PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

1. CONSIDERATION OF MINUTES

1.a Consideration of minutes of January 18, January 23, and February 13, 2018
   January 18, 2018 Minutes
   January 23, 2018 Minutes
   February 13, 2018 Minutes

2. PRESENTATIONS AND PROCLAMATIONS

2.a Service Award Presentation: Retired Communications Dispatcher Carrie McCulloch

2.b Proclamation: Older Americans Month
   Proclamation - Older Americans Month

CITIZEN COMMENTS

3. CONSENT AGENDA

3.a Professional Services Contract Award: Design services for 5th Street NW/SW Adaptive Traffic Control Project

3.b Acceptance of a donation from Arts Downtown for the Outdoor Gallery
   Siblings_donation_agreement
   Olinka-Broadfoot-Siblings

3.c Professional Services Consultant Contract for design of the North Levee Road Overlay Project

3.d Approve accounts payable, payroll and electronic fund transfers of $9,475,409.46; ratify and confirm payments as previously approved by the finance director
   Warrant Register

3.e Authorization to Execute the 2017-2019 Collective Bargaining Agreement of the International Brotherhood of Teamsters - Custodians -- Local 313
4. ORDINANCES

4.a First reading of an ordinance to dedicate a portion of Veterans Park to Milwaukee Ave NE Right-of-Way
   Ordinance
   Exhibits A & B

4.b First Reading of an ordinance amending the 2018 Budget
   Ordinance - First 2018 Budget Adjustment
   Exhibit A - Summary Report
   Exhibit B - Detail Report

5. RESOLUTIONS

5.a Approve a Resolution authorizing the relocation and removal of two existing Pierce Transit bus stops
   1_Current Routing
   2_Proposed Routing
   3_Bus Stop Relocation

5.b Approve a Resolution adopting a Property Acquisition Relocation Appeal Process for Transportation Projects
   Resolution
   Relocation Appeal Process

6. CONSIDERATIONS AND REQUESTS

6.a Consideration of a contract with Comprehensive Life Resources

7. OTHER BUSINESS

CITY MANAGER'S REPORT

COUNCIL REPORTS

MAYOR'S REPORT

EXECUTIVE SESSION

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: Cindy Huff
Submitting Department: City Clerk's Office
Meeting Date: 4/03/2018

Subject:
Consideration of minutes of January 18, January 23, and February 13, 2018

Presenter:

Recommendation:
Consider approval of the City Council minutes as presented

Background:

Council Direction:

Fiscal Impacts:

ATTACHMENTS

- January 18, 2018 Minutes
- January 23, 2018 Minutes
- February 13, 2018 Minutes
Councilmembers Present: Mayor Palmer, Deputy Mayor Swanson, Councilmember Door, Councilmember Farris, Councilmember Johnson, Councilmember Kastama, Councilmember Jacobsen

Also in attendance: State Senator Hans Zeiger, State Representative Melanie Stambaugh, State Representative Joyce McDonald, City Manager Kevin Yamamoto, Assistant City Manager Steve Kirkelie, City of Puyallup Lobbyist Doug Levy, and Executive Assistant Jessica Johnson

After a brief introduction and overview of the agenda, the legislators spoke briefly about the current session.

Senator Zeiger identified three issues they are facing; 1) passing a capital budget, 2) Hirst Decision and 3) passing an operational budget. Senator Zeiger provided his perspective on these issues.

Representative Stambaugh identified some of the issues that Pierce County is working on such as the transportation budget, bills to potentially provide relief from large licensing fees after the passing of Sound Transit 3, early alert system bill to provide an earlier alert for running start students at all community colleges and a bill to get funding for integrated support programs for students.

Representative McDonald reiterated the importance of passing a capital budget and briefly indicated that most of the bills she is working on are related to election costs. She also noted two other bills she is working on related to the removal of the supreme court judges’ authority to allow/grant underage children to be married and to give authority to community colleges to offer alternative options for access to education for sex offenders.

After an overview from the legislators, Doug Levy, the City of Puyallup’s lobbyist, reviewed the City’s legislative agenda and discussed some concerns with bills regarding marijuana and small cell legislation.

The Puget Sound Gateway Project was a topic of discussion, specifically, funding of a full interchange, the local match and concerns surrounding the same.

Mayor Palmer posed additional questions about vehicle licensing and bills being introduced to address those.

Councilmember Farris shared comments and concerns regarding marijuana licensing and prohibitions. She also provided comments about housing regulations for businesses and/or nonprofits that provide rental assistance, re-housing and permanent supportive housing services.
Deputy Mayor Swanson began a short discussion regarding affordable housing and incentivizing jobs in suburban areas and cities with regional transit centers.

A brief discussion began in reference to data centers, specifically HB 2673 & SB 6307.

Councilmember Johnson focused discussion on economic development, specifically, housing, office space and transportation.

Council and delegates explored the topic of mental health and addiction treatment, resources available to those in need of treatment and funding for potential programs.

Mayor Palmer provided general comments and thanked those in attendance.

ADJOURNMENT: 8:00 pm
City of Puyallup  
Regular City Council Meeting  
January 23, 2018

(These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of six years from the date of the meeting and are available upon request.)

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

APPROVAL OF THE AGENDA

Council Action: A motion was made by Councilmember Door, second by Deputy Mayor Swanson, to approve the agenda.

Council Action: A motion was made by Councilmember Kastama, second by Councilmember Jacobsen, to amend the motion to add an item named 5.a. under Other Business to consider immediately removing portable toilets from downtown and curtailing the pilot project currently underway. The amendment passed 6-1. (Farris).

Councilmember Kastama urged the council to vote for discontinuing the pilot project. He believed that the portable toilets supported anti-social behavior by homeless individuals.

Council Action: A motion was made by Councilmember Kastama, second by Councilmember Jacobsen to amend the original motion to return to the council chambers at the end of the executive session and vote on whether the city will proceed with the case involving former council member Steve Vermillion. The amendment passed 7-0.

Councilmember Kastama stated that the case has continued for too long without transparency and accountability.

Council Action: A motion was made by Councilmember Door, second by Councilmember Farris, to approve the amended agenda. The motion passed 7-0.

CITIZEN COMMENTS

Mr. Dave Churchman used examples to demonstrate the importance of the Public Records Act.

Ms. Ashley Cuyle commented on the troublesome behavior of homeless individuals and its impact on her property as well as on downtown Puyallup.

Mr. Ric Rose discussed the city’s moratorium on homeless shelters and facilities that provide services to the homeless in Puyallup.
Ms. Patty Gratz urged the council to solicit feedback from citizens impacted by the homeless and to extend the temporary moratorium on homeless shelters in the city.

Ms. Jenny Roberts protested the placement of portable toilets in downtown Puyallup and asked for greater citizen participation in decisions related to homeless facilities.

Mr. Jeff Daschofsky denounced the city’s bargaining strategy with the public works employee bargaining unit.

Mr. David Prutzman clarified that Pierce Council Councilwoman Pam Roach owned two residences in Puyallup.

Ms. Kathy Turner made a variety of recommendations relating to homeless facilities and services in downtown Puyallup.

Mr. Mike de Alwis spoke about the impact of homeless individuals’ behavior on his downtown business and staff.

Mr. Matt Cuyle shared his opinion on the portable toilets in downtown Puyallup and thanked the new council members for improving transparency of the council’s actions.

**CONSENT AGENDA**

Interagency Agreement to provide jail services for the City of Pacific

Approve accounts payable, payroll and electronic fund transfers of $8,599,057.21; ratify and confirm payments as previously authorized by the finance director

**Council Action:** A motion was made by Councilmember Johnson, second by Councilmember Door, to approve the consent agenda. The motion passed 7-0.

**ORDINANCES**

Second reading of an ordinance creating a Senior Advisory Board

Staff responded to council questions about publicizing vacancies on the board and a potential meeting location.

**Council Action:** A motion was made by Councilmember Door, second by Councilmember Johnson, to approve second reading of the ordinance. With a roll call vote, the motion passed 7-0.

**ORDINANCE NO. 3160**

AN ORDINANCE of the City Council of the City of Puyallup, Washington, amending Sections 2.24.010,020, and 070 of Chapter 2.24 of the Puyallup Municipal Code and adding a new Chapter
First reading of an ordinance that grants a non-exclusive franchise to Level 3 Communications, LLC

Council Action: A motion was made by Councilmember Johnson, second by Councilmember Door, to approve first reading of the ordinance. The motion passed 7-0.

RESOLUTIONS

Approve a resolution updating the City’s Fee Schedule

Council Action: A motion was made by Councilmember Farris, second by Councilmember Door, to approve the resolution. The motion passed 7-0.

RESOLUTION NO. 2344

A RESOLUTION of the City Council of the City of Puyallup, Washington, revising certain fees charged by Development Services, Public Works, Parks & Recreation, Pioneer Park Pavilion, the Puyallup Activity Center, and adding a section for Public Records fees and removing Communications Center fees

CONSIDERATIONS AND REQUESTS

Presentation of Multidisciplinary Staff Group – Response to Impacts from Homelessness

Mr. Yamamoto, Interim Police Chief Scott Engle, and Senior Assistant City Attorney Shawn Arthur presented a comprehensive overview of the taskforce charged with addressing the impacts of homelessness from a City-operational perspective. They discussed several projects undertaken by this multi-disciplinary staff group.

Mr. Yamamoto stated that in view of public urination and defecation by homeless individuals, the taskforce was currently focused on public health and had initiated a pilot program to place three portable restrooms in various downtown locations.

Councilmembers Farris and Door spoke in support of the taskforce and the portable toilet pilot program.

Councilmember Kastama opined that the taskforce should prioritize concerns of downtown residents rather than provide allowances to the homeless. He opposed the placement of the portable toilets and believed that they would encourage illegal behavior.
Mayor Palmer praised the taskforce and their actions. He also noted that the city should take steps to protect the downtown core more aggressively.

**Homeless-serving zoning standards**

Development Services Director Tom Utterback summarized the council’s multiple extensions of the temporary six-month moratorium on homeless drop-in centers and emergency shelters. He also provided a detailed overview of staff and Planning Commission’s work on potential homeless zoning standards and requested further policy direction regarding zoning regulations.

Mr. Utterback and the council discussed a variety of issues concerning the use of homeless-serving zoning standards in other South Sound cities, the use of a hearing examiner, extension of the moratorium, various levels of regulation, and the opioid crisis in the city.

**Council Action:** A motion was made by Councilmember Kastama, second by Councilmember Jacobsen to extend the moratorium regarding the zoning of homeless facilities up to six-months.

City Attorney Beck advised that there is protocol in the RCW and that an actual vote to extend the moratorium this evening would have no legal effect; however, a vote could be taken directing staff to bring back an item to extend the moratorium under the proper process.

**Council Action:** A motion was made by Councilmember Jacobsen, second by Deputy Mayor Swanson, to substitute the pending motion and direct staff to bring back the option of a moratorium extension of up to six-months to the February 13 city council meeting. The motion to substitute passed 7-0.

The main motion as amended passed 7-0.

**City Council Committee Assignments**

**Council Action:** A motion was made by Deputy Mayor Swanson, second by Councilmember Farris to approve the city council committee assignments. The motion passed 7-0.

**Removal of Portable Toilets from the Downtown Core**

**Council Action:** A motion was made by Councilmember Kastama, second by Councilmember Jacobsen to remove portable toilets from the downtown area and curtail the pilot project underway.

**Council Action:** A motion was made by Deputy Mayor Swanson, second by Councilmember Jacobsen, to extend the meeting to 11:00 p.m. The motion passed 7-0.

Councilmember Kastama stated his rationale for adding this item to the agenda.

Extensive discussion, comments, opinions and thoughts were expressed by the council related to this pilot program.
Council Action: A motion was made by Councilmember Kastama, second by Deputy Mayor Swanson to amend the main motion to remove portable toilets from downtown Puyallup, include an exception for the two located on Spring Street and along the trail under the 512 freeway, and require any new developments in the pilot program be approved by council. The motion passed 6-1 (Farris).

Council Action: The main motion as amended passed 6-1 (Farris).

MAYOR’S REPORT

Mayor Palmer made a brief announcement regarding a fundraiser for a monument dedicated to Staff Sgt. Bryan Black.

EXECUTIVE SESSION

At 10:12 p.m. Mayor Palmer announced that the council would recess into executive session until 11:00 p.m. to discuss litigation or potential litigation issues with the city attorney, City Manager Kevin Yamamoto, Assistant City Manager Steve Kirkelie, City Attorney Joe Beck, City Clerk Mary Winter, Executive Assistant Jessica Johnson, Mayor Palmer and the Councilmembers recessed into executive session. At 11:00 p.m. Mayor Palmer extended the meeting for twenty minutes to 11:20 p.m.

At 11:20 p.m. the City Council returned to open session and made the following motion:

Council Action: A motion was made by Councilmember Kastama, second by Deputy Mayor Swanson, that once the West vs. Vermillion case reaches a point where a decision to appeal is at issue, that the City Attorney return to the city council for approval of any such appeal going forward. The motion passed 7-0.

ADJOURNMENT – 11:26 p.m.
City of Puyallup  
Regular City Council Meeting  
February 13, 2018

(These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of six years from the date of the meeting and are available upon request.)

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

APPROVAL OF THE AGENDA

Council Action: A motion was made by Councilmember Johnson, second by Councilmember Door, to approve the agenda. The motion passed 7-0.

CONSIDERATION OF MINUTES

Council Action: A motion was made by Councilmember Jacobsen, second by Deputy Mayor Swanson, to approve the minutes of January 9, 2018, as amended by Councilmember Jacobsen to correct her vote on the appointment of John Palmer as mayor. The motion passed 7-0.

PRESENTATIONS AND PROCLAMATIONS

Jamie’s Heart Foundation Donation Agreement – Automated External Defibrillator (AED)

Interim Police Chief Scott Engle introduced Tim Hannah, who provided the history of Jamie’s Heart Foundation and presented an AED to the Puyallup Police Department to be issued to the school resource officer. Officer and School Resource Officer Mark Ketter accepted the donation and thanked Mr. Hannah and Jamie’s Heart Foundation for the donation.

CITIZEN COMMENTS

Mr. Andy Anderson provided interesting historical facts relating to a Spanish flu epidemic in Puyallup in 1918 and issued an invitation to the upcoming annual meeting of the Historical Society.

Mr. Aaron Todd identified a need, offered Downtown Bike’s support and outlined a proposal to purchase public bike pump stations in three locations in the downtown core.

Mr. Jamie Gregory commended the city on its bee, tree and an age-friendly status, and outlined the requirements of being an Age-Friendly City. He spoke of the upcoming 2018 Aging Expo at Pierce College in May.
Ms. Paula Anderson noted a recent increase in the number of elderly seeking resources at the New Hope Drop-in Center, provided statistics on the number of patrons served and asked for a designated area to allow the center to continue serving those in need.

Mr. Benjamin Yuri spoke in support of the New Hope Resource Center (NHC) and of the assistance he received through this organization and their affiliates.

Mr. Bud Metzger spoke of the public works crews who work hard to maintain the city. He encouraged approving their contract to show support for their efforts.

Ms. Patti Carter spoke of the educational activities at the Fish Hatchery and of their many partnerships intended to improve the hatchery and maintain the health of Clark’s Creek.

Ms. Georga Prossick provided statistics on the elodea removal efforts, questioned whether the results outweighed the costs, and voiced support of the San Juan silt removal demonstration.

Ms. Gene Landry spoke about the slow deterioration of the downtown core.

Mr. Chris Chisholm countered Mr. Kastama’s campaign statement of increased crime downtown and presented crime statistics from the Pierce County Sheriff’s office indicating a downward trend.

**CONSENT AGENDA**

- Accept the Lateral Sewer Pipe Replacement Project at 302 7th Ave NW as complete
- Approve accounts payable, payroll and electronic fund transfers of $5,980,380.51; ratify and confirm payments as previously authorized by the finance director
- Assignment of Easement Rights with Valley Water District

**Council Action:** A motion was made by Councilmember Door, second by Councilmember Johnson, to approve the consent agenda. The motion passed 7-0.

**PUBLIC HEARING**

Public hearing and adoption of an ordinance renewing a moratorium relative to homeless drop-in centers and emergency shelters

City Manager Kevin Yamamoto outlined the legal requirements of a moratorium and explained the rationale behind the current ordinance requesting an additional six-month extension.

Mayor Palmer opened the hearing for public comments at 7:10 p.m.

Ms. Jenny Roberts suggested supporting families and children in place of a shelter for single adults. She described several instances of improper actions by homeless individuals.
Ms. Patti Gratz spoke of the Clean-up Puyallup’s group efforts, the homeless issues throughout the city, and of a need to not condone the issues with an open checkbook.

Mr. Tim Caldwell noted the vulnerability of 22,000 students and the fallibility of local crime statistics. He felt the NRC created a migratory route to Puyallup and asked that they not be allowed to expand.

Ms. Laurie Neilson spoke of her homeless situation and her sense of disheartening from the negative comments. Homelessness will not go away and she asked that the NRC not be closed.

Pastor Irons spoke in support of the NHC and of her hurt by the many negative comments. She referred to the nationwide drug/homeless epidemic and asked for a shelter to be built in Puyallup.

Ms. Chanel Laflam spoke of multiple acts of crime caused by the homeless encampment on the city property adjacent to Spooner Farms and questioned what the city will do about the camp.

Mr. Jacob Frazier Issacson spoke in support of the homeless, stated that Puyallup has a drug problem, and said that reducing resources will only increase the problem.

Mr. Ricardo Freeias spoke of his success from the NHC and voiced a need for affordable housing. He urged everyone to work together and not against each other.

Mr. Christian Bennis spoke in support of the NHC and believed their services to be helpful. He agreed that reducing services by closing the center will only worsen the problem.

Mr. Chance Halvorson noted his status as a homeless addict and voiced his support of the NRC.

Mr. Clint Hazen noted his veterans’ status and described how the NRC and Freezing Nights has helped to keep him off the streets.

Ms. Kathryn Salinas spoke of the health circumstances that made her homeless and of the help she received from NHC to get off drugs and the streets.

Ms. Tiffany spoke in favor of the NHC and the Freezing Nights program, noted that not all homeless individuals are bad, and asked that the council support these two programs.

Ms. Carmen Novis described health issues culminating in her homelessness, of the support given by the NHC, and she asked that the center not be closed.

Mr. Tyler Ketcham noted his homeless status and voiced his support of the NHC, stating that he knows many who have received services through them.

Mr. Timothy Marble spoke of his depressive disorder, the losses he has experienced and the help he has received from the NHC. He suggested that the city fight drugs, not homelessness.
Mr. Matt Cuyle voiced support to renew the moratorium and shared statistics showing the NRC has an impact ratio of 1%. He spoke negatively of the city’s leadership and direction.

Mr. Chris Chisholm spoke against renewing the moratorium, citing it as unnecessary, unconstitutional, and a liability. He further spoke to lower crime statistics in 2017 over 2016.

Ms. Doreen Plain noted several instances and said that citizens and children are afraid to use the library, park, spray park. She acknowledged a drug problem but asked that children be put first.

Mr. Kenneth Michael Warren advocated for the homeless and spoke of empathy and accountability. He pointed out that continuing the moratorium hinders the police department.

Seeing that no one else wished to speak, Mayor Palmer closed the public hearing at 7:50 p.m.

Each Councilmember voiced their understanding of the issue along with their views on homelessness, Puyallup’s drug problem and the continual extension of the moratorium.

Council Action: A motion was made by Councilmember Kastama, second by Councilmember Jacobsen, to conduct first reading of the moratorium ordinance, and under suspension of the rules, first becomes second reading. With a roll call vote, the motion passed 7-0.

ORDINANCE NO. 3161

AN ORDINANCE of the City Council of the City of Puyallup, Washington, renewing a moratorium with respect to the acceptance or processing of any and all land use or building applications or plans, or issuance of permits, and approvals, and uses or activities associated with emergency shelters, drop-in centers, and similar uses that provide social services to persons that are homeless in all zones located in the City of Puyallup.

The meeting recessed at 8:30 p.m. and reconvened at 8:36 p.m.

ORDINANCES

First reading of an ordinance amending the City’s Zoning Map relating to a parcel at 703 5th Street SW

Development Services Director Tom Utterback outlined the history of the request and responded to several questions by councilmembers.

Council Action: A motion was made by Councilmember Jacobsen, second by Councilmember Kastama, to approve first reading of the ordinance. The motion passed 7-0.

First reading of an ordinance revisiting certain sections of the Puyallup Municipal Code relating to Business License provisions
Finance Director Cliff Craig responded to several questions from councilmembers relating to small business relief exemptions; incorporating the state’s exemptions into city code; clarification on the types of small businesses to be exempted; and ending exemptions for pawn and second-hand stores.

**Council Action:** A motion was made by Councilmember Jacobsen, second by Deputy Mayor Swanson, to approve first reading of the ordinance with direction to staff to include an exemption for businesses with revenues less than $12,000 and tied to the CPI at second reading.

**Council Action:** A motion was made by Councilmember Johnson, second by Councilmember Jacobsen, to amend the motion to include removal of the exemption for pawn and second-hand stores into the motion. The motion passed 5-2 (Palmer, Door).

With a roll call vote, the motion to approve first reading of the ordinance passed 4-3 (Palmer, Door, Farris).

**Second reading of an ordinance granting a non-exclusive franchise to Level 3 Communications, LLC**

**Council Action:** A motion was made by Councilmember Door, second by Councilmember Farris, to approve second reading of the ordinance. With a roll call vote, the motion passed 7-0.

**ORDINANCE NO. 3162**

AN ORDINANCE of the City of Puyallup, Washington, granting to Level 3 Communications, LLC and its affiliates, successors and assigns, the right, privilege, authority and non-exclusive franchise for ten years, to construct, maintain, operate, replace and repair a telecommunications network, in, across, over, along, under, through and below certain designated public rights-of-way of the City of Puyallup, Washington

**RESOLUTIONS**

**Resolution confirming Board and Commission appointments**

Councilmember Door identified the names of the applicants selected to serve on the Parks and Recreation Board, Planning Commission, and the Senior Advisory Board.

**Council Action:** A motion was made by Councilmember Door, second by Councilmember Farris, to approve the resolution. The motion passed 7-0.
RESOLUTION NO. 2345

A RESOLUTION of the City Council of the City of Puyallup, Washington, confirming appointments to the Parks and Recreation Board, Planning Commission, and the Senior Advisory Board

CONSIDERATIONS AND REQUESTS

Transfer of Development Rights (TDR) Presentation

Senior Planner Katie Baker provided a brief explanation of the TDR Program, revisited past issues that resulted in the program being tabled, and asked for direction from Councilmembers. She introduced Nick Braaten with Forterra and Morgan Shook with ECONorthwest.

Forterra Policy Director Nick Braaten provided information about the TDR Program relative to managing growth in cities. He discussed how the program works and the components necessary for success. He further discussed key policy questions about sending areas, receiving areas, incentives, and the advantages of joining a regional program.

Council Action: At 9:30 p.m., a motion was made by Deputy Mayor Swanson, second by Councilmember Door, to extend the meeting one additional hour. The motion passed 7-0.

Mr. Braaten responded to several questions and concerns regarding the city’s participation in Pierce County’s TDR Program. Councilmembers expressed their understanding of how it works, concerns with various aspects and voiced their preferences regarding the program.

ECONorthwest representative Morgan Shook discussed the incentives portion of TRD’s and Mr. Braaten completed the presentation via a discussion on the program administration.

Council Rule Update: Key to the City, Proclamations, etc.

City Manager Kevin Yamamoto reviewed a proposed resolution designed to set the rules for various forms of recognition: keys to the city; proclamations; coins; certificates of appreciation; and various memorabilia. He voiced belief that the proposed rule follows council directives from last year.

Council discussion centered on the rarity of the distribution of city keys, including limiting the number of keys distributed, and a suggestion to delay the ordinance to the upcoming Council retreat for additional discussion.

Council Action: A motion was made by Councilmember Door, second by Councilmember Kastama, to approve the resolution. The motion passed 7-0.
RESOLUTION NO. 2346

A RESOLUTION of the City Council of the City of Puyallup, Washington, amending the “City of Puyallup City Council Rules of Procedure” to add Section 12, which governs the issuance of various forms of City recognition.

Citing the lateness of the hour, Councilmember Door proposed removing litigation as a topic of discussion during the executive session.

**Council Action:** At 10:30 p.m., a motion was made by Deputy Mayor Swanson, second by Councilmember Jacobsen, to extend the meeting for thirty minutes. The motion passed 6-1 (Kastama).

**OTHER BUSINESS**

Mayor Palmer questioned the possibility of a follow-up, “mini” retreat on February 27, 2018, to discuss the workflow aspect from the February 6th retreat.

Mr. Yamamoto cited a date conflict with the Share and Care House Community meeting and suggested that staff contact council regarding additional dates and availability for the follow-up meeting.

**EXECUTIVE SESSION**

At 10:40 p.m., Mayor Palmer announced an executive session anticipated to last until 11:00 p.m., to discuss collective bargaining, with no action expected. City Manager Kevin Yamamoto, Assistant City Manager Steve Kirkelie, City Attorney Joe Beck, Human Resources Director Katie Ortega, City Clerk Mary Winter, Mayor Palmer and the councilmembers moved into executive session. The executive session was extended in 15 minute increments by Mayor Palmer at 11:00 p.m. and 11:15 p.m.

The executive session ended at 11:30 p.m., with no action taken.

**ADJOURNMENT** – 11:30 p.m.
City Council Agenda Item Report
Submitted by: Brenda Fritsvold
Submitting Department: City Manager's Office
Meeting Date: 4/03/2018

Subject:
Service Award Presentation: Retired Communications Dispatcher Carrie McCulloch

Presenter:
Kevin Yamamoto/Mark Creley (possibly)

Recommendation:
n/a

Background:
Carrie McCulloch worked for Puyallup’s 911 dispatch center beginning on December 13, 1977. In January of 2016, she, along with the rest of Puyallup's dispatchers, transferred to South Sound 911. Carrie retired in August of 2016, having served Puyallup and the surrounding areas for nearly 39 years.

During her career, Carrie had to adapt to many phone system and technology changes. Because time is never of the essence more than when someone (often a very stressed someone) is calling for emergency responders to be dispatched, she had to listen intently, interpret accurately, and make fast, relevant inquiries. She worked long hours and missed many holidays with her family in order to serve her fellow community members. Dispatchers like Carrie are not seen, yet so necessary in the chain of our first responders.

Council Direction:

Fiscal Impacts:
n/a

ATTACHMENTS
Subject:
Proclamation: Older Americans Month

Presenter:
Mayor John Palmer

Recommendation:
Present proclamation to Linda Henry of "Puyallup Area Aging in Community Committee".

Background:
In 2016, Puyallup became the first city in the state of Washington to receive an AARP/World Health Organization “Age-Friendly City” designation. In receiving this distinction, Puyallup has committed to optimizing opportunities for people of all ages.

May 2018 is "Older Americans Month", and Linda Henry of "Puyallup Area Aging in Community Committee" will be receiving the written proclamation recognizing the importance of older adults in our community.

Council Direction:

Fiscal Impacts:

ATTACHMENTS

- Proclamation - Older Americans Month
PROCLAMATION

WHEREAS, The older adult population represents 14.1% of the U.S. population, about one in every seven Americans. By 2040, there will be about 82.3 million older persons; and

WHEREAS, The next generation of retirees will be the healthiest, longest-lived, best educated, most affluent in history; and

WHEREAS, More than ever before, older Americans are working longer, exploring new things and engaging in their communities; and

WHEREAS, Persons 50 and older control more than 77% of the nation’s assets and account for 40% of consumer demand; and

WHEREAS, Older Americans are taking charge of their aging process, striving for wellness, focusing on independence and advocating for themselves and others; and

WHEREAS, Older adults expect to continue to live their lives to the fullest and insisting on changes that make that possible; and

WHEREAS, An age-friendly community supports and enables all members of the community to age actively—to live in security, enjoy good health and participate fully in their communities; and

WHEREAS, An age-friendly community can provide opportunities to enrich citizens young and old by emphasizing the value of including elders in public and family life, creating opportunities for older Americans to interact with people of different generations and by providing services, technologies and support systems that allow individuals to engage at any age.

WHEREAS, An age-friendly community can promote and pledge to give aging a new voice, one that reflects what today’s older adults have to say about aging.

NOW THEREFORE, I, John Palmer, Mayor of the City of Puyallup, Washington, do hereby proclaim May 2018 as “Older Americans Month” in recognition of the importance and contributions older adults make to society.

IN WITNESS WHEREOF, I have herunto set my hand and caused the seal of the City of Puyallup to be affixed this 3rd day of April 2018.

[Signature]
John Palmer, Mayor
City Council Agenda Item Report

Submitted by: Drew Young
Submitting Department: Capital Improvement Engineering
Meeting Date: 4/03/2018

Subject:
Professional Services Contract Award: Design services for 5th Street NW/SW Adaptive Traffic Control Project

Presenter:
Hans Hunger, City Engineer

Recommendation:
Authorize the City Manager to execute a Professional Services Consultant Agreement with KPG, PS, in the amount not to exceed $285,607.53 for design and Right-of-Way acquisition services in a form as substantially approved by the City Attorney.

Background:
This project will improve the signal phasing, timing, and visibility of traffic signal heads and implement adaptive signal control technology (ASCT) on the 5th Street NW/SW corridor between W Stewart Ave and 9th Ave SW.

01/24/2017 – City Council accepted a federal grant in the amount of $810,000 from the Washington State Department of Transportation to design and construct the project and approved the 2017 budget amendment to cover the required City match in the amount of $90,000.
02/28/2017 - City Council Resolution #2325 added project to 2017-2022 Six-year Transportation Plan (STIP) to maintain eligibility of federal project funding.

Council Direction:
The Professional Services Consultant Contract is available in the City Clerk's Office for review.

Fiscal Impacts:
Amount Budgeted: $900,000.00; Contract (Bid) Amount: $285,607.53; City Funding: $90,000.00; Funds from Other Sources: $810,000.00

ATTACHMENTS
Subject:
Acceptance of a donation from Arts Downtown for the Outdoor Gallery

Presenter:

Recommendation:

Background:
Arts Downtown (ADT) is a local, all-volunteer organization established in 1995 for the purpose of bringing quality art to Puyallup. ADT curates Puyallup's outdoor art gallery, which has more than 50 pieces on public display throughout the downtown. Most of the pieces are in the permanent (i.e., city-owned) collection, with additional works contained in the two-year rotating gallery.

"Siblings" by Olinka Broadfoot was a popular addition to the rotating gallery beginning in 2015. In 2017, ADT successfully negotiated a mutually-acceptable purchase price with the artist with the intention of donating the piece to the city for placement in the permanent collection.

According to Broadfoot, "This piece was created to show the connections between people. Some of us are connected through the heart, some of us consciously, some of us by blood ties and some of us from a need to be connected... but the point is: that we are ALL connected."

At its meeting of February 2, 2018, the Puyallup Arts & Culture Commission reviewed the proposed donation per its authority and assigned duties, and advises that Council accept it.

Council Direction:

Fiscal Impacts:

ATTACHMENTS

- Siblings_donation_agreement
- Olinka-Broadfoot-Siblings
City of Puyallup

DONATION AGREEMENT

DONOR NAME: Arts Downtown

DONOR ADDRESS: PO Box 416
Puyallup, WA 98371

MONETARY DONATION:

The undersigned donor(s) hereby agree(s) to donate to the City of Puyallup the amount of $__________, which donation shall be considered complete upon acceptance by the City Manager and receipt of the funds by the City.

NON-MONETARY OR IN-KIND DONATION:

The undersigned donor(s) hereby agree(s) to donate: ___________________________ to the City of Puyallup.

This item has a value between Twenty Five Dollars ($25.00) and Five Hundred Dollars ($500.00). The donation of this item shall be considered complete upon approval of the City Manager and receipt of the donation by the City.

The undersigned donor(s) hereby agree(s) to donate: Siblings by Oljanka Bradfoot to the City of Puyallup.

This item has a value greater than Five Hundred Dollars ($500.00). The donation of this item shall be considered complete upon approval of the City Council and receipt of the donation by the City.

The City represents that it is a duly organized and existing municipal corporation of the State of Washington and that the donation funds will be used to the extent possible only for the following purpose(s). Attach a separate statement if more space is required.

The City of Puyallup will make all reasonable efforts to fulfill the specific purposes as outlined above for this donation, but if the specified donation purposes are not feasible, substitutions for like purposes will be made. The donated fund/assets will be managed and accounted for by the City in accordance with City of Puyallup Ordinance No. 2501, dated December 16, 1996.
Bessie Condra, ADT President

Donor Signature

1-23-18

Date

Assigned Department Director's Signature

Final signature for budgeted in-kind donations

Date

City Manager's Signature

Monetary donation; Non-monetary with value between $25 and $500 only

Date

Mayor's Signature

Non-monetary donation with value greater than $500 only

Date

FOR FINANCE USE ONLY

Date Donation Received:
TR #: Date
Deposit Account:
City Council Agenda Item Report

Submitted by: Ted Hill
Submitting Department: Capital Improvement Engineering
Meeting Date: 4/03/2018

Subject:
Professional Services Consultant Contract for design of the North Levee Road Overlay Project

Presenter:
Hans P. Hunger, City Engineer and Ted Hill, Capital Project Engineer

Recommendation:
Authorize the City Manager to execute a professional services consultant agreement with H.W. Lochner, Inc., in an amount not to exceed $118,864.00, for engineering design services in a form as substantially approved by the City Attorney.

Background:
North Levee Road has been identified by the Street Department as needing repair between North Meridian and the western city limits. Staff applied for grant funding through Washington State Department of Transportation (WSDOT) and was successful at receiving a grant of $750,000 for the project.

Council Direction:
The Professional Services Consultant Agreement is available in the City Clerk's Office for review.

Fiscal Impacts:
If the City does not move this project forward we risk losing the grant funds. The city's match to the grant is 13.5% minimum.

ATTACHMENTS
Subject:
Approve accounts payable, payroll and electronic fund transfers of $9,475,409.46; ratify and confirm payments as previously approved by the finance director

Presenter:

Recommendation:

Background:

Council Direction:

Fiscal Impacts:

ATTACHMENTS

- Warrant Register
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: | AP 237975 through AP 238498 + GN 113107 | $1,670,646.64 |
| Accounts Payable (ACH) warrant numbers: | 700009 through 700012 | $571.32 |
| Payroll warrant numbers: | PY 104233 through PY 104319 | $110,662.69 |
| Payroll direct deposit numbers: | EF 90121362 through EF 90121947 | $1,131,885.90 |
| Electronic payments / Wire transfers dates: | 1/16/2018 through 2/15/2018 | $6,561,642.91 |
| Total All Funds | $9,475,409.46 |

[Signature]
Date: 3/16/2018

Cliff Craig
Finance Director
City of Puyallup
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: AP 237975 through AP 238498 + GN 113107 $ 1,670,646.64

Accounts Payable (ACH) warrant numbers: 700009 through 700012 $ 571.32

Payroll warrant numbers: __________ through __________ $ 

Payroll direct deposit numbers: __________ through __________ $ 

Electronic payments / Wire transfers dates: __________ through __________ $ 

Total All Funds $ 1,671,217.96

Cliff Craig
Finance Director
City of Puyallup
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 104233 through PY 104319 $ 110,662.69  
Payroll direct deposit numbers: EF 90121362 through EF 90121947 $ 1,131,885.90  
Electronic payments / Wire transfers dates: ___________ through ___________ $  

Total All Funds $ 1,242,548.59

Cliff Craig  
Finance Director  
City of Puyallup  

3/14/2018  
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: 1/16/2018 through 2/15/2018 $ 6,561,642.91  
Total All Funds $ 6,561,642.91

Cliff Craig  
Finance Director  
City of Puyallup  
3/14/2018  
Date
Subject:
Authorization to Execute the 2017-2019 Collective Bargaining Agreement of the International Brotherhood of Teamsters - Custodians -- Local 313

Presenter:
Katie Ortega, Director of Personnel

Recommendation:
Authorize the City Manager to execute the 2017-2019 City of Puyallup and Teamsters - Custodians collective bargaining agreement (CBA) in a form as approved by the City Attorney.

Background:
The City began negotiations with Teamsters - Custodians, which represents five employees, in November 2017 and reached a tentative agreement in December 2017. The preceding bargaining agreement expired on December 31, 2016. The union membership voted on the contract in March 2018 and passed the contract. The proposed Teamsters - Custodians collective bargaining successor agreement is for three years (2017 - 2019) and includes:

1. Cost of Living Adjustment (COLA)
2017: 100% of the CPI-U, Seattle-Tacoma-Bremerton first half index, 1% minimum 5% maximum (2.2%)
Retroactive pay for 2017
2018: 100% of the CPI-U, Seattle-Tacoma-Bellevue first half index, 1% minimum 5% maximum (3%)
Retroactive pay for 2018
2019: 100% of the CPI-U, Seattle-Tacoma-Bellevue first half index, 1% minimum 5% maximum

2. Shift Differential
A $0.75 night shift differential

3. Sick Leave Cash Out
Increase in the sick leave cash out from 25% to 50% of accrued sick leave, up to a maximum of $10,000. This brings this union group's sick leave cash out into alignment with other union and non-represented City employees.

4. Signing bonus
A signing bonus of $250 per union employee.

This contract was presented to City Council during executive session on 2/13/18.
Council Direction:

Fiscal Impacts:

ATTACHMENTS
Subject:
First reading of an ordinance to dedicate a portion of Veterans Park to Milwaukee Ave NE Right-of-Way

Presenter:
Hans P. Hunger, City Engineer or Joseph N. Beck, City Attorney

Recommendation:
Conduct first reading of an ordinance dedicating a 165 square foot portion of the Veteran's Park parcel to the Milwaukee Ave NE Right-of-Way.

Background:
The Milwaukee Bridge was built in the 1950s and is scheduled to be rehabilitated to extend its usable life. The major financial contributor to the bridge rehabilitation is Washington State Department of Transportation (WSDOT) via their bridge program in the amount of $10 million dollars.

While working with the designers to identify the Right-of-Way (ROW) needed to construct, maintain and operate the bridge structure, we discovered that one of the City's parcels that makes up Veterans Park has a sliver of land that protrudes into the ROW. To move forward and not jeopardize grant funding, the city needs to dedicate the sliver of land (165 square feet) to the ROW of Milwaukee Avenue to meet WSDOT requirements.

Council Direction:

Fiscal Impacts:

ATTACHMENTS

- Ordinance
- Exhibits A & B
ORDINANCE No. XXXX

AN ORDINANCE OF THE CITY OF PUYALLUP, WASHINGTON, dedicating a portion of Veteran’s Park (parcel 0420276012) as right-of-way.

WHEREAS, Milwaukee Ave NE is a Right-of-Way in the City of Puyallup; and

WHEREAS, the Milwaukee Ave NE Bridge as it exists today was constructed in 1962; and

WHEREAS, in order to rehabilitate the Milwaukee Ave NE Bridge to the City must obtain all needed rights to construct, operate and maintain the structure as mandated by the Washington State Department of Transportation (Grant Funder); and

WHEREAS, the property underlying a portion of the Bridge is a small part of Veteran’s Park; and

WHEREAS, the Washington State Department of Transportation is requiring the City to formally dedicate the property underlying the Bridge as right-of-way;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF PUYALLUP, WASHINGTON, hereby ordains as follows:

Section 1. Dedication. The portion of Veteran’s Park (parcel 0420276012) as described in Exhibit A and depicted in the attached diagram titled Exhibit B and both incorporated herein by reference is hereby dedicated subject to the provisions of Section 2, below.

Section 2. Reservation of Easements and Rights. The City of Puyallup reserves to the City the easement(s) and right to exercise and grant easements in respect to the dedicated land for the construction, repair and maintenance of public utilities and services as they currently exist as the date of this Ordinance and to use the described property in any manner not inconsistent with this dedication.

Section 3. Corrections. The City Clerk is authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, numbering, section/subsection numbers and any references thereto.

Section 4. Publication. A summary of this ordinance shall be published as required by law.

Section 5. Severability- Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.
(2) If the provisions of this ordinance are found to be inconsistent with the other provisions of the Puyallup Municipal Code, the ordinance is deemed to control.

Section 6. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval, and publication as provided by law.

Adopted by the City Council of the City of Puyallup, Washington, this ___ day of __________ 2018.

__________________________________
John Palmer, Mayor

ATTEST:

__________________________________
Mary Winter, City Clerk

APPROVED AS TO FORM:

__________________________________
Joseph N. Beck, City Attorney

Published: ______
Effective: _____
EXHIBIT A

LEGAL DESCRIPTION
RIGHT-OF-WAY ACQUISITION
CITY OF PUYALLUP

COMMENCING AT THE INTERSECTION OF THE CENTERLINES OF 5TH STREET NE AND 7TH AVENUE NE, IN THE CITY OF PUYALLUP, WASHINGTON; THENCE NORTH 01°02'44" EAST, ALONG THE CENTERLINE OF SAID 5TH STREET NE, A DISTANCE OF 279.97 FEET TO ITS INTERSECTION WITH THE CENTERLINE OF 8TH AVENUE NE; THENCE CONTINUING NORTH 01°02'44" EAST, A DISTANCE OF 36.09 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 450.00 FEET; THENCE NORTHERLY ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 34°37'56", A DISTANCE OF 272.00 FEET; THENCE NORTH 55°16'50" WEST, A DISTANCE OF 14.88 FEET TO THE SOUTHEAST CORNER OF LOT 4 OF THAT SHORT PLAT RECORDED UNDER PIERCE COUNTY AUDITOR'S FEE NUMBER 967150079, RECORDS OF PIERCE COUNTY, WASHINGTON, BEING THE POINT OF BEGINNING; THENCE NORTH 17°14'10" WEST ALONG THE EASTERLY LINE OF SAID LOT 4, A DISTANCE OF 18.96 FEET; THENCE SOUTH 35°40'41" WEST, A DISTANCE OF 11.18 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 480.00 FEET; THENCE SOUTHWESTERLY ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 1°16'01", A DISTANCE OF 10.61 FEET TO THE SOUTH LINE OF SAID LOT 4; THENCE SOUTH 88°57'28" EAST, ALONG SAID SOUTH LINE, A DISTANCE OF 18.24 FEET TO THE POINT OF BEGINNING.

SAID RIGHT-OF-WAY ACQUISITION CONTAINING 165 SQUARE FEET, MORE OR LESS.
City Council Agenda Item Report

Submitted by: Peggy Watson
Submitting Department: Finance
Meeting Date: 4/03/2018

Subject:
First Reading of an ordinance amending the 2018 Budget

Presenter:
Cliff Craig

Recommendation:
Accept or reject proposals A and/or B and approve first reading of an ordinance amending the 2018 Budget.

Background:
This ordinance provides adjustments to the 2018 Budget as authorized by RCW 35A.33.120. The amendments reflect changes that have occurred since City Council adoption of the 2018 Budget via Ordinance No. 3155. The budget amendments included in our budget change ordinances essentially fall under five specific types, each clearly identified in the accompanying exhibits which detail the budget changes. Most adjustments have already been approved by prior Council action. Changes that Council has not yet approved are indicated as "pending" in the approval date column in Exhibit B, and are each explained below.

Categories by Type:
1. Previously Approved by Council action. Nearly all necessary changes on our budget adjustment ordinances fall into this group. Typical examples are new revenues, new appropriations, and adjustments to actual based on better information. Approval date is indicated. This category has one adjustment in the amount of $160,500 for a consulting contract with Mackenzie Architects on a contemplated public safety building.

2. Project Continuation. These changes move the unexpended portion of projects previously approved by Council into the current year. An example in this category is $11,023,897 for the Milwaukee Bridge replacement project. In some cases, excess unexpended budgets were applied to other projects running ahead of their budgets. 39th Ave., Salmon Springs, and Forest Green, are examples, funded by excess budgets in Street Repairs and System Improvements. These changes account for $46,328,038 in expenditures and related transfers.

3. Project Transfers. A third type of adjustment is the transfer of budget authority between projects. It is common for projects to vary from engineer estimates. While it is within the authority of the City Manager to transfer budgets between programs within funds by state law, the City Manager believes it is in the best interest of transparency to disclose these transfers. Budgets are transferred from projects where it is no longer needed and applied to projects that have seen costs higher than earlier estimates. In all such cases these transfers remain within the total expenditures previously authorized by Council, by fund, as required by law. There are none of these in this ordinance.
4. Technical adjustments have not yet been specifically approved by Council, but are consistent with prior Council direction. They update the budget based on improved information or relate to necessary expenditures that were not provided for previously or were classified incorrectly. DUI Emergency Response funds of $21,000 will be used for overtime, small tools, conference registrations, and travel. $50,000 will be used to pay for consulting services on a TDR/LCLIP feasibility study, and a budgeted and approved $35,000 for a new vehicle in Stormwater Collections will simply be moved to the Equipment Rental Fund. These changes account for a total of $106,000.

5. Recommended Adjustments are those that Council has not yet specifically approved but are consistent with prior Council direction. There are none of these in this ordinance.

   a. Authorized FTE Adjustment. 1.0 FTE Engineering Technician IV added in Engineering to increase capacity in Development Engineering, with no additional budget requested at this time. We will remain within our total authorized budgets by fund.

Previous Actions (Discussions/Presentations):
The 2018 Budget was adopted by ordinance 3155 on November 28, 2017. This is the first ordinance amending the 2018 Budget this year.

Summary of Proposal:
This ordinance formally amends the 2018 budget consistent with prior Council direction. Nearly all changes have already been approved by prior Council action, but not in ordinance form.

Alternatives/Options:
Any amendments to the budget made during the year may be adopted by a series of budget amendment ordinances. The best management practice--and preferred approach by the State auditor--is to have all adjustments adopted by ordinance by year-end.

We have found it to be more efficient to collect various budget amendments and combine them into budget adjustment ordinances periodically. This practice reduces the number of ordinances, and therefore the impacts on Legal and Finance staff as well as the Council. Furthermore it makes for a much more clear trail of changes for the auditors to review during their accountability and compliance audit each year.

The following two proposals do not increase the budget, but reallocate approved funds to agencies as recommended.
A. The $26,000 award to Open Hearth Ministries to be approved under the direction of Helping Hand House. It was previously under the direction of Homeward Bound. There is no change proposed in the actual use of the funds.
B. The $3,000 award to Puyallup Area Aging In Community to be used for Aging EXPO 2018, instead of the original request to use it for the Aging Mastery program. This more affordable, similar activity is expected to have results similar to the original proposal.

Council Direction:
Staff recommends Council accept or reject proposals A and B, and approve first reading of the budget adjustment ordinance.

Fiscal Impacts:
New technical adjustments add $106,000 to the budget.

ATTACHMENTS

- Ordinance - First 2018 Budget Adjustment
- Exhibit A - Summary Report
- Exhibit B - Detail Report
AN ORDINANCE of the City of Puyallup, Washington, relating to municipal finance, amending the 2018 budget adopted by Ordinance No. 3155 and authorizing certain expenditures in the amounts specified in this ordinance to conform with previous direction provided by the City Council

Whereas, the City Council is authorized to amend the City’s budget within the limitations set forth in RCW 35A.33.120; and

Whereas, the City Council finds that current revenue and expenditure reports for the City differ from forecasts used to create the 2018 Budget enacted by Ordinance No. 3155; and

Whereas, the City Council finds that such differences justify certain adjustments regarding obligations incurred and expenditures of revenues for the 2018 budget; and

Whereas, the City Council finds that any increases, decreases, revocations or recalls set forth herein are in the best interests of the City;

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

Section 1. Findings. Each and every of the findings expressed in the recitals to this ordinance are hereby adopted and incorporated herein.

Section 2. Amendments to 2018 Budget. The 2018 Budget, originally approved by Ordinance No.3155, passed on November 28, 2017, is amended as summarized in Exhibit A reflecting detailed changes itemized in Exhibit B:

a. Authorized FTE Adjustment

1.0 FTE Engineering Technician IV added in Engineering to increase capacity in Development Engineering.

Section 3. Ratification and Confirmation. All acts taken by City officers and staff prior to the enactment of this ordinance that are consistent with and in furtherance of the purpose or intent of this ordinance are hereby ratified and confirmed by the City Council.

Section 4. Severability – Construction. If a section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. If the provisions of this ordinance are found to be inconsistent with other provisions of the Puyallup Municipal Code, this ordinance deems control.
Section 5. Effective Date. This ordinance shall take effect and be in full force, five (5) days after its passage, approval and publication according to law.

PASSED at an open public meeting by the City Council for the City of Puyallup on the __________ day of ____________________, 2018.

_________________________________
John Palmer
Mayor

Approved as to form: Attest:

_________________________________ ______________________________
Joseph N. Beck Mary Winter
City Attorney City Clerk

Published: __________________________
Effective:______________________________
## Exhibit A - Budget Adjustment Summary for 2018 First Budget Adjustment

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<th>Fund</th>
<th>Description</th>
<th>Begin</th>
<th>Revenues</th>
<th>Trfs In</th>
<th>Expenses</th>
<th>Trfs Out</th>
<th>End</th>
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Grand Total

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<th>Expenses</th>
<th>Trfs Out</th>
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Wednesday, March 21, 2018
### Exhibit B - Budget Adjustment Details for 2018 First Budget Adjustment

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**Street Projects**

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**Capital Improvement Fund**

**Continuing Projects**

Unspent Balance Carried Forward 
2017 1,096,604 0 0 0 0 0

**Total Capital Improvement Fund**

1,096,604 0 0 0 0 0

**Capital Improvement Projects**

**Continuing Projects**

CC Tennis Court Improvements 
2017 0 0 0 110,010 0 0
Van Lierop Park Phase I 
2017 0 0 0 189,487 0 0
Trail Loop Improvements 
2017 0 0 0 54,989 0 0
Riverwalk Trail VI-Commerce Grant 
2017 0 483,598 0 483,598 0 0
Riverwalk Trail V-Commerce Grant 
2017 0 64,604 0 64,604 0 0
Rec Ctr Building Exterior 
2017 0 0 0 547,413 0 0
Rec Open Space Bond Con Survey 
2017 0 0 0 18,000 0 0
PRC/PAC Equipment Replacement 
2017 0 0 0 6,280 0 0
Pioneer Park Restrooms-LIFT 
2017 0 250,000 250,000 0 0
Green City-Tree City USA 
2017 0 0 0 12,214 0 0
CC Park Restrooms 
2017 0 0 0 6,525 0 0
Bradley Lake Trail Connections-LIFT 
2017 0 280,000 280,000 0 0
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<th>Begin</th>
<th>Revenues</th>
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**Enterprise Funds**

**Water Operations**

| Continuing Projects | Unspent Balances Carried Forward | 2017 | 1,095,210 | 0 | 0 | 0 | 0 | 0 |

| **Total Water Operations** | 1,095,210 | 0 | 0 | 0 | 0 | 0 |

**Water Projects**

| Continuing Projects | Replace Pump Chlorinator Vents | 2017 | 0 | 0 | 0 | 35,378 | 0 | 0 |
| Water System Improvements | 2017 | 0 | 0 | 0 | 377,064 | 0 | 0 |
| Water Comprehensive Plan | 2017 | 0 | 0 | 0 | 50,360 | 0 | 0 |
| Shaw Road: 23rd to Manorwood | 2017 | 0 | 0 | 0 | 84,000 | 0 | 0 |
| Sand Shed Pole Barn | 2017 | 0 | 0 | 0 | 115,350 | 0 | 0 |
| Salmon Springs Main Replacement | 2017 | 0 | 0 | 0 | 22,012 | 0 | 0 |
| Forest Green Phase 3 Main Replacement | 2017 | 0 | 0 | 0 | 54,698 | 0 | 0 |
| Bridge Street Water Main Replacement | 2017 | 0 | 0 | 0 | 290,000 | 0 | 0 |
| Salmon Springs Phase 2 Main Replacement | 2017 | 0 | 0 | 0 | 66,348 | 0 | 0 |

<p>| <strong>Total Water Projects</strong> | 0 | 0 | 0 | 1,095,210 | 0 | 0 | 0 | 0 |</p>
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<th>Expenses</th>
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**Storm Projects**

**Continuing Projects**

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Street: Approve a Resolution authorizing the relocation and removal of two existing Pierce Transit bus stops

Presenter: Hans Hunger, City Engineer

Recommendation: Approve the relocation of the existing Pierce Transit bus stop (#3446) located along 29th St NE near 5th Ave NE. This action will also require the removal of the existing Pierce Transit bus stop (#1009) located on E Main Ave near 4th Ave NE.

Background: Pierce Transit has requested the relocation of bus stop (#3446) currently located along 29th St NE near 5th Ave NE. The purpose of the bus stop relocation will allow Route 409 to enter E Main using 5th Ave NE instead of 4th Ave NE. The intersection of 5th Ave NE and E Main Ave has superior sight distance characteristics and is the preferred access location compared to the intersection of 4th Ave NE and E Main Ave.

The proposal involves moving the current bus stop directly across the street to facilitate new routing for Pierce Transit Route 409. Currently, Route 409 uses 29th St NE as an easterly turnaround point by turning left on 5th Ave NE from E Main (see current routing diagram). By moving the bus stop across the street, Route 409 will access the bus stop (#3446) by turning left on 4th Ave NE from E Main (see proposed routing diagram). There will be no reduction in overall street parking supply.

Additionally, if this change is approved, the bus stop (#1009) along E Main Ave would be removed. There would not be enough space to serve this bus stop and make an immediate left onto 4th Ave NE. The removal of this bus stop would eliminate bus blockages along E Main.

Council Direction: The city recommends the approval of this resolution. This action will provide a safer route for buses without compromising on-street parking.

If approved, Pierce Transit will execute the following actions:
--Remove the bus stop pole & sign from its existing location along 29th St NE & E Main (Bus stop #3446 & #1009)
--Use grey paint to cover the red/yellow/red curb at the existing bus stop location
--Install the bus stop pole & sign across the street, in the planter strip
--Paint 60 feet of the curb in our standard red/yellow/red
Fiscal Impacts:
N/A

ATTACHMENTS

- 1_Current Routing
- 2_Proposed Routing
- 3_Bus Stop Relocation
Bus Stop #1009 REMOVED

Bus Stop #3446 RELOCATED

Better sight distance for buses turning right on E Main Ave

Bus Stop #3446 RELOCATED

Better sight distance for buses turning right on E Main Ave
Subject:
Approve a Resolution adopting a Property Acquisition Relocation Appeal Process for Transportation Projects

Presenter:
Hans P. Hunger, City Engineer and Joseph N. Beck, City Attorney

Recommendation:
Approve the Resolution for the adoption of a Relocation Appeal Process as presented.

Background:
Occasionally property acquisitions trigger the need to relocate an owner or tenant from a dwelling as part of the purchase of a property that has a building impacted by the proposed construction project. There are both Federal and State laws that require there to be processes for appealing a determination of value for a relocated/displaced person while acquiring property.

The City of Puyallup currently has two (2) projects currently in design that will require relocation and having this process in place will help define what a property owner and the City will do in the case of an appeal.

Council Direction:

Fiscal Impacts:
Failure to adopt a relocation appeals process could jeopardize funding for projects.

ATTACHMENTS

- Resolution
- Relocation Appeal Process
RESOLUTION NO. __________


WHEREAS, in order to provide a process for displaced persons because of relocation due to property acquisition for Municipal needs; and

WHEREAS, Washington State Department of Transportation (WSDOT) pursuant to RCW 8.23.010 requires adoption of a relocation policy for all federally funded projects for, and administered by the City of Puyallup; and

WHEREAS, to adopt such a procedure, council acceptance is needed.

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

Section 1. The Relocation Compensation Appeal Process attached hereto as Exhibit “A” is hereby adopted by this Resolution.

Section 2. Effective Date. This resolution shall take effect immediately.

Section 3. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener’s/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Approved by the City Council of Puyallup this ___________ day of __________________________________, 2018.

APPROVED:

___________________________________________
John Palmer
MAYOR

APPROVED AS TO FORM:

ATTEST:

___________________________________________
Joseph N. Beck
CITY ATTORNEY

___________________________________________
Mary Winter
CITY CLERK
Exhibit A

City of Puyallup

Relocation Compensation Appeal Process

The City of Puyallup has developed a relocation program that is realistic and adequate to provide an orderly, timely and efficient relocation of persons or businesses for any City related federal right-of-way project or for any project where the Puyallup City Council has not waived relocation assistance.

A. Relocation Program

Engineering staff will contract with an independent firm for the services of a Relocation Services Specialist to develop a Relocation Plan and relocation services. The relocation plan will be developed with receiving approval from the Washington State Department of Transportation (WSDOT) The Plan will include the eligibility and amount of any payment. The Relocation Services Specialist will oversee the relocation process.

The Relocation Services Specialist will provide written notices of the relocation assistance to any displaced person or business identified in the Relocation Plan. The written notice will include information as identified in the WSDOT Right of Way Manual which includes the right of any displace to appeal the process, eligibility and amount of payment.

B. Actions Which May Be Appealed

Any aggrieved person may file a written appeal with the City of Puyallup if the person believes that the City has failed to properly consider the person’s eligibility for relocation assistance. Such assistance may include, but is not limited to, the person’s eligibility for, or the amount of, a payment required under Chapter 8.26 RCW and/or any other rule or regulation applicable to the City’s duty to provide relocation assistance. This appeal shall be conducted in compliance with the provisions of RCW 8.26.035 and 8.26.085 and any other applicable provision of state or federal law.

C. Request for a Relocation Review Board Hearing

A request for a hearing must be filed with the Right-of-Way (ROW) Manager, which for the City of Puyallup is the Public Works Director, within sixty (60) calendar days following receipt of the written notification of the City’s determination of relocation compensation. The sixty (60) calendar day period may be extended by action of the ROW Manager. Hearing proceeding are initiated upon receipt by the ROW Manager of a statement or letter from the displaced person or the displaced person’s representative.
Form of Statement - No specific form or format is required, however the displaced person’s statement or letter, at a minimum, shall include the following:

- Date of statement
- Name of the displaced person(s)
- Project title
- Parcel number
- An explanation of what the displaced person is claiming, all the facts, reasons and any supporting evidence as to why the displaced person is otherwise aggrieved
- Address, phone number(s) and signature of the displaced person or the displaced person’s representative/attorney.

D. Relocation Review Board Hearing

The ROW Manager assembles the relocation Review Board which consists of the Public Works Director, the Community Services Director, and the Finance Director. In the event of a conflict of interest or unavailability, any member of the Review Board may be replaced with another City Director, City Manager or Assistant City Manager as determined by the remaining members of the Review Board.

1. The ROW Manager
   a. Notifies the aggrieved person of the time and place of the Relocation Review Board hearing at least twenty (20) calendar days in advance of the hearing.
   b. Advises the aggrieved person to provide any additional documents, written statement or other evidence in support of their claim.
   c. Submits all explanations, documents, evidence, etc. to the Review Board for consideration prior to the hearing.

2. Right to Representation
   a. A person has a right to be represented by legal counsel or other representative in connection with his or her appeal, but solely at the person’s own expense.

3. The Review Board
   a. Holds a meeting to analyze all evidence in the request for the review and renders its decision which may be to either accept or reject, in whole or in part, the claim or it may authorize an alternative agreement for the aggrieved person.
   b. Within ten (10) calendar days after the conclusion of the meeting, notifies the aggrieved person of the Review Board decision. If the decision is a rejection of the claim, in whole or part, the decision will inform the aggrieved person that the decision may be further appealed by the aggrieved person to the Pierce
County Superior Court within 21 calendar days of the date of the written decision.

c. If the aggrieved person accepts the decision the case is closed, provided all payments have been made and other services have been provided.
City Council Agenda Item Report

Submitted by: Steve Kirkelie
Submitting Department: City Manager's Office
Meeting Date: 4/03/2018

Subject:
Consideration of a contract with Comprehensive Life Resources

Presenter:
Assistant City Manager Steve Kirkelie

Recommendation:
Authorize the City Manager to execute a professional services agreement, in a form as approved by the City Attorney, with Comprehensive Life Resources up to $140,000 for social worker services.

Background:
The 2018 City budget includes $140,000 for a “social worker” functionality pilot project. The intent of these funds is to contract with an organization that could connect homeless persons within Puyallup to social services such as housing, mental health resources, and drug/alcohol treatment. Currently, insofar as City resources, this function is being performed primarily by the Puyallup Police Department’s Community Outreach Officer.

The City staff Homeless Task Force, which consists of staff from the police department, library, parks, City Attorney’s Office, and the City Manager’s Office, recommends selecting Comprehensive Life Resources ("CLR") and have CLR primarily deploy its “Business Homeless Outreach” model for the City’s pilot project. In summary, some of the benefits and outcomes that are anticipated are as follows: 1) it will be a resource for business owners in the community to assist in addressing impacts from homelessness; 2) a reduction in law enforcement calls for service; 3) assist in transitioning persons out of homelessness; 4) allow library and parks staff to spend less time responding to impacts from homelessness; and 5) provide a necessary “social worker” functionality for certain cases in Puyallup Municipal Court’s Community Court.

In Pierce County, there are three primary organizations that provide crisis/homeless services to local government jurisdictions: Multicare Behavioral Health/Crisis Services (“Multicare”), Greater Lakes Mental Health, and CLR. Each of these organizations were invited to present a proposal to provide social work services – Multicare and CLR accepted the invitation and presented their respective proposals to the City’s interdepartmental Homeless Task Force. Both Multicare and CLR presented a commonly-used “co-responder” model, which embeds a social worker in the police department.

Under this model, the social worker has a Master's Degree in Social Work (MSW) and is often a certified designated mental health professional (CDMHP). Similar to commissioned law enforcement officers, a CDMHP has the legal authority to involuntarily commit a person to the care and custody of a mental health facility or hospital. In a co-responder model, the
mental health professional works directly alongside a police officer and responds to calls that often include mental health issues or where it is known that there may be a need for social services.

CLR also presented a Business Homeless Outreach model. Under the Business Homeless Outreach model, CLR would assign both a case manager and an outreach worker to the City for 40-hours per week. The case manager and outreach worker would engage with the City’s business community to understand and assist businesses in dealing with issues surrounding homelessness. For instance, CLR provides a dedicated telephone response line that a business could call if they were having a problem with a homeless person. The case manager and outreach worker would respond and interact with the homeless person to assess for potential mental health or substance abuse issues and determine what services may be available for the person. The CLR staff would also educate and partner with the business owners on proactive measures to mitigate impacts from homeless persons. The initial emphasis for CLR would primarily be in the City's downtown central business district.

In addition, the CLR staff would partner with the new security guard at the library to engage patrons who are causing disruptions in the library and engage with homeless persons to assist in connecting them to resources. Lastly, CLR staff will be available to participate in some Puyallup Municipal Court Community Court cases. Some of the defendants in this specialized court are homeless or are at high risk of becoming homeless. The case manager and outreach worker can work with these defendants to lessen the chances of becoming homeless or understand why they are homeless and tailor specific services for them – instead of a probation officer performing this function.

One final component that makes the Business Homeless Outreach model desirable is that the City will get two full-time CLR staff compared to one CDMHP under the co-responder model. Under the co-responder model, the mental health professionals cost more, in large part because they must have a MSW, and because they are tougher to recruit, especially in the current labor market as this type of service is in high demand. Moreover, in circumstances where a CDMHP function may be needed, CLR’s case manager can do an initial mental health assessment and act as a conduit for the person to receive a CDMHP evaluation or, in extreme cases, a police officer could perform the involuntary commitment assessment.

CLR’s CEO Kim Zacher and Director of Outreach Services James Pogue will provide a short powerpoint presentation for City Council outlining the Business Homeless Outreach model and be available for questions from City Council. CLR is a private not-for-profit behavioral health agency licensed through the State of Washington Division of Behavioral Health and Recovery. The agency was started in 1957 and operates both in-patient and out-patient behavioral health services throughout Pierce County. It is governed by a volunteer Board of Directors that consists of persons from various professional backgrounds.

Council Direction:
Authorize the City Manager to execute a contract with Comprehensive Life Resources.

Fiscal Impacts:
$140,000 has been approved in the 2018 budget for this body of work.