

AGENDA

Page

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of the Agenda**
5. **Presentations**
 - a. Classical Glass Corvette Club (A. Walker).
6. **Public Comments**
7. **Approval of the Consent Agenda Items**
 - a. Regular Council Meeting Minutes - August 23, 2016 and September 13, 2016;
 - b. Council Workshop Meeting Minutes - September 20, 2016;
 - c. Approval of Claim Vouchers and Payroll for Payment (P. Barry).
8. **Discussion Items**
 - a. Amendments to and Reclassification of Special Events Permit Ordinance (G. Karg).
9. **Mayor's Report**

2017 Preliminary Budget.
10. **City Administrator's Report**
11. **Council Reports**
12. **Department Reports**
 - a. Updates for Building, Community Development, Public Works, Parks/Recreation and Tourism, Finance, Police, Fire, and City Clerk Departments.
13. **Unfinished Business**
14. **New Business**
15. **Public Comments**
16. **Council Comments**
17. **Executive Session**
18. **Adjournment**

NOTE: Council will meet in a closed session directly following the September 27, 2016 meeting to discuss union business.

Regular Council Meeting - October 11, 2016 at 7:00 pm.



**City of DuPont
1700 Civic Drive
DuPont, Washington 98327**

**Regular City Council Meeting Minutes
Tuesday, August 23, 2016**

Call to Order: Mayor Courts called the Regular City Council meeting to order at 7:00 p.m.

Roll Call: Mayor Mike Courts; Deputy Mayor Roger Westman; and Councilmembers Penny Coffey, Eric Corp, Shawna Gasak, Michael Gorski and Matt Helder. A motion was made and seconded to excuse Councilmember Estep (Gorski/Corp); 6/0 motion carried.
Staff present: City Administrator Danek, City Attorney Karg, Finance Director Barry, Police Chief Sheehan, Fire Chief Creekmore, Public Works Director Lim, Planning Director Wilson, and Interim City Clerk Graves.

Pledge of Allegiance: Mayor Courts led the flag salute.

Approval of the Agenda:

A motion was made and seconded to approve the agenda (Coffey/Gasak); 6/0 motion carried.

Presentations

Community Engagement Award for Nation Night Out

Mayor Courts introduced Priscilla Lisicich, Executive Director of Safe Streets, to present the "Community Engagement Award" for National Night Out to the City of DuPont.

Advanced Life Support (ALS) Briefing

Mayor Courts briefly recapped the reasons for providing this briefing and the proposed ALS implementation in DuPont. He then spoke about the differences between ALS and Basic Life Support (BLS) requirements, the latter of which is the one that DuPont has.

Fire Chief Creekmore then spoke about the importance of ALS, stress to firefighters (i.e. staffing requirements), the training, and ALS and BLS patient transport conditions. He spoke of DuPont Fire Department current capabilities, equipment and ALS calls received in the last few years with nine ALS crew as best practice and four is bare minimum. He added that DuPont currently uses private companies to provide ALS response, and the response time and availability, with average ALS Response Time of 15 minutes.

Captain Strausbaugh stated that the fire department wants to provide the best outcome possible and their job is to go to a stranger's house and help them mitigate whatever

Agenda Item # 7a.

emergency they might be having at the time, and staffing requirements depend on the emergency. Whatever the citizen's call is regarding, it is an emergency to them. It is the calls that we are hoping to have a good outcome on, that need more people to assist. These are the events that a lot of work is going to be performed and we are going to do whatever it takes to get to the job done, yet we know at the end of the day there are options in place that would allow us to provide better services for the citizens of DuPont.

Councilmember Helder asked Captain Strausbaugh what it is like to integrate BLS services with a private carrier versus one that is in-house; and how they, respond to an incident. Captain Strausbaugh responded that events are unique from the time they start the call, and while the first responders are on their way to the call, they wonder whether the private service provider is in route with them and then he figures out his plan of action (e.g. if it is a true ALS event, he needs to figure out if there is not a private carrier or whether to call a neighboring city for assistance). Over time, the first responders build a rapport with some of the private service provider employees, but would not know what to expect out of the new employees. He personally has reservations about putting his family members into private ambulances.

Mayor Courts provided the time line of methodical steps to provide ALS in DuPont including creation of an expert Task Force; community meetings; and from the Task Force recommendations; what course of action to pursue, which may include a citizen vote. He emphasized that current services would be maintained if the proposed ALS is not implemented.

Discussion ensued relative to stress involved with patient care and the fire department staff's goal of a positive outcomes; private carrier versus provided in-house services; overall financial picture (budget changes; charges for ALS versus BLS; and how much the City may bill back as required by law); call volumes from Patriot's Landing since they have professional staff available; better voter turnout in the primary versus "off" elections season; type of services provided by an ALS; and firefighters' interest in being trained as paramedics.

Public Comments:

Renee Buck, 301 Brandywine Avenue, invited citizens to attend the September 16th Moonlit Walk at Sequelitchew Creek.

Approval of Consent Agenda Items:

- Regular Council Meeting Minutes – August 9, 2016;
- Claims Vouchers List – August 23, 2016;
- Resolution declaring Certain Property as Surplus and Authorizing its Sale, Trade-In or Disposal.

A motion was made and seconded to approve the Consent Agenda (Helder/Gorski); 6/0 motion carried.

Discussion Items

2017 Lodging Tax Advisory Committee (LTAC) Grant Funding Recommendations

DuPont City Council Meeting – August 23, 2016

Agenda Item # 7a.

Finance Director Barry presented the LTAC's recommendation for the 2017 grant funding and for City Council's approval at the September 13th Council meeting. She indicated that there were 27 applications totaling over \$350,000; summarized the LTAC guidelines and the different programs being recommended for funding; and explained the Hotel Motel Tax 2016-2017 budget with a conservative 30% estimated increase in revenue in 2017 expected to be received with the two hotels being built.

City Administrator Danek reminded the City Council that Council may only accept or reject each project in full being recommended by LTAC, per State law. He thanked the LTAC members for their efforts.

It was explained that "outward focus" meant targeting visitors who travel more than 50 miles to and from DuPont, versus "localized".

Councilmembers Gasak and Gorski both expressed their concern with language regarding "offset lost revenue for the Home Course" that they won't support the number of golf related activities.

Discussion ensued on what it meant to have some of the projects deferred and how the Cherry Blossom Tea is a tourist draw, but that in spite of its small turnout, the funding is **commensurate** with the number of outside visitors it gets.

Councilmember Corp asked whether the application process will be revised to include budget requirements as part of future funding application guidelines; and how business revenues generated in the City is measured by how long each of the events occur.

Councilmember Gasak expressed the need for more funding of the DuPont museum.

Councilmember Coffey spoke about various City events and expressed concerns with the holiday bazaar being deferred when the museum keeps track of where their visitors come from. She then asked about online advertising only for Hudson Bay Days and better outreach.

Mayor's Report:

Mayor Courts reported on the following:

- September 10th – grand opening of the Off-leash dog area at the PowderWorks Park with a Seahawks rally;
- ALS forum will follow after the grand opening;
- League of Women voters will be sponsoring a forum in September or October for the Pierce County Council Position 6;
- American Legion will host a candidates' forum on October 27th for the County Council and Executive level, and 28th State Representative and Senate positions;
- Zippia survey has ranked DuPont as the 7th Most Successful City in Washington State out of 118 cities with population greater than 5,000.

City Administrator's Report:

City Administrator Danek reported on the following:

- Wilmington Overlay Project will be completed by August 26th;
- Interstate 5 traffic due to road construction and JBLM air show this weekend;
- Big truck alternate routes near JBLM at Chevron gas station;
- Moonlit Walk and Salmon Bake on September 16th;

- Out of the office on August 24th.

* * * * *

Mayor Courts left the meeting.

* * * * *

Council Reports:

Councilmember Coffey spoke about the car show and Hudson Bay Days she attended helping at the crafts table. She expressed her appreciation for Renee Buck and to DuPont Boy Scout Troop 472 for their help at the event.

* * * * *

Mayor Courts returned to the meeting.

* * * * *

Councilmember Helder reported on the huge success of the off-leash dog area. He heard a lot of positive reviews he received and thanked everyone who made it a reality. He asked about out-of-town visitors relative to dog permitting requirements. City Attorney Karg indicated that pet licensing from any jurisdiction is allowed.

Deputy Mayor Westman spoke about the quick response time of the animal control officer regarding to two stray dogs and how to get these dogs licensed by the owner.

Councilmember Gasak spoke about her experience with her dogs at the off-leash dog park and asked for possible clear signs of big dog and small dog areas.

Department Reports:

Councilmember Corp asked about the irrigation heads inspections. He also asked for information on the nature of animal calls.

Councilmember Helder asked about the reason behind an officer changing the use of a motorcycle to a police car prior to responding to a call.

Police Chief Sheehan gave an update regarding an investigation involving a 10-year old female near a trail and a suspect on the loose.

Unfinished Business:

None.

New Business:

None.

Public Comment:

David Bungert, 2702 McArthur Street, feels that the ALS Task Force and having a firefighter use his emotions to get a point across is outdated and asked that the City come up with better and more current solutions when reviewing the prospect of implementing Advanced Life Support (ALS) in the City.

...

Agenda Item # 7a.

Council Comment:

Councilmember Coffey spoke about a citizen concern with moving a mailbox at a city's expense due to safety/medical concerns.

Adjournment:

There being no further business Mayor Courts adjourned the meeting at 8:41 pm on September 13, 2016. A workshop will be held on September 20, 2016 at 6:00 pm. Please note that the minutes from the Council Meetings are not verbatim. A recording of the meeting may be purchased in the DuPont City Clerk's Office.

City of DuPont:

Mike Courts, Mayor

Attest:

Karri Muir, CMC, City Clerk



**City of DuPont
1700 Civic Drive
DuPont, Washington 98327**

**Regular City Council Meeting Minutes
Tuesday, September 13, 2016**

Call to Order: Mayor Courts called the Regular City Council meeting to order at 7:00 pm.

Roll Call: Present: Mayor Mike Courts; Deputy Mayor Roger Westman; and Councilmembers Penny Coffey, Eric Corp, Andy Estep, Shawna Gasak, and Michael Gorski. A motion was made and seconded to excuse Councilmember Matt Helder (Westman/Gorski); 6/0 motion carried.

Staff present: City Administrator Danek, City Attorney Karg, Finance Director Barry, Police Chief Sheehan, Lt. Holt, Public Works Director Lim, Planning Director Wilson, City Clerk Muir and Executive Assistants Graves and Ongoco.

Pledge of Allegiance: Mayor Courts led the flag salute.

* * * * *

Mayor Courts began by announcing meeting protocols, especially during Public Comments portions of the meeting. He then read a written statement addressing the current issues surrounding his decision to postpone the Seahawks rally that was slated for September 10th; and acknowledged that he takes full responsibility for that decision and implications to DuPont as a whole. He expressed his support of First Amendment rights, but emphasized the importance of his love and respect for the country and the U.S. flag, as a military veteran. While he does not support the protest vehicle of some NFL players, he stressed that he supports the protest message for all Americans to address the issues of racial and judicial inequality in our nation, which was the message he had hoped to impart but was lost, and for that he was profoundly sorry. He also expressed his sincere apologies of the mischaracterization of the DuPont community as racists as that is far from the truth as a result of his decision. He mentioned that he sent a letter to Seahawks player Doug Baldwin in hopes of working together to bring meaningful change to systemic issues facing many of our citizens. He asked staff to plan a Seahawks rally in the near future; and also for each of us to focus now on issues more worthy of attention.

Approval of the Agenda:

Mayor Courts announced that the Agenda will need to be amended to reflect that Item 14(d) under New Business should have been listed as two separate items and recommend adding Item 14(f) "Award professional services agreement for the

Stormwater Retrofit projects, in the amount of \$32,900 with Gray and Osborne” for Council’s consideration this evening.

* * * * *

A motion was made and seconded to approve the agenda, as amended (Estep/Coffey); 6/0 motion carried.

Presentations

Boulevard of Remembrance/Remembrance Corridor on I-5

State Representative Dick Muri presented the background history of how the Boulevard of Remembrance came about, and provided community outreach at various municipalities to highlight its importance to remember service of all military then and now.

Steilacoom Historical School District (SHSD) Principals

Kathy Weight, SHSD Superintendent, introduced School Board member Steve Schenk, SHSD principals (Gary Yoho; Susan Greer; Ryan Douglas; and Mike Miller, new principal of Steilacoom High School) present and announced the names of those that are unable to make it. She also introduced SHSD and executive staff Nancy McClure and Jim Brittain, Susanne Beauchaine, and Paul Harvey. She acknowledged Council Liaison Councilmember Coffey for her active participation at their school board meetings.

DuPont Post Office Services

Charles Stewart, Manager of Post Office Operations, introduced Hyo Boyles, current DuPont Postmaster and Brian Monette succeeding Ms. Boyles. He spoke about their ongoing interest in working with the community to improve their services and better communication; and work with the City with needed changes to the mailbox locations. Mayor Courts will provide the postmaster with the new map.

Appointments

Appointment of Melinda Lowe of Travel Tacoma to the DuPont Tourism Board for an unexpired 2-year term through April 30, 2018

A motion was made and seconded to appoint Melinda Lowe of Travel Tacoma to the DuPont Tourism Board for an unexpired 2-year term through April 30, 2018 (Westman/Gasak); 6/0 motion carried.

Public Comments:

Ronald Nesbit, 512 Franklin Street SE, Olympia, spoke about his background with law enforcement in Olympia and Illinois; speaking before the Council as a “revolutionary black nationalist,” and spoke about the current challenges’ society is facing relative to racism.

Jeff Soltz, 2829 McNeil Street, thanked the Mayor for his comment and apology. He indicated that he does not support any form of rallies sponsored by the City. He

emphasized that the City’s priority is to provide the revenue to support the Advanced Life Support. He expressed his concerns with different (assumed) actions and related consequences on the community resulting from the Mayor’s cancellation of the rally.

Ray Conn, 1852 Johnson Avenue, expressed support for the Mayor’s decision to take a form of action under the circumstances since it was merely postponing the Seahawks rally.

David Bungert, 2702 McArthur Street, asked for a “formal investigation” about the “improper statements” made by Captain Strausbaugh relative to paramedics and ambulance operators’ skills, and Councilmember Helder’s clarification with those statements during the Advanced Life Support (ALS) brief at the August 23rd Council meeting not being included on the meeting minutes being presented for approval tonight. He also spoke of the need to follow various policies and have accountability.

Approval of Consent Agenda Items:

- Regular Council Meeting Minutes – August 23, 2016;
- Claims Vouchers List and Payroll.

Deputy Mayor Westman made a motion to approve the Consent Agenda, as presented. There being no second, the motion died.

* * * * *

Mayor Courts asked the Council, by show of hands, which of the two items they wish to consider for approval under the Consent Agenda Items, with majority of the Council concurring to remove the Regular Council Meeting Minutes of August 23, 2016.

* * * * *

A motion was made and seconded to approve the Consent Agenda Item as amended (Estep/Westman); 6/0 motion carried.

Discussion Items

None.

Mayor’s Report:

Mayor Courts reported on the following:

- Karri Muir, new City Clerk, with 11-year experience as Lewis County Clerk;
- September 9th red ribbon cutting on Wilmington Drive. He thanked the City staff and community’s participation;
- 9-11 annual memorial ceremony at the City Hall flag pole;
- September 10th off-leash dog park grand opening was held at PowderWorks Park. The dog park was championed by former Mayor Grayum and it was funded mostly by donations. He announced that Sue Minahan will lead the “Friends of the Dog Park” and Councilmember Helder volunteered with the creation of its Facebook page. He also thanked Lions, Boys Scouts, Park Agency, city volunteers and staff for their support;
- Advanced Life Support (ALS) initiative with video and slides presentation on website, City Facebook page and Mayor’s Facebook page.

- September 14th – next ALS Task Force meeting at the EOC building.

City Administrator’s Report:

City Administrator Danek reported on the following:

- August 23rd meeting minutes will be reviewed on language that may need to be reflected;
- September 15th Coffee with the Chief at Forza, at 5:00 pm – 7:00 pm;
- Joint Base Lewis-McChord (JBLM) rehearsal of nine rockets (High Mobility Artillery Rocket System (HIMARS) is now scheduled for the last week of September with monitoring devices at various locations previously discussed. Additional information is posted on the JBLM website;
- Upcoming Council meetings topics to include Sequelitchew Creek settlement agreement review; Special Events and Recreation Program Review; Community Policing update; and Street Trees and Sidewalk Update;
- 2017 Budget discussions to begin on September 27th;
- October Council meeting would include the 2017 budget and land use issues.

Council Reports:

Councilmember Corp spoke about the September 14th Planning Commission he attended about the proposed Mixed Use amendment to the DuPont Municipal Code Title 25 and would schedule a Public Hearing on October 10th; and a tentatively scheduled November 14th Public Hearing on the 2015 Growth Management Act Comp Plan updates. He commented on the 9/11 ceremony he attended on September 11th and expressed appreciation for all the American Legion members’ participation from various Posts (Legionnaires, Blue Knights, active duty airmen, and various other Washington Headquarters American Legion Posts). He noted the short speeches by Fire Chief Creekmore and Chaplain Ford who also sang during the benediction. He noted that “Bob Brown” of American Legion would like to participate each year with the city.

Councilmember Gasak spoke about the grand opening of the dog park and its success and the positive reviews she received. She also announced the various social media sites such as “Friends of DuPont Off Leash area” Facebook page, which the community can use to help ensure maintenance of dog park. She invited everyone to the Moonwalk at Sequelitchew Creek Canyon and dinner on Sept 16th at 6:00 pm.

Unfinished Business:

None.

New Business:

Resolution Supporting the Remembrance Corridor on Interstate 5

After Mayor Courts read the Resolution in full, a motion was made and seconded to approve the Resolution supporting the Remembrance Corridor on Interstate 5 (Gorski/Corp); 6/0 motion carried.

Resolution to Approve the 2017 Lodging Tax Advisory Committee Recommendations

A motion was made and seconded to approve the Resolution to approve the 2017 Lodging Tax Advisory Committee funding recommendations, as presented (Westman/Estep): 6/0 motion carried.

* * * * *

A motion was made and seconded to fund the recommended LTAC projects with the exception of the Junior America’s Cup at The Home Course, in the amount of \$15,000. (Corp/Gasak); 4/2 motion carried with Deputy Mayor Westman and Councilmember Coffey in opposition.

* * * * *

A motion was made and seconded to approve the Resolution to approve the 2017 Lodging Tax Advisory Committee funding recommendations, as amended (Westman/Estep): 6/0 motion carried.

Award Professional Services Agreement to Gray and Osborne for Design Work for Washington State Transportation Improvement Board funded Center Drive Overlay between Hamilton Avenue and International Place, in the amount of \$44,800

A motion was made and seconded to award a Professional Services Agreement to Gray and Osborne for design work for Washington State Transportation Improvement Board-funded Center Drive overlay between Hamilton Avenue and International Place, in the amount of \$44,800 (Corp/Coffey), 6/0 motion carried.

Award Professional Services Agreement to Gray and Osborne for Construction Management and Inspection for Historic Village Water Line Replacement, in the amount of \$47,000

A motion was made and seconded to award Professional Services Agreement to Gray and Osborne for Construction Management and Inspection for Historic Village Water Line Replacement, in the amount of \$47,000, as amended (Gorski/Estep); 6/0 motion carried.

Award the Storm Water Retrofit Projects to Oceanside Construction, in the amount of \$214,314

A motion was made and seconded to award the Storm Water Retrofit Projects to Oceanside Construction, in the amount of \$214,314 (Corp/Gorski); 6/0 motion carried.

* * * * *

Award Professional Services Agreement to Gray and Osborne for construction management and inspection for the Storm Water Retrofit Projects, in the amount of \$32,900

A motion was made and seconded to award a professional services agreement with Gray & Osborn for construction management and inspection for the Storm Water Retrofit Projects, in the amount of \$32,900 (Coffey/Corp); 6/0 motion carried.

Agenda Item # 7a.

Public Comment:

Dean Anderson, 9626 108th Avenue SW, asked Police Chief for his input on concerns he has relative to the police force. Chief Sheehan commented that public safety and traffic safety are among his top concerns.

Leo Gruba, 1117 Harrington Place, commented on the 9-11 memorial event and thanked the City for including the American Legion on all City events; and that all posts were included to honor the fallen. He asked the City to continue the dialogue between all the neighbors. He noted that Bob Clark is one of the participants of the 9-11 memorial event.

Ray Conn, 1852 Johnson Avenue, spoke about his new garden and that his water utility bill was half the cost as last year.

David Bungert, 2702 MacArthur Street, commented on the August 22nd meeting with Councilmember Gasak relative to the ALS briefing and changing the “no” voters. He emphasized the need for transparency on the meeting minutes and leadership to ensure no “no” votes. He expressed concerned about phone calls he received and alleged possible actions against him and informed the U.S. Postal Inspector of the same.

Ian Hunter, 1381 Foreman Road, commented about “economic deployment” and more efficient ways to find employment and a new learning experience in the culinary field.

Renee Buck, 301 Brandywine Avenue, piggybacking on Councilmember Gasak announcement by extending an invitation to the September 16th Moonwalk event at 6:00 pm.

Council Comment:

Councilmember Corp thanked Leo Gruba for the correct information on the name of the 9/11 attendee Bob Clark, not Bob Brown, from the American Legion.

Councilmember Gasak spoke about the various ways the off-leash dog park is being promoted by Event and Recreation Coordinator Walker with the *City Dog Seattle, Modern Day Dog Magazine, Pet Connection, Bark magazine, Pierce County Humane Society,* and *Thurston Humane Society,* and she is also checking on dog park apps. She thanked the Mayor for his statement regarding the Seahawks Rally being cancelled and, while she personally does not agree, acknowledged that it came from the spirit of patriotism and duty to the City and the need to open up conversation about the use of City General Fund for Seahawks rally and future rallies. She encouraged everyone to learn from it and move forward with a positive manner.

Councilmember Coffey thanked the Mayor for his comments. She asked that the ALS presentation from the last meeting be sent to all Councilmembers. She indicated that the JBLM rocket testing schedule and related map is already posted on the JBLM Facebook page. She requested the Finance Director to review past statistics regarding that have been done that relates to golf tournaments that were held in DuPont showing positive impacts to the hotel/motel tax and sales tax revenues.

...

Agenda Item # 7a.

Deputy Mayor Westman acknowledged the Home Course representative present and asked not to take the recommendation not to fund the Junior Cup tournament as a negative. He indicated that there may be a need for a more definitive application process and outcome data for future funding showing the costs for coordinating any similar events.

Executive Session:

None.

Adjournment:

There being no further business, Mayor Courts adjourned the meeting at 8:45 pm on September 20, 2016. A workshop will be held on September 20, 2016 at 6:00 pm. Please note that the minutes from the Council Meetings are not verbatim. A recording of the meeting may be purchased in the DuPont City Clerk's Office.

City of DuPont:

Mike Courts, Mayor

Attest:

Karri Muir, CMC, City Clerk



City of DuPont
1700 Civic Drive
DuPont, Washington 98327

City Council Workshop Minutes
Tuesday, September 20, 2016

CALL TO ORDER: Mayor Courts called the meeting to order at 6:00 pm.

Roll Call: Present: Mayor Mike Courts, and Councilmembers Penny Coffey, Eric Corp, Andy Estep, Gorski and Matt Helder

Staff Present City Administrator Danek, City Attorney Karg, Public Works Director Lim, Planning Director Wilson, Chief Sheehan, Event & Recreation Coordinator Walker and City Clerk Muir.

Those absent were: Councilmembers Shawna Gasak and Deputy Mayor Westman. Both were excused.

DISCUSSION ITEMS:

Sequalitchew Creek

City Attorney Karg went over the history and terms of the 2011 Agreement to restore Sequalitchew Creek and mining of CalPortland's "North" and "South" Parcels. He provided a map and went over the various parcels and gave a high level overview of the 2011 Agreement. This agreement covers the planning, permitting, and restoration of Sequalitchew Creek to be funded by CalPortland. The agreement also provides terms for the permitting and mining of the North and South Parcel. It also covers a monitoring plan for the dewatering of an aquifer lying beneath the South Parcel. The 2011 Agreement sets out three phases of planning, permitting and implementing for both restoration and mining. In general, the three phases and actions within the agreement are not conditioned on time limits, e.g. planning for creek restoration does not have a "due date" under the 2011 Agreement; most primary actions under the agreement are condition precedent triggered, meaning when one party does something the other party will have something to do. This is important to understand when discussing why a certain phase or action required under the agreement has not yet taken place. Currently the plan for the restoration of the creek is taking place between CalPortland and the Environmental Caucus. City has an important role in the agreement, however, it is not one of the negotiating parties in the final approval of the creek restoration plan.

Planning Director Wilson noted there is no deadline when the plan or the agreement needs to be reached. The parties are working hard to come up with an agreement. He went over the process chart and explained the three phases of the plan.

First Phase: Preparation of the restoration plan that will be completed by CalPortland.

Second Phase: Monitoring of the mining activities. A lot of these things will not take place unless CalPortland decides to do permitting and undertakes work on the south parcel.

Agenda Item # 7b.

If there is no work on this parcel in terms of mining there is no requirement that restoration work or other activities will move forward.

Third Phase: Funding of the implementation of the restoration plan.

There was a council discussion regarding the agreement, history, mining and the difference between the word's restoration and mitigation. More information on this topic will be given to the council for their review. Continued updates will be provided to the Council.

Special Events and Recreation Program Review

City Administrator Danek and Event and Recreation Coordinator Walker provided a PowerPoint regarding a recreation review for the last of 2016 City Events. Ms. Walker asked what the council expectations are for cost recovery for programs and events. She would like to have the council define the city's role in the programs and events and determine whether the recreation priority is service driven or revenue driven. Previously staff was given the direction that programs should cover direct costs.

Ms. Walker went over the Strategic Planning spreadsheet that shows the various strategic priorities and what each event falls under.

There was discussion on the Parks and Recreation Strategic Priorities and the event timeline. Discussion took place with the council on how to proceed with city events

Community Policing Update

Chief Sheehan went over the Community Policing Update PowerPoint for the group.

There was discussion on what the Police Department is doing for and in the City of DuPont.

Street Trees and Sidewalk Pilot Study Update

This item was not discussed due to time constraints. The information will be available on the City of DuPont's website.

Adjournment

There being no further business, Mayor Courts adjourned the meeting at 9:15 pm on September 20, 2016. A regular council meeting will be held on September 27, 2016 at 7:00 pm. Please note that the minutes from the Council Meetings are not verbatim. A recording of the meeting may be purchased in the DuPont City Clerk's Office.

City of DuPont

Mike Courts, Mayor

Attest:

Karri Muir, CMC, City Clerk

Payroll

Pay Type Register

User: cjackson
 Printed: 09/22/2016 - 9:34AM
 Check Date Range: All
 Period Date Range: 09/01/2016 to 09/22/2016
 Batch Info: All
 Pay Types: AD, AOC, BC, BF, BV, C, CA, CC, CF, CM, CR, CU, CV, DR, DT, EI, FA, FC, FF, FH, FL, FM, FO, FP, FS, FS2, FT, FV, H, HF, HO, HSACO, JD, KC, KD, KF, L2, L3, L4, L5, LD, LG, LGFix, MC, MD, MI, OC, OCB, OF, OFM, OHF, OLT, OMD, OO, OOC, OS, OSC, OSE, OSV, OT, OTR, OTW, PA, PD, PI, R, RD, RF, RS, RT, RT-OT, S, SB, SF, SH, SV, TF, U,

City of DuPont
 1700 Civic Drive
 DuPont, WA 98327
 (253) 964-8121

Agenda Item # 7c.



Department	Pay Type	Description	Hours	Amount
A1				
	H	Holiday	41.00	1,552.67
	LG	Longevity Pay	0.00	73.77
	OO	Opt Out of Medical Ins	0.00	402.38
	R	Regular	388.00	14,240.04
	S	Sick	10.00	305.10
	V	Vacation	40.00	2,011.84
		Department Total	479.00	18,585.80
BLDG1				
	FH	Floating Holiday	8.00	255.04
	H	Holiday	16.00	591.12
	LG	Longevity Pay	0.00	158.09
	R	Regular	144.00	5,320.08
	V	Vacation	8.00	336.08
		Department Total	176.00	6,660.41
F1				
	BC	BANK COMP TIME	4.50	0.00
	C	Comp Time Used	6.00	113.82
	H	Holiday	41.00	1,180.59
	OT	Overtime	0.75	29.07
	R	Regular	335.00	9,766.89
	S	Sick	10.00	266.30
	U	Unpaid Hours	8.00	0.00
	V	Vacation	40.00	986.72
		Department Total	445.25	12,343.39
F2				
	AOC	Acting Out of Class	0.00	259.44
	BF	Bank Comp Time - Fire	22.00	0.00
	CC	Comp Cash Out	2.00	42.16
	EI	Education Incentive	0.00	435.31
	FS	Firefighter EMT Special	0.00	724.65
	FS2	Firefighter 2 Specialty P	0.00	516.62
	H	Holiday	14.00	660.14
	HO	Holiday Pay	72.00	3,017.52
	KD	Kelly Day	96.00	0.00
	LG	Longevity Pay	0.00	786.89

Department	Pay Type	Description	Hours	Amount
	OC	On Call / Out of Class	0.00	150.00
	OCB	OT for Call Back	45.25	2,034.43
	OO	Opt Out of Medical Ins	0.00	201.49
	OSC	OT for Shift Coverage	48.00	1,879.44
	R	Regular	999.78	28,480.10
	S	Sick	145.92	4,768.84
	V	Vacation	72.00	2,192.40
	VC	Vacation Cash Out - aut	95.33	2,555.79
	VO	Vacation Cash Out - Ma	112.50	2,371.50
Department Total			1,724.78	51,076.72

P1

BC	BANK COMP TIME	3.00	0.00	
C	Comp Time Used	26.50	897.59	
CM	Community Resource O	0.00	75.46	
CR	Crime Response Unit 2%	0.00	132.28	
CV	Commercial Vehicle 2%	0.00	85.19	
DT	Detective 5%	0.00	153.80	
FA	Firearms Instructor 2%	0.00	227.12	
FH	Floating Holiday	91.50	3,072.80	
FT	Field Training Officer 3'	0.00	668.51	
H	Holiday	16.00	640.24	
LG	Longevity Pay	0.00	612.94	
MC	Metro Collision Team 1'	0.00	42.60	
OC	On Call / Out of Class	0.00	150.00	
OCB	OT for Call Back	3.00	166.68	
OSC	OT for Shift Coverage	33.00	1,543.04	
OSE	OT for City Special Eve	24.00	1,075.42	
OT	Overtime	45.25	2,115.48	
OTR	OT for Training/Training	26.00	1,287.01	
R	Regular	913.00	30,238.16	
S	Sick	40.00	1,191.09	
V	Vacation	90.00	2,844.50	
VC	Vacation Cash Out - aut	10.17	350.50	
Department Total			1,321.42	47,570.41

PL1

H	Holiday	8.00	363.92	
R	Regular	186.00	5,749.82	
U	Unpaid Hours	56.00	0.00	
V	Vacation	8.00	363.92	
Department Total			258.00	6,477.66

PW1

C	Comp Time Used	16.87	374.93
H	Holiday	120.00	3,224.24
LG	Longevity Pay	0.00	686.19
OC	On Call / Out of Class	0.00	600.00
OO	Opt Out of Medical Ins	0.00	602.34
OOO	OT for PW On-Call	3.00	121.59
OSE	OT for City Special Eve	10.00	416.30
OT	Overtime	11.75	432.40
R	Regular	1,101.75	29,906.02

...

Department	Pay Type	Description	Hours	Amount
	S	Sick	30.00	708.24
	U	Unpaid Hours	23.13	0.00
	V	Vacation	38.00	1,017.50
		Department Total	<u>1,354.50</u>	<u>38,089.75</u>
		Report Total	<u><u>5,758.95</u></u>	<u><u>180,804.14</u></u>

Agenda Item # 7c.

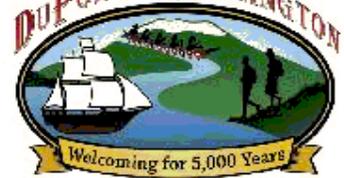
Payroll

Deduction Register - Totals Only

User: cjackson
 Printed: 9/22/2016 - 9:23 AM
 Check Date Range: All
 Period End Range: 09/01/2016 to 09/22/2016
 Batch Info: All
 Deductions: D2r, D2rCor, D2rTx, DCPE, DORL2R, DORP1R, DORP2R, DORP3R, EAP, ESD1, ESDcor, FICAR, FICARC, IAFER1, IAFER2, IAFFER, IAFFRC, ICMA-R, ICMARI, L&I-ER, L&I-R-C, L1, LEOFFR, LIR, LIX, M3, M4, M5, M5-C, MEDICR, MEDIR, MEDIRC, PERSER, T1, UNEMP, V1, V1-C, WACOP, WDEN, ZZADJRTotals Only

City of DuPont
 1700 Civic Drive
 DuPont, WA 98327
 (253) 964-8121

Agenda Item # 7c.



	<u>Amount</u>
D2r: AWC-Dental Plan E (Employer)	4,159.88
D2rCor: Dental Correction	112.24
DORL2R: LEOFF 2 - EMPLOYER	4,640.51
DORP1R: PERS 1 - EMPLOYER	311.10
DORP2R: PERS 2 - EMPLOYER	8,116.74
DORP3R: PERS 3D - EMPLOYER	1,047.86
ESD1: UNEMPLOYMENT	348.77
FICAR: FICA Employer Portion	8,157.96
IAFER1: IAFF- Nationwide 457- 1% Match	290.58
IAFER2: IAFF-Nationwide 457-Flat Match	25.00
IAFFER: IAFF Nationwide 457 - ER	2,457.84
ICMARI: ICMA Employer 1% matching	684.38
ICMA-R: ICMA--EMPLOYER %	2,073.03
L&I-ER: L&I - Employer	4,656.22
L1: AWC - LIFE	270.00
LIX: Life Ins - Exempt	125.25
M4: Group Health \$10 CoPay	7,653.90
M5: AWCHealthFirst HSA	35,260.03
M5-C: AWCHealthFirst HSA Correction	405.98
MEDIR: Medicare Employer Portion	2,620.68
T1: AWC - LTD	964.66
V1: AWC - Vision	1,375.29
V1-C: AWC-Vision Correction	24.78
WDEN: Willamette Dental	929.80
Report Total:	86,712.48



CLAIMS VOUCHER APPROVAL

We hereby certify that the goods and/or services charged on the vouchers listed on the following pages have been furnished to the best of our knowledge. We further certify the following pages of claims to be valid and correct.

City Administrator

Finance Director

We, the undersigned Council members of the DuPont City Council, DuPont, Washington, do hereby certify that the voucher-check numbers 33135 through 33240 are approved for payment in the amount of \$146477.47 this 27th day of September 2016.

Mayor

Councilmember

...

Accounts Payable

Checks by Date - Detail by Check Date

User: c.jackson
 Printed: 9/22/2016 9:38 AM

City of DuPont
 1700 Civic Drive
 DuPont, WA 98327
 (253) 964-8121

Agenda Item # 7c.



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
33135	ARAMARK 1988774378	Aramark Uniform Services Uniform Cleaning	09/09/2016	7.39
	1988774378	Uniform Cleaning		7.39
	1988774378	Uniform Cleaning		7.39
	1988774378	Uniform Cleaning		7.39
	1988774378	Uniform Cleaning		7.39
Total for Check Number 33135:				36.95
33136	BLUMENTH 5868335	Blumenthal Uniforms & Equip First Aid Bag & Supplies - PD	09/09/2016	138.91
Total for Check Number 33136:				138.91
33137	COSTCO 24954	Capital One Commercial Staff Meeting Food - HQ Event farwell City Gra	09/09/2016	35.96
	24954	Staff Meeting Food - HQ Event farwell City Gra		60.95
Total for Check Number 33137:				96.91
33138	qwest	CenturyLink	09/09/2016	
	2539640153 648B	2539640153 648B Hoffman Hill Well		75.51
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	121.24
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	48.50
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	36.37
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	36.37
	2539642399 061B	2539642399 061B Museum		80.15
	2539642855 259B	2539642855 259B Bell Hill Well		189.18
	2539644272 664B	2539644272 664B 303 Barksdale		121.24
	2539646822 149B	2539646822 149B City Hall		164.05
	2539646885 292B	2539646885 292B 1780 Civic Dr	2539646885 292B	126.85
	2539646885 292B	2539646885 292B 1780 Civic Dr	2539646885 292B	91.86
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	9.83
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	31.77
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	9.83
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	13.11
Total for Check Number 33138:				1,155.86
33139	CLINK	CenturyLink Business Services	09/09/2016	
	1385340912	253-912-5102 Long distance	253-912-5102	1.20
	1385340912	253-912-5102 Long distance	253-912-5102	4.01
	1385340912	253-912-5102 Long distance	253-912-5102	1.60
	1385340912	253-912-5102 Long distance	253-912-5102	1.20
	1385340913	253-964-0153 Long Distance	253-964-0153	8.01
	1385340914	253-964-0310 Long Distance	253-964-0310	2.40
	1385340914	253-964-0310 Long Distance	253-964-0310	8.01
	1385340914	253-964-0310 Long Distance	253-964-0310	2.40
	1385340914	253-964-0310 Long Distance	253-964-0310	3.21
	1385340915	253-964-2399 Long Distance	253-964-2399	8.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Amount
	1385340916	253-964-2855 Long distance	253-964-2855	8.01
	1385340917	253-964-4272 Long distance	253-964-4272	8.01
	1385340918	253-964-8225 Long Distance	253-964-8225	2.03
	1385340918	253-964-8225 Long Distance	253-964-8225	1.53
	1385340918	253-964-8225 Long Distance	253-964-8225	1.52
	1385340918	253-964-8225 Long Distance	253-964-8225	5.08
	1386176990	253-964-6934 Long distance	253-964-6934	146.40
Total for Check Number 33139:				212.63
33140	CLARKL	Larry Clark	09/09/2016	
	REIMB 8/16	Mileage Reimbursement - Called out HH Well/ C		20.52
	REIMB 8/16	Mileage Reimbursement - Called out HH Well/ C		20.52
	REIMB 8/16	Mileage Reimbursement - Called out HH Well/ C		20.52
Total for Check Number 33140:				61.56
33141	KOYNB	Brian Koyon	09/09/2016	
	REFUND 8/22	Rental Deposit Refund - Sellers/ Parks		50.00
Total for Check Number 33141:				50.00
33142	FLEXPLAN	Navia Benefit Solutions	09/09/2016	
	10055812	Post Deductible HRS Monthly Fe		100.00
Total for Check Number 33142:				100.00
33143	POPEL	Levitians Pope	09/09/2016	
	REFUND 8/19	Rental Deposit Refund - Powerworks/ Parks		50.00
Total for Check Number 33143:				50.00
33144	SEAWEST	SeaWestern Fire App & Equip	09/09/2016	
	193308	Seba flow Test and O-Rings Replacement - FD		955.56
Total for Check Number 33144:				955.56
33145	SENSUS	Sensus USA Inc.	09/09/2016	
	ZA17004782	1yr. Software Support ending on 9-24-2017 Flxn		2,059.74
Total for Check Number 33145:				2,059.74
33146	SHERWIN	Sherwin Williams	09/09/2016	
	9356-5	5 Gal. of Field Paint - White/ Parks		55.87
Total for Check Number 33146:				55.87
33147	SOUNDURB	Sound Urban Forestry - USE Kevin McFarl	09/09/2016	
	AUG. 25	Site Visit & Memo Development - Parks		199.98
Total for Check Number 33147:				199.98
33148	STAPLES	Staples Advantage	09/09/2016	
	3311428895	Sheet Protectors - Op Supplies/ Parks		19.57
	3311428895	Operating Supplies - General		15.21
	3311428895	Operating Supplies - General		32.63
	3311428898	Operating Supplies/ Toner - General		61.75
	3311428899	Operating Supplies/ Pens - General		20.23
	3311428900	Operating Supplies - General		87.00
	3311428900	Operating Supplies/ Cup - Finance		2.27
	3312120336	Avery Tickets - Op Supplies/ Parks		25.00
	3312120338	Operating Supplies - Planning		171.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Amount
	3312120339	Filing Drawer - Op Supplies/ Fin		411.53
	3312120343	Postcards - Op Supplies/ Water		19.03
	3312120343	Paper Towels - Op Supplies/ Facilities		60.66
	3312120345	Hand Soap - Op Supplies/ Facilities		46.47
	3312120346	Dymo Lables/Pens - Op Supplies / Planning		63.57
	3312120346	Envelopes/Brother Lables- Op Supplies/ HR		59.69
	3312120346	Paper Clips/Card Stock - Op Supplies/ General		19.29
	3312120348	Avery Tickets - Op Supplies/ Parks		25.00
	3312120349	Hard Hat/ Toilet Tissue- Op Supplies / Facilities		99.66
Total for Check Number 33148:				1,239.66
33149	STARREN 151033-37	Star Rentals Inc. Sidewalk Sucker - Quote #q10981-37	09/09/2016	8,690.56
Total for Check Number 33149:				8,690.56
33150	TACSCREW 30801391	Tacoma Screw Products Inc. Samll Tools & Equipment - Streets	09/09/2016	108.93
Total for Check Number 33150:				108.93
33151	VERIZON	Verizon Wireless	09/09/2016	
	9770619926	Building Dept Cell Phones		69.55
	9770619926	Police Dept Cell Phones		700.26
	9770619926	Police Dept Cell Phones		62.32
	9770619926	Public Works Cell Phones		192.74
	9770619926	Public Works Cell Phones		192.74
	9770619926	Parks & Rec Cell Phone		102.15
	9770619926	Fire Dept Cell Phones		253.82
	9770619926	Legal Svcs Cell Phone		58.69
	9770619926	Mayor Cell Phone		58.69
	9770619926	Planning Dept Cell Phones		60.87
	9770619926	Planning Dept Cell Phones - Equip Incentive Ad		-150.00
	9770619926	Public Works New Cell Phone		270.61
	9770619927	Police Air Cards		334.54
	9770619927	Public Works Air Cards		30.04
	9770619927	Fire Dept Air Card		10.02
	9770619927	Parks Air Card		10.02
	9770619927	PW Grant Funded Air Cards		40.08
	9770619927	Legal Svcs Air Card		10.02
Total for Check Number 33151:				2,307.16
33152	WAPRO 1799	Washington Association of Public Records Member Application Fee- Tes	09/09/2016	25.00
Total for Check Number 33152:				25.00
33153	WAFPT 7898	Washington State Firefighters Training & E Rescue Swimmer Training Class - Spears	09/09/2016	595.00
Total for Check Number 33153:				595.00
33154	WTRMG	Water Management Lab, Inc.	09/09/2016	
	152125	Bacteria for Water Testing - PW		24.00
	152194	Bacteria for Water Testing - PW		105.00
	152278	Water Testing - PW		950.00
	152280	Bacteria for Water Testing - PW		63.00
Total for Check Number 33154:				1,142.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
33155	WFFL 5003307682	Wells Fargo Financial Leasing, Inc. Lanier Copier Lease - LD520CSPF - PD	09/09/2016	91.20
Total for Check Number 33155:				91.20
33156	WESTMAN'S REFUND 8/21	Sharon & Roger Westman Rental Deposit Refund - Powderworks/ Parks	09/09/2016	14.00
Total for Check Number 33156:				14.00
33157	UB*01876 112893-000	Chad and Patricia Campbell	09/09/2016	59.12
Total for Check Number 33157:				59.12
33158	UB*01868 108820-000	Jorge De la Rocha	09/09/2016	6.50
Total for Check Number 33158:				6.50
33159	UB*01870 111893-000	Harry and Sharkara Debose	09/09/2016	62.78
Total for Check Number 33159:				62.78
33160	UB*01875 112890-000	Daniel and Christine Dipirro	09/09/2016	100.00
Total for Check Number 33160:				100.00
33161	UB*01869 109840-000	Christopher Durham	09/09/2016	6.50
Total for Check Number 33161:				6.50
33162	UB*01873 112854-000	Jennifer and Scott Kingsford	09/09/2016	4.30
Total for Check Number 33162:				4.30
33163	UB*01872 112509-000	Moises and Kelly Lozacruz	09/09/2016	86.06
Total for Check Number 33163:				86.06
33164	UB*01866 108396-000	Kevin or Lisa Mitchell	09/09/2016	100.00
Total for Check Number 33164:				100.00
33165	UB*01877 112943-000	Leviticus Pope	09/09/2016	100.00
Total for Check Number 33165:				100.00
33166	UB*01864 106681-000	Torrence or Stephanie Taylor	09/09/2016	34.46
Total for Check Number 33166:				34.46
33167	UB*01871 111999-000	Paul Tenpenny	09/09/2016	55.04

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 33167:	55.04
33168	UB*01865 107598-000	Michael or Danyell Walters	09/09/2016	36.89
			Total for Check Number 33168:	36.89
33169	UB*01867 108703-001	Wesley or Tina Wood	09/09/2016	90.15
			Total for Check Number 33169:	90.15
33170	UB*01874 12856-000	Ryan York	09/09/2016	7.41
			Total for Check Number 33170:	7.41
			Total for 9/9/2016:	20,136.69
33171	ub*01758	Matthew and Mary Debiec	09/13/2016	100.00
			Total for Check Number 33171:	100.00
33172	UB*01755 112661-000	Samuel and Jenna Douglass	09/13/2016	100.00
			Total for Check Number 33172:	100.00
33173	UB*01751 111485-000	Jacqueline & Austin Fenwick	09/13/2016	81.00
			Total for Check Number 33173:	81.00
33174	UB*01759 113459-000	Deedee Ruggiero and Richard Firnhaber	09/13/2016	93.50
			Total for Check Number 33174:	93.50
33175	ub*01757 112845-000	James Matlock	09/13/2016	100.00
			Total for Check Number 33175:	100.00
33176	UB*01749 108437-000	Sean or Lindsay Meagher	09/13/2016	4.30
			Total for Check Number 33176:	4.30
33177	UB*01756 112775-000	Rikki and Ron Opperman	09/13/2016	100.00
			Total for Check Number 33177:	100.00
33178	UB*01750 108621-000	Will Richardson	09/13/2016	117.70
			Total for Check Number 33178:	117.70
33179	UB*01753 111801-000	Lenore and Michael Roe	09/13/2016	100.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 33179:				100.00
33180	UB*01754 112028-000	Andrew and Ami Vasqueve	09/13/2016	6.50
Total for Check Number 33180:				6.50
33181	UB*01752 111576-000	George or Erica Young	09/13/2016	100.00
Total for Check Number 33181:				100.00
Total for 9/13/2016:				903.00
33182	ASP 12-4165	Across the Street Productions Blue Card Command Certi/ Inst and Stud - FD	09/16/2016	2,176.00
Total for Check Number 33182:				2,176.00
33183	CARQ 8583-284764	Advance Auto Parts Windshield Washer Fluid - PW	09/16/2016	9.49
Total for Check Number 33183:				9.49
33184	ALLEENTER REFUND 8/26	Alliance Enterprises Inc. Rental Deposit Refund - Powderworks / Parks	09/16/2016	50.00
Total for Check Number 33184:				50.00
33185	ARAMARK 1988763759 1988763759 1988763759 1988763759 1988763759	Aramark Uniform Services Uniform Cleaning Uniform Cleaning Uniform Cleaning Uniform Cleaning Uniform Cleaning	09/16/2016	7.39 7.39 7.39 7.39 7.39
Total for Check Number 33185:				36.95
33186	BERGENEN REIMB 9/10	Renata Bergene Reimbursement for Paint Spray Rental - Clockto	09/16/2016	125.00
Total for Check Number 33186:				125.00
33187	BWN 11110 11162	BrightWire Networks, LLC IT Professional Svcs - Project Work/Service Tick IT Professional Svcs - Sept.	09/16/2016	572.83 2,448.13
Total for Check Number 33187:				3,020.96
33188	ALLSP 1972	Mark Brinkhaus Summer Olympics Coaching Services	09/16/2016	2,297.40
Total for Check Number 33188:				2,297.40
33189	QWEST 206T610445 893B	CenturyLink 206T610445 893B Civic Center T	09/16/2016 206T610445 893B	505.37
Total for Check Number 33189:				505.37
33190	LAKEWOOI	City of Lakewood	09/16/2016	

Agenda Item # 7c.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	MC-00095	Monthly Court Svcs Fee	Acct #0262	9,171.00
Total for Check Number 33190:				9,171.00
33191	CB-CARD	Card Services/ Columbia Bank	09/16/2016	
	0070	Polka Dots Magnet Labels - HR		23.92
	0070	Diadora Soccer Pop Up Goals - P&R		179.80
	0077	Lunch for Hose Testing Participants		134.91
	0646	Job Posting - MW1 / Craigslist		90.00
	0646	Job Posting - Fac Analyst / Indeed.com		23.37
	0646	Job Posting - Fac Analyst / Indeed.com		25.36
	0646	Job Posting - Fac Analyst / Craigslist		135.00
	0646	Job Posting - Fac Analyst / American Public Wor		295.00
	1311	Phone Payment Fee		5.00
	3412	Firearm Supplies - PD		119.69
	3412	Printing Mission Statement		158.87
	3412	Firearms Equipment		14.58
	3412	Car Wash Equipment - PD		33.64
	3412	DPD Mission Board Copies		29.92
	3412	Training Conference Registration Fee - PD		235.00
	3412	Adobe Pro Subscription - PD		16.31
	3412	NNO Supplies - PD		47.46
	3412	Oral Board Lunches - PD		63.26
	3412	1000 Bulbs.com - Blue LED Bulbs		409.17
	9605	Tree Nursery Supplies		59.78
	9605	Tree Nursery Supplies		23.59
	9605	Tire Swing Replacement for Bell Hill Park		413.71
	9605	Clocktower Park Painting Prep Supplies		17.40
	9605	Root Crown Survey Postcard		741.28
	9975	NNO Popcorn Bar / Supercenter		24.54
	9975	Summer Olympics Camp / Supercenter		54.26
	9975	Sports Equipment / Sports Authority		136.40
	9975	NNO Supplies / Grocery Outlet		13.98
	9975	Baseball Banquet / Safeway		70.35
	9975	Senior Activities / Marshalls		18.00
	9975	NNO Popcorn Bar Supplies / Fred-Meyer		89.14
	9975	Senior Potluck Supplies / C&C Smart Food		24.37
	9975	Parks and Rec Supplies / Merry Makers		239.64
	9975	NNO Supplies - Ice / DuPont General		17.12
	9975	NNO Supplies / Albertsons		20.98
	9975	Youth Soccer Balls / TJ Maxx		15.21
	9975	Parks and Rec Supplies / Forza		40.00
	9975	Senior Activities Supplies / Party City		82.57
	9975	Soccer Supplies / Target		8.06
	9975	Youth Soccer Supplies / Big 5 Sporting Goods		269.48
	9975	Youth Soccer Supplies / Big 5 Sporting Goods		634.21
	9975	Youth Soccer Uniform / Customink		423.63
	9975	Gas Charge in Error / Chevron		26.25
Total for Check Number 33191:				5,504.21
33192	COMCAST	Comcast	09/16/2016	
	35 013 0327571	Museum High Speed Internet	8498 35 013 0327571	86.22
Total for Check Number 33192:				86.22
33193	WACCI	Washington State Dept of Corrections Corr	09/16/2016	
	45-115215	36X48-PSE Aluminum "Dog Area" Signs - Park		231.96
Total for Check Number 33193:				231.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
33194	EHC 858613	Emerald Hills Coffees Coffee Service Supplies - PD	09/16/2016 Cust #28020	44.58
Total for Check Number 33194:				44.58
33195	galls 005844677 005844678 005913787 005928639	Galls Inc Flashlight, Boots, Carrying Case - Saboe Lockout Tool Kit - Saboe T-Shirts, Longsleeve Shirts and Handcuffs - Nels Boots - Nelson	09/16/2016	326.01 76.15 148.39 135.99
Total for Check Number 33195:				686.54
33196	GORMANS REFUND 8/27	Stephen Gorman Rental Deposit Refund - Sellers / Parks	09/16/2016	50.00
Total for Check Number 33196:				50.00
33197	BFH DPD 16-08	Brian F. Harvey Policy Manual Updates	09/16/2016	665.00
Total for Check Number 33197:				665.00
33198	HEMLEY 0037558-IN	Hemley's Septic Tank Cleaning, Inc Monthly Portable Toilet Rental	09/16/2016	128.95
Total for Check Number 33198:				128.95
33199	HP 57578831	Hewlett-Packard Co HP DesignJet T830 36-in Mulifunction Printer	09/16/2016	5,871.12
Total for Check Number 33199:				5,871.12
33200	HMDEP 1010241 1025516 27075	Home Depot/GECF Alex Flex Caulk, Diablo Cutting Wheel, Wood - Shop Supplies - Facilities Shop Supplies/ Bench Repair - Facilities	09/16/2016	99.87 253.03 100.20
Total for Check Number 33200:				453.10
33201	HOOFTD PER DIEM 9/19	Diana Hooft MW CJIS Users Workshop/Conf PerDiem	09/16/2016	68.00
Total for Check Number 33201:				68.00
33202	HFE 506450	Hughes Fire Equipment Inc. Replaced and Diagnose Light Assembly on Fire	09/16/2016	215.77
Total for Check Number 33202:				215.77
33203	HUMANE IVC0001688	Humane Society for Tacoma and Pierce Co Boarding Contract	09/16/2016 CITY-03	504.93
Total for Check Number 33203:				504.93
33204	INDHY T166309	Industrial Hydraulics Inc. Tap Thrust Bearings for NH Mower & Labor - S	09/16/2016	43.97
Total for Check Number 33204:				43.97
33205	JIFFY 102850996	Jiffy Lube Vehicle Service - Veh #153 - PD	09/16/2016	92.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 33205:				92.68
33206	LANDCARE	LandCare USA LLC	09/16/2016	
	8117405	Watering for Hanging Baskets/ June- LT6-004		1,773.81
	8125695	Watering for Hanging Baskets/ July- LT6-004		1,773.80
Total for Check Number 33206:				3,547.61
33207	LEMAY	Harold Lemay Enterprises	09/16/2016	
	7803721	301 Louviers		43.04
	7803721	301 Louviers		57.38
	7803721	301 Louviers		143.46
	7803721	301 Louviers		43.04
	7803732	2180-678258-001 1700 Civic Dr	2180-678258-001	259.76
	7803746	2180-688334 1775 Bob's Hollow	2180-688334	265.38
	7833550	301 Louviers		16.50
	7833550	301 Louviers		55.00
	7833550	301 Louviers		22.00
	7833550	301 Louviers		16.50
	7839439	2180-678264 1700 Civic Dr	2180-678264	206.00
Total for Check Number 33207:				1,128.06
33208	LSTL	Les Schwab Tires	09/16/2016	
	30500347221	Service Charge - PW		16.69
Total for Check Number 33208:				16.69
33209	LNC	LN Curtis & Sons	09/16/2016	
	INV44429	Police Equipment/ TP10A - PD		29.59
Total for Check Number 33209:				29.59
33210	NIT	Nisqually Indian Tribe	09/16/2016	
	10451	Incarceration & booking fees June 2016 - PD		1,265.00
Total for Check Number 33210:				1,265.00
33211	PAO	Pacific Office Automation	09/16/2016	
	207702	Canon B/W Printer Supplies - Facilities		24.20
	S6266-12	City Hall copier model C654E	900-0242073-000	243.11
Total for Check Number 33211:				267.31
33212	MEDTR	Physio-Control, Inc.	09/16/2016	
	116138366	Life Pak-15 - FD		29,612.78
Total for Check Number 33212:				29,612.78
33213	PCSEWER	Pierce County Sewer	09/16/2016	
	01175700	01175700 - 303 Barksdale Ave	01175700	69.37
	01178725	01178725 - 207 Barksdale Ave	01178725	44.74
	01178733	301-303 Louviers		7.94
	01178733	301-303 Louviers		10.59
	01178733	301-303 Louviers		7.94
	01178733	301-303 Louviers		26.47
	01251945	01251945 - 3196 Shaw St	01251945	49.33
	01326899	301-303 Louviers		25.81
	01326899	301-303 Louviers		86.03
	01326899	301-303 Louviers		25.80
	01326899	301-303 Louviers		34.41

Agenda Item # 7c.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	01349465	01349465 - 1775 Bob's Hollw	01349465	31.19
	01387341	01387341 - 1700 Civic Drive	01387341	31.19
	01695975	01695975 - 1301 Palisade Blvd	01695975	22.98
	01710583	01710583 - 1780 Civic Dr	01710583/(01387332)	24.58
	01710583	01710583 - 1780 Civic Dr	01710583/(01387332)	35.36
Total for Check Number 33213:				533.73
33214	PMGI 2016-15711	Premier Media Group Inc. 425 Mag. Advertising - Sept-Oct. Issue - LT6-00	09/16/2016	1,600.00
Total for Check Number 33214:				1,600.00
33215	PRINTNW 14218701	Print NW DuPont Trail Maps - LT6B-006	09/16/2016	1,445.40
Total for Check Number 33215:				1,445.40
33216	PSEE	Puget Sound Energy	09/16/2016	
	200000813945	301 - 303 Louviers		17.75
	200000813945	301 - 303 Louviers		5.32
	200000813945	301 - 303 Louviers		7.10
	200000813945	301 - 303 Louviers		5.32
	200001019534	200001019534 - 303 Barksdale Ave		115.36
	200001019690	200001019690 - 3195 Brown Loop		10.84
	200003761372	200003761372 - 1350 Foreman Rd		7,501.83
	200004197907	200004197907 - Bell Hill Well		3,807.54
	200005882598	301 - 303 Louviers		5.32
	200005882598	301 - 303 Louviers		7.10
	200005882598	301 - 303 Louviers		5.32
	200005882598	301 - 303 Louviers		17.75
	200006136309	200006136309 - Village Park		14.77
	200008001329	200008001329 - Museum		142.50
	200008387082	200008387082 - 1350 Foreman Rd		1,047.61
	200010681696	200010681696 - 1700 Burnside Well		5,708.70
	200011525884	200011525884 - 1700 Civic Dr Signal		53.05
	200013923426	200013923426 - 1780 Civic Dr		1,215.09
	200013923426	200013923426 - 1780 Civic Dr		844.39
	200013923681	200013923681 - 3625 Hoffman Hill Access		10.84
	200013923905	200013923905 - 2100 Center Dr Signal		58.07
	200013924143	200013924143 - 3028 Ridgeview Pump		23.21
	200013924549	200013924549 - 1700 Civic Drive		866.10
	200013924754	200013924754 - 1500 Wilmington Dr		42.90
	200013950148	200013950148/200023254622 301-303 Louvie		14.21
	200013950148	200013950148/200023254622 301-303 Louvie		47.38
	200013950148	200013950148/200023254622 301-303 Louvie		18.95
	200013950148	200013950148/200023254622 301-303 Louvie		14.21
	200013950320	200013950320 - 1407 Palisade Blvd		63.30
	200013950544	200013950544 - Wilmington & Center Signa		82.00
	200014441923	200014441923 -709 Penniman Pmp		32.56
	200017266103	200017266103 - 2900 Center Dr Signal		185.70
	200020161606	200020161606 - 151 Davis Pl		988.92
	200021763244	200021763244 - Powderworks Park		123.60
	200023254622	200013950148/200023254622 301-303 Louvie		30.65
	200023254622	200013950148/200023254622 301-303 Louvie		22.98
	200023254622	200013950148/200023254622 301-303 Louvie		22.99
	200023254622	200013950148/200023254622 301-303 Louvie		76.63
	200024817773	200024817773 - 2690 Mitchell		20.39
	300000004741	300000004741 - Street Lights	300000004741	759.71
	300000010086	300000010086 - Street Lights	300000010086	13,983.54

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 33216:				38,021.50
33217	PWF 105608	PWF Processing Water Purification System	09/16/2016	87.04
Total for Check Number 33217:				87.04
33218	ROBERTSJ REIMB 8/25	Jon Roberts Roll of Plastic for Wellness Garden - Reimburse	09/16/2016	69.63
Total for Check Number 33218:				69.63
33219	SFTONE US-PSI-513571 US-PSI-513571 US-PSI-513571	Software ONE Inc NO. 076-05702 Microsft Project License NO. D86-05738 Microsoft Visio License NO. 65258634AC02A00 Adobe Professional DC	09/16/2016	396.38 175.37 309.55
Total for Check Number 33219:				881.30
33220	SPEERTAP 19040	Speer Taps, Inc. Historic Village Waterline Replacement - Water	09/16/2016	3,215.05
Total for Check Number 33220:				3,215.05
33221	ARCH Z3669640I Z3669640I Z3669640I Z3669640I	Spok Inc PW pager PW pager PW pager PW pager	09/16/2016	5.92 7.89 5.92 19.74
Total for Check Number 33221:				39.47
33222	STAPLES 3312974714 3312974720 3312974724 3312974728 3312974731 3312974732	Staples Advantage Name Plate - Cent Cvs / Ingles Name Plate - Cent Cvs / Skiles Name Plate - Cent Cvs / Alcorn Name Plate - Cent Cvs / Howald Thank you Notes - Pk of 3/ Admin Paper Towels - Facilities	09/16/2016	18.92 18.92 18.92 18.92 16.85 60.66
Total for Check Number 33222:				153.19
33223	SUNBELT 62732292-001 63257026-001	Sunbelt Rentals, Inc. 45' Electric Manlift Rental - Hoff Hill/ PW Parking Lot Striper and Trailer Rental - Hoff Hil	09/16/2016	1,817.43 185.98
Total for Check Number 33223:				2,003.41
33224	SWISHERR REFUND 8/25	Roy Swisher Rental Deposit Refund - Powderworks / Parks	09/16/2016	50.00
Total for Check Number 33224:				50.00
33225	TNT 256347 256347 256347 256347	The News Tribune City Wide Ads - Public Hearing LTAC Meeting ads Tans Benifit District Meeting Ads Tree Board Meeting Ads	09/16/2016	238.86 88.09 77.37 65.01
Total for Check Number 33225:				469.33

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
33226	THILLB REFUND 7/5	Bruce Thill Applicant Withdrawing Short Plat App.	09/16/2016	1,500.00
Total for Check Number 33226:				1,500.00
33227	TRANT REFUND 8/27	Truong Tran Rental Deposit Refund - Powderworks / Parks	09/16/2016	50.00
Total for Check Number 33227:				50.00
33228	USABLUE 045318	USABlueBook 34458 - Pocket Thermometer for Water Testing	09/16/2016	34.75
Total for Check Number 33228:				34.75
33229	UULC 6080124 6080124	Utilities Underground Location Center Excavation notifications Excavation notifications	09/16/2016	18.48 18.48
Total for Check Number 33229:				36.96
33230	VERIZON 9771380846	Verizon Wireless Mobile to Mobile Card Swiper	09/16/2016	30.06
Total for Check Number 33230:				30.06
33231	DOES 73151961	WA State Dept of Enterprise Services 10,000 Std Envelopes	09/16/2016	363.79
Total for Check Number 33231:				363.79
33232	WSP I17001363	Wa State Patrol Background Checks - HR	09/16/2016	84.00
Total for Check Number 33232:				84.00
33233	WALKERA REIMB 8/31	Amy L. Walker Mileage Reimbursement - Leadership Conf / Spc	09/16/2016	379.68
Total for Check Number 33233:				379.68
33234	WTRMG 152520	Water Management Lab, Inc. Water Testing / Copper & Lead - Water	09/16/2016	228.00
Total for Check Number 33234:				228.00
33235	WESMAR 231770	Wesmar Company Inc. Sodium Hypochlorite - Water Treatment Chem -	09/16/2016	467.30
Total for Check Number 33235:				467.30
33236	WHITAKER REFUND 8/28	William & Juliana Whitaker Rental Deposit Refund - Powderworks / Parks	09/16/2016	50.00
Total for Check Number 33236:				50.00
33237	WILLIAML REFUND 8/27	LaShawn Williams Rental Deposit Refund - Powderworks / Parks	09/16/2016	50.00
Total for Check Number 33237:				50.00
33238	FLEET 46715891	Wright Express FSC/ WEX Bank Fuel - Fire	09/16/2016	745.19

...

Agenda Item # 7c.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	46715891	Fuel - Police		2,975.14
	46715891	Fuel - PW		632.12
	46715891	Fuel - PW		316.06
	46715891	Fuel - PW		316.06
	46715891	Fuel - PW		316.06
	46715891	Fuel - Build/Planning		54.44
Total for Check Number 33238:				5,355.07
33239	YELLMANC REFUND 8/28	Chelsie Yellman Rental Deposit Refund - Clocktower / Parks	09/16/2016	50.00
Total for Check Number 33239:				50.00
33240	ZOLL 9029682	ZOLL Fire RMS Service- Sept.	09/16/2016	282.88
Total for Check Number 33240:				282.88
Total for 9/16/2016:				125,437.78
Report Total (106 checks):				146,477.47



Agenda Item # 8a.

MEETING DATE: September 27, 2016

- Consent Agenda
- Discussion Item
- Unfinished Business
- New Business
- Other _____

TITLE:

Amendments to and reclassification of Special Events Permit ordinance

Department: Police	Discussion Date: 09/27/16
Originator: Staff	First Reading Date:
Assigned to: Gordon Karg, City Attorney	Public Hearing Date:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted		
Additional Required		

DETAILED SUMMARY STATEMENT:

Discussion regarding proposed DuPont Municipal Code (DMC) amendments that would repeal the special event permitting requirements and procedures in Chapter 10.04 and replace it with a new DMC chapter (Chapter 9.20) under Title 9 that is a more comprehensive and detailed set of special event permitting rules, procedures and requirements.

RECOMMENDATION:

Review and move on to a First then Second Reading and ultimate passing of the amendment in due course.

Chapter 10.04
Special Event Permits

- [10.04.010](#) Definition.
- [10.04.020](#) Permit required.
- [10.04.030](#) Permit application.
- [10.04.040](#) Staff review.
- [10.04.050](#) Approval.
- [10.04.060](#) Business license required.
- [10.04.070](#) Insurance required.
- [10.04.080](#) Denial of permit.
- [10.04.090](#) Notification.
- [10.04.100](#) No special duty created.

10.04.010 Definition.

“Special event” means any activity which occurs upon public or private property that will affect the standard and ordinary use of public streets, rights-of-way, or sidewalks, and/or which requires extraordinary levels of City services. This includes, but is not limited to, fairs, festivals, carnivals, sporting events, foot runs, bike-a-thons, markets, parades, exhibitions, auctions, dances, and motion picture filming. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.020 Permit required.

No person or organization shall conduct a special event without first having obtained a special event permit from the City of DuPont. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.030 Permit application.

An application for a special event permit will be made in writing on forms provided by the office of the City Clerk and completed applications will be submitted to the City Clerk.

A special event permit application must be submitted 60 days prior to the event. Exceptions to this requirement may be approved by the City Administrator. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.040 Staff review.

(a) The application shall be received and date stamped at City Hall by the City Clerk who shall coordinate the process of City Department review. Copies of the application shall be sent to each department for

comments. Preliminary staff comments shall be assembled from the departmental review and forwarded to the applicant within two weeks of the application date. The City Administrator shall take special care to accommodate religious events and celebrations.

(b) Any department head may recommend conditions that are considered necessary to protect the public health and safety. The Chief of Police, Fire Chief, and Building Official shall each review the plan for the event and must approve the plans as amended by staff conditions.

(c) The applicant shall have the opportunity to respond to all comments and conditions either in writing or at a meeting with staff within a two-week period. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.050 Approval.

(a) Approval by the City Administrator. Administrative approval for events of one day or less, contained on a single site or involving minor interruption of normal traffic flow.

(b) Approval by the City Council. All major special event permits shall be placed on the City Council agenda with the staff report for final action. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.060 Business license required.

All vendors operating a revenue-generating business as part of a nonprofit-organization-sponsored event shall obtain and display a special, limited business license. The City Clerk, upon receipt of a completed business license application form, will issue this special license to the vendor. The fee for this special license shall be \$5.00 for each vendor participating in the event. This special limited business license will be valid only during the special event or up to four days per year.

Vendors participating in events of more than four days per year shall require a regular business license with an annual fee of \$50.00. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.070 Insurance required.

If the permit includes permission to use City property, streets, or rights-of-way, the applicant will be required to obtain and present evidence of comprehensive liability insurance naming the City of DuPont as an additional insured. The insurance requirement is a minimum of \$2,000,000 combined single limit per event against all claims arising from permits issued and events or activities authorized pursuant to this chapter.

The City Administrator may waive the insurance requirement for small events related to constitutionally protected free speech and for neighborhood block parties. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.080 Denial of permit.

Reasons for denial of a special event permit include, but are not limited to:

- (a) The event will disrupt traffic within the City beyond practical solution.
- (b) The event will create a likelihood of endangering the public.
- (c) The event will interfere with access to emergency services.
- (d) The location or time of the special event will cause undue hardship or excessive noise levels to adjacent businesses or residents.
- (e) The event will require the diversion of City resource(s) that would unreasonably affect the maintenance of regular City service levels.
- (f) The application contains incomplete or false information.
- (g) The applicant fails to provide proof of insurance.
- (h) The applicant fails to obtain a City business license.
- (i) Inadequate provision for garbage and debris removal.
- (j) Inadequate provision of temporary restroom facilities. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.090 Notification.

The City may condition any special event permit on a requirement that the permittee give written advance notice of the event and its probable impact to any property owners or tenants who will be impacted by the event. (Ord. 03-743 § 1; Ord. 08-865 § 1).

10.04.100 No special duty created.

It is the purpose of this chapter to provide for the health, welfare and safety of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this chapter. No provision or term used in this chapter is intended to impose any duty whatsoever upon the City or any of its officers, agents, or employees, for whom the implementation or enforcement of this chapter shall be discretionary and not mandatory.

...

Agenda Item # 8a.

Nothing contained in this chapter is intended to be, nor shall be, construed to create or form the basis for any liability on the part of the City or its officers, agents, and employees for any injury or damage connected to the use for which the permit is issued. (Ord. 03-743 § 1; Ord. 08-865 § 1).

Chapter 9.20 SPECIAL EVENTS

Sections:

- [9.20.010](#) Purpose and policy.
- [9.20.020](#) Intent.
- [9.20.030](#) Definitions.
- [9.20.040](#) Exemptions.
- [9.20.050](#) Administration.
- [9.20.060](#) Permit required.
- [9.20.070](#) Permit fee.
- [9.20.080](#) Exemptions from permit fee.
- [9.20.090](#) Permit application.
- [9.20.100](#) Permit requirements.
- [9.20.110](#) Permit conditions.
- [9.20.120](#) Denial of application.
- [9.20.130](#) Indemnification.
- [9.20.140](#) Insurance required.
- [9.20.150](#) Revocation or suspension.
- [9.20.160](#) Penalty for violation.
- [9.20.170](#) Severability.

9.20.010 Purpose and policy.

Special events are large-scale public events of infrequent occurrence and temporary nature and may be associated with promotions, holidays, festivals, etc. Because special events typically require extraordinary levels of City services a party planning a special event shall apply for and be issued a special events permit, granted by the Police Chief or designee, prior to holding the special event.

9.20.020 Intent.

It is the specific intent to place the obligation of complying with the requirements of this chapter upon the applicant or sponsor, and nothing contained in this chapter is intended to be construed to create or form the basis for liability on the part of the city, or its officers,

employees or agents for any injury or damage resulting from the failure of the applicant or sponsor to comply with the provisions stated herein.

9.20.030 Definitions.

For the purpose of this chapter, words and phrases used herein are as follows:

- (a) "Applicant" shall mean any person or organization who seeks a special event permit to conduct or sponsor an event governed by this chapter.
- (b) "Athletic event" shall mean an occasion in which a group of persons collect to engage in or watch a sport or form of exercise on private or public property and/or on a city street, sidewalk, alley, or other street right-of-way, which obstructs, delays or interferes with the normal flow of pedestrian or vehicular traffic, or does not comply with traffic laws or controls. Athletic events include, but are not limited to, bicycle and foot races, runs, walks, etc.
- (c) "Block party" shall mean a festive gathering on a private property or a street which may or may not require the closure of a street, or a portion thereof, to vehicular traffic, and/or use of the street for the festivity including barbecues, picnics, music or games.
- (d) "Parade" shall mean a march or procession consisting of any number of persons, animals, or vehicles, or a combination thereof, on any city street, sidewalk, alley, or other right-of-way, which obstructs, delays or interferes with the normal flow of pedestrian or vehicular traffic, or does not comply with traffic laws and controls.
- (e) "Permit application fee" shall mean the fee to be paid by the special event permit applicant at the time the application is filed with the Police Department. Such fee shall be set by the City Council.
- (f) "Permittee" shall mean any person or organization who has been issued a special event permit by the City Administrator or appointed designee. The permittee shall have authority, subject to approval by the city, to determine participation in commercial activities during a special event.
- (g) "Refundable deposit" shall mean the amount of money required of a permittee by the Public Works department in order to assure adequate cleanup of the special event site. The deposit shall be returned to the permittee upon the completion of the event and approval of the Public Works department.
- (h) "Special Event" any event or gathering at or in any way utilizing a public place, City property, or public right-of-way, which anticipates an attendance of fifty (50) or more

people. The following events, as defined in this Chapter are also Special Events for the purposes of this Chapter even if they do not meet the above definition of a “Special Event”: “Athletic Event”, “Block Party”, and “Parade”.

- (i) “Special events permit” shall mean the permit issued by the Police Chief or appointed designee after the applicant has met all applicable reviews and requirements set forth in this chapter.

9.20.040 Exemptions.

The provisions of this chapter shall not apply to:

- (a) Funeral processions;
- (b) Groups required by law to be so assembled;
- (c) Pedestrian processions of less than fifty (50) individuals along a route that is restricted to sidewalks and crossing streets only at pedestrian crosswalks in accordance with traffic regulations and controls; and
- (d) Activities and events deemed by the City Administrator or appointed designee to not require a special events permit.

9.20.050 Administration.

The Police Chief or designee shall, after consultation with the Mayor, the City Administrator and all appropriate departments and agencies, have discretionary authority regarding special event permits. The Police Chief or designee may approve, modify, or condition an application for a special events permit.

9.20.060 Permit required.

Any person desiring to conduct or sponsor a special event shall first obtain a special events permit.

9.20.070 Permit fee.

The fee for issuance of a special events permit shall be set by resolution of the City Council. The special event permit fee is separate from and does not include any additional costs for City services required for the special event or other conditions required by permit or law.

9.20.080 Exemptions from permit fee.

(a) No fee shall apply to special events held for a specific and defined political or religious activity or purpose.

(b) No fee shall apply to a “block party” as defined in this Chapter.

(c) Fees may be waived at the discretion of the City Administrator or designee for special events sponsored by nonprofit agencies and which further the goals and objectives of the City.

9.20.090 Permit application.

(a) Any person wishing to sponsor a special event shall apply for a special event permit by filing an application with the Police Department, on a City approved application form, at least sixty (60) days prior to the date on which the event is to begin to occur.

(b) The Police Chief or designee shall issue the special events permit once the application has been approved and after review by appropriate officials and agencies to include the Mayor, City Administrator, Police, Fire, Public Works, Planning, Parks & Recreation and any others as determined by the Police Chief or designee, and the applicant has agreed in writing to comply with the terms and conditions of the permit.

(c) The Police Chief or designee shall approve, conditionally approve, or deny an application based on the recommendations of city departments involved in the review process.

9.20.100 Permit requirements.

(a) Temporary signage and temporary structures will be allowed subject to provisions of this code pursuant to the interpretive authority and discretion of the Police Chief.

(b) Requests for or conditions requiring temporary parking facilities for special events and street closures for special events shall be subject to provisions of this code pursuant to the interpretive authority and discretion of the Police Chief.

(c) Requests for or conditions requiring fire and emergency medical services shall be subject to requirements and interpretive authority and discretion of the Fire Chief.

(d) Requests for or conditions requiring police services and public safety needs shall be subject to provisions of this code pursuant to the interpretive authority and discretion of the Police Chief.

(e) A Special Event permit that is conditionally approved will only be valid so long as all conditions required by the City are either met or demonstrably addressed prior to the event to the satisfaction of the Police Chief or designee.

(f) Expenses for fire, police, medical services, parks, and public works crews needed for coverage and cleanup at the special event shall be prepaid and the responsibility of the permittee, even if the permit fee has been waived.

(g) All vendors operating a revenue generating business as part of a Special Event shall obtain and display a 24 hour special event activities business license pursuant to DMC 5.04.030(d).

9.20.110 Permit conditions.

The Police Chief or designee may, at their discretion, condition the issuance of a special events permit by imposing reasonable requirements concerning time, place, and manner of the event; and such requirements as are necessary to protect the safety, health, and welfare of the citizenry, and property, and control of traffic. Conditions of special event permit issuance may include, but is not limited to: a requirement to provide a specified number of off-duty police officers; a requirement to provide a specified number of qualified emergency medical personnel; or a requirement to provide a specified number of personnel to clean or repair public property after a Special Event. (Ord. 1248 § 11, 2000).

9.20.120 Denial of application.

A special event permit may be denied based upon a determination that:

(a) The event would seriously endanger public safety;

(b) The event would seriously inconvenience the general public;

- (c) The event would unreasonably infringe upon the rights of abutting property owners or occupants;
- (d) The event would conflict with another proximate event or interfere with construction or maintenance work in the immediate vicinity;
- (e) There are insufficient safety personnel or other necessary city staff to accommodate the event;
- (f) The applicant failed to complete the application form after being notified of the additional information, conditions or documents required;
- (g) Information contained in the application of supplemental information requested from the applicant is found to be false in any material detail;
- (h) The applicant cannot meet, or is unwilling to meet, all of the requirements of this chapter or any special conditions imposed by the City;
- (i) Other issues where denial of the permit is in the public interest, as identified by the Police Chief or designee.

9.20.130 Indemnification.

- (a) Prior to the issuance of the special event permit, the applicant must agree to reimburse the city for any costs incurred by the city in repairing damage to city property occurring in connection with the permitted event.
- (b) Permittee agrees to defend, indemnify and hold harmless the city, its appointed and elected officers and employees from and against all loss or expense, including but not limited to judgments, settlements, attorney’s fees and costs by reason of any and all claims and demands upon the city, its elected officials or employees for damages because of personal or bodily injury, including death at any time therefrom, sustained by any person or persons and on account of damage to property or loss therefrom, arising out of any activity under or in connection with the special event, except only such injury as shall have been occasioned by the sole negligence of the city, its appointed or elected officers or employees.

(c) The Police Chief or designee has the authority to require a refundable deposit as suggested by the Public Works department for reimbursement of the costs for cleanup services.

9.20.140 Insurance required.

(a) The permittee shall provide the city with proof of commercial general liability insurance generally in the minimum amount of \$1,000,000 combined single limits per occurrence, and an endorsement naming the City of DuPont as an additional insured must be provided.

(b) Certificates of insurance shall be submitted to the city for approval 14 working days prior to the event. Acceptability of insurance is subject to approval by the City.

9.20.150 Revocation or suspension.

(a) A special event permit issued under this chapter shall be temporary, shall vest no permanent rights in the applicant, and may be immediately revoked or suspended by the City Administrator or designee if:

(1) The applicant has made a misstatement of material fact in the information supplied; the applicant has failed to fulfill a term or condition of the permit in a timely manner; or the check submitted by the applicant in payment of the fee for a permit has been dishonored;

(2) The applicant requests the cancellation of the permit or cancels the event;

(3) The activity endangers or threatens persons or property, or otherwise jeopardizes the health, safety or welfare of persons or property;

(4) The activity conducted is in violation of any of the terms or conditions of the special events permit or any portion of the DuPont Municipal Code;

(5) An emergency or supervening occurrence requires the cancellation or termination of the event in order to protect the public health or safety.

(b) The city shall refund the permit fee in the event of a revocation caused by an emergency or supervening occurrence; the city shall refund the balance of the fee less the costs incurred if the cancellation occurs at the request of an applicant who is in compliance with this chapter.

9.20.160 Severability.

If any part, provision or section of this chapter is held to be void or unconstitutional, all other parts not expressly so held shall continue in full force and effect.

9.20.170 Appeal

A party whose application for a Special Event Permit was denied may appeal that denial under the same procedures and pursuant to DMC 1.17.100. A party seeking to appeal denial of a Special Event Permit must file a request for appeal with the City Clerk's Office within 10 calendar days of receiving the denial of permit as set out in DMC 1.17.100.



**Department of Community Development
Report for September 2016**

Planning Commission Work Program - Upcoming:

- Planning Commission:
 - October meeting will be a final hearing (public workshop) on text amendments and potential rezone for “Indoor Storage” in the Mixed Use Zone.
- Planning work items:
 - The RFQ/RFP for the Critical Areas update have been received and review of the proposals beginning.
 - Processing of multiple land use applications.
 - Review of the “Indoor Storage” text amendments by the council will begin in October dependent on Planning Commission action at their October 10th meeting.

Project Status:

- Barksdale Station: Home 2 Suites (86,945 sf, 140 unit) – Site work and construction is well under way. Currently review sign permit application.
- DuPont Station: Fairfield Inn and Suites (49,580 sf, 90 unit) – Site work and construction is well under way.
- Williamson Lot 10 (Intersection of DuPont Steilacoom Road and Center Drive) – Currently performing construction inspections on permitted tenant improvements (Auburn Gymnastics).
- Hoffman Hill Division 4 multi-family (Burnside Place) - four buildings are complete and the fifth building is under construction. Revised Landscaping plan submittal is under review.
- Currently reviewing interior tenant improvement plans for multiple tenants on the Intel property along with site improvement plans.
- Pre-construction meeting held August 17th for Phase I of The Home Course kitchen project. (Phase 1 consists of a 980 square foot Kitchen portion of the planned restaurant). Construction is under way with the foundation nearing completion.

...



Agenda Item # 12a.

Department of Community Development Report for September 2016

Building Permit Fees & Inspections – For the Month of August 2016

- \$21,817 in revenue from permits / plan review.
- 13 permits were issued.
- 105 inspections were performed.



Public Works Department
Water, Stormwater, Streets, Parks, Rec., Facilities

1700 Civic Drive
DuPont, WA 98327
Ph 253.912.5381 Fax 253.964.1455

Monthly Activity Report for August 2016

Public Works Department – Operations and Maintenance Activity Summary

Operational Highlights

- Street Tree Trimming: Heavy Work through August, most neighborhoods have had tree trimming. Next areas to cover are Center Drive.
- Receipt and Operation Test of Sidewalk Sucker 8/5/16
- Raised reflective markings on Center Drive was completed on 8/15/16.
- Street Markings Replacement end of September/early October
- Fall Clean Up: Saturday 10/8/16
- Historic Village Alley Maintenance: 10/11/16 – 10/14/16
- Washing Conservation Corps to assist in stormwater maintenance in October; Sinclair DR stormwater facility adjacent to Chief Leschi Park

Contracting Highlights

- Off Leash Fencing at Powderworks Park. Completed 8/12/16. Ribbon cutting ceremony Saturday 9/10/16.
- Pilot Project and Street Tree Survey for July – August 2016. Pilot project will be physical work completed on 7/28/16, with lessons learned report pending. The Root Crown Survey work continues 7/25/16 – 9/6/16.
- Street Overlay on Wilmington DR between Barksdale AVE and Palisade BLVD. 8/17/16 day time milling (grinding) and night time paving. Ribbon cutting ceremony 9/9/16
- Water line replacement in the Historic Village in the areas of Barksdale AVE/Penniman ST. Project has been awarded 8/9/16 for \$335K. Started 9/6/16 and to complete by October 10/26/16
- Storm Water Facilities upgrades at Edmond Village by Cosper ST and Mitchell AVE, Center DR by Sequelitchew DR, and Palisade Village by Bobs Hollow LN and Hammond AVE. Awarded for \$214K. Performance period is 60 days. Pending start of project with pre-construction meeting.
- Water pump upgrades at Hoffman Hill; pumps fabrication continues at manufacturer. The companion electrical work has been advertised via Small Works Roster and bids are due 10/4/16; \$55K - \$65K project range.

Agenda Item # 12a.

- Storm Water pump replacement at Edmond Village by Cosper ST and Mitchell AVE. Designs are at 90%.
- Use of Flood Zone Control District Funds for development of maintenance design book on Sequelitchew Creek Trail repair, and the development of a Hydraulic Project Approval (HPA) for maintenance removal of beaver dams impacting the Bell Hill Trails and Bell Marsh.

Water Production

Weather and irrigation:

May 3, 2016 the city began full operation of its irrigation system. This system irrigates the city parks, and green ways predominately along Center Drive, and McNeil Street. There are smaller pockets of green space the city irrigates in the city. The start of the irrigation system was weather and moisture contingent as the city's irrigation system is controlled by data collected with a weather station located in the Public Works Shop, 301 Louviers Ave. This control is 24-hours delayed, but in concept if the city receives heavy doses of rain, the system will irrigate less or shut down. The reverse is that it will irrigate more during dry periods. In the past, city irrigation was not operated until June – July.

Historically May 2016 has been dryer in previous years. June and July 2016 have been cooler in comparison with the previous years. In August, we experienced the spike of consumption we have been waiting.

Forecast for production/consumption Summer 2016:

Earlier forecasts to peak at 12.50M Cubic Feet, similar as in July 2015, are now off due to cooler weather in the months of June and July. The water production for the months of June and July has leveled at 8.6M Cubic Feet. Peak August is 12M Cubic Feet. The single high day was 8/19/16 with 3M Gallons produced.

Expectation is the cooler months in September consumption will drop significantly.

Additionally, we are watching daily temperatures and rain forecasts related to winterization and shut down of the irrigation system which will be in end of September to early October timeframe. The factors we will be applying is daily high temps less than 70 degree F, low temps 40 – 50 degree F range, and watching for greater than 5 rain events in a 3 week span.

Public Works Photos

Monthly Activity Report for August 2016

...



Updates for Building, Community Development, Public Works, Parks/Recreation and



Agenda Item #

Page 5 of 7

Waterline installation under Wilmington DR

Off Leash Area Powder Works Park

Historic Village Water Line Replacement Barksdale/Penniman



Updates for Building Community Development, Public Works, Parks/Recreation and

Page 55 of 74

Wilmington DR Overlay

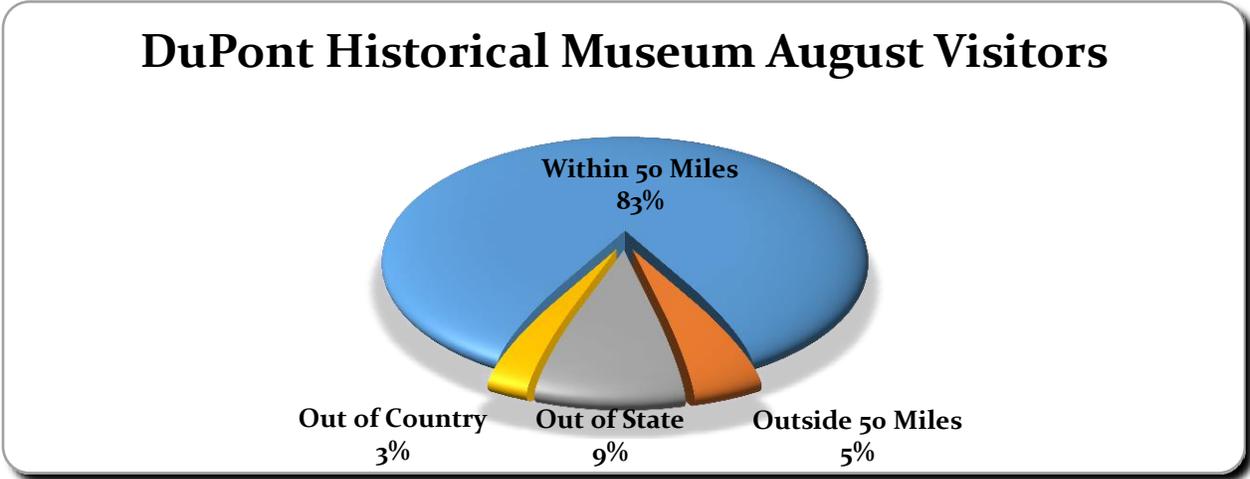
Agenda Item #

	<p>Parks & Recreation Tourism & Museum August 2016 1700 Civic Drive DuPont, WA 98327 Ph 253.912.5245 Fax 253.964.1455</p>
---	---

DuPont Museum

Planning and execution of Hudson Bay Day filled much of the month. Staff and Historical Society members continued discussions regarding grant opportunities for structural and cosmetic repairs on the museum.

The American Legion, Post 53, along with the Historical Society, hosted an open house to celebrate the Legion’s display. Over 50 guests attended the Open House. The museum hosted 222 visitors in the month of August.



Pacific Northwest Golf Association

The PPGA hosted their Annual Amateur Junior Tournament in August. Participants arrived from Washington, Oregon, Idaho, Montana and Canada. This event resulted in over 300 hotel nights in our local hotels. Interesting fact, Tiger Woods participated and won this tournament in 1994 when it was hosted in Vancouver at Royal Oaks Country Club. This is a nationally

Agenda Item # 12a.

...
recognized tournament that draws the best players in the country. The Home Course and the City of DuPont received ongoing media coverage throughout the week.

Youth Soccer

Our youth soccer program began in late August. We are currently utilizing DuPont PowderWorks Park, Clocktower and Chief Leschi for practices. All games are played on Saturdays at DuPont PowderWorks Park. The City is currently discussing contracting this program out with *Lakewood Steilacoom DuPont Youth Soccer Association*.

Recreation Review

Staff has worked collaboratively with the Park Agency to complete the 2016 Recreation Review. All programs and events have been evaluated against the Recreation Strategic Business Plan. Staff will work with the Park Agency to determine volunteer groups who may want to assist in overseeing identified programs and events.

Youth Council & Activities

Staff is currently working with the Police Department to enhance our current Youth Council experience. We will be recruiting Middle School and High School aged students. Our intent is to host our first meeting with the youth in the month of October.

Upcoming Events & Meetings

Park Agency Meeting: October 3, 6PM

Annual Holiday Bazar: November 19, 9AM-4PM



DuPont Police Department

1780 Civic Drive, Suite 100

DuPont, WA 98327

Office (253) 964-7060 Fax (253) 964-8491

Police Department Monthly Report For August 2016

Crime Trends

Below are the Calls for Service (CFS) totals for the month of August. The number of CFS for August of the previous year as well as July 2016 are also listed.

<i>Calls for Service (CFS)</i>	<i>August 2016</i>	<i>July 2016</i>	<i>July 2015</i>
Total CFS	603	663	771
DuPont CFS	551	618	613
Traffic Stops	243	289	287
Security Checks	33	6	35
DUIs	10	5	0

Total CFS were down 60 calls compared to last month and down 168 compared to last August. Security checks were up compared to last month, as August is a high vacation month. Security checks for August 2015 were very similar to this year's in number.

There were no significant trends. The DUI numbers show good proactive police work.

The Priority 1 response times were outstanding this month at 2:04 compared to the 2015 average of 3:50. The Priority 2 response times are 4:58 this month, which is slightly up from the 2015 average; and Priority 3 response times were significantly higher at 10:02 compared to the 2015 average of 7:29.

There were 27 arrest this month compared to 12 last month and 6 last August. Again, this is a result of good proactive police work.

The monthly synopses report is currently not available through South Sound 911 due to system upgrades and changes to the CAD system. We will include this report in the monthly stats when it becomes available to us again.

Investigative Information

- ❖ Active cases – 15
- ❖ Closed cases – 1

Investigative Information *(continued)*

We are still actively investigating the attempted abduction case which occurred on the trail off Burnside Place. We are following up on all leads. As a result of this case, we are beginning a series of child I.D. meetings (See Upcoming Events).

Community Policing Updates

Coffee with the Chief was well attended with great conversation covering many topics. It was great to have the Forever Young group in attendance.

A Community Policing Village Program Community Connector meeting was held on August 25th. There were approximately 35 people in attendance. The Chief presented an overview of the program and Safe Streets also gave an overview of their services. A representative from South Sound 911 gave a presentation on crime reporting.

National Night Out occurred on August 2nd and it was a huge success. The attendance was estimated at 700 people. The Walk against Crime had 135 walkers, including our Mayor. It was a lot of fun and participants commented that they'd like to do it again. A big thanks to all those who attended National Night Out and to our partners for this successful event.

Training

Chief Sheehan and Lieutenant Holt had two days of training with the Socrata Company and South Sound 911 to work on integrating our statistics for future reports. The results of this training should be visible in October.

Administrative Specialist Diana Hooft and Amy Walker attended a two-day supervisor training seminar in Spokane.

Department Updates

Sergeant Saboe spend a week at the Law Enforcement Youth Camp representing DuPont PD. This is a County wide program that partners underprivileged children with Police Officers to build trusting, longstanding relationships.

Officers Tony Chung and Edward Barnes have both completed their field training and have been assigned their patrol shifts.

Congratulations to Wyatt Gustason, who was chosen to fill our vacancy for patrol officer. Wyatt will be attending class 742 at the Basic Law Enforcement Academy in Burien. He is slated to graduate in January 2017.

...

Agenda Item # 12a.

The DuPont Police Department has created Facebook and Twitter accounts and have begun using Facebook to post information about events and crime activity. We still ask that citizens report crimes and suspicious activity to the Emergency Line (9-1-1), the Non-Emergency Line (253-798-4721) or the Tip Line (253-964-4275).

Upcoming Events

The next Coffee with the Chief date is Friday, October 21st at Forza Coffee from 7:00 a.m. to 9:00 a.m. Please join us for some frank discussion.

A Community Connectors training meeting is scheduled for October 20th from 6:00 p.m. until 8:00 p.m. in the Public Safety Building EOC room. There will be updates on village issues and the training will be coordinated by Safe Streets and will cover mapping of the villages.

The police department will be partnering with Northwest Landing ROA and Safe Streets on September 25th at the Annual Fall Festival, where Safe Streets and police will be conducting the first of many Child I.D. booths. A copy of the event flyer is included with this report.

The police volunteers will be meeting on September 28th from 9:30 a.m. until 11:00 a.m. The purpose of this meeting will be to review the updated volunteer handbook.



Traffic Violations and Arrests – August 2016

Violation Description

Infraction Traffic

TOTAL NUMBER OF TRAFFIC VIOLATIONS ISSUED:	43
TOTAL NUMBER OF VERBAL WARNINGS GIVEN:	190
TOTAL NUMBER OF WRITTEN WARNINGS GIVEN:	1

Misdemeanor (Includes Cite and Release)

Felony

TOTAL ARRESTS

TOTAL NUMBER OF ARRESTS:	21	6	27
--------------------------	----	---	----

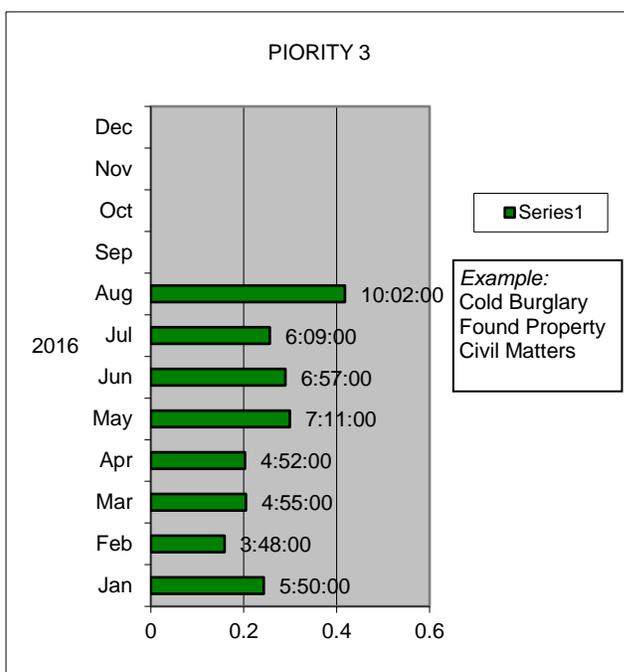
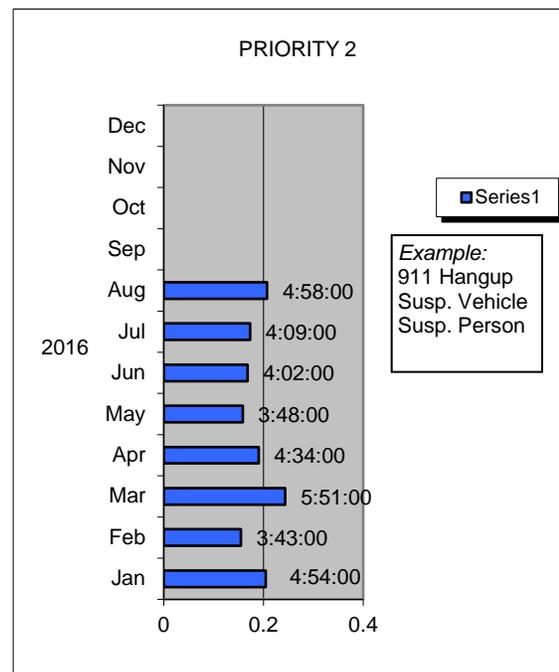
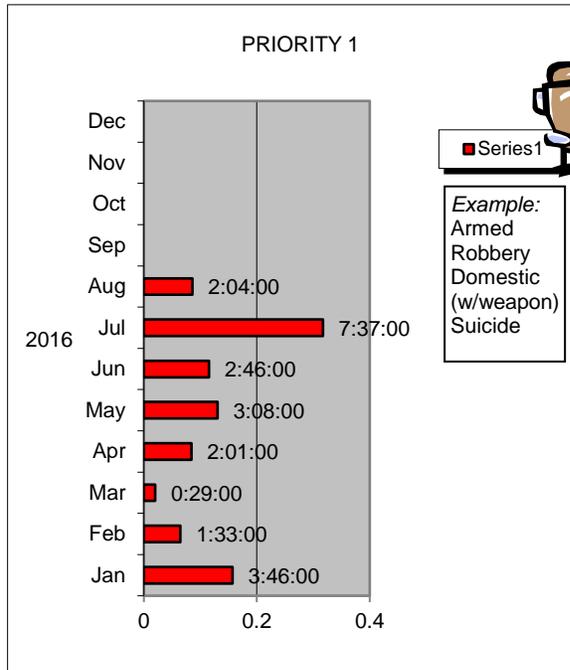
RESPONSE TIMES FOR AUGUST 2016



Agenda Item # 12a.

Response Times:

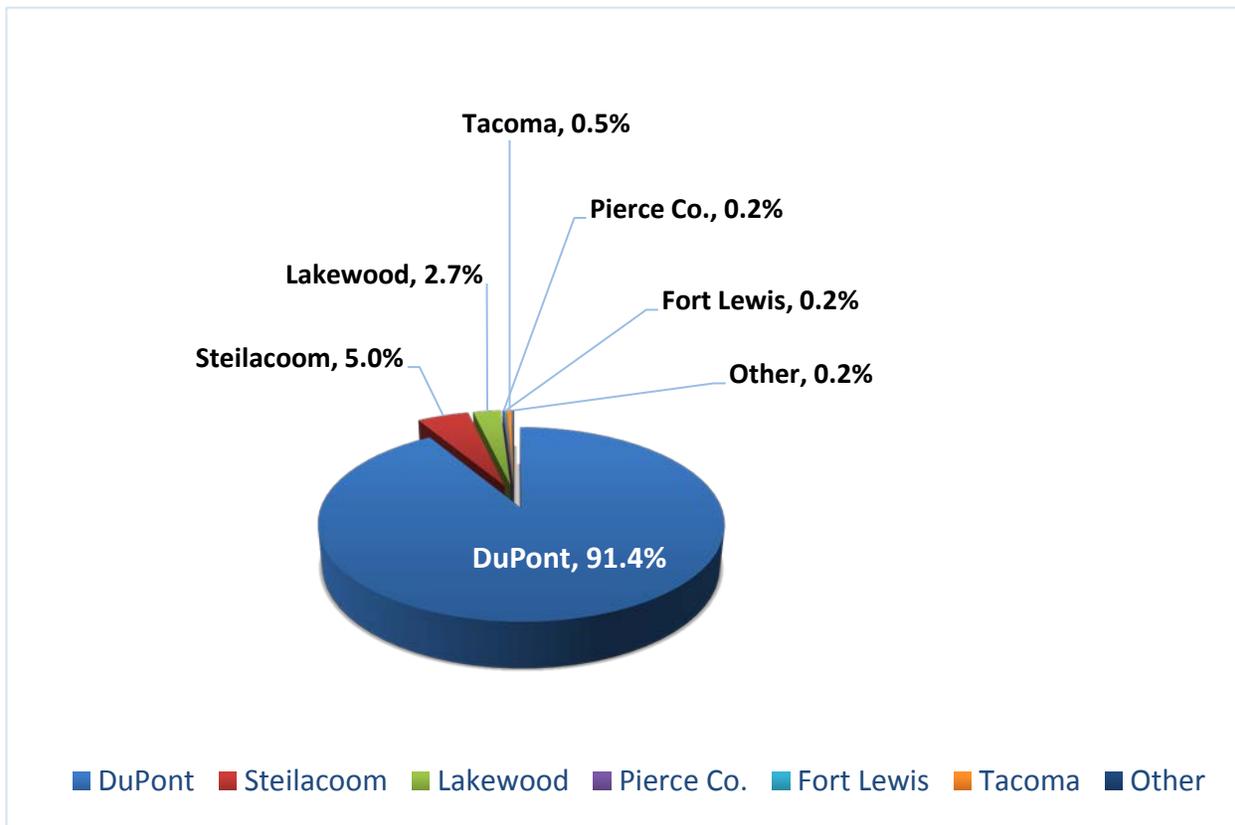
The response time to calls for service is a critical component of our service delivery. We have three categories of calls for service: priority one, two and three. Priority one calls are emergency calls where there is a potential for serious injury or loss of life. Priority two calls are those that are less serious but require immediate attention. A priority three call is one that does not need immediate attention and is usually handled when officers have time available. Response times can vary greatly due to the number of officers working, ongoing higher priority activity or drive time. The chart below compares our 2016 monthly response times with the 2015 average. This information is used to review manpower, officer availability and activity levels. *Our response time is measured from the time the officer receives the call until the time he arrives.*



DPD JURISDICTION TOTALS - AUGUST 2016



Jurisdiction	Count	Percentage
DuPont	551	91.4%
Steilacoom	30	5.0%
Lakewood	16	2.7%
Pierce Co.	1	0.2%
Fort Lewis	1	0.2%
Tacoma	3	0.5%
Other	1	0.2%
Total	603	100.0%



**Calls for Service (CFS)
by Reporting District (RD)
August 2016**



Reporting District (RD)													
Type of Call	801	802	803	804	805	806	807	808	809	810	811	812	Total
911 HANG-UP/OPEN LINE							2		1			1	4
AGENCY ASSIST					1	1							2
ALARM OTHER							1						1
ANIMAL ABUSE										1			1
ANIMAL AT LARGE	1		3	1			1						6
ANIMAL COMPLAINT (GENERAL)			1		1	1	1						4
ASSAULT NO WEAPON					1								1
ATTEMPT SUICIDE			1				1						2
BURGLARY ALARM - COMMERCIAL			3			2		1					6
BURGLARY ALARM - RESIDENTIAL		3	2			2	2						9
CITIZEN ASSIST	1				3	1	2						7
CITIZEN FLAG DOWN			1		1		1						3
CIVIL CHILD CUSTODY					1								1
CIVIL ISSUE	1			2	1						1		5
DISABLED VEHICLE IN ROADWAY	1												1
DISORDERLY - VERBAL ALTERCATION	1			1	1	1	1						5
DUI	2		1	2	4						1		10
DV - PHYSICAL	2				1	1	1	1					6
DVV - VERBAL DOMESTIC							1				1		2
FIRE (CALL TRANSFERRED TO FIRE PSAP)				1	2		1						4
FOLLOW UP	3		1		1						3		8
FOUND BIKE	1					1							2
FOUND CHILD						1							1
FOUND PROPERTY					2						1		3
FRAUD/FORGERY							1				1		2
HAZARD - MISCELLANEOUS	1					1							2
HAZARD - TRAFFIC	2					1							3
INFORMATION FOR POLICE	5		3		4	2	3		4		8		29

**Calls for Service (CFS)
by Reporting District (RD)
August 2016**

Agenda Item # 12a.



Reporting District (RD)													
Type of Call	801	802	803	804	805	806	807	808	809	810	811	812	Total
JUVENILE PROBLEM (GENERAL)					1								1
LITTERING				1									1
LOST PROPERTY	1												1
MEDICAL AID (CALL TRANSFERRED TO FIRE PSAP)					1		2						3
MISSING CHILD						1							1
MISSING PERSON											2		2
MVC - HIT & RUN	2						1						3
MVC - INJURY OR UNK INJURY						1							1
MVC - NON INJURY	1				3	1							5
NARCOTICS ACTIVITY	1												1
NOISE COMPLAINT			2		2		2						6
PARKING PROBLEM			1		1	4	3		1				10
PARTY - ADULT	1					2							3
PHONE MESSAGE FOR OFFICER											7		7
POSSESSION OF STOLEN PROPERTY	1												1
RESIDENTIAL BURGLARY						1							1
SEARCH WARRANT											1		1
SECURITY CHECK	6		9	1	2	12	2				1		33
SHOPLIFT					1								1
SHOTS FIRED - NO KNOWN VICTIMS	1												1
SUBJECT STOP	4				6	4	2				2		18
SUBJECT STOP - SUBJECT ON BIKE					1								1
SUICIDE THREAT							1						1
SUSPICIOUS - PERSON	2			1	4		4						11
SUSPICIOUS - VEHICLE	7			3	12	6	6				3		37
THEFT	1												1
THEFT - FROM VEHICLE										1			1
THEFT - FROM VEHICLE ~ IN PROGRESS					1								1
TRAFFIC COMPLAINT (RECKLESS VEHICLE)	2				1								3

...

Calls for Service (CFS) by Reporting District (RD) August 2016

Agenda Item # 12a.



Reporting District (RD)													
Type of Call	801	802	803	804	805	806	807	808	809	810	811	812	Total
TRAFFIC STOP	35		22	26	85	21	12	6	21		15		243
TRANSPORT	2												2
UNKNOWN TROUBLE							1				1		2
UNWANTED CUSTOMER									1				1
UNWANTED PERSON				1	1								2
VANDALISM	1												1
WELFARE CHECK	1		1		5		2	1	1	1	1		13
Grand Total	90	3	51	40	151	68	57	9	29	3	49	1	551

Please refer to the *Jurisdiction Summary* for total calls including outside

REPORTING DISTRICT (RD)

DuPont

- | | |
|-----------------------|------------------------|
| 801 Historic Village | 807 Hoffman Hill |
| 802 El Rancho Madrona | 808 Bell Hill |
| 803 Palisade | 809 Warehouse District |
| 804 Edmond Village | 810 Glacier Mine |
| 805 DuPont Station | 811 Civic Center |
| 806 Yehle Village | 812 Golf Course |

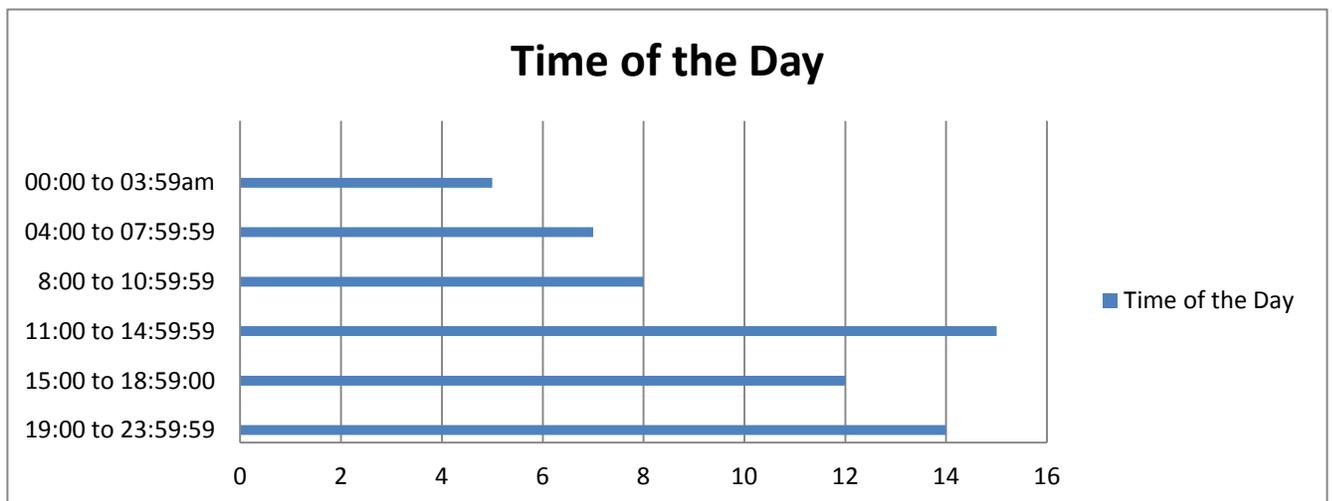
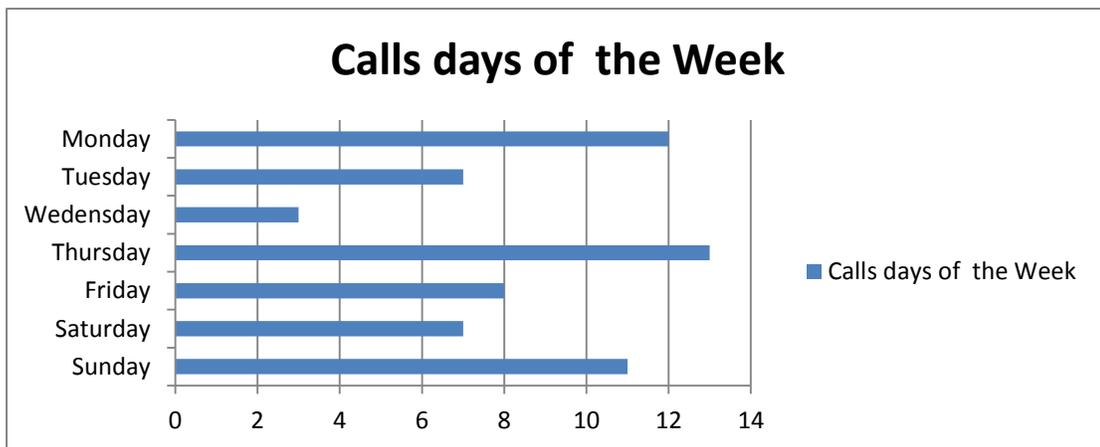


August Monthly Report-2016

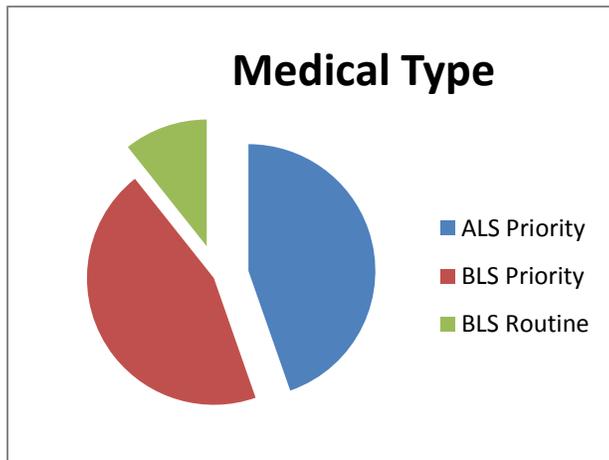
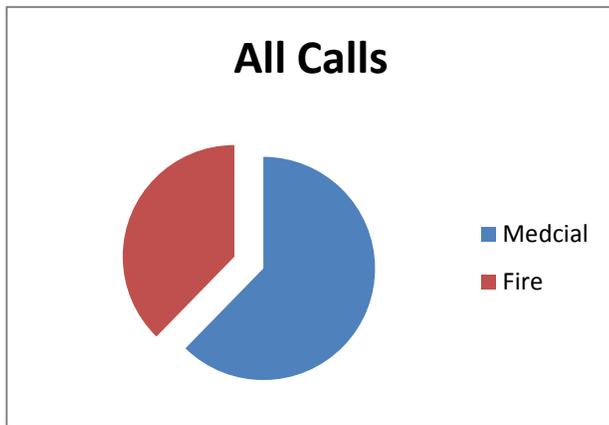
Incident type	2015 Responses	2016 Responses	YTD	Dollar Loss
Fire	7	5	18	\$25,000
EMS/Rescue (MVA)	39	38	371	NA
Hazardous Condition	0	1	11	NA
Service Calls	5	6	61	NA
Severe Weather	3	0	0	NA
False Alarm/Good Intent	13	11	69	NA
Total	67	61	530	NA
			YTD Total	\$230,500

Priority Types

Priority-1 (ALS)	Priority-2 (BLS)	Routine-3 (BLS)	Engine Responses
18-47.36%	18-47.36%	2-5.26%	24-34.78%



Agenda Item # 12a.



Response by Districts

District	2015 Responses	2016 Responses
49-100 (off Mounts exit) Unincorporated Pierce County	0	0
49-801 Historic Village	2	6
49-802 El Rancho Madrona	0	0
49-803 Palisade	6	3
49-804 Edmond Village	2	1
49-805 DuPont Station	12	7
49-806 Yehle Village	16	27
49-807 Hoffman Hill	9	8
49-808 Bell Hill	1	1
49-809 Warehouse District	12	3
49-810 Glacier Mine/Creekside	1	0
49-811 Civic Center	4	3
49-812 Golf Course	1	1
49-815 Solo Point	1	1
Total	67	61

Response Times

City Adopted	Time Standard	Average	Percent	YTD
Dispatch to En-Route	120 seconds	106.93 seconds	67.57%	71.50%
En-Route to On Scene	360 seconds	258.15 seconds	88.52%	91.26%
Time from Dispatch to On Scene	480 seconds	365.08 seconds	86.88%	85.93%
NFPA-1710 Time	Time Standard	Average	Percent	YTD
Dispatch to En-Route	80 seconds	106.93 seconds	21.31%	40.75%
En-Route to On Scene	240 seconds	258.15 seconds	72.13%	73.01%
Time from Dispatch to On Scene	340 seconds	365.08 seconds	65.57%	63.96%

Over all Time -Standard

Call type	City	NFPA
Priority-1 Medical	88.88%	72.22%
Priority-2 Medical	88.88%	61.11%
Priority-3 Medical	86.95%	73.11%
Fire	89.95%	73.91%

Monthly Activity Report

Responses/Operations:

- ✓ DuPont Fire Department responded to 61 calls for service, for a year to date increase of 9.34% over 2015. The responses are broken down on page one (1) under Priority Types. ALS (Advanced Life Support) arrival times are on average of 17.44 minutes; this does not include the time between dispatch and when they call en-route.
- ✓ ALS Ambulances were not available 42.10%.
- ✓ Other departments handled 1.44% of our calls
- ✓ DuPont continues to transport
- ✓ A reserve was on duty, for 25% of the time
- ✓ We responded to a “bobcat” fire in the construction area on Wilmington Drive
- ✓ Brush-25 Deployed to the “Sun Crest Fire” in Leavenworth from 27 August to 30 August.
- ✓ Bates Fire Program students assisted in our annual fire hose service testing.



Training/Recruitment:

- ✓ Preparing for the fall reserve recruitment

Public Activities/Education:

- ✓ 4-Public Events
- ✓ 1-Public CPR class

PREVENTING MULCH “Beauty Bark” FIRES

- 🔥 Recognize that when the weather is hot and there has been little or no rain for an extended time, mulch fires can start more readily and burn deep.
- 🔥 Provide approved receptacles for smoking
- 🔥 Provide a minimum 18-inch clearance between landscaped mulch beds and combustible building materials.
- 🔥 Provide proper clearance for electric devices such as decorative lights by following the manufacturer’s instructions.
- 🔥 Keep landscaped mulch beds moist, if possible.
- 🔥 Use noncombustible mulch such as rock or pea gravel around the gas meter and next to the combustible portions of the structure.
- 🔥 Use only the manufacturer’s recommended size/wattage for yard light bulbs.
- 🔥 Use only electrical devices and cords listed for outdoor use, and follow the manufacturer’s specifications.

	<h2 style="margin: 0;">City Clerk Department</h2> <p style="margin: 0;">1700 Civic Drive DuPont, WA 98327 Ph 253.964.8121 Fax 253.964.1455</p> <h3 style="margin: 0;">Public Records Requests 2016</h3>
---	---

Public Records Requests 2016

PDR #	DATE	NAME	REQUEST	STATUS	Initial Response # Days*	Provided Record/ Install # Days*
15-73	12/10/2015	Jade Anderson Connor	Ross Mathison emails	Closed 2/19/16	0	
15-74	12/10/2015	Jade Anderson Connor	Ross Mathison personnel records	Closed	0	30
16-1	1/7/2015	Kevin Heller	Fire Dept Report & Transport Info	Closed	0	2
16-2	1/20/2016	Bennett McKenzie AESDD	Creekside Bldg Permits and CofO	Closed 1/25/16		3
16-3	1/22/2016	Williams-Combs PZR	Creekside Bldg Permits and CofO Fire Code Violations	Closed 1/28/16		4
16-4	1/28/2016	Dennis Willis	Fire Department Report	Closed 2/8/16	0	3
16-5	1/29/2016	Anne Mickatavage	Demolition and Building Permits, Zoning, underground tanks 2750 Williamson	Closed 2/4/16	0	Agenda Item # 12a.
16-6	2/1/2016	Susan Bennett	Employee health care benefits and records	Closed 2/18/16	3	
16-7	2/5/2016	Laura Maeda	Fire Department Report	Closed 2/18/16		
16-8	2/17/2016	Denise Dhane	1200 station Drive Building permit records, site plans, inspections, engineering, plumbing & electrical	Cancelled by Requestor		
16-9	2/18/2016	Jade Anderson Connor	Ross Mathison Resume, Job Application, other job offer documents	Denied 2/29/16 Processing 3rd Install	7	
16-10	2/23/2016	James Black	Holt Misconduct and disciplinary actions	Closed	4	

PDR #	DATE	NAME	REQUEST	STATUS	# Days*	# Days*:
16-11	3/4/2016	Bree Breza	Job descriptions and salary grids	No Record		4
16-12	3/8/2016	Jade Anderson Connor	List of arrests and court appearances for Ross Mathison	No Record	2	
16-13	3/9/2016	David Zielnicki	floor plans 2700 Center Drive (Amazon)	Closed	1	77
16-14	3/10/2016	Tracy Takenaka	Plumbing, electrical plans & permits other TI records	Closed	1	1
16-15	3/16/2016	Tom Forrey	Plumbing for Forza	Closed		3
	3/17/2016	Alexandra Sheeks	Wages and compensation packages	Closed		4
	3/21/2016	Dave Bungert	DPD Police Report and Blood sample report	Closed	0	
	3/21/2016	Hunter Bungert	DPD Police Report and Blood sample report	Closed	0	
	3/28/2016	David Bungert	Lease for Community Center Grace Baptist	Closed		4
16-16	4/1/2016	Michael Perrow	Fire safety inspections, code enforcement complaints/inspections/violation of USPS (1313 Thompson Cir) 2012-present	Closed	0	6
16-17	4/11/2016	Courtney Cunningham/ American Transparency	Request for info: 2015 Employee records	Closed 4/20/16	0	7
16-18	4/25/2016	Mike Rogoway	Email Courts to Intel	Closed 4/25/16	0	0
16-19	5/2/2016	Dave Bungert	All resolutions signed by the seating Mayor at time; concerning the policies & procedures & criteria for Memorial Wall at Ross Plaza. Also requesting council meeting minutes for 11/8/11	Closed 5/9/16	0	
16-20	5/3/2016	Dave Bungert	Copies of present approved resolution concerning the criteria to have names put on the DuPont War Memorial	Closed 5/9/16	0	
16-21	5/3/2016	Dave Bungert	Requesting all emails/correspondence from past 3 yrs from Larry Ackerman and/or any staff or board members of the COA and the ROA to any City staff concerning or addressing the Center Drive median from Wilmington to exit 118.	Closed	5	

PDR #	DATE	NAME	REQUEST	STATUS	# Days*	# Days*
16-22	5/3/2016	Dave Bungert	Requesting copies of present watering & maintenance contract or agreement the City has concerning or addressing the Center Dr median from Wilmington to exit 118	Open	5	
16-23	5/5/2016	Tracy Luiten	1200 Station Drive Construction Permit Records from January 2013 to present	Closed	4	4
16-24	5/10/2016	Sera Mattson	Wilmington Drive Overlay Project Documents	Closed	0	2
16-25	5/11/2016	Dave Bungert	Requesting all documents (agreements or contracts) concerning partnership with Safe Streets.	Closed	0	4
16-26	5/19/2016	Dave Bungert	Requesting copies of sidewalk inspections	Closed		2
16-27	5/31/2016	Ryan Barrett- Pacific Engineering	Construction drawings (foundation plan & assoc details/sections) for 1200 Station Dr.	Closed	1	3
16-28	6/9/2016	Dave Bungert	2016 Pet Licenses	Closed	5	11
16-29	6/13/2016	Jennifer Thompson	Job Descriptions	Closed	2	2
16-30	6/14/2016	Lexis Nexis	Fire Dept Report 16-348	Closed	5	5
16-31	6/22/2015	Bob Lauderbach	All Documents & geotechnical report related to 1200 Station Drive. List of parties who have requested information re 1200 Station Dr	Closed	2	3
16-32	7/8/2016	Darryl Parker	Video, Audio, communications between all officers & dispatch, police reports, CAD, and any documents supporting the detention of James Whitaker.	Closed (referred to South Sound 911 for processing)	1	

Agenda Item # 12a.

PDR #	DATE	NAME	REQUEST	STATUS	# Days*	# Days* :
16-33	7/8/2016	Dave Bungert	Requesting all correspondence to include emails & letters from 7/1/10 to 7/8/16 from any rep or employee of CalPortland	Open	5	
16-34	7/8/2016	Dave Bungert	Requesting all correspondence to include emails & letters from 7/1/10 to 7/8/16 from any rep or employee of NWL ROA and NWL COA	Open	5	
16-35	7/21/2016	Dave Bungert	Requesting slides, photos and PP used by PW Director Lim concerning the sole source purchase agreement of Root Cause, LLC. Also slides, photos and PP used at the city council meeting 6/28/16 and council wkshp 7/19/16.	Closed	5	9
16-36	7/29/2016	Ronald F. Moore	all documents inc emails received and sent to city inc metadata dated 6/17/16 to 7/29/16 concerning or relating to the nemp app for Ronald F Moore	Closed (Cancelled by requestor)	5	
16-37	8/2/2016	Ronald F. Moore	all documents inc emails received and sent to city inc metadata dated 6/17/16 to 8/2/16 concerning or relating to the emp app for Ronald F Moore	Closed	3	5
16-38	8/16/2016	Lacy Vogt	Police traffic/collision case #152800569	Closed Referred to South Sound 911	1	Agenda Item # 12a.
16-39	8/19/2016	Miranda Kraus	requesting financial records regarding development costs and annual maintenance/operation costs of public parks	Closed	2	
16-40	8/22/2016	Bob Allison	Parkview Plat Maps	Closed		
16-41	8/24/2016	Reed McClure	Medical Records Information	Closed	5	
16-42	8/25/2016	Kim Kohn for Daryl Graves Law, PLLC	Police Report	Closed Referred to South Sound 911		

PDR #	DATE	NAME	REQUEST	STATUS	# Days*	# Days*
16-43	9/6/2016	Amy Baker	Police Report	Closed Referred to South Sound 911		
16-44	9/7/2016	Kevin Bercut	Geo-technical report for Village 4 Division 4 Phase 3	Closed 9-14-16	1	7
16-45	9/7/2016	Emma Vowels	Rain gardens, bioretention facility, bioswale	Closed 9-22-16	1	5
16-46	9/13/2016	Christine Nall	Building plans for 1725 Wilmington Dr., original contracts. & maint improvements	Closed 9-15-16	2	1
16-47	9/13/2016	Archie Smith	Emails from Candace Hallom to CA Ted Danek	Closed 9-15-16	1	
16-48	9/14/2016	Kenny Ocker-TNT	Letter sent from Mayor Courts to Doug Baldwin and any responses from any Seahawk player or representative	Closed 9-21-16	5	0.5
				Average Days	2.06	8.60

*Number of days is calculated as business days and does not count the day the request was received