

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, JULY 13, 2021
7:00 P.M.**

**COUNCIL CHAMBERS
FIRCREST CITY HALL, 115 RAMSDELL STREET**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
 - A. Introduction of Councilmember Rieke
 - B. Report from Legislative Delegation
 - C. Community Center Project Update
- 5. CITY MANAGER COMMENTS**
 - A. [Tacoma Fire Changes Discussion](#)
- 6. DEPARTMENT HEAD COMMENTS**
- 7. COUNCILMEMBER COMMENTS**
- 8. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

(If you would like to make a public comment, you may speak at the appropriate time using the raise your hand feature or by pressing *9 on your phone. You may also e-mail the City Clerk your comment before 5 pm. JWESTMAN@CITYOFFIRCREST.NET)
- 9. COMMITTEE, COMMISSION & LIAISON REPORTS**
 - A. Administration
 - B. Environmental, Planning, and Building
 - C. Finance, IT, Facilities
 - D. Other Liaison Reports
- 10. CONSENT CALENDAR**
 - A. Approval of [vouchers/payroll checks](#)
 - B. Approval of Minutes: [June 21, 2021, Study Session](#)
[June 22, 2021, Regular Meeting](#)
- 11. PUBLIC HEARING 7:15 P.M.**
 - A. [To receive comments on the 6-Year Transportation Improvement Plan](#)
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
 - A. [Resolution: Department of Assigned Counsel Agreement](#)
 - B. [Motion: Approval of Water Meter Upgrade Purchase](#)
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**
 - A. Executive Session per RCW 42.30.110(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price
 - B. Executive Session per RCW 42.30.110 (g) to review the performance of a public employee
- 16. ADJOURNMENT**

COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON AGENDA

**Received May 8, 2020
Pierce County Elections**

Ballot Title:

Shall the City of Fircrest's authority to impose regular property tax levies of up to fifty cents or less per thousand dollars of assessed valuation for emergency medical care and services be renewed for six consecutive years?

Explanatory Statement:

In 1996, 2002, 2008 and again in 2014, City of Fircrest voters approved a six-year levy for emergency medical services (EMS). The money from this Levy helps to offset the costs of emergency medical services provided by the Fire Department.

All monies collected from the EMS Levy are used to pay for Advanced Life Support Services (ALS) and Basic Life Support Services (BLS) in the City of Fircrest. The Levy pays for a full-time paramedic in the fire station, emergency medical technicians, heart monitor, miscellaneous ALS and BLS equipment, and covers all direct advanced life support transportation costs provided by the Fire Department for Fircrest residents – except for exclusions disallowed by the U.S. Government.

If approved for the next six years, the current rate of 50 cents per \$1,000 of assessed value would continue. As a homeowner in Fircrest, if you own a home valued at \$100,000, you would pay \$50 per year for this service.

Passage of this new levy would continue the current level of service provided by the Fire Department at the same rate as the current levy.

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
24703	07/13/2021	07/13/2021	6904	A R C Architects Inc	10,563.92	P#54 Pool/Bathhouse & Comm Center Professional Services 4/26/21-5/25/21
594 76 62 03	Buildings & Structures	301 000 594	Park Bond Capi	10,563.92	P#54 Pool/Bathhouse & Comm Center Professional Services 4/26/21-5/25/21	
24704	07/13/2021	07/13/2021	3647	Agrishop, Inc	91.88	Weedeater String To Clean ROW Of Vegetation
542 30 31 02	Oper Supplies - Street Reg	101 000 542	City Street Fun	91.88	Weedeater String To Clean ROW Of Vegetation	
24705	07/13/2021	07/13/2021	6811	Alarm Works NW LLC	384.65	Vandal Resistant Camera At PSB And Trip Charge To Replace Bad Camera
518 30 48 04	Rep & Maint - PSB	001 000 518	General Fund	384.65	Vandal Resistant Camera At PSB And Trip Charge To Replace Bad Camera	
24707	07/13/2021	07/13/2021	9477	Bricks R Us	21,440.34	P#64 Community Center Project - Engraved Bricks (597) Blank Bricks (125)
594 76 62 03	Buildings & Structures	301 000 594	Park Bond Capi	21,440.34	P#64 Community Center Project - Engraved Bricks (597) Blank Bricks (125)	
24708	07/13/2021	07/13/2021	4293	CDW Government Inc	541.06	IT Upgrade - Move MS Office From E1 To E3
518 81 49 01	Software Licenses	001 000 518	General Fund	541.06	IT Upgrade - Move MS Office From E1 To E3	
24709	07/13/2021	07/13/2021	6018	Canon Financial Services Inc	723.31	Copier/Fax Rental June 2021
512 50 45 00	Oper Rentals - Copier - Coi	001 000 512	General Fund	140.95	Copier Rental Court - June 2021	
518 10 45 00	Oper Rentals - Copier - No:	001 000 518	General Fund	140.95	Copier Rental City Hall - June 2021	
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	159.52	Police Copier/Fax Rental June 2021	
531 50 45 00	Oper Rentals - Copier - Sto	415 000 531	Storm Drain	35.24	Copier Rental Storm - June 2021	
534 10 45 02	Oper Rentals - Copier - Wa	425 000 534	Water Fund (de	35.24	Copier Rental Water - June 2021	
535 10 45 00	Oper Rentals - Copier - Sev	430 000 535	Sewer Fund (de	35.23	Copier Rental Sewer - June 2021	
542 30 45 00	Oper Rentals - Copier - Str	101 000 542	City Street Fun	35.24	Copier Rental Street - June 2021	
571 10 45 01	Oper Rentals - Copier - Rec	001 000 571	General Fund	126.85	Copier Rental Rec - June 2021	
576 80 45 00	Oper Rentals - Copier - Par	001 000 576	General Fund	14.09	Copier Rental Parks - June 2021	
24710	07/13/2021	07/13/2021	4290	Cascade Recreation, Inc	139.02	Dog Waste Bag Dispenser
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	139.02	Dog Waste Bag Dispenser	
24711	07/13/2021	07/13/2021	4313	Chuckals Inc	48.96	Office Supplies - Rack
535 10 31 00	Office Supplies - Swr Adm	430 000 535	Sewer Fund (de	48.96	Office Supplies - Rack	
24712	07/13/2021	07/13/2021	4313	Chuckals Inc	77.85	Admin Supplies
513 10 31 00	Office & Oper Sup - Admi	001 000 513	General Fund	77.85	Admin Supplies	

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			Total Chuckals Inc	126.81	
24713	07/13/2021	07/13/2021	8542 Consolidated Supply Co.	149.56	Parts (Gaskets & Rings) For Water Maint Operating Supplies
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	149.56	Parts (Gaskets & Rings) For Water Maint Operating Supplies
24744	07/06/2021	07/13/2021	8813 Cortez, John	255.90	05-00190.1 - 1041 BUENA VISTA AVE
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-63.80	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-66.12	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-125.98	
24714	07/13/2021	07/13/2021	3589 Databar Inc	2,215.97	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
518 10 49 01	Town Topics/Citizen Comr		001 000 518 General Fund	66.07	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
531 50 42 01	Postage - Storm		415 000 531 Storm Drain	267.62	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
531 50 49 06	Mailing Service - Storm		415 000 531 Storm Drain	420.39	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
534 10 42 01	Postage - Water		425 000 534 Water Fund (de	267.62	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
534 10 49 04	Printing & Binding - Water		425 000 534 Water Fund (de	85.87	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
534 10 49 06	Mailing Service - Water		425 000 534 Water Fund (de	420.39	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
535 10 42 02	Postage - Sewer		430 000 535 Sewer Fund (de	267.62	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
535 10 49 05	Mailing Service - Sewer		430 000 535 Sewer Fund (de	420.39	Statement Production; Town Topics June 2021; Postage And Water Quality Insert
24716	07/13/2021	07/13/2021	3589 Databar Inc	426.17	Town Topics Separate Mailing And Postage
518 10 49 01	Town Topics/Citizen Comr		001 000 518 General Fund	126.39	Town Topics Separate Mailing And Postage
518 10 49 01	Town Topics/Citizen Comr		001 000 518 General Fund	89.12	Town Topics Separate Mailing And Postage
534 10 42 01	Postage - Water		425 000 534 Water Fund (de	89.11	Town Topics Separate Mailing And Postage
534 10 49 06	Mailing Service - Water		425 000 534 Water Fund (de	121.55	Town Topics Separate Mailing And Postage
			Total Databar Inc	2,642.14	
24715	07/13/2021	07/13/2021	1583 Davis, Donald	59.00	Library Reimbursement - One Year
572 21 49 00	Library Services		001 000 572 General Fund	59.00	Library Reimbursement - One Year

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24796	07/13/2021	07/13/2021	9326		
			Engineering Economics, Inc.	1,450.00	P#64 Community Center Prof Engineering Svcs (LEED) Through 6/18/21
594 76 62 03	Buildings & Structures	301 000 594	Park Bond Capi	1,450.00	P#64 Community Center Prof Engineering Svcs (LEED) Through 6/18/21
24717	07/13/2021	07/13/2021	4858		
			Ewing Irrigation Products Inc	68.03	Dripline For Parks
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	68.03	Dripline For Parks
24718	07/13/2021	07/13/2021	3638		
			Fircrest Golf Club	1,326.71	Land Rental For Water Tank On Golf Course Property July 2021
534 10 45 01	Land Rental/Water Tank	425 000 534	Water Fund (de	1,326.71	Land Rental For Water Tank On Golf Course Property July 2021
24803	07/13/2021	07/13/2021	9338		
			Fuelman Fleet Program	2,624.82	Gas/Fuel June 2021
548 65 31 06	Facilities Gas	501 000 548	Equipment Ren	74.23	Gas/Fuel June 2021
548 65 31 08	Police Gas	501 000 548	Equipment Ren	1,237.07	Gas/Fuel June 2021
548 65 31 11	Parks/Rec Gas	501 000 548	Equipment Ren	132.45	Gas/Fuel June 2021
548 65 31 12	Street Gas	501 000 548	Equipment Ren	768.08	Gas/Fuel June 2021
548 65 31 14	Wtr/Swr Gas	501 000 548	Equipment Ren	412.99	Gas/Fuel June 2021
24798	07/13/2021	07/13/2021	9733		
			FunFlicks	996.04	Movie In The Park - Aug 2021
573 90 49 01	Community Events	001 000 573	General Fund	996.04	Movie In The Park - Aug 2021
24719	07/13/2021	07/13/2021	7329		
			Game Time	776.16	Playground Equipment - Remaining Balance On Tot Lot Swings
594 76 63 01	Other Improvements - Park	001 000 576	General Fund	776.16	Playground Equipment - Remaining Balance On Tot Lot Swings
24785	07/07/2021	07/13/2021	7701		
			Gore, John	438.51	11-00200.0 - 702 DRAKE ST & 712
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-137.96	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-300.55	
24720	07/13/2021	07/13/2021	6774		
			Greenleaf Landscaping 1 Inc	4,326.49	Contract Maintenance Landscape Services And Beautification Landscape Services - June 2021
518 30 41 01	Contract Maintenance	001 000 518	General Fund	3,201.60	Contract Maintenance Landscape Svcs June 2021
542 80 49 03	Beautification Services (co	101 000 542	City Street Fun	1,124.89	Beautification Maintenance Landscape Svcs June 2021
24721	07/13/2021	07/13/2021	311		
			Grover, Jeff	115.69	Chlorine For Pool
576 20 31 03	Oper Supplies - Pool	001 000 576	General Fund	115.69	Chlorine For Pool

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24722	07/13/2021	07/13/2021	3692	Home Depot Credit Services	30.28	Paint For Garbage Can Lids
	576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	30.28	Paint For Garbage Can Lids
24723	07/13/2021	07/13/2021	3692	Home Depot Credit Services	94.38	Toolbox White Rags 200 Ct (8 Boxes) And Tire Gauge
	542 30 31 02	Oper Supplies - Street Reg	101 000 542	City Street Fund	94.38	Toolbox White Rags 200 Ct (8 Boxes) And Tire Gauge
24724	07/13/2021	07/13/2021	3692	Home Depot Credit Services	15.77	Cement Wet/Dry And PVC
	534 50 31 01	Oper Supplies - Water Mai	425 000 534	Water Fund (de	15.77	Cement Wet/Dry And PVC
Total Home Depot Credit Services					140.43	
24725	07/13/2021	07/13/2021	4131	Humane Society - Tacoma	640.50	Boarding Contract July 2021
	554 30 41 00	Animal Control	001 000 554	General Fund	640.50	Boarding Contract July 2021
24726	07/13/2021	07/13/2021	9651	Hyun, Nathanael	392.00	Scorekeeper Youth Baseball (28 Hrs) 5/25 -6/24/21
	571 20 49 09	Youth Baseball	001 000 571	General Fund	392.00	Scorekeeper Youth Baseball (28 Hrs) 5/25 -6/24/21
24727	07/13/2021	07/13/2021	9316	JMK Language Services	100.00	Spanish Interpreting - Case 1A0409152 - 6/30/21
	512 50 41 03	Prof Svcs - Interpreter	001 000 512	General Fund	100.00	Spanish Interpreting - Case 1A0409152 - 6/30/21
24728	07/13/2021	07/13/2021	9316	JMK Language Services	100.00	Spanish Interpreting - Case 1A0409152 On 6/16/21
	512 50 41 03	Prof Svcs - Interpreter	001 000 512	General Fund	100.00	Spanish Interpreting - Case 1A0409152 On 6/16/21
Total JMK Language Services					200.00	
24794	07/13/2021	07/13/2021	5428	Jeff Boers	807.50	June 2021 Land Use Consulting (8.5 Hrs)
	558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	807.50	June 2021 Land Use Consulting (8.5 Hrs)
24729	07/13/2021	07/13/2021	9720	Kirkland, City of, Police Department	1,421.67	Purchase Of Personnel Uniform - K Larson
	521 22 49 01	Uniforms/Clothing/Laundr	001 000 521	General Fund	1,421.67	Purchase Of Personnel Uniform - K Larson
24789	07/07/2021	07/13/2021	8088	Krohn*, Angela	294.12	01-01030.0 - 426 GOLDEN GATE AV
	343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-68.52	
	343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-72.40	
	343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-153.20	

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24730	07/13/2021	07/13/2021	156	LeCompte, Karen	59.00	Library Reimbursement - One Year
	572 21 49 00	Library Services	001 000 572	General Fund	59.00	Library Reimbursement - One Year
24731	07/13/2021	07/13/2021	5079	Les Schwab Tires	72.71	Industrial Smooth Tubeless Tires (2)
	576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	72.71	Industrial Smooth Tubeless Tires (2)
24732	07/13/2021	07/13/2021	3791	Lowe's Company-#338954	23.76	Quikrete Fast Set Concrete For Park Bench
	576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	23.76	Quikrete Fast Set Concrete For Park Bench
24733	07/13/2021	07/13/2021	3791	Lowe's Company-#338954	11.87	5 Gallon Bucket
	542 30 31 02	Oper Supplies - Street Reg	101 000 542	City Street Fund	11.87	5 Gallon Bucket
				Total Lowe's Company-#338954	35.63	
24791	07/13/2021	07/13/2021	6639	McClain's Soil Supply	38.30	Top Soil (5 Yds) For Water Service Yard Repairs
	534 50 31 01	Oper Supplies - Water Main	425 000 534	Water Fund (de)	38.30	Top Soil (5 Yds) For Water Service Yard Repairs
24734	07/13/2021	07/13/2021	6369	McLendon Hardware Inc (Tacoma)	286.50	Chlorine Tablets For Pool
	576 20 31 01	Pool Supplies-Chemicals	001 000 576	General Fund	286.50	Chlorine Tablets For Pool
24743	07/06/2021	07/13/2021	5977	Monaghan, Lalita	392.25	02-00760.1 - 350 DEL MONTE AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-99.89	
	343 40 00 00	Sale Of Water	425 000 340	Water Fund (de)	-142.19	
	343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de)	-150.17	
24735	07/13/2021	07/13/2021	7574	Motorola Solutions Inc	2,778.30	Portable Police Radio For Chaplain
	521 22 49 05	Reimbursable Programs	001 000 521	General Fund	2,778.30	Portable Police Radio For Chaplain
24736	07/13/2021	07/13/2021	6589	Murray, Smith & Associates Inc	8,281.50	Water System Plan Professional Services Through 5/31/21
	534 10 41 00	Prof Svcs - Water	425 000 534	Water Fund (de)	8,281.50	Water System Plan Professional Services Through 5/31/21
24797	07/13/2021	07/13/2021	6224	Nadeau, Karen	59.00	Library Reimbursement - One Year
	572 21 49 00	Library Services	001 000 572	General Fund	59.00	Library Reimbursement - One Year
24737	07/13/2021	07/13/2021	9632	Ommen, Irine	130.00	Language Interpreting Services Cases 1A0346399, 1A0346401, 1A0346400 (2 Hrs)

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512 50 41 03	Prof Svcs - Interpreter		001 000 512 General Fund	130.00	Language Interpreting Services Cases 1A0346399, 1A0346401, 1A0346400 (2 Hrs)
24738	07/13/2021	07/13/2021	3923 Orca Pacific Inc	848.66	Pool Chemicals
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	848.66	Pool Chemicals
24739	07/13/2021	07/13/2021	3923 Orca Pacific Inc	511.86	Chlorine For Wells 4, 7, 8, And 9 (135 Gallons)
534 80 31 03	Oper Supplies - Chlorine		425 000 534 Water Fund (de	511.86	Chlorine For Wells 4, 7, 8, And 9 (135 Gallons)
24740	07/13/2021	07/13/2021	3923 Orca Pacific Inc	939.60	Pool Chemicals
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	939.60	Pool Chemicals
Total Orca Pacific Inc				2,300.12	
24741	07/13/2021	07/13/2021	3957 PC Budget & Finance	59.66	Jail Services - May 2021
523 60 40 01	Jail		001 000 523 General Fund	59.66	Jail Services - May 2021
24745	07/13/2021	07/13/2021	3957 PC Budget & Finance	117.50	Auditor Recording Fees - May 2021
558 60 49 00	Miscellaneous - Planning		001 000 558 General Fund	117.50	Auditor Recording Fees - May 2021
Total PC Budget & Finance				177.16	
24746	07/13/2021	07/13/2021	8626 Pacific Office Automation Inc	135.76	Postage Meter Rental - July 2021
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	135.76	Postage Meter Rental - July 2021
24747	07/13/2021	07/13/2021	4108 Pape Machinery Inc.	269.53	Mower Parts JD #1570
548 65 48 11	O & M - Parks/Rec		501 000 548 Equipment Ren	269.53	Mower Parts JD #1570
24748	07/13/2021	07/13/2021	4108 Pape Machinery Inc.	300.46	Mower Parts JD #1570
548 65 48 11	O & M - Parks/Rec		501 000 548 Equipment Ren	300.46	Mower Parts JD #1570
Total Pape Machinery Inc.				569.99	
24749	07/13/2021	07/13/2021	4680 Parametrix Engineering	6,905.00	P#60 And P#64 Professional Services Through 5/29/21
594 76 62 03	Buildings & Structures		301 000 594 Park Bond Capi	45.00	P#60 Professional Services Thru 5/29/21
594 76 62 03	Buildings & Structures		301 000 594 Park Bond Capi	6,860.00	P#64 Professional Services Thru 5/29/21
24802	07/13/2021	07/13/2021	3955 Petrocard Systems Inc	510.22	Gas/Fuel June 2021

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548 65 31 11	Parks/Rec Gas		501 000 548 Equipment Ren	73.13	Gas/Fuel June 2021 - Mobile Tank
548 65 31 12	Street Gas		501 000 548 Equipment Ren	23.18	Gas/Fuel June 2021 - Vactor
548 65 31 12	Street Gas		501 000 548 Equipment Ren	32.78	Gas/Fuel June 2021 - Mobile Tank
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	23.18	Gas/Fuel June 2021 - Vactor
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	139.08	Gas/Fuel June 2021 - Vactor
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	156.66	Gas/Fuel June 2021 - Crane Truck
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	62.21	Gas/Fuel June 2021 - Mobile Tank
24750	07/13/2021	07/13/2021	7272 Positive Concepts Inc	245.00	Thermal Paper For Police Citations
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	245.00	Thermal Paper For Police Citations
24751	07/13/2021	07/13/2021	7977 Pro-Vac LLC	1,387.49	Sewer Lateral Launch And (1) Storm Run
531 50 48 00	Rep & Maint - Storm		415 000 531 Storm Drain	693.74	Sewer Lateral Launch And (1) Storm Run
535 50 48 00	Rep & Maint - Sewer Main		430 000 535 Sewer Fund (de	693.75	Sewer Lateral Launch And (1) Storm Run
24752	07/13/2021	07/13/2021	4828 Protect Youth Sports	288.55	Background Checks (29) For Parks/Rec
518 11 41 00	Prof Svcs - Personnel		001 000 518 General Fund	288.55	Background Checks (29) For Parks/Rec
24753	07/13/2021	07/13/2021	9721 Public Safety Psychological Services	400.00	Psychological Evaluation - K Larson
521 22 41 00	Prof. Services/Consulting		001 000 521 General Fund	400.00	Psychological Evaluation - K Larson
24754	07/13/2021	07/13/2021	3986 Puget Sound Energy, BOT-01H	2,420.14	Natural Gas - Pool/Bathhouse May 2021
576 20 47 00	Public Utility Services - Po		001 000 576 General Fund	2,420.14	Natural Gas - Pool/Bathhouse May 2021
24755	07/13/2021	07/13/2021	3986 Puget Sound Energy, BOT-01H	1,914.03	Natural Gas - Pool/Bathhouse - June 2021
576 20 47 00	Public Utility Services - Po		001 000 576 General Fund	1,914.03	Natural Gas - Pool/Bathhouse - June 2021
			Total Puget Sound Energy, BOT-01H	4,334.17	
24786	07/13/2021	07/13/2021	5710 Rainier Connect, Mashell Telecom	274.74	Internet Pool/Bathhouse; Phone Service Pool/Bathhouse; Internet 7/2021
518 81 42 00	Communication - I/S		001 000 518 General Fund	106.95	Internet 7/2021
518 81 42 00	Communication - I/S		001 000 518 General Fund	113.55	Internet Pool/Bathhouse 7/2021
576 80 42 00	Communication - Parks		001 000 576 General Fund	54.24	Phone Service Pool/Bathhouse 7/2021
24756	07/13/2021	07/13/2021	3997 Rainier Lighting & Electrical Supply	21.98	In Line Fuse (4)
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	21.98	In Line Fuse (4)
24757	07/13/2021	07/13/2021	9360 RecDesk LLC	4,400.00	RecDesk Software Annual Subscription 6/1/21-5/31/22

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571 10 41 01	Professional Services-Rec		001 000 571 General Fund	2,948.00	RecDesk Software Annual Subscription 6/1/21-5/31/22
576 20 41 00	Professional Services-Pool		001 000 576 General Fund	1,452.00	RecDesk Software Annual Subscription 6/1/21-5/31/22
24805	07/13/2021	07/13/2021	4004 Reserve Account	2,000.00	#15690704 Meter Refill July 2021
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	2,000.00	#15690704 Meter Refill July 2021
24758	07/13/2021	07/13/2021	4018 Rosen Supply Company Inc	70.53	1-1/2 Brass Union (2)
534 80 31 02	Oper Supplies - Water		425 000 534 Water Fund (de	70.53	1-1/2 Brass Union (2)
24759	07/13/2021	07/13/2021	4026 S & B Inc	12,624.62	P #65 Estate Place L/S New MCP/RTU, (2) FVNR's, ISR Float Backup
594 35 63 01	Other Improvements Sewer		432 000 594 Sewer Improve:	12,624.62	P #65 Estate Place L/S New MCP/RTU, (2) FVNR's, ISR Float Backup
24760	07/13/2021	07/13/2021	4035 Sarco Supply	86.79	Floor Squeeeges (2) And Wooden Handle
576 20 31 02	Janitorial Supplies - Pool		001 000 576 General Fund	86.79	Floor Squeeeges (2) And Wooden Handle
24761	07/13/2021	07/13/2021	4035 Sarco Supply	197.58	Janitorial Supplies - PWF
518 30 31 03	Oper Sup/PWF		001 000 518 General Fund	197.58	Janitorial Supplies - PWF
24762	07/13/2021	07/13/2021	4035 Sarco Supply	84.84	Janitorial Supplies - PSB
518 30 31 02	Oper Sup/PSB Bldg		001 000 518 General Fund	84.84	Janitorial Supplies - PSB
24763	07/13/2021	07/13/2021	4035 Sarco Supply	277.32	Janitorial Supplies - CH
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	277.32	Janitorial Supplies - CH
24764	07/13/2021	07/13/2021	4035 Sarco Supply	224.11	Janitorial Supplies - Parks/Rec
576 80 31 01	Janitorial Supplies - Parks		001 000 576 General Fund	224.11	Janitorial Supplies - Parks/Rec
			Total Sarco Supply	870.64	
24765	07/13/2021	07/13/2021	7151 Seattle, City of	1,900.00	GPS Subscription Renewal 6/2021 - 5/2022
531 50 49 05	Dues,Member,Sub - Storm		415 000 531 Storm Drain	475.00	GPS Subscription Renewal 6/2021 - 5/2022
534 10 49 03	Dues,Member,Sub - Water		425 000 534 Water Fund (de	475.00	GPS Subscription Renewal 6/2021 - 5/2022
535 10 49 02	Dues,Member,Sub - Sewer		430 000 535 Sewer Fund (de	475.00	GPS Subscription Renewal 6/2021 - 5/2022
542 30 49 03	Dues,Member,Sub - Street		101 000 542 City Street Fun	475.00	GPS Subscription Renewal 6/2021 - 5/2022
24799	07/13/2021	07/13/2021	6088 Sentinel Pest Control Inc	192.33	Pest Control - Public Works - July 2021

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531 50 48 00	Rep & Maint - Storm		415 000 531 Storm Drain	48.08	Pest Control - Public Works - July 2021	
534 50 48 01	Rep & Maint - Water Main		425 000 534 Water Fund (de	48.08	Pest Control - Public Works - July 2021	
535 50 48 00	Rep & Maint - Sewer Main		430 000 535 Sewer Fund (de	48.08	Pest Control - Public Works - July 2021	
542 30 48 01	Rep & Maint - Street Maint		101 000 542 City Street Fun	48.09	Pest Control - Public Works - July 2021	
24766	07/13/2021	07/13/2021	4060	Sir Speedy	147.27	Fircrest FIT Week - FIT Cards (1000)
573 90 49 01	Community Events		001 000 573 General Fund	147.27	Fircrest FIT Week - FIT Cards (1000)	
24767	07/13/2021	07/13/2021	7308	SiteCrafting Inc	99.00	Monthly Hosting CityofFircrest.net June 2021
518 81 41 02	Web Design & Maintenanc		001 000 518 General Fund	99.00	Monthly Hosting CityofFircrest.net June 2021	
24768	07/13/2021	07/13/2021	4690	Sound Inspections	2,319.14	Inspections, Mileage, And Calls June 2021
524 20 41 01	Bldg Inspec/Plan Review		001 000 524 General Fund	2,319.14	Inspections, Mileage, And Calls June 2021	
24771	07/13/2021	07/13/2021	7749	Sound Uniform Solutions Inc	148.77	Uniform Alterations - Celis
521 22 49 01	Uniforms/Clothing/Laundr		001 000 521 General Fund	148.77	Uniform Alterations - Celis	
24772	07/13/2021	07/13/2021	7749	Sound Uniform Solutions Inc	47.93	Uniform Alterations - Villamor
521 22 49 01	Uniforms/Clothing/Laundr		001 000 521 General Fund	47.93	Uniform Alterations - Villamor	
			Total Sound Uniform Solutions Inc	196.70		
24769	07/13/2021	07/13/2021	5304	South Sound 911	32,297.50	3rd Qtr - South Sound 911 Contract Services
521 22 41 02	Dispatching - Lesa		001 000 521 General Fund	22,587.50	3rd Qtr - LE Communications	
521 22 41 04	Records		001 000 521 General Fund	1,892.50	3rd Qtr - Records/Permitting	
521 22 41 05	IT Charges		001 000 521 General Fund	7,817.50	3rd Qtr - RMS & IT Support Services	
24770	07/13/2021	07/13/2021	4084	Staples Business Advantage	40.10	Central Supplies
518 10 34 01	Central Office Supplies		001 000 518 General Fund	40.10	Central Supplies	
24773	07/13/2021	07/13/2021	4328	Systems for Public Safety Inc	150.44	LOF - 2018 Ford #66368D And Safety Inspection
548 65 48 08	O & M - Police		501 000 548 Equipment Ren	150.44	LOF - 2018 Ford #66368D And Safety Inspection	
24774	07/13/2021	07/13/2021	4328	Systems for Public Safety Inc	139.99	LOF 2019 Ford #68056D And Safety Inspection
548 65 48 08	O & M - Police		501 000 548 Equipment Ren	139.99	LOF 2019 Ford #68056D And Safety Inspection	
			Total Systems for Public Safety Inc	290.43		
24795	07/13/2021	07/13/2021	4120	Tacoma Daily Index	36.09	Ordinance #1674

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511 60 41 01	Advertising - Legislative		001 000 511 General Fund	36.09	Ordinance #1674
24788	07/13/2021	07/13/2021	4322	3,135.86	Power - Various Locations June 2021
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (de	2,570.32	Wells 6,7,8 Surface Water And Weathervane Booster Power
535 80 47 01	Utility Services/Pumping		430 000 535 Sewer Fund (de	508.73	Sewer L/S And Pumps Power
542 30 47 03	Electricity/Traffic Lights		101 000 542 City Street Fun	20.57	40th & Alameda Traffic Control Power
542 63 47 00	Electricity/Street Lights		101 000 542 City Street Fun	12.39	Emerson Street Lights Power
576 80 47 00	Public Utility Services - Pa		001 000 576 General Fund	23.85	555 Contra Costa Pavilion Power
24775	07/13/2021	07/13/2021	4139	875.00	Tapco C/C Charges 6/17 - 6/21/21
513 10 49 01	Reg & Tuition - Admin		001 000 513 General Fund	100.00	AWC Annual Conference 2021 - S Pingel
594 76 62 03	Buildings & Structures		301 000 594 Park Bond Capi	775.00	P#64 LEED- NC Construction Review
24776	07/13/2021	07/13/2021	7468	59.00	Library Reimbursement - One Year
572 21 49 00	Library Services		001 000 572 General Fund	59.00	Library Reimbursement - One Year
24800	07/13/2021	07/13/2021	5934	854.15	PCard Purchases 5/25/21 - 6/25/21
511 60 35 00	Small Tools & Equip - Leg		001 000 511 General Fund	39.56	Zoom Monthly Fee 6/30/21 - 7/30/21
512 50 31 00	Office & Oper Sup-Court		001 000 512 General Fund	23.04	Court HDMI Cable And Earbud Headphones
517 90 31 01	Health Program - Supplies		001 000 517 General Fund	27.48	Health/Wellness Supplies For Police
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	159.00	Passport Postage/labels
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	159.00	Passport Postage/labels
518 10 49 00	Miscellaneous - Non-Dept		001 000 518 General Fund	424.01	Admin Staff Luncheon
518 10 49 00	Miscellaneous - Non-Dept		001 000 518 General Fund	22.06	Admin Staff Luncheon
24793	07/13/2021	07/13/2021	8483	1,924.00	P Card Purchases For PW Thru 6/25/21
553 10 31 00	Office/Operating Supplies -		425 000 553 Water Fund (de	826.00	Shower Heads (100), Toilet Leak Detectors, Rain Gauge Promo Items
553 10 31 00	Office/Operating Supplies -		425 000 553 Water Fund (de	1,098.00	Watering Timers (100) Promo Items
24801	07/13/2021	07/13/2021	8484	1,365.34	PCard Purchases 5/28/21 - 6/25/21
571 20 49 09	Youth Baseball		001 000 571 General Fund	460.27	Youth Baseball Supplies
573 90 49 01	Community Events		001 000 573 General Fund	121.22	Pool Opening Ceremony
573 90 49 01	Community Events		001 000 573 General Fund	35.71	Pool Celebration - Gift Photo
573 90 49 01	Community Events		001 000 573 General Fund	18.50	Thank You Cards For Volunteers
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	23.92	Pool Operating Supplies
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	27.52	Pool Operating Supplies
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	61.58	Battery Charger
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	494.55	Swim Lesson Face Masks (25)
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	39.64	Pool Toys For Lessons

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	594 76 62 03	Buildings & Structures	301 000 594 Park Bond Capi	82.43	Monthly Dry Box Rental 6/5/21-7/4/21 P#64	
24777	07/13/2021	07/13/2021	4178	University Place Refuse Inc	240.00	Drop Box Rental (Y/W) - May-June 2021
	576 80 47 01	Dumping Fees - Parks	001 000 576 General Fund	240.00	Drop Box Rental (Y/W) - May-June 2021	
24778	07/13/2021	07/13/2021	4179	Unum Life Insurance Company of America	46.80	Retired Benefits - July 2021
	521 22 20 02	LEOFF I Long Term Care]	001 000 521 General Fund	46.80	Retired Benefits - July 2021	
24792	07/13/2021	07/13/2021	4180	Utilities Underground	25.92	Locates June 2021
	534 10 49 00	Miscellaneous - Water	425 000 534 Water Fund (de	12.96	Locates June 2021	
	535 10 49 00	Miscellaneous - Sewer	430 000 535 Sewer Fund (de	12.96	Locates June 2021	
24804	07/13/2021	07/13/2021	3645	WEX BANK, Wright Express FSC	1,014.40	Gas/Fuel June 2021
	548 65 31 08	Police Gas	501 000 548 Equipment Ren	1,014.40	Gas/Fuel June 2021	
24779	07/13/2021	07/13/2021	9724	Wakefield, Jerry	2,907.24	Pre- Trial Meeting; Depositions, Trial And Parking Fees
	542 30 41 00	Prof Svcs - Street	101 000 542 City Street Fun	2,907.24	Pre- Trial Meeting; Depositions, Trial And Parking Fees	
24780	07/13/2021	07/13/2021	361	Walston, Vicky	63.15	Poker Walk Supplies For Wellness
	517 90 31 01	Health Program - Supplies	001 000 517 General Fund	63.15	Poker Walk Supplies For Wellness	
24781	07/13/2021	07/13/2021	4229	Washington State Patrol	600.00	Access User Fee - 2nd Qtr 2021
	521 22 41 03	WACIC/NCIC	001 000 521 General Fund	600.00	Access User Fee - 2nd Qtr 2021	
24742	07/13/2021	07/13/2021	9695	Wensky, Virgil	273.86	02-00750.1 - 358 DEL MONTE AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-64.57		
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-69.02		
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-140.27		
24782	07/13/2021	07/13/2021	9734	Williams, Marley	399.00	Scorekeeper - Youth Baseball (28.5 Hrs) 6/1 - 6/24/21
	571 20 49 09	Youth Baseball	001 000 571 General Fund	399.00	Scorekeeper - Youth Baseball (28.5 Hrs) 6/1 - 6/24/21	
24783	07/13/2021	07/13/2021	4256	Winning Seasons	246.18	Staff Shirts (32)
	576 20 31 03	Oper Supplies - Pool	001 000 576 General Fund	246.18	Staff Shirts (32)	
24784	07/13/2021	07/13/2021	4256	Winning Seasons	501.14	Lifeguard Gear - Sweatshirts (24)

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576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	501.14	Lifeguard Gear - Sweatshirts (24)
Total Winning Seasons				747.32	
24790	07/07/2021	07/13/2021	6154	213.53	04-01426.0 - 112 HOLLY CT
			Ylescupidiez, Eric		
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-52.75	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-54.72	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-106.06	
24787	07/07/2021	07/13/2021	8438	54.89	07-00041.6 - 1521 EDWARDS AVE
			Zeller, David		
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-16.79	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-17.84	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-20.26	
Report Total:				155,103.44	

Fund	
001 General Fund	68,612.50
101 City Street Fund	4,821.55
301 Park Bond Capital Fund	41,216.69
415 Storm Drain	2,444.35
425 Water Fund (department)	16,866.66
430 Sewer Fund (department)	3,507.21
432 Sewer Improvement Fund	12,624.62
501 Equipment Rental Fund	5,009.86

This report has been reviewed by:

REMARKS:

Signature & Title	Date
-------------------	------

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor George called the study session to order at 6:00 P.M. and led the pledge of allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Joe Barrentine, and Denny Waltier were present.

AGENDA MODIFICATIONS

There were none.

COUNCIL VACANCY DISCUSSION AND POTENTIAL ACTION

Mayor George provided a brief overview of the history of the Position No. 7 seat vacancy and reported that there are 13 applicants for the open position. There was a consensus to remove the two applicants who are active candidates in the 2021 regular election. The Council discussed the process to fill the vacancy and there was consensus to interview all the remaining candidates at the next regular meeting, June 22, 2021. Each candidate would be given a 5-minute limit to address the Council. City Clerk Westman drew names to determine the order in which the applicants would interview. Lastly, there was a consensus on the two questions the Council would like each applicant to answer.

GOALS DISCUSSION AND 2022 BUDGET EXPECTATIONS

City Manager Pingel provided an overview of the major changes for the 2022 budget which include body cameras for the police department, transitioning to online permitting and AMI water meters, adding a 16-hour Administrative Assistant position, and updating the landscape policy. Pingel asked for feedback from the Council to help guide the priorities. Discussions included establishing a maintenance plan for the new facilities, including studying the Public Safety Building, implementing a community court program, finishing the Fircrest Park improvements, and starting the Centennial planning. The Council also discussed goal setting and updating how the Council can track goals. A few goals that were discussed were adding a pickleball court, restriping the basketball courts, continuing discussions regarding the electronic readerboard, and initiating a sustainability plan. The Council liked the tracking document presented to help organize the Council goals and asked that the staff continue to use it.

Lastly, it was reported that there was a defense verdict for the City in the Crawford Case and sadly, Joyce Edwards passed away at age 94.

ADJOURNMENT

Wittner MOVED to adjourn the meeting at 7:29 P.M., seconded by Reynolds. The Motion Carried (6-0).

Hunter T. George, Mayor

Jayne Westman, City Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor Hunter T. George called the regular meeting to order at 7:02 P.M. and led the Pledge of Allegiance. Councilmembers David M Viafore, Shannon Reynolds, Brett Wittner, Joe Barrentine, and Denny Waltier were present.

AGENDA MODIFICATIONS

George requested that the agenda order be arranged to move the Consent Calendar and the New Business items to the beginning. There were no objections.

CONSENT CALENDAR

George requested the City Clerk read the Consent Calendar: approval of Voucher No. 216586 through Voucher Check No. 216668 in the amount of \$847,951.79; approval of payroll electronic funds transfer in the amount of \$140,499.91; registering no objections to the Shogun Japanese Express liquor license renewal; approval of the June 8, 2021, Regular meeting minutes. **Barrentine MOVED to approve the Consent Calendar as read; seconded by Wittner. The Motion Carried (6-0).**

NEW BUSINESS

A. Ordinance No 1674: Amendments to FMC 22.26.025 Sign Code Exemptions

Planning & Building Administrator Stahlnecker provided a brief overview of the proposed Ordinance and noted that no comments were received at the Public Hearing on June 8, 2021. **Wittner MOVED to adopt Ordinance No. 1674, amending the Fircrest Municipal Code 22.26.025, Sign Exemptions and Ordinance 1598, Section 25.; seconded by Barrentine.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0).**

B. Resolution No. 1715: Amendment #3 to Parametrix Contract for Project Inspection and Reporting Services

City Manager Pingel briefed the Council on the proposed contract amendment and highlighted that the amendment will help ensure the construction team stays on time and budget. **Wittner MOVED to adopt Resolution No. 1715, authorizing the City Manager to execute Amendment #3 to the contract for project inspection and reporting services for the Fircrest Community Center project with Parametrix; seconded by Waltier.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0).**

PRESIDING OFFICER’S REPORT

A. Council Vacancy Discussion and Vote

George provided a brief overview of the Council vacancy and conducted the applicant interviews.

George invited public comment. The following individuals provided public comment:

- Yolonda Brooks, 6464 19th St W #C, commented there are many great candidates, and it will be a difficult decision.
- James Moore, 1326 Berkeley Ave, commented on his support of applicant Dean-Bullinger.
- Jim Andrews, 1301 Magnolia Drive, commented that he was not informed that the candidates who are running in the Fall election were removed from the process and was displeased with the communication.

EXECUTIVE SESSION

- A. At 8:27 P.M. George reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed 60 minutes to evaluate the qualifications of a candidate for appointment to elective office per RCW 42.30.110(1)(h).

At 9:35 P.M., the Council reconvened into regular session briefly. The Council had a 5-minute recess and reconvened at 9:39 P.M.

PRESIDING OFFICER’S REPORT

B. Pool & Community Center Project Update

City Manager Pingel reported that the construction of the Community Center remains on track and there is a liquid choline shortage, but we anticipate receiving a shipment at the end of next week.

A. Council Vacancy Discussion and Vote

There were discussions held on the difficult decision to appoint the position as they are all qualified for the position. The Council thanked all who applied and urged them to stay involved with the community.

Viafore MOVED to appoint Blake Surina to the Fircrest City Council Position No. 7 to fill the unexpired term of Jamie Nixon; seconded by Waltier. Viafore commented that Mr. Surina is a safe bet and knows the Council. Upon a roll call vote, **The Motion Failed (3-3) with George, Reynolds, and Barrentine dissenting.**

Barrentine MOVED to appoint Venus Dean-Bullinger to the Fircrest City Council Position No. 7 to fill the unexpired term of Jamie Nixon; seconded by George. Barrentine commented that he supports diversity, and the Council should match the residents they represent. Upon a roll call vote, **The Motion Failed (3-3) with Viafore, Reynolds, and Waltier dissenting.**

Reynolds MOVED to appoint Marc Rieke to the Fircrest City Council Position No. 7 to fill the unexpired term of Jamie Nixon; seconded by Barrentine. Reynolds commented that Rieke is highly qualified and was very impressed with his interview. Upon a roll call vote, **The Motion Carried (4-2) with Wittner, and Waltier dissenting.**

The Council congratulated Mr. Rieke on his appointment.

CITY MANAGER COMMENTS

There were no comments provided.

DEPARTMENT HEAD COMMENTS

There were no comments provided.

COUNCILMEMBER COMMENTS

- Reynolds commented that she would like the staff to investigate getting AEDs for the police vehicles as an officer had to perform CPR recently.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited public comment. The following individuals provided public comment:

- James Moore, 1326 Berkeley Ave, commented on his support of adding the Whittier Park Master Plan to the 2022 budget.

Viafore MOVED to waive the remaining portion of the agenda; seconded by Barrentine.

George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion carried (6-0)**

George commented that with the new reservation system at the pool, he asked that the public give be patient with the staff.

Waltier commented that he observed great customer service from the staff member, Chris Wells.

ADJOURNMENT

Wittner MOVED to adjourn the meeting at 10:24 P.M., seconded by Barrentine. The Motion Carried (6-0).

Hunter T. George, Mayor

Jayne Westman, City Clerk

**PUBLIC HEARING: 2022-2027 Transportation Improvement Plan
ITEM 8A.**

FROM: Tyler Bemis, Public Works Director

RECOMMENDED MOTION: No Motion. Public Hearing Only.

PROPOSAL: This is a public hearing on the draft 2022-2027 Six-Year Transportation Improvement Plan (TIP). Attached is a copy of the draft TIP. At the conclusion of the public hearing, staff requests the Council's deliberation and consideration of the draft TIP. Once the input of the City Council and the public has been obtained, staff will prepare the TIP for formal consideration and adoption at the next regularly scheduled City Council meeting.

FISCAL IMPACT: None at this time. This is a planning document and therefore is not anticipated to have any significant, direct fiscal impact. The projects within the TIP have a significant fiscal impact, however, these will be evaluated separately through the budget and project review and approval processes.

ADVANTAGE: The adoption of a Six-Year Transportation Improvement Plan (TIP) will ensure compliance with the requirements relative to an annual, public participatory transportation improvement planning process as dictated by State statute. The TIP will become a guidance document throughout the budgetary planning process and will also serve as the adopted priority array of projects to be completed in the future. The TIP will be referenced by other jurisdictions and will be included in regional and State planning documents as well. The TIP will also provide staff with a guidance document to apply for grant opportunities and/or loans in the future as opportunities arise. The TIP can be modified at any time during the year as conditions and priorities change.

DISADVANTAGES: None known.

ALTERNATIVES: The City Council has the authority to revise the priority ranking of any of the projects. The City Council may also add projects, delete projects, or modify projects contained within the TIP.

HISTORY: Each year, all cities, towns, and other jurisdictions are required to review and update their respective transportation improvements plans. This requirement provides the framework for jurisdictional coordination of planning documents as well as the ability to compile individual plans into regional plans for the purpose of determining State, regional and local transportation needs. Prior to the adoption of a new TIP, jurisdictions are required to conduct a public hearing on this subject in an effort to include the input of the public at large. This agenda bill is intended to assist in the public hearing requirement of the adoption process.

Chapter 35.77.010 of the Revised Code of Washington (RCW) provides that each city shall annually update its Six-Year Comprehensive Transportation Program and file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding from the State, it must appear in the agency's

current Program. Because the State also disperses federal highway funds, this requirement applies to federally funded projects as well.

RCW 35.77.010 also requires each city to specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program for that region. There are no projects included in this TIP that are considered regionally significant.

The TIP is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the TIP is to integrate the two to produce a comprehensive, realistic program for the orderly development and maintenance of our street system.

Several important points must be considered during the review of the proposed Program. The early years of the TIP are fairly definite in that it can be assumed that those projects will be constructed as scheduled, pending anticipated funding received. Projects in the later years are more flexible and may be accelerated, delayed, or canceled as funding and conditions change.

It is also important to note that the adoption of the TIP does not irreversibly commit the City of Fircrest to construct the projects. A project may be canceled at any time during study or design. The usual reasons for canceling a project are that it is environmentally unacceptable or contrary to the best interests of the community. The TIP may at any time be revised by a majority vote of the City Council, but only after a public hearing.

ATTACHMENT: [Six-Year TIP draft](#)



CITY OF FIRCREST

2022-2027

Transportation Improvement Program

Draft

ACKNOWLEDGEMENTS

Fircrest City Council

Hunter T. George, Mayor
Denny Waltier
David M. Viafore
Shannon Reynolds
Brett L. Wittner, Mayor Pro Tempore
Joe Barrentine
Marc Rieke

City Manager

Scott Pingel

Public Works

Tyler Bemis, Director
Jeff Davis, Utility Foreman
Jim Marzano, Utility Service Person II
Russ Parsons, Utility Service Person II
Tim Piercy, Utility Service Person II
Roger Schlosstein, Utility Service Person II
Vicky Walston, Utility Billing Clerk
Arlette Burkhart, Administrative Assistant

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Figure 1: 2022-2027 Projects Map 6



PREFACE

Chapters 35.77.010 of the Revised Code of Washington (RCW) provide that each city shall annually update its Six-Year Comprehensive Transportation Program and, after a public hearing thereon, file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) by July 1 of each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding from the State, it must appear in the agency's current Program. Because the state also disperses federal highway funds, this requirement applies to federally funded projects as well.

RCW 35.77.010 also requires each city to specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement plan for that region. There are no projects included in this Program that are considered regionally significant.

The Program is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the Program is to integrate the two to produce a comprehensive, realistic program for the orderly development and maintenance of our street system.

Several important points must be considered during the review of the proposed Program. The early years of the Program are fairly definite; that is, it can be assumed that those projects will be constructed as scheduled. Projects in the later years are more flexible and may be accelerated, delayed, or canceled as funding and conditions change.

It is also important to note that the adoption of the Program does not irreversibly commit the City of Fircrest to construct the projects. A project may be canceled at any time during study or design. The usual reasons for canceling a project are that it is environmentally unacceptable or contrary to the best interests of the community. The Program may be revised at any time by a majority vote of the City Council, but only after a public hearing.

NON-DISCRIMINATION

The City of Fircrest assures that no person shall, on the ground of race, color, national origin, handicap, sex, age, or income status as provided by Title VI of the Civil Rights Act of 1964 and subsequent authorities, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program or activity.

GRANT APPLICATIONS AND LEVERAGING LOCAL DOLLARS

The need to leverage local dollars through grant applications is very important to the City, especially considering the decrease in funding available for transportation-related capital improvements. The intent of this program is not only to list and program projects for funding but to establish City Council approval to submit grant applications on those projects contained in the Program.

ABOUT THE CITY OF FIRCREST

The City of Fircrest is a non-charter code city, operating under a Council-Manager form of government, with an annual General Fund budget of \$7.9 million and a total budget of over \$26 million. Fircrest is a full-service city, providing a wide range of services, including police and fire protection, animal control, emergency medical aid, building safety regulation and inspection, street lighting, land use planning, and zoning, housing and community development, full range of recreational and cultural programs, traffic safety maintenance and improvement, and maintenance and improvement of streets, water, sewer, and storm.

Fircrest is a vibrant community that offers the perks of small suburb town life with major urban cities nearby. Incorporated as a town in 1925 and as a city in 1990, Fircrest is centrally located just 32 miles south of the City of Seattle and 31 miles north of the state capital. Covering 1.58 square miles, Fircrest started as the first master-planned community in the state of Washington. With over 30 chain saw sculptures, six beautiful parks, an urban forest of Fir trees, and friendly, active neighborhoods, Fircrest has earned its title as “The Jewel of Pierce County” and is known as a residential oasis nestled between the cities of Tacoma and University Place. The City is home to the Fircrest Golf Club, a 160-acre, an 18-hole golf course that has stood the test of time for more than 94 years and fits perfectly among the premier private golf clubs in the Puget Sound region.

Home to 6,835 residents, Fircrest has a strong local history and residents who are active and passionate in the community. The City operates and maintains 27.1 acres of land providing a range of active and passive recreational opportunities and community events. The City continues to work hard to keep its reputation as a quiet, residential community with attractive, livable neighborhoods and fine recreational facilities and setting the standard for community-oriented policing. Fircrest is planning for additional growth in the future that will continue to shape the character of the community. As growth occurs, there are characteristics that residents would like to retain, such as Fircrest’s green character; a safe, friendly, and sustainable community; and some physical remnants of the past as reminders of its early history.



FUNDING SOURCES

Motor Vehicle Fuel Tax Funds

By law, each city receives a proportionate share of the total state motor vehicle fuel tax. Money received is a monthly allocation based on population. In the City's 2021 budget, it is anticipated that revenue received from the state gas tax for the Street Fund will be \$144,220 in FY 2021. This is the same as anticipated to be received in 2022 and therefore should be relatively accurate.

Transportation Improvement Board

The Washington State Transportation Improvement Board (TIB) funds high-priority transportation projects in communities throughout the state to enhance the movement of people, goods, and services. TIB is an independent state agency, created by the Legislature, which distributes and manages street construction and maintenance grants to 320 cities and urban counties throughout Washington State. Funding for TIB's grant programs comes from revenue generated by three cents of the statewide gas tax.

The TIB has several statewide competitive programs which use criteria developed by the TIB for the prioritization of projects. The three TIB programs in which the City of Fircrest can compete are as follows:

- **Urban Corridor Program (UCP)**
This program is for transportation projects with a primary emphasis on public/private cooperation and economic development.
- **Urban Arterial Program (UAP)**
This program is for arterial street construction with a primary emphasis on safety and mobility. This is the program from which the City received the \$574,447 grant for the 2020 Alameda Ave. Overlay project.
- **Sidewalk Program (SP)**
This program is for the improvement of pedestrian safety, and to address pedestrian system continuity and connectivity. This is the program from which the City received the \$530,190 grant for the 2020 Emerson Street Sidewalk Extension Project.

City Funding Sources

Recent funds from the sale of the City's power utility have been used to fund capital projects in the City's Street Fund. There are not sufficient funds in this source to fully fund the projects included in the Six-Year Program, however, the City will consistently apply for grant funding in order to use as little of this fund as possible to maintain a healthy reserve to get through tough economic times.

Real Estate Excise Taxes

The City can also use the Real Estate Excise Tax it receives for funding, in whole or in part, any capital project associated with the work identified in this plan.

Washington State Department of Transportation

- Traffic Safety Near Schools Program – This program is for the improvement of safety for children traveling to and from school.

Surface Water Management Program

The City's Stormwater Management Program (SWMP) pays for all drainage facilities constructed in conjunction with street improvements. The revenue from SWM is directly related to the number of capital improvement projects constructed. Because there will be little impact to storm drainage facilities resulting from the projects proposed in the Six-Year Transportation Improvement Program, only a minor amount of funding is expected from this source.

CONSISTENCY WITH LAND USE MANAGEMENT PLAN

The State's Growth Management Act (GMA) requires local governments to develop and adopt comprehensive plans covering land use, housing, capital facilities, utilities, and transportation. These comprehensive plans must balance the demands of growth with the provision of public facilities and services and transportation facilities and services. The City of Fircrest was required to develop and adopt a comprehensive plan that is in conformance with the requirements of the GMA.

The City of Fircrest has, as part of its Comprehensive Plan, Transportation Goals and Policies. The projects in the Six-Year Comprehensive Transportation Improvement Program are intended to conform to the goals and policies within the City's Comprehensive Plan.

TABLE 1: 2022-2027 TRANSPORTATION FACILITY IMPROVEMENTS

City of Fircrest Six-Year Comprehensive Transportation Improvement Program (2022 to 2027)

Transportation Facility Improvements		2022	2023	2024	2025	2026	2027	TOTAL
Capital Appropriations								
1.	Major Pavement Patching: Citywide	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000
Grind and Overlays								
2.	Regents Blvd: Arondale Dr to 67th Ave		\$82,000	\$760,000				\$842,000
3.	1/2 Street Orchard Blvd/Regents Blvd to end of Right-of-Way						\$250,000	\$250,000
4.	1/2 Street Orchard Blvd/Stanford St to Regents Blvd						\$180,000	\$180,000
Roadway Improvements								
5.	Buena Vista Ave: 1300 block (curb/gutter and overlay)					\$75,000		\$75,000
6.	Berkeley Ave: 1300 block (curb/gutter and overlay)					\$75,000		\$75,000
Pedestrian, Non-Motorized								
7.	Alameda Ave: 44th St to Emerson St (curb, gutter, sidewalk - both sides)					\$300,000		\$300,000
8.	44th St: 67th Ave to 60th Ave (curb/gutter, sidewalk - north side)						\$450,000	\$450,000
9.	Alameda Ave: Emerson St. to Rosewood Ln (curb/gutter, sidewalk, east side)				\$500,000			\$500,000
10.	Emerson St: Woodside Dr to 67th St (sidewalks, retaining walls)		\$53,000	\$400,000				\$453,000
Total Capital Appropriations		\$60,000	\$195,000	\$1,220,000	\$560,000	\$510,000	\$940,000	\$3,485,000

FIGURE 1: 2022-2027 PROJECTS MAP

As listed in Table 1, Map 1 illustrates the transportation facility improvements for the 2022-2027 Six-Year Transportation Improvement Program planned for the City of Fircrest. Below is a brief description of the work for these projects.

Grind and Overlay

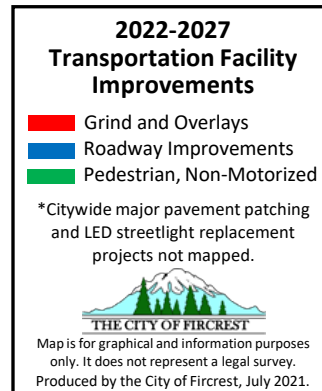
A grind and overlay project consists of grinding the existing pavement down a few inches and overlaying the roadway with a new wearing surface. This is a way to preserve the existing roadway and provide a new wearing surface and seal the roadbed.

Roadway Improvements

This is a reconstruction of the existing roadway. The roadbed is removed and replaced with new material and a new pavement section. This work also includes replacing or adding curb and gutters and sidewalks along both sides of the roadway or where they do not exist.

Pedestrian, Non-Motorized

This improvement is typically the construction of a new curb and gutter and sidewalk improvement. This will add new sidewalks where there presently is no sidewalk and complete gaps in sidewalks. This also potentially provides for bike lanes along designated routes.



An updated map is under construction.

NEW BUSINESS: Department of Assigned Counsel Agreement
ITEM: 13A.

FROM: Kristi Perry, Court Administrator

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute an agreement for Public Defense Services with Pierce County for indigent legal defense services.

PROPOSAL: The Council is being asked to adopt a resolution authorizing the City Manager to execute the Agreement for Public Defense Services with Pierce County through the Department of Assigned Counsel. The agreement incorporates the City's contracted services for the Ruston municipal court services, extends the contract through December 31, 2023, and updates the compensation.

FISCAL IMPACT: The 2022 Budget includes \$71,350 for assigned and conflict counsels, and the 2023 Budget includes \$72,800 for assigned and conflict counsels.

ADVANTAGE: The contract allows a continuation of public defense services with Pierce County Department of Assigned Counsel and the Court will comply with RCW 10.101.030.

DISADVANTAGES: None known.

ALTERNATIVE: The City could consider another source for indigent defense representation.

HISTORY: The City has entered into a contract with the Pierce County Department of Assigned Counsel for a number of years for indigent defense representation. The Court is required to provide this service to all defendants that are indigent per RCW 10.101.030.

ATTACHMENTS: [Resolution Agreement for Public Defense Services RCW 10.101.030 Memo RE: DAC Responsibilities](#)

1 **CITY OF FIRCREST**
2 **RESOLUTION NO. ____**

3 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF**
4 **FIRCREST, WASHINGTON AUTHORIZING THE CITY MANAGER**
5 **TO EXECUTE AN AGREEMENT FOR PUBLIC DEFENSE SERVICES**
6 **WITH PIERCE COUNTY DEPARTMENT OF ASSIGNED COUNSEL**
7 **TO PROVIDE LEGAL REPRESENTATION TO INDIGENT**
8 **DEFENDANTS.**

9 **WHEREAS**, for the past several years, the Fircrest Municipal Court has had a contract with the
10 Pierce County Department of Assigned Counsel to provide legal representation to indigent
11 defendants, and wishes to continue this service. Now, Therefore,

12 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:**

13 **Section 1.** The City Manager is hereby authorized and directed to execute an agreement for
14 public defense services with the Department of Assigned Counsel for indigent defense, from
15 January 1, 2022, through December 31, 2023, to perform legal representation to defendants in the
16 City of Fircrest and in the City of Ruston referred to the Fircrest Municipal Court.

17 **APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,**
18 **WASHINGTON**, at a regular meeting thereof this 13th day of July 2021.

19 **APPROVED:**

20 _____
21 Hunter T. George, Mayor

22 **ATTEST:**

23 _____
24 Jayne D. Westman, City Clerk

25 **APPROVED AS TO FORM:**

26 _____
27 Michael B. Smith, City Attorney



Pierce County

Department of Assigned Counsel

MICHAEL R. KAWAMURA

Director

949 Market Street, Suite 334
Tacoma, Washington 98402-3696
(253) 798-6062 • FAX (253) 798-6715
Email: pccassgncnsl@piercecounitywa.gov

June 10, 2021

Kristi Perry
Fircrest Municipal Court Administrator
115 Ramsdell Street
Fircrest, WA 98466

RE: Agreement for Public Defense Services between the City of Fircrest and the Pierce County
Department of Assigned Counsel for Calendar Years 2022-2023

Dear Ms. Perry:

Enclosed, please find an Agreement for Public Defense Services proposal between the City of Fircrest and the Pierce County Department of Assigned Counsel for January 1, 2022, through December 31, 2023. We have made this proposal with the understanding that in addition to representing indigent defendants charged in Fircrest Municipal Court, the public defense service provider will also be responsible for the representation of indigent defendants from City of Ruston violations.

Pursuant to WSBA Indigent Defense Standards regarding attorney caseload and professional time commitments, our proposal is based upon 2020-2021 caseloads as well as additional attorney time expended to comply with the ongoing impacts created by the Covid-19 pandemic. To further explain our efforts, we have attached a summary memorandum for your review. At this time, we are not seeking administrative or overhead costs, nor have we included professional service costs, i.e. investigation, experts, conflict counsel, which will be billed per the terms of our agreement with the City of Fircrest.

We look forward to our continued relationship with the City of Fircrest. Should you have any questions, or would like to discuss our proposal further, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael R. Kawamura".

Michael R. Kawamura
Director

MRK:aps

Enclosure

AGREEMENT
FOR
PUBLIC DEFENSE SERVICES

1. Date and Parties.

This agreement, for reference purposes only, is dated the 1st day of January 2022, and is entered into between the City of Fircrest, Washington, a municipal corporation, herein referred to as the "City," and Pierce County, herein referred to as the "County."

2. General Recitals.

a. The City is required by Court Rule and state law to provide legal representation to indigent defendants charged in Fircrest Municipal court with violations of city ordinances punishable by loss of liberty. The City does not have the personnel to provide said services. The City is further required by contractual agreement to provide legal representation to indigent defendants charged in the City of Ruston with violations of City ordinances punishable by loss of liberty.

b. The County, through its Department of Assigned Counsel (herein referred to as Department), has the capability to provide the City with mandated indigent legal defense services.

c. The County agrees to serve as Fircrest Municipal Court appointed counsel to provide legal services for indigent defendants upon the terms and conditions set forth herein.

3. Scope of Services.

a. All indigent defendants charged in the Fircrest Municipal Court with Ordinance violations punishable by loss of liberty and all indigent defendants charged with City of Ruston Ordinance violations punishable by loss of liberty and referred to the Fircrest Municipal Court and who qualify for appointed counsel shall be referred to the Department. The Department shall be provided with the name, address, and telephone number, if available, for each person referred to the Department. The Department shall provide legal representation for each of those defendants from arraignment through trial, sentencing, post trial review and any appeals. This shall include interviewing defendants in custody as needed and providing 24-hour telephone access to an attorney for those seeking "critical stage" advice during the course of police investigation.

- b. The scope of services shall also include the representation of indigent defendants assigned appointed counsel prior to the effective date of this agreement and for whom the previously assigned counsel has withdrawn as counsel of record.
- c. The scope of services shall also include standby representation to all in-custody defendants.

4. Conflict

All indigent defendants determined to have a conflict of interest by the Department of Assigned Counsel will be represented by conflict counsel. The City shall reimburse the County for any and all costs associated with furnishing conflict counsel, experts, and investigators. Pursuant to RPC 1.8, all payments for those services will remain separate from this contract compensation to the Department of Assigned Counsel.

5. Applicant Screening.

Determination of indigence for eligibility for appointed counsel under this agreement shall be determined by an independent screening process established by the City.

6. Associated Counsel.

Any counsel associated with or employed by the Department shall have the authority to perform the services called for herein, and the Department may employ associate counsel to assist it, at its expense. The Department and all associate counsel or attorneys hired pursuant to this section shall be admitted to practice pursuant to the rules of the Supreme Court of the State of Washington. No legal intern shall perform the services called for herein without the prior approval of the Court.

7. Indemnification:

The County shall indemnify and hold the City, its elected officials, officers, employees, and agents harmless from any and all claims whatsoever arising out of the Department's performance of obligations pursuant to the agreement, including claims arising by reason of accident, injury or death caused to persons or property of any kind occurring by the fault or neglect of the Department, its agents, associates or employees, and occurring without the fault or neglect of the City.

The City shall indemnify and hold the County, its elected officials, officers, employees, and agents harmless from any and all claims whatsoever, including claims arising by reason of accident, injury or death caused to persons or property of any kind, occurring by the fault or neglect of the City, its agents, associates or employees, and occurring without the fault or neglect of the County.

8. Compensation.

- a. The City shall pay to the County for services rendered under this agreement the maximum annual amount of \$71,350 for 2022; payments shall be due as follows: June 30, 2022--\$35,675 and December 31, 2022--\$35,675. For 2023, the City shall pay to the County for services rendered under this agreement the maximum annual amount of \$72,800; payments shall be due as follows: June 30, 2023--\$36,400 and December 31, 2023--\$36,400. This amount includes

compensation for representation in Fircrest Municipal Court and Ruston City cases referred to the Fircrest Municipal Court.

- b. This agreement may be reviewed quarterly to determine if the rate of compensation is adequate to cover the costs incurred in providing the necessary level of service. If at any such review it is determined that the rate of compensation is inadequate the parties shall attempt to negotiate a reasonable compensation rate. The parties further agree that should another source of funding become available to meet the costs contemplated herein, the total cost of any applicable portion thereof may be revised downward accordingly or may be eliminated entirely pursuant to mutual agreement of the parties.

9. Discovery Period.

The City shall provide to the Department one copy of all discoverable material concerning such assigned case except in matters related to sentencing. Such material shall include, where relevant, a copy of the abstract of the defendant's driving record.

10. Costs.

a. If, in the opinion of the Department, an expert witness and/or an investigator is needed in order to adequately prepare a defense for an indigent person, or to adequately represent that defendant at trial, the Department shall petition the Court for the appointment of said expert. The Court shall then determine the need for the service, the rate of compensation to be paid, and the amount that shall be paid by the City. The rate of compensation paid to the Department does not include an amount for experts or investigation.

In the event that the retention of above services requires any additional funds for investigation or expert services, the City shall provide all additional funds for those services, so that all payments for those services remain separate from this contract compensation to the Department of Assigned Counsel.

- b. If the Department appeals a case, the costs of the transcript shall be borne by the City.

11. Defense Standards Compliance.

This contract complies with all standards for indigent defense as listed under CrRLJ 3.1 and CrR 3.1, Washington State Bar Association Standards for Indigent Defense and the Rules of Professional Conduct.

12. No Assignments.

No assignment or transfer of this agreement, nor of any interest in this agreement, shall be made by either of the parties, without prior written consent.

13. Term of Agreement.

a. This agreement shall commence on the 1st day of January 2022, and shall be in force and effect through December 31, 2023, said date being the termination date unless the agreement is terminated earlier pursuant to provisions hereof.

b. This agreement may be extended for additional terms upon the mutual agreement of the parties, and the termination date shall also be extended pursuant to said extension agreement.

14. Termination.

a. For Cause: Either party may terminate this agreement in the event the other fails to perform its obligations as described in this agreement, and if such failure has not been corrected to the reasonable satisfaction of the other in a timely manner after notice of breach has been provided to such other party.

b. Without Cause: If the parties are unable to negotiate a new rate of compensation pursuant to paragraph 8(b) above, then either party may terminate this agreement without cause by giving the other party 60 days written notice prior to the date of proposed termination.

c. Future Non-Allocation of Funds: Notwithstanding any other terms of this Agreement, if sufficient funds are not appropriated or allocated for performance under this contract for any future fiscal period, the Department will not be obligated to provide services after the end of the fiscal period through which funds have been appropriated and allocated, unless authorized by county ordinance. No penalty or expense shall accrue to Pierce County in the event this provision applies.

15. Amendments.

No modification or amendment of the provisions of this agreement shall be in effect unless in writing and signed by authorized representatives of the parties hereto.

16. Entire Agreement.

This instrument contains the entire agreement between the parties and may not be enlarged, modified, or altered except in writing signed by both parties.

CITY OF FIRCREST

PIERCE COUNTY

FIRCREST CITY MANAGER

DIRECTOR OF ASSIGNED COUNSEL

ATTEST:

FIRCREST CITY CLERK

DIRECTOR OF FINANCE

APPROVED AS TO FORM:

FIRCREST CITY ATTORNEY

DEPUTY PROSECUTING ATTORNEY

RCW 10.101.030

Standards.

Each county or city under this chapter shall adopt standards for the delivery of public defense services, whether those services are provided by contract, assigned counsel, or a public defender office. Standards shall include the following: Compensation of counsel, duties and responsibilities of counsel, case load limits and types of cases, responsibility for expert witness fees and other costs associated with representation, administrative expenses, support services, reports of attorney activity and vouchers, training, supervision, monitoring and evaluation of attorneys, substitution of attorneys or assignment of contracts, limitations on private practice of contract attorneys, qualifications of attorneys, disposition of client complaints, cause for termination of contract or removal of attorney, and nondiscrimination. The standards endorsed by the Washington state bar association for the provision of public defense services should serve as guidelines to local legislative authorities in adopting standards.

[**2005 c 157 § 2; 1989 c 409 § 4.**]

MEMORANDUM Regarding DAC Responsibilities in Fircrest and Ruston Municipal Court

Updated June 2021

During the COVID-19 pandemic, DAC attorneys have been working full time, effectively, competently and in adherence to the Rules of Professional Conduct regarding ongoing diligence and timely communication with clients, representing our clients who face criminal charges in Fircrest and Ruston Municipal Court during this tumultuous time.

In May 2020, in response to the COVID-19 pandemic, Fircrest and Ruston Municipal Court replaced its typical in-person calendars with all virtual, Zoom calendars. This modification to typical court procedures was necessary to allow the Court to continue functioning while simultaneously complying with local, state and federal regulations regarding social distancing and harm prevention.

Staffing Level Modification

In response to the switch from in-person to all virtual court appearances, DAC increased the number of attorneys from one attorney (typical for an in-person docket) to two attorneys for all Fircrest court calendars from May 2020 up through the current time. This staffing level assisted the court to continuously move the virtual docket along, as one DAC attorney could be on the record, while another DAC attorney could be in a “break-out” room discussing the upcoming hearing with a client and advising the client in a confidential setting. Additionally, during this time, in-custody defendants would still be physically transported to the courtroom, so by having two attorneys assigned to Fircrest Municipal Court enabled one attorney to be present in the courtroom with the in-custody defendant, while the second attorney assisted clients who appeared via Zoom.

Preparation Time Increased

Additionally, the preparation time required for DAC attorneys to provide representation for an arraignment docket over Zoom is considerably more than the time required to attend the same docket in-person. For Zoom arraignment calendars, DAC attorneys must attempt to reach each client on the phone prior to the scheduled hearing, explain their rights at arraignment, review their financial information for an indigency determination, review the charging documents, etc. Pre COVID-19, the arraignment attorney could read off the advisement of rights form to the entire courtroom of defendants at one time and have each client individually complete and sign the form. Communication was easier and more efficient when representing clients in-person. Additionally, in order to assist with communication with defendants prior to arraignment, our office worked with court administration so that clients were advised to call DAC prior to their Zoom arraignment hearing, and this information accompanied their initial summons.

Case Totals and Case Resolutions

The combination of attorney contact pre-arraignment and the financial impact COVID-19 has had on the community has enabled DAC to facilitate far more resolutions at arraignment than was typical pre-COVID-19. For example, in Fircrest Municipal Court, on average from April 2019 through March 2020, DAC typically helped facilitate the resolution of just under 4 out-of-custody cases at arraignment per month. In contrast, between January 2021 and May 2021, we facilitated on average, the resolution of

16.4 out-of-custody cases at arraignment. Additionally, during this same time period we were appointed on average of 13 new Fircrest cases per month and 3.6 new Ruston cases per month.

In addition, in order to assist the court with moving the Zoom arraignment dockets along, DAC contacts (or attempts to contact) all defendants prior to their Zoom arraignment. Historically, DAC is usually appointed on roughly 50% of the cases that come before the court. Thus, by contacting all defendants prior to their Zoom arraignment and by resolving more cases at arraignment, DAC is assisting a larger percentage of defendants that appear before the court than we were pre-COVID-19.

Accommodations for Remote Hearings

In order to facilitate Zoom court appearances for DAC clients who did not have access to video or Zoom technology, DAC instituted a process whereby these clients could come to the DAC office at their scheduled court hearing and appear via Zoom from our office laptop in our lobby. This assisted the court by allowing more court proceedings to occur while simultaneously reducing the number of people in the courtroom to comply with local health mandates.

Additionally, in response to the pandemic, DAC converted from our traditional paper case files to electronic files. This enabled our attorneys and staff to be able to fully and effectively represent our clients in compliance with the Rules of Professional Conduct from a virtual setting, while still complying with local, state and federal health mandates.

Finally, DAC administration worked closely alongside Court Administration throughout the pandemic in order to effectively collaborate on how to reopen Fircrest and Ruston Municipal Court in a safe and effective manner and will continue to do so as the pandemic continues.

Moving Forward

It is anticipated that as COVID restrictions are lifted, the court will resume in-person hearings. In addition, it is likely that there will be more people coming in contact with law enforcement and more charges being filed. However, the return to in-person hearings will alleviate the time-consuming accommodations implemented for Zoom hearings noted above and we will be able revert back to one attorney handling each docket.

FIRCREST CITY COUNCIL AGENDA SUMMARY

COUNCIL MEETING DATE: July 13, 2021

SUBJECT: 13B Approval of Purchase of Additional Kamstrup AMI Water Meters

FROM: Tyler Bemis, Public Works Director

RECOMMENDED MOTION:

I move the City Council authorize the purchase of additional Kamstrup AMI Water Meters to complete the City's Water Meter Upgrade Project in the amount of \$420,850.00 plus sales tax and shipping.

PROPOSAL:

It is proposed that the City of Fircrest purchase the rest of the water meters needed to complete the Water Meter Upgrade project. This purchase will cost \$420,850, plus sales tax and shipping. By this action, the Council gives the authorization to purchase the Kamstrup AMI Water Meters to complete the water meter upgrades.

FISCAL IMPACT:

The cost for the remainder of the meters for the Water Meter Upgrade is \$420,850 plus sales tax and shipping. A full breakdown of the status of the meters for the whole upgrade project is included with this memo. The City budgeted \$140,000 for meters in 2021 and we were successful in being awarded an additional \$270,000 in the State Capital budget this year. That is a total of \$410,000 for water meters. The rest of the funds, we anticipate coming from ARPA funds or the Water Capital Fund balance. This purchase will require a budget adjustment.

ADVANTAGES:

Making this purchase now avoids an impending 10% cost increase, and will save the City about \$50,000 in increased water meter costs.

DISADVANTAGES:

None.

ALTERNATIVES:

Not to proceed with this purchase and plan to pay the increased cost of meters.

HISTORY:

On March 23, 2020, Public Works advertised for the 2020 Water Meter replacement purchase. This advertisement was published in the City's legal paper on March 23, 2020. We received an Affidavit of Publication from the Tacoma Daily Index. The bid opening was set for April 7, 2020, at 10:00 AM.

One bid was received for our initial 1000 meters. Bids were opened at 10:00 AM. The only bid was Correct Equipment, which is the only Kamstrup Meter provider in the area. The bid was responsive. The bid was also consistent with prior estimated costs for this item. Since Correct Equipment is the only provider of Kamstrup Meters, and when the initial call for bids resulted in only a bid from Correct Equipment, the City is allowed to continue to purchase Kamstrup Meters from Correct Equipment without the need to go back out to bid for additional meters.

Attachment: [Water Meter Purchase Breakdown](#)

PURCHASED TO DATE

Date	Qty	Size	Cost/Mtr	Total	
Aug-19	1	1 1/2"	\$ 807.00		807 Irrig Meter for GC Condos
Sep-19	15	5/8"	\$ 192.00	\$ 2,880.00	Replacement Meters
Sep-19	1	3"	\$ 2,400.00	\$ 2,400.00	Whittier School
Nov-19	5	5/8"	\$ 192.00	\$ 960.00	Replacement Meters
Dec-19	1	2"	\$ 952.83	\$ 952.83	Pool & Bathhouse Meter
May-20	1	3"	\$ 2,400.00	\$ 2,400.00	Whittier Flow Mtr
Jun-20	100	5/8"	\$ 270.00	\$ 27,000.00	Replacement Meters (order1)
Jun-20	100	5/8"	\$ 270.00	\$ 27,000.00	Replacement Meters (order2)
Jul-20	100	5/8"	\$ 270.00	\$ 27,000.00	Replacement Meters (order3)
Aug-20	100	5/8"	\$ 270.00	\$ 27,000.00	Replacement Meters (order4)
Jan-21	200	5/8"	\$ 270.00	\$ 54,000.00	Replacement Meters (order5)
Feb-21	200	5/8"	\$ 270.00	\$ 54,000.00	Replacement Meters (order6)
Feb-21	8	1"	\$ 423.00	\$ 3,384.00	Replacement Meters (order6)
Feb-21	4	5/8" (25 gpm)	\$ 190.00	\$ 760.00	Well Meter
	<u>200</u>	5/8"	\$ 270.00	\$ 54,000.00	Replacement Meters (order7)
	1036				

Still Need Exchanged

Qty	Size	Cost/Mtr	
37	1 1/2"	\$ 807.00	
24	1"	\$ 423.00	
41	2"	\$ 852.00	
1	3"	\$ 2,400.00	Hydrant Mtr
2	4"	\$ 2,558.00	Main Park and Whittier Irrig Mtrs
1777	5/8x3/4"	\$ 270.00	

In Inventory

3	1"
511	5/8x3/4"

Installed

5	1"
2	1 1/2"
2	3"
507	5/8x3/4"

NEED TO ORDER

Qty	Size	Cost/Mtr	Total Cost Now
37	1 1/2"	\$ 807.00	\$ 29,859.00
21	1"	\$ 423.00	\$ 8,883.00
41	2"	\$ 852.00	\$ 34,932.00
1	3"	\$ 2,400.00	\$ 2,400.00
2	4"	\$ 2,558.00	\$ 5,116.00
1258	5/8x3/4"	\$ 270.00	\$ 339,660.00
			\$ 420,850.00

If wait Add Cost

5/8x3/4"	10%	Cost	Increasing	Count	Cost
		\$ 270.00	\$ 27.00	1258	\$ 373,626.00
All Other	20%				
	1 1/2"	\$ 807.00	\$ 161.40	37	\$ 35,830.80
	1"	\$ 423.00	\$ 84.60	21	\$ 10,659.60
	2"	\$ 852.00	\$ 170.40	41	\$ 41,918.40
	3"	\$ 2,400.00	\$ 480.00	1	\$ 2,880.00
	4"	\$ 2,558.00	\$ 511.60	2	\$ 6,139.20
					\$ 471,054.00

Total Cost Difference

By today	\$ 420,850.00
Wait	\$ 471,054.00
	<u>\$ 50,204.00</u>