dan Olson discussed the need for the CARES (Community Assistance Referral and Education) Program, intended to address the changing landscape of 911 calls for assistance.

CARES Program Manager Shelly Rhone shared her credentials and updated the council on the logistics of the CARE Program, and how it connects citizens with resources and services to deal with repeat callers requiring non-emergent 911 care.

Assistant Chief Dan Beckman presented information on CPFR's new Low Acuity Aid Unit Pilot Program, intended to increase the efficiency and free up the engine units, allowing them to respond to life-critical calls more quickly.

Chief Olson announced that CPFR is working on an Emergency Medical Services (EMS) Study, to examine and identify cost effective service solutions. He expected the study to be completed later this year, at which time CPFR would like to provide an update to the city council on the study results.

CITIZEN COMMENTS

Mr. Andy Anderson: history of the War Memorial Center and placing it onto the Historic Preservation Register

Mr. Richard "Doc" Hansen: Central Pierce's slow response time to a recent medical emergency

Mr. John Hopkins – Puyallup Recreation Center; impacts caused by the deferment of facility maintenance; agreed with council on the Public Safety Building bond issue

Mr. Bill Hilton – City representation at the Rails to Trails 30th Annual Dinner; the city's park director's efforts; and the City's LEAN Process

CONSENT AGENDA

Authorize the purchase of five (5) replacement Police Patrol Vehicles

Authorize the City Manager to execute an Assignment and Assumption facilitating DM Disposal's consolidation of business names to Murrey's Disposal

Authorize an amendment to the 2017 Sidewalks Project Closeout in the amount of \$1,365.00.

Approve a Radio Sub-System User Agreement with the City of Bonney Lake

Approve a Radio Sub-System User Agreement with the City of Sumner

Approve a Radio Sub-System User Agreement with East Pierce Fire & Rescue

Approve a Radio Sub-System User Agreement with Graham Fire & Rescue

Approve a communications site lease agreement with the City of Bonney Lake

Approve a communications site lease agreement with Mountain View-Edgewood Water

Approve accounts payable, payroll and electronic funds transfers of \$10,885,014.05

Council Action: A motion was made by Councilmember Jacobsen and seconded by Deputy Mayor Palmer to approve the consent agenda. The motion passed 7-0.

ORDINANCES

Second reading of an ordinance updating animal codes (Puyallup Municipal Code Sections 8.04, 8.08, 8.12 and 8.16) relating to the health and safety of animals, service animals, police dogs and violations

Council Action: A motion was made by Deputy Mayor Palmer and seconded by Councilmember Jacobsen to approve second reading of the ordinance. With a roll call vote, the motion passed 7-0.

ORDINANCE NO. 3205

AN ORDINANCE OF THE CITY OF PUYALLUP, WASHINGTON, amending Puyallup Municipal Code 8.04.010 and 8.04.200, and adding Sections 8.04.210-.270 related to health and safety of animals kept in Kennels, shelters and pet shops, and adding a penalty for misrepresentation of service animals; amending Section 8.16.020 related to Police Dogs, thereby amending the animal control exemption provisions related to Off-duty police dogs; and repealing Sections 8.04.180 (Abandonment of Animals), 8.08.050 and 8.12.040 (Violation-Punishment)

RESOLUTIONS

Resolution confirming Citizen Board and Commission Appointments

Deputy Mayor Palmer noted the submission of several applications from several good applicants. In response to a question, City Clerk Mary Winter identified one remaining opening on the Design Review and Historic Preservation Board.

Council Action: A motion was made by Deputy Mayor Palmer and seconded by Councilmember Jacobsen to approve the resolution. The motion 7-0.

RESOLUTION NO. 2399

A RESOLUTION OF THE CITY OF PUYALLUP, WASHINGTON confirming citizen Board and Commission appointments

CONSIDERATIONS AND REQUESTS

Public Safety Building

Interim City Manager Steve Kirkelie prefaced the presentation and voiced a need for decisions on both the amount and the term of the bond. He advised that staff will return on March 10th to discuss bond dates and again on March 31st with a full package for council consideration.

Mr. Brett Hanson shared Mackenzie's efforts in exploring an option to re-locate the Emergency Operations Center (EOC) into the current Communications Center site instead of the Public Safety Building. He pointed out that the proposed space is larger, would be move in ready, meets current engineering standards and is a suitable option that would reduce construction costs.

Finance Director Barbara Lopez shared a comparison of financing statistics for the \$82 Million and the \$93 Million bond options. She appraised the council on the rates of interest, par amounts, the true cost of the bond, issuance costs, and the annual cost of debt to the city over a 20-year, 30-year and 35-year bond period.

Ms. Lopez estimated the first-year impact on a median value home for a 20, 30 and 35-year bond. She pointed out that the cost to homeowners for a 20-year bond (\$23.00 monthly) would be slightly higher than a 30-year bond (18.00 monthly) but would cost less over the life of the loan.

Ms. Lopez also discussed the partial use of "Councilmanic" or Limited Tax General Obligation (LTGO) Bonds to offset costs. She shared the annual costs to the city and to the taxpayers for both a 20-year and 30-year period for bond amounts ranging from \$5 to \$20 Million. She recommended the 20-year option should council considers "Councilmanic" bonds; however, advised against it due to the need for a dedicated funding source to pay the city's portion of debt service.

Ms. Lopez compared the operating costs for the current city facilities with the estimated operating costs for the proposed public safety building. She stressed the need to create and finance a long-term plan for the repair/replacement of facility components based upon lifecycles.

Ms. Lopez responded to several questions and clarified several points including but not limited to the City's bond rating; her estimation on the partial use of "Councilmanic" Bonds and several scenarios related to various bond financing options.

Each councilmember voiced his/her preference for the amount and term of the bond. There was agreement on the need for a new facility and that the use of "Councilmanic" bonds was not feasible. There was consensus for the option of an \$82 Million bond over a 20-year period, with preference given to retaining the Jury Room for the court and the Exercise Room for police officers.

Association of Washington Cities (AWC) Membership AWC Membership fee invoice

Councilmember Jacobsen voiced her concern with the Association of Washington Cities (AWC) and their legal challenge of Initiative-976 (\$30 car tabs) against the will of the voters. She questioned what value they provide to the City.

Councilmembers each voiced their perspective of AWC and what they provide, with mention made that the Association represents cities, provides resources and training opportunities and lobbies the legislature on behalf of cities.

There was majority support to renew the membership with appreciation voiced at the opportunity to re-evaluate the membership. Councilmember Jacobsen was hesitant due to their challenge of Initiative-976 against the will of voters.

Interim City Manager Steve Kerkelie outlined the many benefits to Puyallup such as: staff drug testing; employment opportunity postings; staff and council training opportunities; salary compensation database usage; and advocating to other cities on our behalf. Mayor Door recalled their efforts in assisting with the sex offender housing issue and that their lobbying efforts resulted in the passage of legislation in support of the city.

Council Action: A motion was made by Deputy Mayor Palmer and seconded by Councilmember Farris to approve the City's payment of dues to the Association of Washington Cities. The motion passed 6-0-1 (Councilmember Jacobsen Abstained).

Sound Transit Parking Garage Status and Update

City Engineer Hans Hunger shared staff's more recent efforts in the Sound Transit (ST) Parking Garage project. He reviewed the scope of the project, spoke of the collaboration between staff and ST in the design-builder selection and permit review processes and moving it forward into the design review phase. He shared a conceptual of what the project could look like and discussed the elements of the development agreement. He advised council of upcoming events to include a public hearing and approval of the development agreement on March 10th and a public hearing and approval of a street vacation on March 31st.

ST Government Community Relations Team Member Austin Neilson responded to questions raised by councilmembers at the October presentation. He reviewed Sound Transit's policies on the following: the availability of ST's parking facilities for use by the community on weekends; marketing and advertising opportunities; and facility safety concerns.

ST Project Director John Michaels shared Sound Transit's efforts in the ST2 Parking Garage Project. He provided an update on the project scope and design-builder procurement process. He shared a visual of several ST facilities and elaborated on multiple factors used to determine the building character. He elaborated on several points of the development agreement, the role of the street vacation and shared a site map of the proposed area showing ST owned property, the street vacation area and the parking garage footprint.

City Engineer Hans Hunger, Development Services Director Tom Utterback and several ST representatives responded to multiple questions and clarified several aspects of the project for councilmembers.

Councilmembers voiced concern with ST's view of the Design Review and Historic Preservation process as consultatory in nature, being asked to approve the street vacation with no knowledge of

the project design and a written guarantee to address public usage of the garage during events and on weekends.

OTHER BUSINESS

Consideration of the City Manager Appointment and Contract

Commencing with Councilmember Kastama, councilmembers each voiced his/her thoughts on the appointment of Steve Kerkelie as the new City Manager. Councilmembers spoke highly of his performance as Interim City Manager, expressed faith in his ability to lead the city, appreciated his demeanor as fair and impartial and respected his transparency and objectivity. Councilmembers gave their full endorsement for the appointment of Mr. Kerkelie as Puyallup City Manager.

Council Action: A motion was made by Councilmember Kastama and seconded by Deputy Mayor Palmer to appoint Steve Kerkelie as City Manager and authorized the Mayor to execute an employment agreement in a form as recognized by the City's legal counsel. The motion 7-0.

CITY MANAGER'S REPORT -

Mr. Kerkelie voiced appreciation for the council's vote of confidence in his abilities and believed that their high expectations mirrored his own. He valued the opportunity, council's leadership and the city staff. He attributed his ability to accept this position to the support of his wife and family at home.

COUNCIL REPORTS

Councilmember Jacobsen recognized the volunteer efforts of current and newly appointed boards and commissions members. She advised that registration for the March 25th Citizen Academy is still open and that the Puyallup 101 Academy registration will close shortly. She spoke highly of both of both classes.

Councilmember Johnson congratulated Mr. Kerkelie on his appointment as City Manager. He voiced optimism with the current direction of the city and for the future of Puyallup.

Deputy Mayor Palmer reported that the Tacoma to Puyallup Regional Trail Connection Cohort met and expressed approval of a new route along the new SR/167, pointing out that the North Levee and River Road routes were more expensive. He advised council of an upcoming public workshop and his intent to relay more information as it becomes available.

Councilmember Witting reported on his attendance at a Pierce County Regional Council presentation on attainable housing as distinguished from affordable housing. He noted his intent to attend an additional presentation on March 4th, pointed out that affordable housing is a significant issue and that he would bring more information back from that meeting.

Councilmember Farris reminded councilmembers to pick up and display their “Leading Together” banners prominently at the Dias, noting that hers is fully signed and shows commitment to Puyallup residents.

MAYOR’S REPORT

Regarding the \$5,000 contribution for affordable housing requested by the deputy mayor, Mayor Door explained that the South Sound Housing Affordability Partners (SSHAP) will give a presentation at the next meeting. She has indicated to them that the council will not commit any funds until after the presentation.

ADJOURNMENT –10:33 p.m.

DRAFT



City Council Agenda Item Report

Submitted by: Michelle Gehring
Submitting Department: Engineering
Meeting Date: 4/07/2020

Subject:

Accept the WSU LID Frontage Improvements, Phase 1 as substantially complete and begin a one year warranty period

Presenter:

Hans Hunger, City Engineer

Recommendation:

Authorize the City Manager to accept the WSU LID Frontage Improvements, Phase 1 completed by Northwest Cascade, Inc., as substantially complete and begin a one year warranty period.

Background:

The City Council awarded the WSU LID Frontage Improvements, Phase 1 construction contract on January 29th, 2019. The project was awarded to Northwest Cascade, Inc. in the amount of \$1,363,552.39.

Work on the project began in March 2019. The location of the frontage improvements were between Clark's Creek and Fruitland Ave on West Pioneer Way. Work included the construction of approximately 600 linear feet of roadway, concrete traffic curbs, a planter strip, concrete sidewalks, utility improvements, and a minor signal modification at Pioneer and Fruitland Ave.

This project was completed in March of 2020. The original awarded amount for this project was \$1,363,552.39 with a final amount of \$1,280,917.14. This project was completed on time and under budget.

Council Direction:

Fiscal Impacts:

Original Contract Amount - \$1,363,552.39. Final Contract Amount - \$1,280,917.14.

ATTACHMENTS



City Council Agenda Item Report

Submitted by: Mary Winter

Submitting Department: Finance

Meeting Date: 4/07/2020

Subject:

Approve accounts payable, payroll and electronic fund transfers of \$6,721,496.14

Presenter:

Recommendation:

Background:

Approve accounts payable, payroll and electronic fund transfers of \$6,721,496.14; ratify and confirm payments as previously authorized by the finance director.

Council Direction:

Fiscal Impacts:

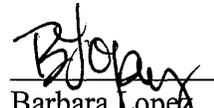
ATTACHMENTS

- [Warrant Register Cover Sheets](#)



I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Puyallup, and that I am authorized to authenticate and certify to said claim.

Accounts Payable warrant numbers:	<u>AP 248911</u>	through	<u>AP 249223 + GN 113143</u>	\$	2,602,812.09
Accounts Payable (ACH) warrant numbers:	<u>702734</u>	through	<u>702844</u>	\$	558,479.55
Payroll warrant numbers:	<u>PY 106582</u>	through	<u>PY 106652</u>	\$	98,241.15
Payroll (direct deposit) numbers:	<u>EF 90136648</u>	through	<u>EF 90137309</u>	\$	1,402,027.20
Electronic payments / Wire transfers dates:	<u>2/1/2020</u>	through	<u>2/29/2020</u>	\$	2,059,936.15
			Total All Funds	\$	<u>6,721,496.14</u>


Barbara Lopez
Finance Director
City of Puyallup

3/19/2020
Date

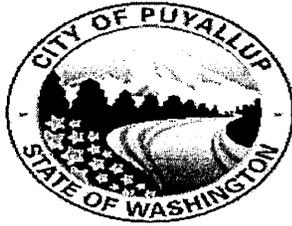


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Accounts Payable (ACH) warrant numbers:	<u>702734</u>	through	<u>702844</u>	\$	<u>558,479.55</u>
Payroll warrant numbers:	<u> </u>	through	<u> </u>	\$	<u> </u>
Payroll direct deposit numbers:	<u> </u>	through	<u> </u>	\$	<u> </u>
Electronic payments / Wire transfers dates:	<u> </u>	through	<u> </u>	\$	<u> </u>
Total All Funds					\$ <u>3,161,291.64</u>


Barbara Lopez
Finance Director
City of Puyallup

3/19/2020
Date



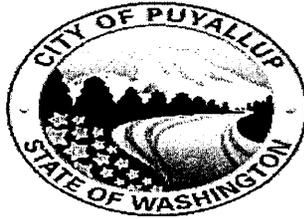
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Puyallup, and that I am authorized to authenticate and certify to said claim.

Accounts Payable warrant numbers:	_____	through	_____	\$	
Accounts Payable (ACH) warrant numbers:	_____	through	_____	\$	
Payroll warrant numbers:	PY 106582	through	PY 106652	\$	98,241.15
Payroll direct deposit numbers:	EF 90136648	through	EF 90137309	\$	1,402,027.20
Electronic payments / Wire transfers dates:	_____	through	_____	\$	_____
			Total All Funds	\$	<u>1,500,268.35</u>



Barbara Lopez
Finance Director
City of Puyallup

3/19/2020
Date



I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Puyallup, and that I am authorized to authenticate and certify to said claim.

Accounts Payable warrant numbers:	_____	through	_____	\$	
Accounts Payable (ACH) warrant numbers:	_____	through	_____	\$	
Payroll warrant numbers:	_____	through	_____	\$	
Payroll direct deposit numbers:	_____	through	_____	\$	
Electronic payments / Wire transfers dates:	<u>2/1/2020</u>	through	<u>2/29/2020</u>	\$	<u>2,059,936.15</u>
			Total All Funds	\$	<u><u>2,059,936.15</u></u>



Barbara Lopez
Finance Director
City of Puyallup

3/19/2020
Date



City Council Agenda Item Report

Submitted by: Mary Winter

Submitting Department: Parks, Recreation and Facilities

Meeting Date: 4/07/2020

Subject:

Approve a resolution adopting the Parks, Recreation and Open Space (PROS) Draft Plan

Presenter:

Sarah Harris, Parks and Recreation Director

Recommendation:

Approve a resolution adopting the draft Parks, Recreation and Open Space (PROS) Plan update.

Due to the size of the document, you may review the plan on the Parks and Recreation web-page at <http://www.cityofpuyallup.org/DocumentCenter/View/11921/Puyallup-PROS-Plan---4-March-2020>.

Background:

The Parks, Recreation and Open Space (PROS) Plan must be updated and certified every six years by the Washington State Recreation and Conservation Office (RCO) in order to be eligible for state Parks & Recreation grant funding. The plan was last updated in 2014 and the updated draft plan is to be submitted to RCO by April 10, 2020.

To be in compliance with the RCO and eligible for future grant funding, the plan must be adopted by City Council prior to being submitted to RCO. Although an extension may be possible, RCO could not guarantee that an extension would be granted and recommended moving forward with adoption at the March 31, 2020 Council meeting.

City staff started working with the city's Parks & Recreation and Senior Advisory Boards in the summer of 2019 to begin the update process and to begin the substantial public outreach component. The PROS planning process consisted of a series of public outreach events including focus group discussions, resident and youth outreach surveys, a charrette and two open houses. In addition, City Council was briefed on the process at the August 27, 2019, October 22, 2019 and March 10, 2020 meetings.

Key differences in the plan relate to how inventory and need is calculated and how to address identified needs. This plan reflects not only city recreation facilities but also Puyallup School District Facilities and other relevant public or private properties and facilities. The plan suggests possible partnership opportunities to improve or develop new facilities that would benefit the community as a whole by cost sharing and joint use agreements.

Possible improvements to Parks and Facilities are conceptual and would require further public outreach and study. Future park/facility projects would be considered by the Advisory Boards and City Council for future funding. It is key that they be shown in the Plan in the event the City seeks grant funding for any of the identified projects.

The Advisory Board reviewed the initial draft plan at the February 20, 2020 meeting and provided feedback to staff and the consultant. The Board reviewed the updated draft plan at the March 9, 2020 meeting and voted 5-0 to support the plan and move it forward to the Council for approval.

Planning staff will update the Parks, Recreation and Open Space Element of the Puyallup Comprehensive Plan later in the year when they are doing their yearly update. At that time a public hearing on the Plan will be required.

Council Direction:

Fiscal Impacts:

The draft PROS plan addresses all City Parks and Rec facilities and programs. Future implementation would require coordination with standard City budgeting priorities & processes.

ATTACHMENTS

- [Resolution - PROS Plan](#)

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF PUYALLUP, WASHINGTON adopting the Parks,
Recreation and Open Space (PROS) Plan.

WHEREAS, the development of a Parks, Recreation and Open Space (PROS) Plan provides for a broad range of park and recreation activities, programming and experiences for all users, addressing all community members.

WHEREAS, the Parks, Recreation and Open Space (PROS) Plan promotes acquisition of park land that provides maximum benefits through concurrent and compatible uses.

WHEREAS, the Parks, Recreation and Open Space (PROS) Plan seeks to make park and recreation facilities accessible to the population they are intended to serve.

WHEREAS, the Parks, Recreation and Open Space (PROS) Plan incorporates a broad-based approach to funding park and recreation facility improvement and to provide for maintenance commensurate with new improvements.

WHEREAS, the Parks, Recreation and Open Space (PROS) Plan promotes cooperative agreements in community parks and neighborhoods.

WHEREAS, in 2019 and 2020, the City has actively solicited public input into the review and update process, including an online community survey which ran for over six months, youth online survey, focus group discussions, a planning charrette, two open houses and inviting members of the public to address their concerns at the Parks and Recreation and Senior Advisory Boards regularly scheduled meetings; and

WHEREAS, in 2019, the City began the process of updating the Parks, Recreation and Open Space (PROS) Plan, in accordance with Washington State Recreation and Conservation Office (RCO) standards that require RCO certified plans to be re-assessed and updated every six (6) years; and

WHEREAS, the City Parks & Recreation and Senior Advisory Boards held several Board meetings on proposed Plan updates throughout 2019 and 2020

WHEREAS, on March 9, 2020, the City's Parks & Recreation Advisory Board voted 5-0 to recommend plan approval to the City Council related to the proposed plan elements to the PROS Plan; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF PUYALLUP, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. Adoption of the Parks, Recreation and Open Space (PROS) Plan. The City accepts the proposed Parks, Recreation and Open Space (PROS) Plan, which establishes goals, objectives and projects for future park programming and development efforts in the City.

ADOPTED by the City Council of the City of Puyallup, Washington, this 31st day of March, 2020.

Julie Door, Mayor

Approved as to form:

Attest:

Joseph N. Beck, City Attorney

Mary Winter, City Clerk



City Council Agenda Item Report

Submitted by: Mary Winter

Submitting Department: Finance

Meeting Date: 4/07/2020

Subject:

Approve a resolution waiving utility late fees during the COVID-19 state of emergency

Presenter:

Barbara Lopez, Finance Director

Recommendation:

Approve a resolution waiving utility late fees while under the modified payment extension policy in response to the COVID-19 state of emergency.

Background:

Per Puyallup Municipal Code 14.01.090 - Penalties for Nonpayment of Bills - late fees still apply, even if a payment extension has been granted. As part of the City's response to the COVID-19 state of emergency, Finance - Utility Billing has modified the payment extension policy to allow for extensions past the next billing date. The modified payment extension terms will be available to customers until 30 days after the state of emergency in Washington is rescinded by Governor Inslee.

This resolution would waive utility late fees for payment extensions under the modified policy. Thus, the Finance Director will be able to waive late fees for customers who request extension for utility payments.

Council Direction:

Fiscal Impacts:

ATTACHMENTS

- [Resolution - Waive Utility Late Fees](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PUYALLUP, WASHINGTON WAIVING CITY UTILITY LATE FEES WHILE UNDER THE MODIFIED PAYMENT EXTENSION POLICY IN RESPONSE TO THE COVID-19 STATE OF EMERGENCY.

WHEREAS, on February 29, 2020, Governor Jay Inslee declared a state of emergency in response to new cases of COVID-19, directing state agencies to use all resources necessary to prepare for and respond to the outbreak.

WHEREAS, on March 11, 2020, the City of Puyallup, like the State, Pierce County and other local governments, declared a state of emergency regarding the outbreak of the novel coronavirus.

WHEREAS, recognizing the potential economic hardship to residents and local businesses caused by the response to COVID-19, the City of Puyallup has modified its utility payment extension policy to allow for extensions past the next billing date.

WHEREAS, the modified payment extension terms will be available to customers until 30 days after the state of emergency in Washington is rescinded by Governor Inslee.

WHEREAS, Puyallup Municipal Code 14.01.090 - Penalties for Nonpayment of Bills - does not provide the ability to waive late fees under the payment extension policy, and

WHEREAS, City Council finds it in the best interest of the residents and businesses of Puyallup to waive late fees associated with the modified payment extension policy in effect during this state of emergency

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PUYALLUP, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Authorize the City of Puyallup Finance Director to waive late fees on utility bill payment extensions initiated under the modified payment extension policy until that modified policy is no longer in effect, which is expected to be 30 days after the state of emergency in Washington is rescinded by the governor.

Section 2. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerkal errors,

references, resolution numbering, section/subsection numbers and any references thereto.

PASSED this _____ day of _____, 20__.

APPROVED:

JULIE DOOR
MAYOR

ATTEST/AUTHENTICATED:

MARY WINTER
CITY CLERK

APPROVED AS TO FORM:

JOSEPH N. BECK
CITY ATTORNEY

FILED WITH THE CITY CLERK: _____
PASSED BY THE CITY COUNCIL: _____
RESOLUTION NO.: _____



City Council Agenda Item Report

Submitted by: Mary Winter

Submitting Department: City Manager's Office

Meeting Date: 4/07/2020

Subject:

Staff Update on the Public Safety Building (No Action)

Presenter:

Barbara Lopez, Finance Director

Recommendation:

No action is requested.

Background:

At the last City Council meeting, City Council had requested city staff to provide bond costs for a 20 year, 25 year and 30 year term. This information is in the attached document.

Council Direction:

No direction is sought at this time.

Fiscal Impacts:

ATTACHMENTS

- [Public Safety Building - PowerPoint Slide](#)

Puyallup Public Safety Building

Funding Discussion

City Council Meeting

March 31, 2020

Project Fund = \$82 Million

Cost of Debt	20 Year	25 Year	30 Year
True Interest Cost ^(A)	3.22%	3.55%	3.77%
Par Amount ^(B)	\$75.4m	\$74.2m	\$73.6m
Total Interest	\$37.3m	\$51.0m	\$64.9m
Total Debt Service	\$112.7m	\$125.3m	\$138.5m
Interest as % of Par Amt	49.5%	68.7%	88.2%
Issuance Costs	\$557k	\$551k	\$548k
Annual Debt Service	\$5.6m	\$5.0m	\$4.6m
Average Coupon (Implicit Rate)	4.2%	4.5%	4.7%
Impact on MVH	20 Year	25 Year	30 Year
Rate per \$1,000 AV	0.809	0.720	0.664
Annual Impact	\$281	\$250	\$231
Monthly Impact	\$23	\$21	\$19

(A) January 2020 “AA” tax-exempt bond market plus 100 basis points

(B) In the current bond market, investors are willing to pay more than face value of the bond (bond premium) in exchange for higher annual interest yields, which reduces the par amount of bonds required to generate the desired bond proceeds.



City Council Agenda Item Report

Submitted by: Mary Winter

Submitting Department: City Manager's Office

Meeting Date: 4/07/2020

Subject:

Staff Update on Sound Transit Parking Garage Project (No Action)

Presenter:

Hans Hunger

Recommendation:

No direction is requested.

Background:

The public hearing for the street vacation was scheduled for March 31st but because of restrictions put in place by the Governor, the public hearing cannot occur and it is being delayed until further notice. Because the street vacation Ordinance has conditions included that have to be met before the street can be closed, such as improvements to 5th Street and Main Street being complete, it is not anticipated that this delayed hearing will affect the parking garage's critical path.

City staff continue to work with Sound Transit on ways for the project to continue. Some needed remediation and utility work will be able to proceed in the road even if the road is open as long as it can still be used by school buses during the necessary times.

Council Direction:

No direction is sought.

Fiscal Impacts:

none

ATTACHMENTS