



PACIFIC CITY COUNCIL MEETING AGENDA
Council Chambers - City Hall. 100 3rd Ave. SE

August 22, 2016
Monday

Regular Meeting
6:30 p.m.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ROLL CALL OF COUNCIL MEMBERS

3. ADDITIONS TO/APPROVAL OF AGENDA

(3) **4. PROCLAMATION:** Proclaiming September 2016 as National Recovery Month

5. RECOGNITION: Recognizing Sergeant and Detective Promotions in the Pacific Police Department

6. AUDIENCE COMMENT

(Please limit your comments to 3 minutes for items not on the agenda. When recognized by the Mayor, please state your name and address for the official record. It is asked that you do not speak on the same matter twice.)

7. REPORTS

A. Mayor

B. City Administrator

(4) **C.** Community Services

(8) **D.** Court

E. Public Works Department

F. Community Development Department

(10) **G.** Public Safety Department

H. City Council Members

I. Boards and Committees

i. Finance Committee

ii. Governance Committee

iii. Human Services Committee

iv. Public Safety Committee

v. Public Works Committee

vi. Technology Committee

vii. Lodging Tax Advisory Committee

viii. Park Board

ix. Planning Commission

x. Pierce County Regional Council (PCRC)

xi. Sound Cities Association (SCA)

xii. South County Area Transportation Board (SCATBd)

xiii. Valley Regional Fire Association (VRFA)

8. OLD BUSINESS

(11) **A. Resolution No. 2016-365:** Authorizing the execution of an agreement with Doolittle Construction LLC, in the amount of \$43,750 for the construction of chip seal preservation at four locations..

- (22) **B. Ordinance No. 2016-1935:** Assuming the rights, powers functions, and obligations of the Pacific Transportation Benefit District as allowed by RCW Chapter 36.74.

9. NEW BUSINESS

10. CONSENT AGENDA

- (25) **A.** Payroll and Voucher Approval
- (32) **B.** Minutes of the workshops of August 1, and August 15, 2016.
- (37) **C. Resolution No. 2016-366:** Waiver of park fees for the Terry Home Car Show on August 20, 2016.

11. ADJOURN

MEETING CALENDAR

Special Meeting: Budget Workshop	August 29, 2016 6:30 p.m.	City Hall
Finance Committee Katie Garberding, Newlun, Oliveira Meets: 2 rd Wednesday	September 14, 2016 6:30 p.m.	City Hall
Governance Committee Kerry Garberding, Kave, Storaasli Meets 1 st Tuesday	September 6, 2016 6:30 p.m.	City Hall
Human Services Committee Katie Garberding, Oliveira, Newlun Meets 4 th Tuesday	August 23, 2016 6:30 p.m.	City Hall
Park Board Meets 3 rd Tuesday	CANCELLED August 16, 2016 6:30 p.m.	City Hall
Planning Commission Meets 4 th Tuesday	CANCELLED August 23, 2016 6:00 p.m.	City Hall
Public Safety Committee Katie Garberding, Kave, Steiger Meets 3 rd Wednesday	September 21, 2016 6:30 p.m.	City Hall
Public Works Committee Kerry Garberding, Kave, Steiger Meets 1 st Wednesday	September 7, 2016 6:30 p.m.	City Hall
Technology Committee Kerry Garberding, Newlun, Oliveira Meets: 3 rd Thursday	September 15, 2016 5:00 p.m.	City Hall

Council may add other items not listed on this agenda unless specific notification period is required.
 Please turn off cell phones during meeting and hold your questions for staff until the meeting has been adjourned.
 Meeting materials are available on the City's website at: www.pacificwa.org or by contacting the City Clerk's office at (253) 929-1105.



For ADA accommodations, please contact City Hall at (253) 929-1105 prior to the meeting.

National Recovery Month

Prevention Works • Treatment is Effective • People Recover

SEPTEMBER 2016

WHEREAS, behavioral health is an essential part of health and one's overall wellness;
and

WHEREAS, prevention of mental and/or substance use disorders works, treatment is effective, and people recover in our area and around the nation; and

WHEREAS, preventing and overcoming mental and/or substance use disorders is essential to achieving healthy lifestyles, both physically and emotionally; and

WHEREAS, we must encourage relatives and friends of people with mental and/or substance use disorders to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services; and

WHEREAS, an estimated 400,000 people in King County are affected by these conditions; and

WHEREAS, to help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and the King County Behavioral Health and Recovery Division, and the City of Pacific invite all residents of City of Pacific to participate in ***National Recovery Month (Recovery Month)***; and

NOW, THEREFORE, I **Leanne Guier, Mayor** by virtue of the authority vested in me by the laws of the **City of Pacific** do hereby proclaim the month of September 2016 as

NATIONAL RECOVERY MONTH

In **Pacific, Washington** and call upon the people of Pacific to observe this month with appropriate programs, activities, and ceremonies to support this year's ***Recovery Month***.

In Witness Whereof, I have hereunto set my hand this **22nd** day of **August 2016**.

Leanne Guier, Mayor, City of Pacific

Community Services Report

City Council August 22, 2016

Mayor Guier and City Council

Free Stone Soup Lunch Mondays at the Senior Center 11:00AM to 1:00PM.

This lunch is free to all ages in our community, and after lunch, stay for our Free Bingo 3:00 to 4:00.

Thursday Afternoon Walks

On Thursday our senior bus goes to our local parks for an afternoon walk. Just call the senior center to get your name on the list, the bus leaves at 1:30. Some of the parks we walk at are Auburn Environmental Park, the Federal Way West Hylebos Wetlands, Game Farm Park and Brannon Park.

Watercolor Painting and Coloring Crowd

The Senior Center on Wednesdays at 2:00 PM is painting with water colors. We also have the Coloring Crowd every Wednesday at 10:30 and 2:00. Our seniors come for the morning coloring stay for lunch provided by Catholic Community Services and then stay to painting. We are full of talent.

August Ice Cream Social

This month instead of our regular senior tea social we are having an Ice Cream Social on Wednesday August 31st at 2:00 to 4:00PM. How much fun is that!!!

Touch of Home

Touch of Home senior program meets every Tuesday at 10:00AM. The seniors make blankets for babies and our Vets. They also make purple hats for newborns.

September Items:

Just a couple of items coming up in September at the Pacific Algona Senior Center:

Tuesday, September 20th at 2:00 a Master Gardener will speak

Wednesday September 28th we have our yearly Flu Shot Clinic at 11:00. Mark your calendars.

JAM Session

JAM Session is held every Wednesday in the East Room 5:00PM to 8:00PM. Come and enjoy with music with your friends.

YOUTH

Summer Lunch Program will be coming to close this year on Friday 26th with the Yearly Youth Bar-B-Q. The Gym this summer has had a free noon lunch for children 1 to 18 years old.

Pacific Algona Senior Center
MONTHLY TOTALS

Date: April	2015	2016	YTD
Participation Counts Senior Center			
Demographics			
Pacific:	506	535	2407
Algona:	150	122	657
Auburn:	134	136	610
Other:	145	95	566
Total Demographics	935	888	4240
Activity			
Stone Soup:	136	125	585
Senior Nutrition Lunch:	332	353	1628
Trips:	84	139	587
Transportation:	119	158	598
Drop-Ins:	108	85	398
Bread/Pantry:	151	300	902
Touch of Home/Crafts:	36	42	169
Cards/Puzzles/Games:	246	259	1107
Volunteer:	142	133	650
Music/Jam Session:	239	65	814
Health Care: Hair Cuts, Foot Care:	7	6	58
S.H.I.B.A.:	0	1	1
Meals on Wheels	3	12	22
Movies and Bingo	10	18	79
Party: Parties, Tea, etc.	29	2	70
Total Activities	1642	1698	7668
Unduplicated:	9	14	156
Volunteer Hours		303.7	

Donations

Stone Soup: \$38.85
Gas for Trips: \$21.00
Crafts: \$12.00
Coffee: \$23.61
General Money Donations: 0

Pacific Algona Senior Center
MONTHLY TOTALS

Date: May	2015	2016	YTD
Participation Counts Senior Center			
Demographics			
Pacific:	480	525	2932
Algona:	130	111	768
Auburn:	155	151	761
Other:	102	102	668
Total Demographics	867	889	5129
Activity			
Stone Soup:	81	128	713
Senior Nutrition Lunch:	384	342	1970
Trips: afternoon	72	73	660
Transportation:	110	152	750
Drop-Ins:	116	79	477
Bread/Pantry:	215	253	1155
Touch of Home/Crafts:	41	55	224
Cards/Puzzles/Games:	287	238	1345
Volunteer:	132	147	797
Music/Jam Session:	167	135	949
Health Care: Hair Cuts, Foot Care:	3	10	68
S.H.I.B.A.:	0	1	2
Meals on Wheels	3	12	34
Movies	26	20	99
Party: Parties, Tea, etc.	34	28	98
Total Activities	1671	1673	9341
Unduplicated:	16	19	175
Volunteer Hours		264.0	
Donations			
Stone Soup: \$22.50			
Gas for Trips: \$7.00			
Crafts: \$11.80			
Coffee: \$11.05			
Touch of Home:			
Lap Robe 1			
Vet Blanket 1			

Pacific Algona Senior Center
MONTHLY TOTALS

Date: June	2015	2016	YTD
Participation Counts Senior Center			
Demographics			
Pacific:	504	617	3549
Algona:	122	106	874
Auburn:	141	143	904
Other:	105	97	765
Total Demographics	872	963	6092
Activity			
Stone Soup:	142	114	827
Senior Nutrition Lunch:	345	399	2369
Trips: afternoon	62	118	778
Transportation:	95	142	892
Drop-Ins:	74	94	571
Bread/Pantry:	106	190	1345
Touch of Home/Crafts:	49	66	290
Cards/Puzzles/Games:	235	261	1606
Volunteer:	108	155	952
Music/Jam Session:	140	158	1107
Health Care: Hair Cuts, Foot Care:	10	31	99
S.H.I.B.A.:	0	0	2
Meals on Wheels	6	8	42
Movies	23	18	117
Party: Parties, Tea, etc.	2	19	117
Total Activities	1397	1773	11114
Unduplicated:	16	15	190
Volunteer Hours		248.25	
Donations			
Stone Soup: \$26.00			
Gas for Trips: \$17.00			
Crafts: \$0.0			
Coffee: \$15.11			
Touch of Home:			
Baby Blanket 3			
Vet Blanket 6			
Scarf 1			

Cities of Pacific & Algona; Municipal Court
100 3rd AVE SE; Pacific WA 98047
(253) 929-1140; (253) 929-1195 fax

Thursday, August 18, 2016

City of Algona
Attention: Julie
402 Warde St
Algona WA 98001

Dear Julie,

Please submit for compensation to Pacific Municipal Court \$3365.08 for July 2016 filings and interpreter or detention billing reimbursement, as noted below.

Interpreter billing for this period is \$410.08.
Detention billing for this period is \$0.
(Copies attached)

FILINGS:

63 Infractions @ 25.00	\$1575.00
23 Criminal Citations @ 60.00	\$1380.00
Total Due	\$2955.00

Monthly Revenues collected \$12,820.81.

COSTS RETAINED BY PACIFIC MUNICIPAL COURT FROM MONTHLY REVENUES:

Split of warrant fees	\$3.74
Monitoring / Record check fees	\$3121.06
Mandatory insurance costs	\$146.20
Credit card convenience fee	\$33.39
NSF fees	\$
Copy/CD fees	\$0.66
Total	\$3305.05

Remittance check due Algona:
\$4267.52

Remittance check to King County paid:
\$65.63

Remittance check to State paid:
\$5182.61

Please contact us if you have any questions. Thank you.
Sincerely,

Kelly Rydberg
Court Administrator

CC: Algona Police Chief; month end file

PACIFIC MUNICIPAL COURT
Memorandum

TO: Judge Rochon

CC: Mayor Guier, Pacific Council Members, Managers

From: Kelly Rydberg

Date: 8/17/16

Re: July 2016

The court:

- Held 521 hearings - 389 for Pacific and 132 for Algona.
- Collected Pacific monthly revenues of **\$30,471.38**; of which **\$21,093.10** is the local portion, \$146.51 is the County portion and **\$9231.77** is the State portion. Year to date revenues for the City of Pacific are **\$215,650.31**.
- Collected Algona monthly revenues of **\$12,820.81**; of which \$4267.52 is the local portion, \$3305.05 is the Pacific split for costs, \$65.63 is the County portion and \$5182.61 is the State portion. Year to date revenues for the City of Algona are **\$38,782.17**.

Pacific monthly filings:

Traffic infractions filed:	80	violations filed:	100
Criminal citations filed:	29	violations filed:	35

Algona monthly filings:

Traffic infractions filed:	63	violations filed:	87
Criminal citations filed:	23	violations filed:	28

GENERAL FUND/RECOUPMENT COLLECTED

	PACIFIC MONTH	PACIFIC YTD	ALGONA MONTH	ALGONA YTD
Warrant fees	1632.41	13,267.29	3.74	659.00
Record Check Fees	7422.39	68,394.49	PACIFIC KEEPS	
Jail Recoupment	2781.84	17,328.65	508.35	2945.92
Insurance Fees	223.94	2449.39	PACIFIC KEEPS	
Parking Fees	243.00	3357.00	0.00	180.00
PD Recoupment	1068.59	8229.23	96.80	1031.93
Interpreter Recoupment	204.31	5948.53	37.52	2348.46
Credit Card Convenience Fee	216.13	2140.63	PACIFIC KEEPS	
Interest/Bank Charges	1120.42	8076.35	315.84	2343.08
Misc court fines and costs	4684.07	41,369.31	3305.27	29,242.39
Algona court costs **	not yet received	14,400.00	3305.05	29,686.66
Traffic school fee	1496.00	30,090.00	N/A	N/A
TOTAL	\$21,093.10	\$215,650.31	\$7572.57	\$68,468.83

** The total in the Pacific column is for June services; the total in the Algona column is costs split that Pacific keeps for July.

PACIFIC POLICE DEPARTMENT

JULY 2016 MONTHLY REPORT

ACTIVITY

Dispatch calls	564
Self-initiated contacts	270
Agency assists	71

SUPERIOR COURT FILINGS

Adult	3
Juvenile	0

OFFENSES/CRIMES

APS/CPS investigation	2
Assault	4
Assault- DV	3
Burglaries- Commercial	1
Burglaries- Residential	0
Death investigation- DOA	2
Dispute	1
Dispute- DV	0
DUI	1
Drug/liquor violations	0
Fraud	0
Hit and run	2
Homicide	0
ID theft	1
Kidnapping	0
Malicious mischief	1
Malicious mischief- DV	0
Mental health referral	8
Motor vehicle collision	7
Motor vehicle impound	1
Motor vehicle prowl	4
Motor vehicle recovery	1
Motor vehicle theft	4

JULY CASES: 133

Aid	2
False Info	0
Illegal Dumping	0

ARRESTS

Non Traffic	27
Felony	6
Traffic	25

TRAFFIC ENFORCEMENT

	<u>This month</u>	<u>Last month</u>
Criminal Traffic	25	22
Infractions	106	242
Verbal Warnings	122	176

Obstructing	1
Order service	2
Order violation	2
Possession of stolen property	0
Property- found	6
Property- recovery	0
Reckless burning/arson	0
Reckless driving	0
Robbery	0
Robbery- armed	0
Robbery- home invasion	0
Runaway/missing	0
Runaway/missing- recovery	0
Sex offense	0
Suicidal subject	0
Suspicious circumstances	2
Thefts	11
Threats/harassment	1
Trespass	2
Vandalism	0
Warrant arrests	23
Weapons violation	0
Welfare check	0

2016 CASES: 740



TO: Mayor Guier and City Council Members
FROM: Jim Morgan
MEETING DATE: August 22, 2016
SUBJECT: Doolittle Construction LLC Chip Seal Contract

ATTACHMENTS: Resolution 2016-365
 Bid Tabulation
 Public Works Contract for Chip Seal

Previous Council Review Date:

Summary: The City operates and maintains approximately 25 lane miles of streets. Most of the neighborhood streets do not receive the level of traffic the arterials and collectors receive. Therefore, a chip seal and fog coat are adequate to preserve the roads and extend their useful life.

The City has budgeted funds to chip seal and fog coat some of the residential streets this year.

Staff solicited proposals from firms listed on the Municipal Research and Services Center (MRSC) small works roster. The Invitation to Bid (ITB) was issued on Friday, July 29, 2016. Responses to the ITB are due by 4:00 p.m. Wednesday, August 4, 2016. The City staff determined that Doolittle Construction, LLC was the lowest responsible bidder and recommends awarding a contract to them in the amount of \$43,750.00.

Recommendation/Action: Staff recommends Council approve Resolution No. 2016-365 authorizing the Mayor to execute a contract with the contractor in the amount of \$43,750.00.

Motion for Consideration: Move to approve Resolution No. 2016-365, A RESOLUTION OF THE CITY OF PACIFIC, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH DOOLITTLE CONSTRUCTION, LLC, IN THE AMOUNT OF \$43,750.00, FOR THE CONSTRUCTION OF CHIP SEAL STREET PRESERVATION AT FOUR LOCATIONS

Budget Impact: The project will be funded by the street fund as allocated in the budget.

Alternatives: Not award the contract

**CITY OF PACIFIC
WASHINGTON**

RESOLUTION NO. 2016 - 365

A RESOLUTION OF THE CITY OF PACIFIC, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH DOOLITTLE CONSTRUCTION, LLC, IN THE AMOUNT OF \$43,750.00 FOR THE CONSTRUCTION OF CHIP SEAL STREET PRESERVATION AT FOUR LOCATIONS.

WHEREAS, the City of Pacific on July 29, 2016 solicited responses from firms listed on the Municipal Research Services Center small works roster for Chip Seal Services; and

WHEREAS, the City received two proposal from Doolittle Construction, LLC and Sierra Santa Fe Corp, dated August 4, 2016, to perform Chip Seal and Fog Coat Services on four neighborhood streets; and

WHEREAS, Doolittle Construction, LLC is the a low responsive bidder; and

WHEREAS, the City has reviewed the submitted proposal and has determined that it is in the best interest to enter into an agreement with Doolittle Construction, LLC in an amount not to exceed \$43,750.00.

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

Section 1. The Pacific City Council hereby authorizes the Mayor to execute an Agreement for Doolittle Construction, LLC in the amount of \$43,750.00, attached as Exhibit A.

Section 2. This Resolution shall take effect and be in full force upon passage and signatures hereon.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 22nd DAY OF August, 2016.

CITY OF PACIFIC

LEANNE GUIER
MAYOR

ATTEST/AUTHENTICATED:

AMY STEVENSON-NESS, CMC
CITY CLERK

APPROVED AS TO FORM:

CAROL MORRIS, CITY ATTORNEY

**CITY OF PACIFIC
LIMITED PUBLIC WORKS CONTRACT**

THIS LIMITED PUBLIC WORKS CONTRACT (this "Contract") is made this 25th day of August, 2016, by and between, the **CITY OF PACIFIC**, a municipal corporation ("City") and Doolittle Construction, LLC, a Washington limited liability corporation ("Contractor") (individually a "Party" and collectively the "Parties").

In consideration of the terms and conditions set forth in this Contract, the Parties agree as follows:

Contractor Services. The Contractor shall furnish at its own cost and expense all labor, tools, materials and equipment required to construct and complete in a good workmanlike manner, and to the satisfaction of the City, the public works project known as **2016 TRANSPORTATION IMPROVEMENT PROJECTS**.

1. **2016 Transportation Improvements** ("Project"). The Project is detailed in the Scope of Work, Exhibit A, and the following Contract Documents, which are attached hereto and incorporated herein by reference:

- Scope of Work (Exhibit A)
- Plans and Contract Drawings (Exhibit B)
- WSDOT Standard Specifications for Road, Bridge, and Municipal Construction
- Selection of Retainage Option
- Payment and Performance Bonds (if not waived by City)
- Statement of Intent To Pay Prevailing Wages
- Affidavit of Wages Paid

2. **Notice to Proceed; Time of Completion.** The Contractor shall commence work within seven (7) days after the City issues a written Notice to Proceed, and shall complete the work on or before October 15, 2016. The time of beginning, rate of progress and time of completion are essential conditions of this Contract.

3. **Payment.**

3.1 Payment amount and procedures. The City shall pay the Contractor for all work and services covered by this Contract in an amount that shall not exceed **Forty-Three Thousand Seven Hundred Fifty** Dollars (\$43,750), including applicable sales tax. The payment amount shall exclude approved change orders, in accordance with the quantity and unit prices shown on the attached bid proposal. The Contractor shall submit monthly invoices for work and services performed in a previous calendar month in a format acceptable to the City. The City shall pay for the portion of the work described in the invoice that has been completed by Contractor and approved by the City. The City's payment shall not constitute a waiver of the City's right to final inspection and acceptance of the work.

management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries of the State and his/her decision therein shall be final and conclusive and binding on all parties involved in the dispute as provided for by RCW 39.12.060, as it may be amended in the future.

5. Indemnification and Hold Harmless. The Contractor shall protect, defend, indemnify and hold harmless the City, its officers, officials, employees, agents and volunteers from any and all claims, risks, injuries, damages, losses, suits, judgments, and attorney's fees or other expenses of any kind arising out of or in any way connected with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City. The City's inspection or acceptance of any of the work shall not be grounds to avoid any of these covenants of indemnification.

Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, agents and volunteers, the Contractor's liability under this section shall be only to the extent of the Contractor's negligence.

It is further specifically and expressly understood that the indemnification provided under this section constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

The provisions of this section shall survive the expiration or termination of this Contract.

6. Compliance with Laws. The Contractor shall comply with all federal, state and local laws and regulations applicable to the work done under this Contract. Any violation of the provisions of these applicable laws and regulations shall be considered a violation of a material provision of this Contract and shall be grounds for cancellation, termination or suspension of the Contract by the City, in whole or in part, and may result in ineligibility for further work for the City.

7. Job Safety.

7.1 Work Site Safety. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

7.2 Trench Safety. All trenches shall be provided with adequate safety systems as required by Chapter 49.17 RCW and WAC 296-155-650 and 655. Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and 655.

or submit subsequent change order requests for that portion of the work. If the Contractor disagrees with the equitable adjustment, the Contractor must complete the change order work; however, the Contractor may elect to protest the adjustment as provided below.

11.3 Procedure and Protest by Contractor. If the Contractor disagrees with anything required by a change order, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Contractor shall, within fourteen (14) calendar days, provide a signed written notice of protest to the City that states the date of the notice of the protest, the nature and circumstances that caused the protest, the provisions of the Contract that support the protest, the estimated dollar cost, if any, of the protested work and how the estimate was determined, and an analysis of the progress schedule showing the schedule change or disruption, if applicable. The Contractor shall keep complete records of extra costs and time incurred as a result of the protested work. The City shall have access to any of the Contractor's records needed to evaluate the protest. If the City determines that a protest is valid, the City will adjust the payment for work or time by an equitable adjustment.

11.4 Failure to Protest or Follow Procedures Constitutes Waiver. By not protesting or failing to follow procedures as this section provides, the Contractor waives any additional entitlement or claims for protested work, and accepts from the City any written or oral order (including directions, instructions, interpretations, and determinations).

11.5 Contractor's Duty to Complete Protested Work. In spite of any protest, the Contractor shall proceed to promptly complete work that the City has ordered.

11.6 Contractor's Acceptance of Changes. The Contractor accepts all requirements of a change order by: (1) endorsing the change order; (2) writing a separate acceptance; or (3) not protesting in the manner this section provides. A change order that is accepted by the Contractor as provided herein shall constitute full payment and final settlement of all claims for contract time and for direct, indirect, and consequential costs, including costs of delays related to any work, either covered or affected by the change.

12. Claims. The Contractor shall give written notice to the City of all claims other than change orders within thirty (30) days of the occurrence of events giving rise to the claim, but in no event later than the time of approval by the City for final payment. Any claim for damages, additional payment for any reason, or extension of time shall be conclusively deemed to have been waived by Contractor unless a timely written claim is made in strict accordance with the applicable provisions of this Contract. At a minimum, a Contractor's written claim must include the information required in Section 11.3 of this contract regarding protests.

FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM IN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM.

The Contractor must, in any event, file any claim or bring any suit arising from or connected to this Contract within 120 calendar days from the date the work is completed. Contractor, upon making application for the final payment, shall be deemed to have waived its

3. Employer's Liability insurance each accident \$1,000,000, Employer's Liability Disease each employee \$1,000,000, and Employer's Liability Disease – Policy Limit \$1,000,000.

C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Commercial General Liability, and Builders Risk insurance:

1. The Contractor's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

2. The Contractor's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

3. The City will not waive its right to subrogation against the Contractor. The Contractor's insurance shall be endorsed acknowledging that the City will not waive its right to subrogation. The Contractor's insurance shall be endorsed to waive the right of subrogation against the City, or any self-insurance, or insurance pool coverage maintained by the City.

4. If any coverage is made on a "claims made" basis, then a minimum of a three (3) year extended reporting period shall be included with the claims made policy and proof of this extended reporting period provided to the City.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

E. Verification of Coverage. Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work.

F. Subcontractors. The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

The Contractor's insurance shall contain a clause stating that the coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insured liability. The Contractor's insurance shall be primary insurance with respect to the City, and the City shall be given thirty (30) days' prior written notice of any cancellation, suspension or material change in coverage.

15. Payment and Performance Bonds. (City must check and initial above one of the following boxes.) The City waives does not waive the bond/surety provisions of this section pursuant to RCW 39.04.155(3). If the City waives these provisions then Contractor need

other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in that action or proceeding.

18. **General Administration.** The Project Manager of the City shall have primary responsibility for the City under this Contract to oversee and approve all work performed as well as all financial invoices.

19. **Ownership of Documents.** On payment to the Contractor by the City of all compensation due under this Contract, all finished or unfinished documents and material prepared by the Contractor with funds paid by the City under this Contract shall become the property of the City and shall be forwarded to the City upon its request. Any records, reports, information, data or other documents or materials given to or prepared or assembled by the Contractor under this Contract will be kept confidential and shall not be made available to any individual or organization by the Contractor without prior written approval of the City or by court order.

20. **Subletting or Assigning of Contracts.** Neither the City nor the Contractor shall assign, transfer, or encumber any rights, duties or interests accruing from this Contract without the prior written consent of the other. If subcontract work is needed, prior to approval by the City, the Contractor must verify that their first tier subcontractors meet the bidder responsibility criteria as written in Chapter 39.04.350 RCW.

21. **Relationship of Parties.** The parties intend that an independent contractor - client relationship will be created by this Contract. As Contractor is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative or subcontractor of Contractor shall be or shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Contractor or his employees, agents, representatives or subcontractors. Contractor will be solely and entirely responsible for his acts and for the acts of Contractor's agents, employees, representatives and subcontractors during the performance of this Contract. The City may, during the term of this Contract, engage other independent contractors to perform the same or similar work that Contractor performs hereunder.

22. **Nonwaiver of Breach.** The failure of the City to insist upon strict performance of any of the terms and rights contained in this Contract, or to exercise any option contained in this Contract in one or more instances, shall not be construed to be a waiver or relinquishment of those terms and rights and such terms and rights shall remain in full force and effect.

23. **Written Notice.** All communications regarding this Contract shall be sent to the Parties at the addresses listed below in the Contact information, unless otherwise notified. Any written notice shall become effective on delivery, but in any event on the date three (3) calendar days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Contract.

24. **Discrimination.** The Contractor agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of

SELECTION OF RETAINAGE OPTION

CITY OF PACIFIC LIMITED PUBLIC WORKS

PROJECT: 2016 TRANSPORTATION IMPROVEMENT PROJECTS

Contract/Purchase Order Number: _____

Pursuant to RCW 60.28.011, five percent (5%) of all monies earned by the Contractor on estimates during the progress of the work shall be retained by the City for the purposes mentioned in said statute. The Contractor elects to have these monies (check one):

- Retained in a fund by the Owner until sixty (60) days following the final acceptance of said improvement or work is completed;
- Deposited by the Owner in an interest bearing account in a bank, mutual savings bank, or savings and loan association, not subject to withdrawal until after the final acceptance of said improvement or work is completed, or until agreed to by both parties: Provided that interest on such account shall be paid to the Contractor; or
- Placed in escrow with a bank or trust company by the Owner until sixty (60) days following the final acceptance of said improvement or work is completed. When the monies reserved are to be placed in escrow, the Owner shall issue a check representing the sum of the monies reserved payable to the bank or trust company and the Contractor jointly. Such check shall be converted into bonds and securities chosen by the Contractor and approved by the Owner and such bonds and securities shall be held in escrow. Interest on such bonds and securities shall be paid to the Contractor as the said interest accrues. Contractor hereby further agrees to be fully responsible for payment of all costs or fees incurred as a result of placing said retained percentage in escrow and investing it as authorized by statute. The City of Pacific shall not be liable in any way for any cost or fees in connection therewith.

Name of Financial Institution

Address of Financial Institution

City, State, Zip Code of Financial Institution

Escrow Account Number



Contractor's Signature

8-15-16

Date

100 3rd Avenue Southeast
 Pacific, WA 98047



Bid Tabulation

Project: 2016 Transportation Improvement Projects

Engineers Estimate

Doolittle Construction, LLC

1900 118th Avenue SE
 Bellevue, WA 98005
 Yes
 Yes

Sierra Santa Fe Corporation

P.O. Box 1058
 Ridgefield, WA 98642
 Yes
 Yes

Bid Proposal Sheet
 Schedule of Prices

N/A
 N/A

Item No.	Description	Est. Qty.	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	\$ 4,000	\$ 4,000	\$ 4,000.00	\$ 4,000.00	\$ 5,059.00	\$ 5,059.00
2	Maintenance Bond	1	LS	\$ 1,000	\$ 1,000	\$ 1,000.00	\$ 1,000.00	\$ 1,950.00	\$ 1,950.00
3	Traffic Control	1	LS	\$ 3,000	\$ 3,000	\$ 5,000.00	\$ 5,000.00	\$ 2,825.00	\$ 2,825.00
4	Chip Seal	7,500	SY	\$ 4.00	\$ 30,000	\$ 4.00	\$ 30,000.00	\$ 5.67	\$ 42,525.00
5	Fog Coat	7,500	SY	\$ 1.00	\$ 7,500	\$ 0.50	\$ 3,750.00	\$ 2.08	\$ 15,600.00
Sub-Total Bid Items 1 - 5				\$	\$ 45,500.00	\$	\$ 43,750.00	\$	\$ 67,959.00
GRAND TOTAL				\$	\$ 45,500.00	\$	\$ 43,750.00	\$	\$ 67,959.00

This is to certify that the above is an accurate and complete tabulation of bids received and opened as scheduled by the City of Pacific on August 3, 2016 at 2:00 p.m. Respectfully submitted,
 City of Pacific

8/4/16
 Date

James J. Morgan, P.E.



Agenda Bill No. 16-083

TO: Mayor Guier and City Council Members
FROM: Public Works
MEETING DATE: August 22, 2016
SUBJECT: Assumption of Transportation Benefit District

ATTACHMENTS:

- Ordinance 2016-1935 – Code Revisions

Previous Council Review Date: Public Hearings, July 11 and August 8, 2016

Summary: On July 15, 2015, the State Legislature modified the Revised Code of Washington (RCW) 36.74 to permit the assumption of TBD operations by a municipal subdivision. On July 25, 2016 the City formed a Transportation Benefit District (TBD) through the passage of Ordinance 2016-1933.

The assumption of the TBD by the City will permit efficiencies in operation of the TBD which will benefit the stakeholders.

Recommendation/Action: Staff recommends Council approve Ordinance No. 2016-1935

Motion for Consideration: Move to approve Ordinance No. 2016-1935, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, ASSUMING THE RIGHTS, POWERS, FUNCTIONS AND OBLIGATIONS OF THE PACIFIC TRANSPORTATION BENEFIT DISTRICT, AS ALLOWED BY CHAPTER 36.74 RCW.”

Budget Impact: The cost to assume the TBD is the cost of public notification, approximately \$300.

Alternatives: Retain the TBD as a separate entity.

CITY OF PACIFIC, WASHINGTON
ORDINANCE NO. 2016-1935

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, ASSUMING THE RIGHTS, POWERS, FUNCTIONS AND OBLIGATIONS OF THE PACIFIC TRANSPORTATION BENEFIT DISTRICT, AS ALLOWED BY CHAPTER 36.74 RCW.

WHEREAS, the City Council of the City of Pacific has adopted Ordinance No. 1933 creating the Pacific Transportation Benefit District, with the same boundaries as the City limits;

WHEREAS, the Washington State Legislature adopted chapter 36.74 RCW (in Second Engrossed Substitute Senate Bill 5987, which took effect on July 15, 2015, Section 302), which provides that “the assumption of the rights, powers, functions and obligations of a transportation benefit district may be initiated by the adoption of an ordinance or resolution by the city or county legislative authority indicating its intention to conduct a hearing concerning the assumption of such rights, powers, functions and obligations”; and

WHEREAS, after public notice was given, the City of Pacific held a public hearing on the proposed assumption of the rights, powers, functions and obligations of the Pacific Transportation Benefit District on August 8, 2016 at the Council Chambers at Pacific City Hall; and

WHEREAS, after the public hearing, the City Council voted to assume the rights, powers, functions and obligations of the Pacific Transportation Benefit District; Now, Therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PACIFIC AS FOLLOWS:

Section 1. Findings. The City Council makes the following findings to support the actions described herein:

The Washington State Legislature adopted chapter 36.74 RCW (in 2nd Engrossed Substitute Senate Bill 5987) and granted the City of Pacific the authority to take over and assume the rights, powers, functions and obligations of the Pacific Transportation Benefit District. This action will significantly simplify the administration and of the funds collected for streets for greater efficiency of government. The Pacific Transportation Benefit District has not yet collected any funds, does not have any contracts, has no assets, has not committed to any projects and has not spent any funds, which simplifies the transfer of authority.

Section 2. Assumption of the Pacific Transportation Benefit District.

The City hereby assumes all the rights, powers, functions and obligations of the Pacific Transportation Benefit District and by this action the Pacific Transportation Benefit District will cease to exist as a separate entity.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Publication and Effective Date. This Ordinance shall be published by an approved summary consisting of the title. This ordinance shall be effective five days after publication, as provided by law.

PASSED by the Council and approved by the Mayor of the City of Pacific, this 22nd day of August, 2016.

CITY OF PACIFIC

Mayor Leanne Guier

ATTEST/AUTHENTICATED:

Amy Stevenson-Ness, CMC
City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

Carol A. Morris, City Attorney

CITY OF PACIFIC

AGENDA BILLS

AGENDA ITEM NO. Consent Agenda 10A MEETING DATE: August 22, 2016
SUBJECT: Claim Voucher & Payroll Approval PREPARED BY: Richard Gould, Finance Director

SUMMARY:

Approval of Payroll for the period of August 1, 2016 through August 15, 2016; Claims Voucher for August 9, 2016 through August 22, 2016.

PAYROLL AUTO DEPOSIT		\$	72,540.14
PAYROLL CHECKS:	4990 - 4996	\$	2,337.29
EFT'S		\$	129,910.64
CLAIMS CHECKS:	47158 - 47236	\$	137,022.54
CLAIMS CHECKS VOIDED:	47100 47162		
TOTAL EXPENDITURES:		\$	<u>341,810.61</u>

RECOMMENDATION: Approval of payment for Payroll and Claims

MOTION: Move to approve the Consent Agenda including approval of Payroll and Claims Vouchers.

ATTACHMENTS: Check Registers and Payroll Expense itemization

CHECK REGISTER

City Of Pacific
MCAG #: 0423

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5122	08/09/2016	Payroll	1	EFT	AFLAC	998.54	07/20/2016 To 08/08/2016 - AFLAC ACC Pre; 07/20/2016 To 08/08/2016 - AFLAC CAN Pre; 07/20/2016 To 08/08/2016 - AFLAC STD Post; 07/20/2016 To 08/08/2016 - AFLAC PSI Pre; 07/20/2016 To 08/08/2016 - AFL
5123	08/09/2016	Payroll	1	EFT	WA ST DEPT RETIREMENT SYSTEM	675.00	08/05/2016 To 08/05/2016 - DCP - DRS
5124	08/09/2016	Payroll	1	EFT	ASSOC OF WASHINGTON CITIES	8,555.88	07/20/2016 To 08/08/2016 - Medical - Directors; 07/20/2016 To 08/08/2016 - LTD
5125	08/09/2016	Payroll	1	EFT	WA ST DEPT RETIREMENT SYSTEM	21,165.71	07/20/2016 To 08/08/2016 - PERS 2; 07/20/2016 To 08/08/2016 - PERS 3
5126	08/09/2016	Payroll	1	EFT	WA ST DEPT RETIREMENT SYSTEM	12,145.29	07/20/2016 To 08/08/2016 - LEOFF 2
5127	08/09/2016	Payroll	1	EFT	NW ADMIN TRANSFER ACCOUNT	29,476.40	07/20/2016 To 08/08/2016 - Medical- Clerical Union
5128	08/09/2016	Payroll	1	EFT	NW ADMIN TRANSFER ACCOUNT	16,343.80	07/20/2016 To 08/08/2016 - Medical - Police
5181	08/09/2016	Claims	1	EFT	WA ST DEPT OF LICENSING	180.00	Payment For CPL's Processed In July 2016 PF0000436-PF0000447
5222	08/22/2016	Claims	1	EFT	WA ST DEPT OF REVENUE	10,624.96	July's Excise & B&O Tax
5321	08/19/2016	Payroll	1	EFT		560.85	08/01/16 - 08/15/16 Payroll
5322	08/19/2016	Payroll	1	EFT		2,479.83	08/01/16 - 08/15/16 Payroll
5323	08/19/2016	Payroll	1	EFT		1,246.35	08/01/16 - 08/15/16 Payroll
5324	08/19/2016	Payroll	1	EFT		1,948.08	08/01/16 - 08/15/16 Payroll
5325	08/19/2016	Payroll	1	EFT		4,053.10	08/01/16 - 08/15/16 Payroll
5326	08/19/2016	Payroll	1	EFT		2,650.17	08/01/16 - 08/15/16 Payroll
5327	08/19/2016	Payroll	1	EFT		2,308.92	08/01/16 - 08/15/16 Payroll
5328	08/19/2016	Payroll	1	EFT		400.40	08/01/16 - 08/15/16 Payroll
5330	08/19/2016	Payroll	1	EFT		1,358.52	08/01/16 - 08/15/16 Payroll
5331	08/19/2016	Payroll	1	EFT		1,348.98	08/01/16 - 08/15/16 Payroll
5332	08/19/2016	Payroll	1	EFT		2,185.18	08/01/16 - 08/15/16 Payroll
5333	08/19/2016	Payroll	1	EFT		92.05	08/01/16 - 08/15/16 Payroll
5335	08/19/2016	Payroll	1	EFT		3,343.36	08/01/16 - 08/15/16 Payroll
5336	08/19/2016	Payroll	1	EFT		317.91	08/01/16 - 08/15/16 Payroll
5337	08/19/2016	Payroll	1	EFT		960.75	08/01/16 - 08/15/16 Payroll
5338	08/19/2016	Payroll	1	EFT		1,106.31	08/01/16 - 08/15/16 Payroll
5339	08/19/2016	Payroll	1	EFT		2,733.48	08/01/16 - 08/15/16 Payroll
5341	08/19/2016	Payroll	1	EFT		2,345.64	08/01/16 - 08/15/16 Payroll
5342	08/19/2016	Payroll	1	EFT		1,650.18	08/01/16 - 08/15/16 Payroll
5343	08/19/2016	Payroll	1	EFT		1,435.27	08/01/16 - 08/15/16 Payroll
5344	08/19/2016	Payroll	1	EFT		1,287.45	08/01/16 - 08/15/16 Payroll
5345	08/19/2016	Payroll	1	EFT		3,189.50	08/01/16 - 08/15/16 Payroll
5346	08/19/2016	Payroll	1	EFT		1,713.76	08/01/16 - 08/15/16 Payroll
5347	08/19/2016	Payroll	1	EFT		2,371.20	08/01/16 - 08/15/16 Payroll
5349	08/19/2016	Payroll	1	EFT		91.45	08/01/16 - 08/15/16 Payroll
5350	08/19/2016	Payroll	1	EFT		2,476.27	08/01/16 - 08/15/16 Payroll
5351	08/19/2016	Payroll	1	EFT		82.05	08/01/16 - 08/15/16 Payroll

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5352	08/19/2016	Payroll	1	EFT		1,528.17	08/01/16 - 08/15/16 Payroll
5353	08/19/2016	Payroll	1	EFT		1,156.95	08/01/16 - 08/15/16 Payroll
5354	08/19/2016	Payroll	1	EFT		2,118.35	08/01/16 - 08/15/16 Payroll
5355	08/19/2016	Payroll	1	EFT		1,795.43	08/01/16 - 08/15/16 Payroll
5356	08/19/2016	Payroll	1	EFT		1,740.46	08/01/16 - 08/15/16 Payroll
5357	08/19/2016	Payroll	1	EFT		1,960.35	08/01/16 - 08/15/16 Payroll
5358	08/19/2016	Payroll	1	EFT		1,173.09	08/01/16 - 08/15/16 Payroll
5359	08/19/2016	Payroll	1	EFT		2,167.78	08/01/16 - 08/15/16 Payroll
5360	08/19/2016	Payroll	1	EFT		1,719.16	08/01/16 - 08/15/16 Payroll
5362	08/19/2016	Payroll	1	EFT		2,429.31	08/01/16 - 08/15/16 Payroll
5363	08/19/2016	Payroll	1	EFT		1,607.68	08/01/16 - 08/15/16 Payroll
5366	08/19/2016	Payroll	1	EFT		1,187.91	08/01/16 - 08/15/16 Payroll
5367	08/19/2016	Payroll	1	EFT		1,803.98	08/01/16 - 08/15/16 Payroll
5368	08/19/2016	Payroll	1	EFT		1,387.50	08/01/16 - 08/15/16 Payroll
5369	08/19/2016	Payroll	1	EFT		1,460.02	08/01/16 - 08/15/16 Payroll
5370	08/19/2016	Payroll	1	EFT		1,566.99	08/01/16 - 08/15/16 Payroll
5371	08/19/2016	Payroll	1	EFT	INTERNAL REVENUE SERVICE	29,070.46	941 Deposit For 08/19/2016 - 08/19/2016
5372	08/19/2016	Payroll	1	EFT	WA ST DEPT RETIREMENT SYSTEM	675.00	08/19/2016 To 08/19/2016 - DCP - DRS
5329	08/19/2016	Payroll	1	4990		1,251.71	08/01/16 - 08/15/16 Payroll
5334	08/19/2016	Payroll	1	4991		87.05	08/01/16 - 08/15/16 Payroll
5340	08/19/2016	Payroll	1	4992		92.05	08/01/16 - 08/15/16 Payroll
5348	08/19/2016	Payroll	1	4993		288.85	08/01/16 - 08/15/16 Payroll
5361	08/19/2016	Payroll	1	4994		92.05	08/01/16 - 08/15/16 Payroll
5364	08/19/2016	Payroll	1	4995		438.53	08/01/16 - 08/15/16 Payroll
5365	08/19/2016	Payroll	1	4996		87.05	08/01/16 - 08/15/16 Payroll
5130	08/09/2016	Payroll	1	47158	AMERICAN LEGAL SERVICES	57.92	07/20/2016 To 08/08/2016 - Legal Fee
5131	08/09/2016	Payroll	1	47159	D.R.I.V.E.	12.00	07/20/2016 To 08/08/2016 - DRIVE
5132	08/09/2016	Payroll	1	47160	TEAMSTERS LOCAL 117	2,222.94	07/20/2016 To 08/08/2016 - Union Dues; 07/20/2016 To 08/08/2016 - Initiation Fees
5133	08/09/2016	Payroll	1	47161	WESTERN CONFERENCE OF TEAMSTERS PENSION	5,917.93	07/20/2016 To 08/08/2016 - Union Pension
5223	08/22/2016	Claims	1	47162	CITY OF SUMNER		ACCT. #0067 - Voided
5272	08/15/2016	Claims	1	47162	HEATHER E. MALAVOTTE		WILL RECUT CHECK W/MILEAGE
5273	08/15/2016	Claims	1	47163	HEATHER E. MALAVOTTE	196.24	POLICE: PER DIEM FOR WSP TRAINING 08/16-08/17
5377	08/22/2016	Claims	1	47164	ACCO ENGINEERED SYSTEMS	312.08	POLICE: HVAC MAINTENANCE
5378	08/22/2016	Claims	1	47165	AEROTECH ENVIRONMENTAL CONSULTING, INC.	1,750.00	PW: PHASE I ENVIRONMENTAL SITE ASSESSMENT REPORT (BAGUIO PROPERTY)
5379	08/22/2016	Claims	1	47166	ALPINE PRODUCTS INC	995.70	PW: STREET SIGNS; PW: SUPPLIES; PW: SUPPLIES
5380	08/22/2016	Claims	1	47167	AUBURN AREA CHAMBER OF COMMERCE	500.00	ADMIN: 2016 PARTNERSHIP INVESTMENT RENEWAL
5381	08/22/2016	Claims	1	47168	AUBURN MECHANICAL	1,162.91	YOUTH: TANKLESS WATER HEATER REPAIRS

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5382	08/22/2016	Claims	1	47169	AUS WEST LOCKBOX	107.64	CITY HALL & POLICE: DOOR MATS
5383	08/22/2016	Claims	1	47170	AUTO ADDITIONS, INC.	20,767.54	POLICE: SET-UP FOR NEW VEHICLES
5384	08/22/2016	Claims	1	47171	LILLY MAY BAYLEY	127.00	COURT: INTERPRETER SERVICES
5385	08/22/2016	Claims	1	47172	BLUMENTHAL UNIFORMS	43.81	POLICE: UNIFORM
5386	08/22/2016	Claims	1	47173	JOHN CALKINS	72.96	POLICE: FOOD FOR HOPEN HOUSE
5387	08/22/2016	Claims	1	47174	CDW GOVERNMENT	1,849.13	ADMIN: MALWAREBYTES RENEWAL
5388	08/22/2016	Claims	1	47175	CENTURYLINK	103.10	ACCT. #2538879643999B
5389	08/22/2016	Claims	1	47176	CITY OF AUBURN (UTILITIES)	146.68	PW: UTILITIES
5390	08/22/2016	Claims	1	47177	CITY OF PACIFIC	530.04	
5391	08/22/2016	Claims	1	47178	CITY OF SUMNER	1,881.00	AUG. 2016 METRO ANIMAL SERVICES
5392	08/22/2016	Claims	1	47179	COASTAL FARM & RANCH	119.09	PW: UNIFORMS
5393	08/22/2016	Claims	1	47180	COLUMBIA BANK CARDMEMBER SERVICE	5,270.62	ACCOUNT #: 4798510051132179
5394	08/22/2016	Claims	1	47181	CONSOLIDATED SUPPLY CO	1,076.50	PW: WATER METER BOXES; PW: WELL SUPPLIES
5395	08/22/2016	Claims	1	47182	COPIERS NORTHWEST INC	1,544.48	COPY MACHINE LEASES (AUG. 2016), OVERAGES (JULY 2016)
5396	08/22/2016	Claims	1	47183	DATABAR INCORPORATED	1,626.20	FINANCE: JULY 2016 UTILITY BILLING
5397	08/22/2016	Claims	1	47184	DELL MARKETING LP	1,226.92	
5398	08/22/2016	Claims	1	47185	FERGUSON ENTERPRISES, INC.	2,432.25	PW: SUPPLIES
5399	08/22/2016	Claims	1	47186	FINISH LINE CLEANING	3,225.00	CITY HALL, REC & SENIOR CENTERS, POLICE: JANITORIAL SERVICES (AUG. 2016)
5400	08/22/2016	Claims	1	47187	FLEET SAFETY CONSULTANTS	6,900.00	PW: CDL TRAINING FOR S. FRATELLA, B. BROOKHART & L. BRIGHT
5401	08/22/2016	Claims	1	47188	FORMSOURCE INC	53.78	ADMIN: A. STEVENSON-NESS BUSINESS CARDS
5402	08/22/2016	Claims	1	47189	GENESYS TELECOMMUNICATIONS LAB, INC.	5.55	FINANCE: ALERT CALL MINUTES
5403	08/22/2016	Claims	1	47190	HONEY BUCKET	567.50	PW: HONEY BUCKET RENTAL; PW: HONEY BUCKET RENTAL
5404	08/22/2016	Claims	1	47191	IMAGE MASTERS INC	87.60	POLICE: LT. MASSEY 2000-2016 PLAQUE
5405	08/22/2016	Claims	1	47192	INTERCOM LANGUAGE SERVICES	421.02	COURT: INTERPRETER SERVICES
5406	08/22/2016	Claims	1	47193	JUDICIAL CONFERENCE REGISTRAR	50.00	COURT: 2016 DMCMA STAFF CONFERENCE
5407	08/22/2016	Claims	1	47194	KC FINANCE I-NET	375.00	ADMIN: JULY 2016 KCIT INET CONTRACT
5408	08/22/2016	Claims	1	47195	KIMBALL MIDWEST	282.51	PW: SERVICE TRUCK WORK LIGHTS

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5409	08/22/2016	Claims	1	47196	KING COUNTY DIRECTORS' ASSOC	70.01	PW: OFFICE SUPPLIES
5410	08/22/2016	Claims	1	47197	KING COUNTY FINANCE (SOLID WASTE DIV.)	380.83	PW: ALGONA TRANSFER STATION
5411	08/22/2016	Claims	1	47198	LOWE'S COMPANIES, INC	114.57	PW: SUPPLIES
5412	08/22/2016	Claims	1	47199	TARLOCHAN MANN	23.36	Replacement Check.Check #45539 Never Received
5413	08/22/2016	Claims	1	47200	MCLENDON HARDWARE	144.56	PW: SUPPLIES
5414	08/22/2016	Claims	1	47201	JAMES J MORGAN	645.42	ADMIN: REIMB. FOR CONFERENCE ROOM BLINDS, SHELVING & TABLES
5415	08/22/2016	Claims	1	47202	MORRIS LAW P.C.	5,973.41	ADMIN: JULY 2016 CITY ATTORNEY SERVICES
5416	08/22/2016	Claims	1	47203	MOUNTAIN MIST	161.18	BOTTLED WATER
5417	08/22/2016	Claims	1	47204	NATIONAL BARRICADE COMPANY	1,272.94	PW: TRAFFIC CONES
5418	08/22/2016	Claims	1	47205	NC POWER SYSTEMS CAT	651.92	PW: VACTOR TRUCK REPAIRS
5419	08/22/2016	Claims	1	47206	NORCROSS	1,497.33	FILE #M03.006787.00 (CITY OF PACIFIC VS SHERYL HOFFMAN)
5420	08/22/2016	Claims	1	47207	NORTHWEST EMBROIDERY	59.05	PW: M. SCHOENBERGER JACKET
5421	08/22/2016	Claims	1	47208	O'REILLY AUTOMOTIVE, INC.	72.02	PW: SUPPLIES
5422	08/22/2016	Claims	1	47209	PACIFIC OFFICE AUTOMATION	312.77	POLICE: COPY MACHINE
5423	08/22/2016	Claims	1	47210	PETROCARD SYSTEMS INC	1,930.47	FUEL: ACCOUNT #00-0077308 INV. #C093313
5424	08/22/2016	Claims	1	47211	PREG O'DONNELL & GILLET PLCC	1,033.89	FILE #M03.006787: CHERYL HOFFMAN-FINWALL VS. CITY OF PACIFIC
5425	08/22/2016	Claims	1	47212	PRODUCTIVITY PLUS ACCOUNT	1,053.00	PW: BACKHOE REPAIRS
5426	08/22/2016	Claims	1	47213	PUGET SOUND ENERGY	74.65	ACCT #220010215238
5427	08/22/2016	Claims	1	47214	RH2 ENGINEERING, INC.	9,549.67	PW: PROJECT #116055 (CITY HALL CAMPUS STANDBY GENERATOR)
5428	08/22/2016	Claims	1	47215	SCORE	11,567.50	POLICE: MAY 2016 OUTSIDE HEALTH SERVICES; POLICE: JUNE 2016 INMATE LODGING; POLICE: JUNE 2016 INMATE LODGING
5429	08/22/2016	Claims	1	47216	SOUND PUBLISHING INC	2,647.84	CD & ADMIN: LEGAL AFFADAVITS
5430	08/22/2016	Claims	1	47217	SOUNDBITE COMMUNICATIONS	5.84	PW: SOUNDBITE CALLS
5431	08/22/2016	Claims	1	47218	SPOK, INC.	25.20	PW: ON-CALL PAGER
5432	08/22/2016	Claims	1	47219	STAPLES BUSINESS ADVANTAGE	142.32	FINANCE: SUPPLIES; COURT: SUPPLIES
5433	08/22/2016	Claims	1	47220	STERICYCLE, INC.	10.36	POLICE:
5434	08/22/2016	Claims	1	47221	TERMINIX PROCESSING CENTER	62.42	SENIOR: PEST CONTROL
5435	08/22/2016	Claims	1	47222	TORK LIFT CENTRAL INC	295.40	POLICE: VEHICLE REPAIRS
5436	08/22/2016	Claims	1	47223	TOTAL AUTO CARE	38.24	POLICE: VEHICLE MAINTENANCE
5437	08/22/2016	Claims	1	47224	ULINE	179.58	PW: UTILITY SPILL TRAYS

CHECK REGISTER

City Of Pacific
MCAG #: 0423

08/09/2016 To: 08/22/2016

Time: 14:07:23 Date: 08/17/2016

Page: 5

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5438	08/22/2016	Claims	1	47225	US BANK N.A. - CUSTODY TREASURY DIV.	30.00	ADMIN: JULY 2016 CUSTODY CHARGES
5439	08/22/2016	Claims	1	47226	UTILITIES UNDERGROUND LOCATE	74.82	PW: EXCAVATION NOTIFICATIONS
5440	08/22/2016	Claims	1	47227	VALLEY COMMUNICATIONS	22,926.60	POLICE: JULY 2016 911 CALLS
5441	08/22/2016	Claims	1	47228	VALLEY REGIONAL FIRE AUTHORITY	143.65	SENIOR: BATTERY FOR DEFIB
5442	08/22/2016	Claims	1	47229	VERIZON WIRELESS	2,135.64	POLICE: CELL PHONES; ACCOUNT #: 642048405 INV. #9769420034
5443	08/22/2016	Claims	1	47230	WA ST DEPT OF ECOLOGY	977.23	PW: ANNUAL WATER QUALITY PROGRAM STORMWATER PERMIT
5444	08/22/2016	Claims	1	47231	WASHINGTON STATE PATROL	162.25	POLICE: JULY 2016 BACKGROUND CHECKS
5445	08/22/2016	Claims	1	47232	WASHINGTON TRACTOR	52.14	PW: PARK SUPPLIES
5446	08/22/2016	Claims	1	47233	WATER MANAGEMENT LAB INC	2,883.00	PW: TOTAL COLIFORM, COPPER & LEAD
5447	08/22/2016	Claims	1	47234	WESCOM COMMUNICATIONS	150.00	POLICE: CONTESTED RADAR CASE (#6Z606809)
5448	08/22/2016	Claims	1	47235	WESTERN CONFERENCE OF TEAMSTERS PENSION	1,520.42	ADMIN: 2012-2015 PAYROLL AUDIT
5449	08/22/2016	Claims	1	47236	KRISTA C WHITE-SWAIN	1,950.00	COURT: JULY 2016
						210,391.46	
						21,062.94	
						12,595.50	
						37,120.11	
						24,605.93	
						19,299.89	
						16,734.78	
						341,810.61	
						Claims:	139,616.31
						Payroll:	202,194.30
* Transaction Has Mixed Revenue And Expense Accounts							

CHECK REGISTER

City Of Pacific
MCAG #: 0423

08/09/2016 To: 08/22/2016

Time: 14:07:23 Date: 08/17/2016
Page: 6

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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Voucher Approval

We, the undersigned Council members of the City of Pacific, do hereby certify that the Vouchers specified were reviewed and were approved for payment at the Regular Council Meeting

on: _____

Council Member: _____

Council Member: _____

Council Member: _____

Reviewed for Accuracy

Finance Director: _____



City Council Minutes

Workshop
August 1, 2016
Monday
6:30 p.m.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Council President Kave called the regularly-scheduled meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

ROLL CALL

Present: Council Members Katie Garberding, Kerry Garberding, Newlun, Oliveira, Council President Kave, Mayor Pro Tem Steiger

Absent Council Member Storaasli, Mayor Guier

STAFF PRESENT

Public Works Manager Jim Morgan, City Administrator Richard Gould, and City Clerk Amy Stevenson-Ness

ADDITIONS TO/APPROVAL OF AGENDA

The agenda was approved unanimously by Council.

PRESENTATIONS

A. Price Harmon – AVCaptureAll Presentation

Mr. Harmon presented the AVCaptureAll software and provided a demonstration of the product. He stated this is a subscription model to include the software, public access, archive of recordings, installation, training, software updates, and customer service starting at \$199/month

Mr. Gould advised he will bring a contract to Council at the workshop on August 15

B. Paul Haugan – City of Auburn, Virtual Server Update

Mr. Haugan provided an update on the process of updating the City's server. He discussed the benefits of a virtual server as well as the cost comparison between a virtual server and traditional server.

AGENDA ITEMS

A. AB 16-080: Confirming the Mayor's appointment of Chuck Hendricksen to the position of City Engineer.

Mr. Morgan provided information about Mr. Chuck Hendricksen and introduced Mr. Hendricksen to Council.

Mr. Hendricksen provided information about his background and experience as a licensed professional engineer.

After answering Council questions and on Council consensus, the item was moved forward to the meeting on August 8.

B. AB 16-075: Resolution No. 2016-361: Approving the submittal of a Transportation Improvement Board Grant Application for Pacific Avenue Preservation.

Mr. Morgan advised this is from 3rd Avenue to Ellingson Road. Algona is submitting a separate application. This road will be submitted as two segments, similar to 3rd Avenue.

On Council consensus, the item was moved forward to the meeting on August 8.

C. AB 16-076: Resolution No. 2016-362: Approving the submittal of a Transportation Improvement Board Grant Application for Pacific Avenue Sidewalks.

Mr. Morgan stated the sidewalks are hit or miss and where there is sidewalk, some is not to code. He advised there is a twenty percent local match for sidewalks. Discussion will occur with Algona regarding splitting the cost for sidewalks that will be on the Algona portion of the street.

On Council consensus, the item was moved forward to the meeting on August 8.

D. AB 16-077: Resolution No. 2016-363: Approving the submittal of a Transportation Improvement Board Grant Application for Milwaukee Boulevard Improvements.

Mr. Morgan advised the design is 95 percent complete. He is requesting funding to build it. It will be done in two portions: Ellingson to 3rd and 3rd to 5th. This is a combination project; Ellingson to 3rd is maintenance project; 3rd to 5th is more of a reconstruction, installing sidewalks, and incorporating drainage.

On Council consensus, the item was moved forward to the meeting on August 8.

E. AB 16-078: Resolution No. 2016-364: Authorizing the approval of Amendment No. 2 to the agreement with King County I-Net to upgrade the Existing connection to 100 Mbps and for a connection to the City of Auburn server.

Mr. Gould advised an amendment is needed for the virtual server upgrade.

On Council consensus, the item was moved forward to the meeting on August 8.

F. AB 16-079: Discussion: Second Quarter Financial Reports

Mr. Gould presented the second quarter financial reports. The Finance Committee reviewed the reports through June. The utilities are struggling but revenue in general fund is improving. Permitting is up 20 percent.

On Council consensus, the item was moved forward to the meeting on August 8.

ADJOURN

Council President Kave adjourned the workshop at 7:55 p.m.

Amy Stevenson-Ness, CMC, City Clerk



City Council Minutes

Workshop
August 15, 2016
Monday
6:30 p.m.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Council President Kave called the regularly-scheduled meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

ROLL CALL

Present: Council Members Katie Garberding, Kerry Garberding, Newlun, Oliveira, Storaasli, Council President Kave, Mayor Pro Tem Steiger, Mayor Guier

STAFF PRESENT

Public Works Manager Jim Morgan, City Administrator Richard Gould, Office Assistant Nicole Schunke, and City Clerk Amy Stevenson-Ness

ADDITIONS TO/APPROVAL OF AGENDA

Mayor Guier added an additional executive session per RCW 42.30.140(4)(b) for collective bargaining for 10 minutes.

Mayor Guier added an additional discussion regarding waiver of park fees for Terry Home Car Show as Item D.

The amended agenda was approved unanimously by Council.

AGENDA ITEMS

A. AB 16-082: Discussion of land use zoning for property at Ellingson and Milwaukee.

Mr. Morgan advised that a modification of the existing code is needed as this location is not an optimal location for a truck driving school.

On Council consensus, the item will be forwarded to the Planning Commission for recommendation.

B. AB 16-083: Resolution No. 2016-365: Authorizing the execution of an agreement with Doolittle Construction LLC, in the amount of \$43,750 for the construction of chip seal preservation at four locations.

Mr. Morgan advised this is for chip seal on four cul de sacs. This will give us enough time so the crew can get the areas cleaned and also give appropriate parking for the areas being chip sealed. Timeline for completion is by October 15th but is weather dependent.

On Council consensus, the item was moved forward to the meeting on August 22.

C. AB 16-084: Ordinance No. 2016-1935: Assuming the rights, powers functions, and obligations of the Pacific Transportation Benefit District as allowed by RCW Chapter 36.74.

Mr. Morgan stated this is to streamline the process regarding the TBD so it is not two separate entities.

On Council consensus, the item was moved forward to the meeting on August 22.

D. AB 16-085: Resolution No. 2016-366: Waiver of park fees for the Terry Home Car Show on August 20, 2016.

Mayor Guier advised 24th annual car show. Fees have always been waived and she's asking council to again waive the fees and place this on the consent agenda for approval.

On Council consensus, the item was moved forward to the meeting on August 22 and place it on the consent agenda.

EXECUTIVE SESSIONS: Two executive sessions for the purpose of discussing two items of potential litigation under RCW 42.30.110(1)(i) for 20 minutes.

Executive Session per RCW 42.30.140(4)(b) for collective bargaining for 10 minutes.

Council President Kave recessed to executive session at 6:45 p.m.

At 7:15 the executive session was extended for 5 minutes.

Council President Kave reconvened the workshop at 7:20 p.m.

ADJOURN

Council President Kave adjourned the workshop at 7:21 p.m.

Amy Stevenson-Ness, CMC, City Clerk



Agenda Bill No. 16-085

TO: City Council Members
FROM: Mayor Guier
MEETING DATE: August 22, 2016
SUBJECT: Waiver of Fees for Use of City Park by Terry Home for Terry Home Car Show

ATTACHMENTS: Resolution 2016 – 366
Application for Use of City Park

Previous Council Review Date: N/A

Summary: Terry Home, a nonprofit, 501(c)(3) corporation accredited by the Department of Social and Health Services of the State of Washington, is requesting that the City of Pacific waive the park usage fees related to their use of City Park for the Terry Home Car Show on August 20, 2016. There will be food trucks in attendance and a PA system will be utilized.

Recommendation/Action: Staff recommends Council approve Resolution No. 2016-366.

Motion for Consideration: Move to approve Resolution No. 2016-366 waiving the fees for the use of City Park by Terry Homes for the Terry Home Car Show on August 16, 2016.

Budget Impact: \$350.00

Alternatives: Don't waive the fees.

**CITY OF PACIFIC,
WASHINGTON**

RESOLUTION NO. 2016-366

**A RESOLUTION OF CITY OF PACIFIC, WASHINGTON, WAIVING THE
PARK USAGE FEES FOR THE TERRY HOME CAR SHOW.**

WHEREAS, Terry Home, a nonprofit, 501(c)(3) corporation accredited by the Department of Social and Health Services of the State of Washington, holds an annual car show in City Park in the City of Pacific, and

WHEREAS, the event draws a large crowd, it is free to the general public, and is a benefit to the tourism in the City of Pacific,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF PACIFIC, WASHINGTON, AS FOLLOWS:**

Section 1. Waives the fees for the use of City Park for the Terry Home Car Show to be held on August 20, 2016.

Section 2. This resolution shall take effect and be in full force upon passage and signatures hereon.

APPROVED BY THE CITY COUNCIL ON AUGUST 22, 2016.

LEANNE GUIER, MAYOR

ATTEST:

AMY STEVENSON-NESS, CMC
CITY CLERK

APPROVED AS TO FORM:

CAROL MORRIS, CITY ATTORNEY

Park Site Reservation Application



Contact Name: MYLA MONTGOMERY
 Organization: TERRY HEWIE Day Phone: 253.815.8633
 Address: PO Box 2209 City: AUBURN State: WA Zip: 98071
 Start Time: 6:30A. End Time: 5 pm

Areas can be reserved for a full day 10:00am to 8:30pm or half day 10:00am to 3:00pm or 3:30pm to 8:30pm

Choose the areas for your reservation date and location. Please list the number of people in your group.
 All Baseball & Basketball areas must be stated separately by the hour.

Picnic Tables seat an average of eight persons each.

	City Park Areas	Date	# of People	# of Hours
1	Cabana	8/20/16	500	6:30A - 5pm
2	Group Site 1	8/20/16	↓	↓
3	Group Site 2	8/20/16	↓	↓
4	Stage	8/20/16	500	6:30A - 5pm.
5	Baseball Field	- " "	↓	↓
6	Basketball Court	" "	↓	↓

Please help us determine what you will need

Will you need Electricity? YES NO

*Will you have a Caterer? YES NO Name of Caterer: ESPRESSO, STACKS, KETTLE KORN

*Any Special Equipment? YES NO Type of Equipment: ~~PA SPEAKER~~

Name of Company providing equipment: _____

*** User will be required to provide liability insurance naming the City of Pacific as additionally insured.**

Reminders:

- Alcoholic beverages are not allowed in City Parks
- Please review City Park Rules & Regulations provided
- Fees are adopted by City Resolution on current fee schedule
- Payment by check or cash only to receive park permit
- Reservation fees are not refundable

Mail To:
 City of Pacific
 Community Development
 Park Site Reservations
 100 3rd Avenue SE
 Pacific, WA 98047

Applicant's Signature: Myla Montgomery

Issued By: _____ Date: _____

City of Pacific Park Site Reservations



Dear Applicant,

Thank you for choosing a City of Pacific park for your activities!

How to Schedule a Park Site

We accept reservations for use of the park from April 1st through September 30th, subject to availability. Certain dates may not be available due to heavy demand or due to City Sponsored Events. Please make your reservation as early as possible to allow the best possible chance for obtaining the area you want. Reservations are accepted for picnic sites, the stage, and the ball field. Facilities can be reserved all day 10:00am to 8:00pm or half days 10:00am-3:00pm and/or 3:00pm and/or 3:30pm to 8:00pm.

Mail or Fax Reservations

Mailed or faxed reservations will be scheduled and confirmed in the order received. To make a reservation, fill out the attached *Park Site Reservation Application* and fax the application to (253) 8887-9910 or mail it to:

City of Pacific
Community Development Department
100 3rd Avenue SE
Pacific, WA 98047

Payment must be made by cash or check made payable to the City of Pacific. You will receive your *Park Site Confirmation* packet upon payment. If none of your requested dates and locations are available, we will contact you by telephone.

Walk-in Reservations

You are also welcome to make your reservations in person at the above address. Fees made in person must be paid at that time and you will receive a confirmation packet at that time.

Telephone Reservations

You are also welcome to make your reservations over the phone at (253) 929-1110. A *Park Site Reservation Application* must be returned with your payment within two weeks of your call. Please make checks payable to the city of Pacific. **Do not mail cash.** A *Park Site Confirmation Packet* will be sent out upon receipt of payment.

Confirmation Packets

When payment is received we will mail your *Park Site Confirmation Packet*. Packets consist of:

- Park Site Reservation Application
- Map of the park
- Reservation sign. **Please post this at your park site early in the morning on the day of your activity.**

City of Pacific Park Site Reservations

Fees *(all fees are non-refundable)*

See Current Fee Schedule

Rescheduling

A rescheduling fee will be charged for changing reservation dates for use of a park site. Please be sure you are certain of your date and location before you schedule your activity.

Ball field and Basketball Scheduling

The city of Pacific Park also has a ball field or basketball court that can be reserved. Reservations for these areas should be made at the same time you schedule your activity. These areas may not be available due to heavy demand or due to City events.

Rights & Privileges

Groups with reservation permits have the right to enjoy their park sites for the time reserved. Individuals or groups without permits must relinquish the area when proof of a valid permit is presented. If no permit or proof of a permit for park site/tables is presented, the facilities are available on a first-come, first serve basis.

If unauthorized or uncooperative individuals will not relinquish their hold on your permitted picnic site, you have the right to notify the Pacific Police by dialing 911 or 253-288-2121 for assistance.

Site Features & Support

Restrooms are near all sites. Some picnic shelters have electrical outlets. Most picnic sites have a garbage can and a wood stove or a charcoal grill. If a cooking fire is desired, you must bring your own wood or charcoal. (You must remove your ashes and used briquettes from the park.) Picnic tables located in the vicinity of your shelter may be moved (if not bolted down) to accommodate your activity. Please return them to their original site upon leaving.

Everything possible will be done to ensure that these services are available. However, restrooms, water, and electricity may not be available at the time of your event due to unreported vandalism or facility damage. **If you encounter any of these circumstances during the weekend, please call Pacific Police's non-emergency number at 253-288-2121 and report the situation. On weekdays call (253) 929-1110.**

During the weekend, if you need assistance please call (253) 929-1110 option 1.

City of Pacific Park Site Reservations

Your Responsibilities

The following items are prohibited at City parks, including all picnic areas:

- Alcoholic beverages of any kind
- Fires, except in stoves or grills
- Motorized vehicles on the turf/grass or in unauthorized areas
- Digging and/or driving stakes into the ground
- Removal, destruction, or defacing of any City property or vegetation

ADA Compliance

We offer the best access for persons with disabilities as possible and most areas are substantially barrier-free, including restrooms. Within the limitation of the park site, the City will attempt to make accommodations for persons with disabilities upon request. Please arrange this through the City Clerk at the time you schedule your reservation. For information or complaints concerning the Americans with Disabilities Act, please contact the City Clerk at (253) 929-1105.

Miscellaneous

- We try to keep picnic areas clean. If you encounter an extremely littered picnic area, please contact the Public Works Department Staff at (253) 929-1110 option 1 on the weekend or 253-929-1110 during normal business hours.
- Thank you for picking up around the site following your activities.
- Activities using special equipment of requiring a caterer's vehicle to remain on-site during the event should provide that information on the *Picnic Reservation Application*.
- The City does not rent or distribute any sports or field equipment.
- Please keep pets leashed at all times in park areas, and remove their waste from the park.
- There is NO overnight camping allowed in City Parks.

If you have any questions regarding your park site reservation, please call the Community Development Department at (253) 929-1110.

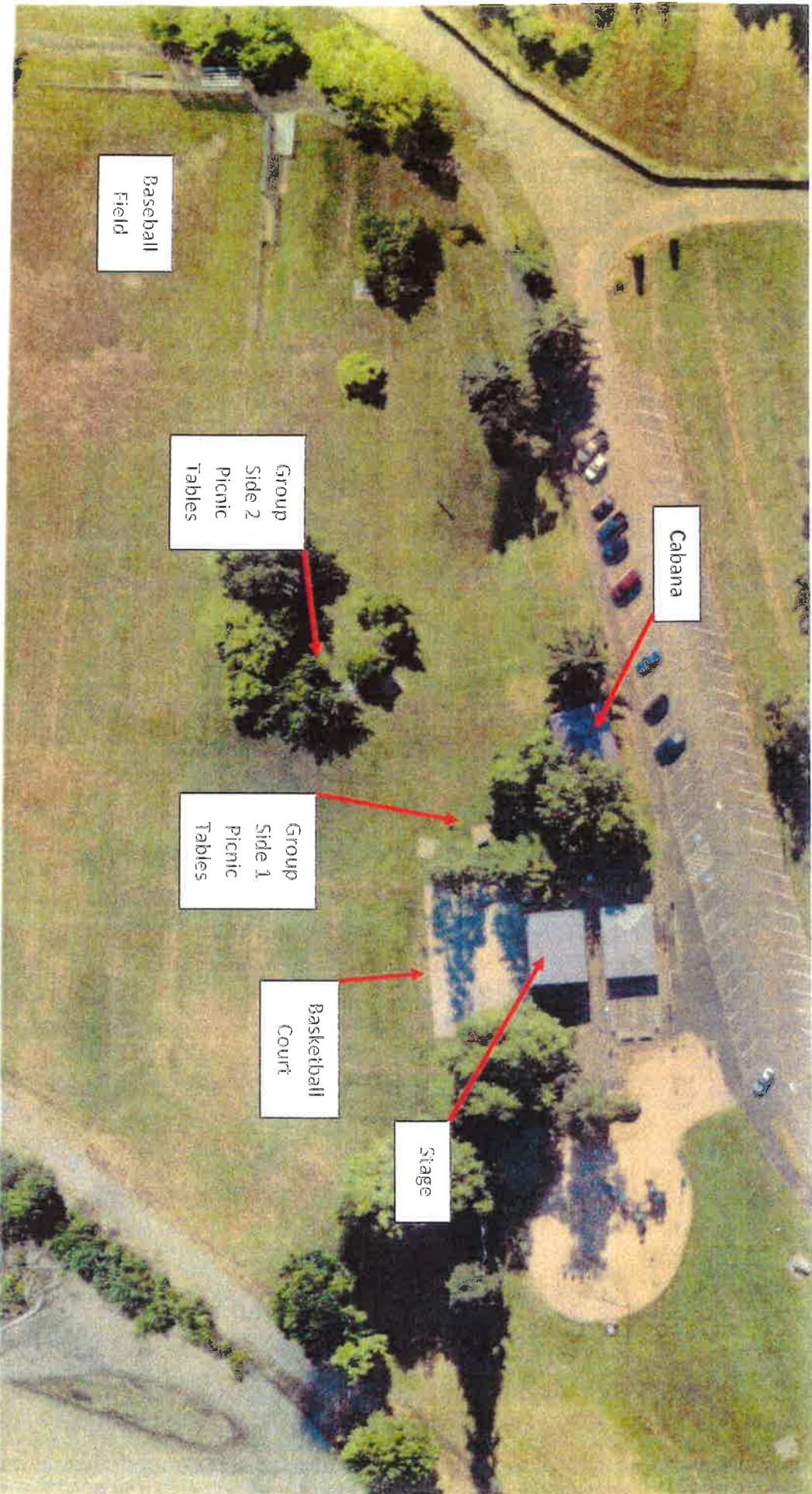
Anti-Discrimination

As a matter of policy, law, and commitment, the City of Pacific does not discriminate on the basis of race, color, sex, marital status, sexual orientation, political ideology, age, creed, Religion, ancestry, national origin, or presence of any sensory, mental or physical handicap.

Discrimination complaints can be filed with the City Clerk's Office at 100 3rd Ave. SE Pacific, WA 98047 or by calling (253) 929-1105, or the Office of Equal Employment Opportunity, U.S. Department of the Interior, Washington, D.C. 20240.



CITY OF PACIFIC
100 - 3RD AVENUE SOUTHEAST
PACIFIC, WASHINGTON 98047
CITY HALL (253) 929-1110
FAX (253) 939-6026



Pacific City Park

600 3rd Ave SE



