

**FIRCREST CITY COUNCIL  
REGULAR MEETING  
AGENDA**

**TUESDAY, DECEMBER 14, 2021  
7:00 P.M.**

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

---

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
  - A. Community Center Project Report
  - B. Claremont Traffic Issue
- 5. CITY MANAGER COMMENTS**
- 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 and it will be read into the record.JWESTMAN@CITYOFFIRCREST.NET)
- 9. COMMITTEE, COMMISSION & LIAISON REPORTS**
  - A. Administration
  - B. Environmental, Planning, and Building
  - C. Finance, IT, Facilities
  - D. Other reports
- 10. CONSENT CALENDAR**
  - A. Approval of [vouchers](#)/payroll checks
  - B. Approval of Spring Lake Café Liquor License Renewal
  - C. Approval of Minutes: [November 9, 2021, Regular Meeting](#)  
[November 23, 2021, Regular Meeting](#)
- 11. PUBLIC HEARING 7:15 P.M. OR SOON THEREAFTER**
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
  - A. [Ordinance: 2021 Budget Amendment #2 – 2<sup>nd</sup> Reading](#)
  - B. [Ordinance: Adjusting the Water Rate](#)
  - C. [Resolution: Greenleaf Landscaping Contract Amendment](#)
  - D. [Resolution: KPG On-Call Contract Amendment](#)
  - E. [Resolution: Apex Engineering Contract Amendment](#)
  - F. [Resolution: Revising the City Purchasing Policy](#)
  - G. [Resolution: Revising the City Credit Card Policy](#)
  - H. [Motion: Approval of Paying the Sales Tax portion of the Backyard Sewer Main Pipe Bursting Project](#)
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**
  - A. Per RCW 42.30.110(1)(g) to review the performance of a public employee.
- 16. ADJOURNMENT**

**Join the Zoom *Dial-in Information:* 1-253-215-8782 Webinar ID: 838 2218 0448 Password: 312044**

---

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>25829</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9920</b>	<b>275.76</b>	<b>Interpretation Services - Cause #1A0707324</b>
	512 50 41 03	Prof Srvs - Interpreter	001 000 512	275.76	Interpretation Services - Cause #1A0707324
<b>25753</b>	<b>11/30/2021</b>	<b>12/14/2021</b>	<b>2430</b>	<b>76.57</b>	<b>05-01390.0 - 1015 ROSEWOOD LANE</b>
	343 10 00 00	Storm Drain Fees & Charge	415 000 340	-27.67	
	343 40 00 00	Sale Of Water	425 000 340	-29.48	
	343 50 00 00	Sewer Revenues	430 000 340	-19.42	
<b>25781</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4278</b>	<b>140.58</b>	<b>Skid Steer - S-150 Bob Cat</b>
	548 65 48 11	O & M - Parks/Rec	501 000 548	70.29	Skid Steer - S-150 Bob Cat
	548 65 48 12	O & M - Street	501 000 548	70.29	Skid Steer - S-150 Bob Cat
<b>25797</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4278</b>	<b>44.63</b>	<b>Battery For PW Generator</b>
	548 65 48 12	O & M - Street	501 000 548	11.16	Battery For PW Generator
	548 65 48 13	O & M - Storm	501 000 548	11.16	Battery For PW Generator
	548 65 48 14	O & M - Wtr/Swr	501 000 548	22.31	Battery For PW Generator
		Total Budget Batteries Inc		185.21	
<b>25867</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5097</b>	<b>359,000.00</b>	<b>P#12h - Amherst &amp; Cornell Sewer Replacement Project</b>
	594 35 63 01	Other Improvements Sewer	432 000 594	359,000.00	P#12h - Amherst & Cornell Sewer Replacement Project
<b>25786</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8837</b>	<b>34.24</b>	<b>Costume Contest Prizes</b>
	521 22 49 07	Community Outreach	001 000 521	34.24	Costume Contest Prizes
<b>25819</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6018</b>	<b>564.31</b>	<b>Copier/Fax Rental - Nov 2021</b>
	512 50 45 00	Oper Rentals - Copier - Coi	001 000 512	141.08	Copier/Fax Rental - Nov 2021
	518 10 45 00	Oper Rentals - Copier - No	001 000 518	141.08	Copier/Fax Rental - Nov 2021
	531 50 45 00	Oper Rentals - Copier - Sto	415 000 531	35.28	Copier/Fax Rental - Nov 2021
	534 10 45 02	Oper Rentals - Copier - Wa	425 000 534	35.27	Copier/Fax Rental - Nov 2021
	535 10 45 00	Oper Rentals - Copier - Sev	430 000 535	35.26	Copier/Fax Rental - Nov 2021
	542 30 45 00	Oper Rentals - Copier - Str	101 000 542	35.28	Copier/Fax Rental - Nov 2021
	571 10 45 01	Oper Rentals - Copier - Rec	001 000 571	126.96	Copier/Fax Rental - Nov 2021
	576 80 45 00	Oper Rentals - Copier - Par	001 000 576	14.10	Copier/Fax Rental - Nov 2021
<b>25820</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6018</b>	<b>159.67</b>	<b>Copier/Fax Rental - Police - Nov 2021</b>
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	159.67	Copier/Fax Rental - Police - Nov 2021

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Total Canon Financial Services Inc	723.98	
<b>25868</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8909</b>	<b>300.00</b>	<b>Gym Fee Reimbursement - 12 Months @ \$25</b>
	524 20 20 00	Personnel Benefits - Buildi	001 000 524 General Fund	150.00	Gym Fee Reimbursement - 12 Months @ \$25
	558 60 20 00	Personnel Benefits - Planni	001 000 558 General Fund	150.00	Gym Fee Reimbursement - 12 Months @ \$25
<b>25845</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>7374</b>	<b>15.00</b>	<b>Candy For Santa Sleigh</b>
	521 22 49 07	Community Outreach	001 000 521 General Fund	15.00	Candy For Santa Sleigh
<b>25846</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>7374</b>	<b>22.00</b>	<b>Lights For Santa Sleigh Members</b>
	521 22 49 07	Community Outreach	001 000 521 General Fund	22.00	Lights For Santa Sleigh Members
<b>25847</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>7374</b>	<b>17.44</b>	<b>Postage To Ship Blood Vials To WSP Toxicology Lab #2133200395</b>
	521 22 31 00	Office & Oper Sup - Police	001 000 521 General Fund	17.44	Postage To Ship Blood Vials To WSO Toxicology Lab #2133200395
<b>25848</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>7374</b>	<b>8.80</b>	<b>Postage To Ship Sexual Assault Kit To WSP Crime Lab #2130601998</b>
	521 22 31 00	Office & Oper Sup - Police	001 000 521 General Fund	8.80	Postage To Ship Sexual Assault Kit To WSP Crime Lab #2130601998
			Total Celis, Victor	63.24	
<b>25789</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>331</b>	<b>510.97</b>	<b>WASPC Training Conference - Meals And Lodging 11/15/21 - 11/18/21</b>
	521 22 43 00	Travel - Police	001 000 521 General Fund	510.97	WASPC Training Conference - Meals And Lodging 11/15/21 - 11/18/21
<b>25766</b>	<b>11/30/2021</b>	<b>12/14/2021</b>	<b>2992</b>	<b>68.54</b>	<b>07-00065.1 - 301 WILD ROSE ST</b>
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-30.66	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-24.79	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-13.09	
<b>25851</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3565</b>	<b>90.00</b>	<b>Legal Services - Ruston - Nov 2021</b>
	515 41 41 03	City Prosecutor	001 000 515 General Fund	90.00	Legal Services - Ruston
<b>25852</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3565</b>	<b>144.00</b>	<b>Legal Services - Fircrest - Nov 2021</b>
	515 41 41 03	City Prosecutor	001 000 515 General Fund	144.00	Legal Services - Fircrest

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
				234.00	
<b>25790</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3573</b>		
				<b>296.29</b>	<b>Copier Usage - CH, Court, PW, Parks/Rec 10/18/21-11/17/21</b>
			<b>Copiers Northwest Inc</b>		
512 50 45 00	Oper Rentals - Copier - Co		001 000 512 General Fund	14.17	Copier Usage - Court 10/18/21-11/17/21
518 10 45 00	Oper Rentals - Copier - No		001 000 518 General Fund	194.49	Copier Usage - City Hall 10/18/21-11/17/21
531 50 45 00	Oper Rentals - Copier - Sto		415 000 531 Storm Drain	14.82	Copier Usage - PW 10/18/21-11/17/21
534 10 45 02	Oper Rentals - Copier - Wa		425 000 534 Water Fund (de	14.82	Copier Usage - PW 10/18/21-11/17/21
535 10 45 00	Oper Rentals - Copier - Sev		430 000 535 Sewer Fund (de	14.83	Copier Usage - PW 10/18/21-11/17/21
542 30 45 00	Oper Rentals - Copier - Str		101 000 542 City Street Fun	14.82	Copier Usage - PW 10/18/21-11/17/21
571 10 45 01	Oper Rentals - Copier - Rec		001 000 571 General Fund	6.59	Copier Usage - Parks/Rec 10/18/21-11/17/21
571 10 45 01	Oper Rentals - Copier - Rec		001 000 571 General Fund	18.92	Copier Usage - Parks/Rec 10/18/21-11/17/21
576 80 45 00	Oper Rentals - Copier - Par		001 000 576 General Fund	0.73	Copier Usage - Parks/Rec 10/18/21-11/17/21
576 80 45 00	Oper Rentals - Copier - Par		001 000 576 General Fund	2.10	Copier Usage - Parks/Rec 10/18/21-11/17/21
				<b>25.04</b>	<b>Police Usage Printers - 10/28-11/28/21</b>
<b>25872</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3573</b>		
				<b>25.04</b>	<b>Police Usage Printers - 10/28-11/28/21</b>
			<b>Copiers Northwest Inc</b>		
521 22 45 00	Oper Rentals - Copier - Pol		001 000 521 General Fund	25.04	Police Usage Printers - 10/28-11/28/21
				321.33	
				<b>1,179.89</b>	<b>Town Topics - Dec 2021</b>
<b>25857</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3589</b>		
				<b>1,179.89</b>	<b>Town Topics - Dec 2021</b>
			<b>Databar Inc</b>		
518 10 49 01	Town Topics/Citizen Comr		001 000 518 General Fund	1,179.89	Town Topics - Dec 2021
				<b>438.17</b>	<b>"Did You Know/Low Income/Budget Plan/Xpress Bill" Information Insert</b>
<b>25858</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3589</b>		
				<b>438.17</b>	<b>"Did You Know/Low Income/Budget Plan/Xpress Bill" Information Insert</b>
			<b>Databar Inc</b>		
531 50 49 06	Mailing Service - Storm		415 000 531 Storm Drain	146.05	"Did You Know/Low Income/Budget Plan/Xpress Bill" Information Insert
534 10 49 06	Mailing Service - Water		425 000 534 Water Fund (de	146.06	"Did You Know/Low Income/Budget Plan/Xpress Bill" Information Insert
535 10 49 05	Mailing Service - Sewer		430 000 535 Sewer Fund (de	146.06	"Did You Know/Low Income/Budget Plan/Xpress Bill" Information Insert
				1,618.06	
				<b>484.00</b>	<b>Color Letterhead (PW) And Envelopes (City Of Fircrest)</b>
<b>25853</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9254</b>		
				<b>484.00</b>	<b>Color Letterhead (PW) And Envelopes (City Of Fircrest)</b>
			<b>Doyle Printing Company</b>		
518 10 34 02	Central Office Printing		001 000 518 General Fund	297.00	#10 Envelopes (5000) City Of Fircrest
531 50 49 03	Printing & Binding-Storm		415 000 531 Storm Drain	62.33	Color Letterhead (1000) PW
534 10 49 04	Printing & Binding - Water		425 000 534 Water Fund (de	62.33	Color Letterhead (1000) PW
535 10 49 03	Printing & Binding - Sewer		430 000 535 Sewer Fund (de	62.34	Color Letterhead (1000) PW

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>25865</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9254 Doyle Printing Company</b>	<b>46.20</b>	<b>500 Color Business Cards - K Larson</b>
	521 22 31 00	Office & Oper Sup - Police	001 000 521 General Fund	46.20	500 Color Business Cards - K Larson
Total Doyle Printing Company				530.20	
<b>25833</b>	<b>12/04/2021</b>	<b>12/14/2021</b>	<b>8224 Dyer, Chris</b>	<b>29.76</b>	<b>02-00800.4 - 322 DEL MONTE AVE</b>
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-67.80	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	38.04	
<b>25870</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6995 Endicott, Cynthia J.</b>	<b>322.00</b>	<b>Yoga Instructor - 11/1 - 11/30/21</b>
	571 20 49 06	Instructor Fees	001 000 571 General Fund	322.00	Yoga Instructor - 11/1 - 11/30/21
<b>25818</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3636 Ferguson Waterworks, #3011</b>	<b>158.77</b>	<b>Sewer Parts To Store For Emergencies</b>
	535 80 31 00	Oper Supplies - Sewer Gen	430 000 535 Sewer Fund (de	158.77	Sewer Parts To Store For Emergencies
<b>25839</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3638 Fircrest Golf Club</b>	<b>1,326.71</b>	<b>Land Rental For Water Tank On Golf Course Property For Dec 2021</b>
	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 For Dec 2021
<b>25779</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3649 Flo Hawks Plumbing &amp; Septic</b>	<b>3,014.20</b>	<b>Clean Wet Well At Estate Place Liftstation</b>
	535 50 48 00	Rep & Maint - Sewer Main	430 000 535 Sewer Fund (de	3,014.20	Clean Wet Well At Estate Place Liftstation
<b>25809</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3649 Flo Hawks Plumbing &amp; Septic</b>	<b>1,687.40</b>	<b>Testing Oil Separator Vault For Cleaning</b>
	531 50 48 00	Rep & Maint - Storm	415 000 531 Storm Drain	1,687.40	Testing Oil Separator Vault For Cleaning
<b>25810</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3649 Flo Hawks Plumbing &amp; Septic</b>	<b>2,518.21</b>	<b>Clean Catchbasins (19), Truck, Labor And Dump Fees</b>
	531 50 48 00	Rep & Maint - Storm	415 000 531 Storm Drain	2,518.21	Clean Catchbasins (19), Truck, Labor And Dump Fees
<b>25811</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3649 Flo Hawks Plumbing &amp; Septic</b>	<b>2,191.98</b>	<b>Clean Catchbasins (16), Truck, Labor And Dump Fees</b>
	531 50 48 00	Rep & Maint - Storm	415 000 531 Storm Drain	2,191.98	Clean Catchbasins (16), Truck, Labor And Dump Fees
<b>25859</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3649 Flo Hawks Plumbing &amp; Septic</b>	<b>2,612.40</b>	<b>Catchbasin Cleaning For NPDES Permit Requirements</b>

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
531 50 48 00	Rep & Maint - Storm		415 000 531 Storm Drain	2,612.40	Catchbasin Cleaning For NPDES Permit Requirements
<b>25860</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3649</b>		<b>Flo Hawks Plumbing &amp; Septic</b>
531 50 48 00	Rep & Maint - Storm		415 000 531 Storm Drain	2,474.45	Finish Catchbasin Cleaning And Dump Fees For NPDES Permit Requirements
				14,498.64	Total Flo Hawks Plumbing & Septic
<b>25792</b>	<b>12/03/2021</b>	<b>12/14/2021</b>	<b>8616</b>		<b>Freeman, Sallyann</b>
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-4.62	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-4.96	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-11.18	
<b>25834</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9338</b>		<b>Fuelman Fleet Program</b>
548 65 31 06	Facilities Gas		501 000 548 Equipment Ren	84.41	Gas/Fuel November 2021
548 65 31 08	Police Gas		501 000 548 Equipment Ren	1,245.04	Gas/Fuel November 2021
548 65 31 11	Parks/Rec Gas		501 000 548 Equipment Ren	161.48	Gas/Fuel November 2021
548 65 31 12	Street Gas		501 000 548 Equipment Ren	522.64	Gas/Fuel November 2021
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	212.09	Gas/Fuel November 2021
<b>25814</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6774</b>		<b>Greenleaf Landscaping 1 Inc</b>
518 30 41 01	Contract Maintenance		001 000 518 General Fund	3,201.60	Contract Maintenance Landscape Svcs - Nov 2021
542 80 49 03	Beautification Services (co		101 000 542 City Street Fun	1,128.83	Beautification Landscape Svcs - Nov 2021
<b>25775</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3692</b>		<b>Home Depot Credit Services</b>
542 80 31 04	Beautification-Supplies		101 000 542 City Street Fun	393.90	Holiday Lights For Islands (24 Sets)
<b>25840</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3692</b>		<b>Home Depot Credit Services</b>
542 80 31 04	Beautification-Supplies		101 000 542 City Street Fun	264.19	Holiday Lights
<b>25841</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3692</b>		<b>Home Depot Credit Services</b>
542 80 31 04	Beautification-Supplies		101 000 542 City Street Fun	28.63	Holiday Lights
				686.72	Total Home Depot Credit Services
<b>25822</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4131</b>		<b>Humane Society - Tacoma</b>
554 30 41 00	Animal Control		001 000 554 General Fund	640.50	Dec 2021 - Boarding Contract

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 6

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
<b>25871</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5428</b>	<b>Jeff Boers</b>	<b>665.00</b>	<b>Land Use Consulting (7.0 Hrs) - Nov 2021</b>
	558 60 41 00 Prof Svcs - Planning		001 000 558 General Fund	665.00	Land Use Consulting (7.0 Hrs) - Nov 2021	
<b>25869</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9817</b>	<b>Kenyon Disend</b>	<b>3,322.50</b>	<b>Attorney Services - Nov 2021</b>
	515 41 41 01 City Attorney		001 000 515 General Fund	3,322.50	Attorney Services - Nov 2021	
<b>25832</b>	<b>12/04/2021</b>	<b>12/14/2021</b>	<b>8806</b>	<b>Knutsen, Brett</b>	<b>32.94</b>	<b>02-02060.1 - 310 COLUMBIA AVE</b>
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (de	-67.80		
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	34.86		
<b>25778</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6785</b>	<b>Larsen Sign Company Inc</b>	<b>1,545.50</b>	<b>New Santa's For The Islands (3)</b>
	542 80 31 04 Beautification-Supplies		101 000 542 City Street Fun	1,545.50	New Santa's For The Islands (3)	
<b>25799</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9689</b>	<b>Larson, Killian</b>	<b>9.51</b>	<b>Gas Reimbursement For EVOC Training At WSP</b>
	548 65 31 08 Police Gas		501 000 548 Equipment Ren	9.51	Gas Reimbursement For EVOC Training At WSP	
<b>25800</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9860</b>	<b>Ledger Square Law</b>	<b>7,914.00</b>	<b>City Of Fircrest - City Prosecutor - Nov 2021</b>
	515 41 41 03 City Prosecutor		001 000 515 General Fund	7,914.00	City Of Fircrest - City Prosecutor - Nov 2021	
<b>25801</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9860</b>	<b>Ledger Square Law</b>	<b>2,178.00</b>	<b>City Of Ruston - City Prosecutor - Nov 2021</b>
	515 41 41 03 City Prosecutor		001 000 515 General Fund	2,178.00	City Of Ruston - City Prosecutor - Nov 2021	
			Total Ledger Square Law	10,092.00		
<b>25856</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3791</b>	<b>Lowe's Company-#338954</b>	<b>17.01</b>	<b>Pipe For Balloon Tower Tree Lighting</b>
	573 90 49 01 Community Events		001 000 573 General Fund	17.01	Pipe For Balloon Tower Tree Lighting	
<b>25844</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6632</b>	<b>McClain, Steven</b>	<b>67.00</b>	<b>Library Reimbursement - 1 Year</b>
	572 21 49 00 Library Services		001 000 572 General Fund	67.00	Library Reimbursement - 1 Year	
<b>25777</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6369</b>	<b>McLendon Hardware Inc (Tacoma)</b>	<b>70.55</b>	<b>Holiday Lights For Big Island</b>
	542 80 31 04 Beautification-Supplies		101 000 542 City Street Fun	70.55	Holiday Lights For Big Island	
<b>25796</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6369</b>	<b>McLendon Hardware Inc (Tacoma)</b>	<b>909.00</b>	<b>Holiday Lights For The Pool House</b>
	576 20 31 03 Oper Supplies - Pool		001 000 576 General Fund	909.00	Holiday Lights For The Pool House	
<b>25843</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6369</b>	<b>McLendon Hardware Inc (Tacoma)</b>	<b>510.61</b>	<b>Holiday Lights And Decorations For The Big Island</b>
	542 80 31 04 Beautification-Supplies		101 000 542 City Street Fun	510.61	Holiday Lights And Decorations For The Big Island	

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 7

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>25861</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6369</b>		
			<b>McLendon Hardware Inc (Tacoma)</b>	<b>359.16</b>	<b>Holliday Lights</b>
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	359.16	Holliday Lights
<b>25862</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6369</b>		
			<b>McLendon Hardware Inc (Tacoma)</b>	<b>181.94</b>	<b>Holiday Lights</b>
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	181.94	Holiday Lights
Total McLendon Hardware Inc (Tacoma)				2,031.26	
<b>25815</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>1687</b>		
			<b>Mika, Robert P.</b>	<b>67.00</b>	<b>Library Reimbursement - 1 Year</b>
	572 21 49 00	Library Services	001 000 572 General Fund	67.00	Library Reimbursement - 1 Year
<b>25795</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6848</b>		
			<b>Northwest Wire Rope &amp; Sling Co.</b>	<b>124.20</b>	<b>Cables For Lifting Pipe And Manholes</b>
	535 80 35 00	Small Tools & Equip-Swr (	430 000 535 Sewer Fund (de	124.20	Cables For Lifting Pipe And Manholes
<b>25816</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3923</b>		
			<b>Orca Pacific Inc</b>	<b>569.25</b>	<b>Chlorine For All Wells</b>
	534 80 31 03	Oper Supplies - Chlorine	425 000 534 Water Fund (de	569.25	Chlorine For All Wells
<b>25817</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3929</b>		
			<b>Owen Equipment Company</b>	<b>632.71</b>	<b>Brooms For Sweeper (2) #60915D</b>
	548 65 48 13	O & M - Storm	501 000 548 Equipment Ren	632.71	Brooms For Sweeper (2)
<b>25785</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3958</b>		
			<b>PC Budget &amp; Finance - Jail</b>	<b>1,102.43</b>	<b>Jail Services - October 2021</b>
	523 60 40 01	Jail	001 000 523 General Fund	1,102.43	Jail Services - October 2021
<b>25849</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3958</b>		
			<b>PC Budget &amp; Finance - Jail</b>	<b>34,659.00</b>	<b>Indigent Defense Services For Fircrest And Ruston - July - Dec 2021; Prof Services For Conflict Cases</b>
	515 41 41 00	Assigned Counsel	001 000 515 General Fund	33,495.00	Indigent Defense Services For Fircrest And Ruston - July - Dec 2021
	515 41 41 05	Conflict Counsel	001 000 515 General Fund	1,164.00	Conflict Counsel July - Dec 2021
Total PC Budget & Finance - Jail				35,761.43	
<b>25842</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3961</b>		
			<b>PCRCO, LLC dba LRI-HV</b>	<b>1,201.69</b>	<b>Dump Fees - Street Sweepings - Nov 2021</b>
	531 50 47 01	Dumping Fees - Storm	415 000 531 Storm Drain	1,201.69	Dump Fees - Street Sweepings - Nov 2021
<b>25787</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8626</b>		
			<b>Pacific Office Automation Inc</b>	<b>135.88</b>	<b>Postage Meter Rental - Dec 2021</b>
	518 10 42 01	Postage - Non-Dept	001 000 518 General Fund	135.88	Postage Meter Rental - Dec 2021
<b>25802</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4680</b>		
			<b>Parametrix Engineering</b>	<b>6,030.00</b>	<b>P#64 Professional Services Through 10/30/21</b>



# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 8

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
594 76 62 03	Buildings & Structures		301 000 594 Park Bond Capi	6,030.00	P#64 Professional Services Through 10/30/21
<b>25821</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4680</b>	<b>13,841.25</b>	<b>Parametrix Engineering P#66 - Professional Services Through 10/30/21</b>
594 31 63 01	Project Engineering-Storm		416 000 594 Storm Improve	13,841.25	P#66 - Professional Services Through 10/30/21
Total Parametrix Engineering				19,871.25	
<b>25754</b>	<b>11/30/2021</b>	<b>12/14/2021</b>	<b>2265</b>	<b>268.36</b>	<b>Pederson, Forrest 04-03120.6 - 1046 FIR PARK LANE</b>
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-71.17	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-70.35	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-126.84	
<b>25823</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3955</b>	<b>762.21</b>	<b>Petrocard Systems Inc Gas/Fuel - Nov 2021</b>
548 65 31 12	Street Gas		501 000 548 Equipment Ren	28.84	Gas/Fuel - Nov 2021
548 65 31 12	Street Gas		501 000 548 Equipment Ren	145.36	Gas/Fuel - Nov 2021
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	31.19	Gas/Fuel - Nov 2021
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	28.84	Gas/Fuel - Nov 2021
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	323.77	Gas/Fuel - Nov 2021
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	31.19	Gas/Fuel - Nov 2021
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	173.02	Gas/Fuel - Nov 2021
<b>25793</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>1318</b>	<b>168.87</b>	<b>Pisani, Frank 02-00350.1 - 322 ELDORADO AVE</b>
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-62.09	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-12.05	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-94.73	
<b>25837</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5710</b>	<b>168.06</b>	<b>Rainier Connect, Mashell Telecom Internet Pool/Bathhouse And Phone Service - Dec 2021</b>
518 81 42 00	Communication - I/S		001 000 518 General Fund	113.55	Internet Pool/Bathhouse - Dec 2021
576 80 42 00	Communication - Parks		001 000 576 General Fund	54.51	Phone Service Pool./Bathhouse Dec 2021
<b>25838</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5710</b>	<b>106.95</b>	<b>Rainier Connect, Mashell Telecom Internet - Dec 2021</b>
518 81 42 00	Communication - I/S		001 000 518 General Fund	106.95	Internet - Dec 2021
Total Rainier Connect, Mashell Telecom				275.01	
<b>25863</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9923</b>	<b>4,761.00</b>	<b>Recycle Design Inc P#64 Victoria Seat Benches (2) For Fircrest Park And Pool</b>
594 76 62 03	Buildings & Structures		301 000 594 Park Bond Capi	4,761.00	P#64 Victoria Seat Benches (2) For Fircrest Park And Pool

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 9

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>25828</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8334</b>		
			<b>Rosemount Inc</b>	<b>1,048.39</b>	<b>Repair Parts For Chlorine Pump Monitor System At Wells</b>
534 80 31 02	Oper Supplies - Water		425 000 534 Water Fund (de	1,048.39	Repair Parts For Chlorine Pump Monitor System At Wells
<b>25803</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4035</b>		
			<b>Sarco Supply</b>	<b>81.66</b>	<b>Cleaning Supplies - Pool/Bathhouse</b>
576 20 31 02	Janitorial Supplies - Pool		001 000 576 General Fund	81.66	Cleaning Supplies - Pool/Bathhouse
<b>25805</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4035</b>		
			<b>Sarco Supply</b>	<b>88.69</b>	<b>Janitorial Supplies - Park/Rec (Parks Bathrooms)</b>
518 30 31 05	Oper Sup/Park Struct		001 000 518 General Fund	88.69	Janitorial Supplies - Park/Rec (Parks Bathrooms)
<b>25806</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4035</b>		
			<b>Sarco Supply</b>	<b>301.20</b>	<b>Janitorial Supplies - Public Works</b>
518 30 31 03	Oper Sup/PWF		001 000 518 General Fund	301.20	Janitorial Supplies - Public Works
<b>25807</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4035</b>		
			<b>Sarco Supply</b>	<b>127.32</b>	<b>Janitorial Supplies - PSB</b>
518 30 31 02	Oper Sup/PSB Bldg		001 000 518 General Fund	127.32	Janitorial Supplies - PSB
<b>25808</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4035</b>		
			<b>Sarco Supply</b>	<b>94.77</b>	<b>Janitorial Supplies - City Hall</b>
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	94.77	Janitorial Supplies - City Hall
			Total Sarco Supply	693.64	
<b>25874</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8403</b>		
			<b>Schmidtke, Judy A</b>	<b>112.20</b>	<b>Bulb LED Necklaces (102) For Stroll Thru "Lights Of Fircrest" Event</b>
573 90 49 01	Community Events		001 000 573 General Fund	112.20	Bulb LED Necklaces (102) For Stroll Thru "Lights Of Fircrest" Event
<b>25855</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6088</b>		
			<b>Sentinel Pest Control Inc</b>	<b>192.50</b>	<b>Pest Control - PW - Dec 2021</b>
531 50 48 00	Rep & Maint - Storm		415 000 531 Storm Drain	48.12	Pest Control - PW - Dec 2021
534 50 48 01	Rep & Maint - Water Main		425 000 534 Water Fund (de	48.13	Pest Control - PW - Dec 2021
535 50 48 00	Rep & Maint - Sewer Main		430 000 535 Sewer Fund (de	48.13	Pest Control - PW - Dec 2021
542 30 48 01	Rep & Maint - Street Maint		101 000 542 City Street Fun	48.12	Pest Control - PW - Dec 2021
<b>25798</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>7308</b>		
			<b>SiteCrafting Inc</b>	<b>99.00</b>	<b>Monthly Hosting - Cityoffircrest.net - Nov 2021</b>
518 81 41 02	Web Design & Maintenanc		001 000 518 General Fund	99.00	Monthly Hosting - Cityoffircrest.net - Nov 2021
<b>25830</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4690</b>		
			<b>Sound Inspections</b>	<b>1,037.89</b>	<b>Inspection, Mileage And Calls 11/1-11/30/21</b>
524 20 41 01	Bldg Inspec/Plan Review		001 000 524 General Fund	1,037.89	Inspection, Mileage And Calls 11/1-11/30/21

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 10

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
<b>25784</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4087</b>	<b>Star Rentals</b>	<b>1,252.02</b>	<b>Lift Rental For Putting Lights On Tree At Alice Peers Park</b>
	542 80 31 01	Operating Supplies - St Be	101 000 542	City Street Fun	1,252.02	Lift Rental For Putting Lights On Tree At Alice Peers Park
<b>25780</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4107</b>	<b>Summit Law Group</b>	<b>696.00</b>	<b>Legal Consulting - Oct 2021</b>
	515 41 41 02	Special Legal Counsel	001 000 515	General Fund	377.00	Legal Consulting - Oct 2021
	531 50 41 00	Prof Svcs - Storm	415 000 531	Storm Drain	79.75	Legal Consulting - Oct 2021
	534 10 41 00	Prof Svcs - Water	425 000 534	Water Fund (de	79.75	Legal Consulting - Oct 2021
	535 10 41 00	Prof Svcs - Sewer	430 000 535	Sewer Fund (de	79.75	Legal Consulting - Oct 2021
	542 30 41 00	Prof Svcs - Street	101 000 542	City Street Fun	79.75	Legal Consulting - Oct 2021
<b>25831</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9888</b>	<b>T-Mobile (Cell Phone Bill)</b>	<b>1,141.23</b>	<b>City Cell Phones &amp; Mobile Internet Plan - Nov 21</b>
	513 10 42 00	Communication - Admin	001 000 513	General Fund	39.99	City Cell Phones & Mobile Internet Plan - Nov 21
	518 30 42 00	Communication - Fac/Equi	001 000 518	General Fund	59.40	City Cell Phones & Mobile Internet Plan - Nov 21
	521 22 42 00	Communication - Police	001 000 521	General Fund	713.93	City Cell Phones & Mobile Internet Plan - Nov 21
	531 50 42 00	Communication - Storm	415 000 531	Storm Drain	52.28	City Cell Phones & Mobile Internet Plan - Nov 21
	534 10 42 00	Communication - Water	425 000 534	Water Fund (de	52.28	City Cell Phones & Mobile Internet Plan - Nov 21
	535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	52.28	City Cell Phones & Mobile Internet Plan - Nov 21
	542 30 42 00	Communication - Street	101 000 542	City Street Fun	52.27	City Cell Phones & Mobile Internet Plan - Nov 21
	576 80 42 00	Communication - Parks	001 000 576	General Fund	118.80	City Cell Phones & Mobile Internet Plan - Nov 21
<b>25812</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4120</b>	<b>Tacoma Daily Index</b>	<b>79.07</b>	<b>Public Hearing: Water Rate Adj And Ord #1679</b>
	511 60 41 01	Advertising - Legislative	001 000 511	General Fund	79.07	Public Hearing: Water Rate Adj And Ord #1679
<b>25782</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4133</b>	<b>Tacoma Rubber Stamp</b>	<b>52.47</b>	<b>New Name Plates - J Andrews, N Bufford, E Schacht</b>
	511 60 31 00	Office & Oper Sup - Legisl	001 000 511	General Fund	34.98	New Name Plates - J Andrews, N Bufford
	515 41 41 03	City Prosecutor	001 000 515	General Fund	17.49	New Name Plate - E Schacht
<b>25804</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4135</b>	<b>Tacoma Screw Products Inc</b>	<b>16.27</b>	<b>Screws And Drill Bit</b>
	576 20 31 03	Oper Supplies - Pool	001 000 576	General Fund	16.27	Screws And Drill Bit
<b>25850</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4322</b>	<b>Tacoma, City of - POWER</b>	<b>3,216.42</b>	<b>Power - Various Locations - Nov 2021</b>
	534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (de	2,539.16	Power - Wells 6, 7, & 8 And Hi/Low Tank Nov 2021
	535 80 47 01	Utility Services/Pumping	430 000 535	Sewer Fund (de	602.56	Power - Liftstations Nov 2021
	542 30 47 03	Electricity/Traffic Lights	101 000 542	City Street Fun	61.48	Power - Traffic Control - Nov 2021
	542 63 47 00	Electricity/Street Lights	101 000 542	City Street Fun	13.22	Power - Street Lights - Nov 2021
<b>25873</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>213.70</b>	<b>WSAPT Conference - S Cappiello</b>

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 11

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
524 20 43 00	Travel - Building		001 000 524 General Fund	106.85	WSAPT Conference - S Cappiello
558 60 43 00	Travel - Planning		001 000 558 General Fund	106.85	WSAPT Conference - S Cappiello
<b>25791</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4142 Taylor, Jack</b>	<b>67.00</b>	<b>Library Reimbursement - 1 Year</b>
572 21 49 00	Library Services		001 000 572 General Fund	67.00	Library Reimbursement - 1 Year
<b>25776</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5259 The Dickens Carolers</b>	<b>720.00</b>	<b>Tree Lighting Ceremony Entertainment</b>
573 90 49 01	Community Events		001 000 573 General Fund	720.00	Tree Lighting Ceremony Entertainment
<b>25826</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>6278 Tucker, Ben</b>	<b>59.00</b>	<b>Library Reimbursement - 1 Year</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	Library Reimbursement - 1 Year
<b>25827</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4161 Turco, Barbara J</b>	<b>67.00</b>	<b>Library Reimbursement - 1 Year</b>
572 21 49 00	Library Services		001 000 572 General Fund	67.00	Library Reimbursement - 1 Year
<b>25836</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5934 US Bank, City Hall Account</b>	<b>535.11</b>	<b>P Card Purchases Through 11/25/21</b>
511 60 35 00	Small Tools & Equip - Leg		001 000 511 General Fund	39.60	Zoom Monthly Charge 11/30 - 12/30/21 (Covid 19)
513 10 31 00	Office & Oper Sup - Admi		001 000 513 General Fund	-62.99	Labor Law Poster Refund
513 10 35 00	Small Tools & Equip - Adr		001 000 513 General Fund	131.99	SAA #1821 - HP Printer For Arlette
514 23 49 01	Reg & Tuition - Finance		001 000 514 General Fund	125.00	AWC Webinar On Compliance W ARPA Funds - Corcoran
517 90 31 01	Health Program - Supplies		001 000 517 General Fund	70.00	Wellness/Safety Joint Annual Planning Meeting
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	174.00	Passport Postage
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	8.70	Passport Postage
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	8.70	Passport Postage
518 11 41 02	Drug & Alcohol - Personne		001 000 518 General Fund	25.00	CDL Driver Queries Reqd By AWC (2 Yrs)
518 81 35 00	Small Tools & Equip - I/S		001 000 518 General Fund	15.11	Replacement Charger For Laptop - J Westman
<b>25866</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8482 US Bank, Police Department Account</b>	<b>739.88</b>	<b>P Card Purchases Through 11/25/21</b>
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	22.00	When I Work Scheduling Software Monthly Fee - Nov 2021
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	49.49	Large Picture Frame For PSB
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	146.92	Police Dept Pictures/Prints
521 22 49 07	Community Outreach		001 000 521 General Fund	370.90	Junior Police Badge Stickers
521 22 49 07	Community Outreach		001 000 521 General Fund	84.15	Candy For Santa's Sleigh
521 22 49 07	Community Outreach		001 000 521 General Fund	24.99	Candy For Santa's Sleigh
548 65 48 08	O & M - Police		501 000 548 Equipment Ren	41.43	Battery Tender For Motorcycle #2745EX
<b>25835</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8483 US Bank, Public Works Dept Account</b>	<b>560.22</b>	<b>P Card Purchases Through 11/25/21</b>
517 90 31 01	Health Program - Supplies		001 000 517 General Fund	235.66	Employee Wellness Luncheon After Poker Walk
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	277.26	Auto Flush Valves For Toilets (2)

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 12

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
542 80 31 04	Beautification-Supplies		101 000 542 City Street Fun	47.30	Lights For Pole Decorations
<b>25875</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>8484</b>		<b>US Bank, Recreation Dept Account</b>
				<b>4,484.38</b>	<b>P Card Purchases Through 11/25/21</b>
571 20 49 07	Youth Basketball/Youth Re		001 000 571 General Fund	2,271.55	Youth Basketball Supplies
573 90 49 01	Community Events		001 000 573 General Fund	51.65	Haunted Trails Volunteer Thank You
573 90 49 01	Community Events		001 000 573 General Fund	123.30	Scarecrows Of Fircrest - USPS Mailing Cost Adjustment
573 90 49 01	Community Events		001 000 573 General Fund	396.46	Custom Sign "Lights Of Fircrest" For Event
573 90 49 01	Community Events		001 000 573 General Fund	79.29	Custom Printed Signs - Lights Of Fircrest
573 90 49 01	Community Events		001 000 573 General Fund	17.47	Air Blow Gun Accessory Kit For Tree Lighting Event
573 90 49 01	Community Events		001 000 573 General Fund	181.29	Tree Lighting Event Supplies - Hobby Lobby
573 90 49 01	Community Events		001 000 573 General Fund	97.57	Tree Lighting Event Supplies - Party City
573 90 49 01	Community Events		001 000 573 General Fund	71.49	North Pole Inflatable W LED For Tree Lighting Event
573 90 49 01	Community Events		001 000 573 General Fund	441.19	7.5 Ft Tree For Tree Lighting Event
573 90 49 01	Community Events		001 000 573 General Fund	120.11	Light Of Fircrest Banner
576 80 48 00	Rep & Maint - Parks		001 000 576 General Fund	550.50	Safety Pruning Of Fir Tree At Alice Peers Park
594 76 62 03	Buildings & Structures		301 000 594 Park Bond Capi	82.51	Monthly Rental Container Box Fee 11/5-12/4
<b>25794</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4178</b>		<b>University Place Refuse Inc</b>
				<b>678.75</b>	<b>Street Sweepings - Nov 2021</b>
531 50 47 01	Dumping Fees - Storm		415 000 531 Storm Drain	678.75	Street Sweepings - Nov 2021
<b>25788</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4179</b>		<b>Unum Life Insurance Company of America</b>
				<b>46.80</b>	<b>Retired Benefits - Dec 2021</b>
521 22 20 02	LEOFF I Long Term Care		001 000 521 General Fund	46.80	Retired Benefits - Dec 2021
<b>25854</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4180</b>		<b>Utilities Underground</b>
				<b>31.33</b>	<b>Locates - Nov 2021</b>
534 10 49 00	Miscellaneous - Water		425 000 534 Water Fund (de	15.66	Locates - Nov 2021
535 10 49 00	Miscellaneous - Sewer		430 000 535 Sewer Fund (de	15.67	Locates - Nov 2021
<b>25774</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>3645</b>		<b>WEX BANK, Wright Express FSC</b>
				<b>760.53</b>	<b>Gas/Fuel - Nov 2021</b>
548 65 31 08	Police Gas		501 000 548 Equipment Ren	760.53	Gas/Fuel - Nov 2021
<b>25813</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5637</b>		<b>WSAPT</b>
				<b>75.00</b>	<b>2021 Fall Education Conference - S Cappiello</b>
524 20 49 01	Reg & Tuition - Building		001 000 524 General Fund	37.50	2021 Fall Education Conference - S Cappiello
558 60 49 01	Reg & Tuition - Planning		001 000 558 General Fund	37.50	2021 Fall Education Conference - S Cappiello
<b>25864</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>5765</b>		<b>Wash. Assoc. of Sheriffs &amp; Police Chiefs</b>
				<b>350.00</b>	<b>WASPC Fall Training Conference 2021 - Chief Cheesman</b>
521 22 49 02	Reg & Tuition - Police		001 000 521 General Fund	350.00	WASPC Fall Training Conference 2021 - Chief Cheesman

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:50:56 Date: 12/09/2021

As Of: 12/14/2021

Page: 13

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>25824</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4231</b>		
			<b>Water Mgmt Labs Inc</b>	<b>105.00</b>	<b>Fluoride (3) Testing - Nov 2021</b>
	534 80 41 00	Water Testing	425 000 534 Water Fund (de	105.00	Fluoride (3) Testing - Nov 2021
<b>25825</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>4231</b>		
			<b>Water Mgmt Labs Inc</b>	<b>182.00</b>	<b>Coliform (7) And Flouride (1) Testing - Nov 2021</b>
	534 80 41 00	Water Testing	425 000 534 Water Fund (de	182.00	Coliform (7) And Flouride (1) Testing - Nov 2021
Total Water Mgmt Labs Inc				287.00	
<b>25783</b>	<b>12/14/2021</b>	<b>12/14/2021</b>	<b>9917</b>		
			<b>Zenner USA</b>	<b>635.27</b>	<b>New Meter For PW Hydrant To Record Water Usage (Filling Sweeper/Vacon Inductor)</b>
	531 50 35 00	Small Tools & Equip - Stor	415 000 531 Storm Drain	635.27	New Meter For PW Hydrant To Record Water Usage (Filling Sweeper/Vacon Inductor)

Report Total: 490,511.70

Fund	
001 General Fund	70,949.77
101 City Street Fund	5,546.47
301 Park Bond Capital Fund	10,873.51
415 Storm Drain	14,634.99
416 Storm Improvement Fund	13,841.25
425 Water Fund (department)	6,502.04
430 Sewer Fund (department)	4,546.41
432 Sewer Improvement Fund	359,000.00
501 Equipment Rental Fund	4,617.26

This report has been reviewed by:

REMARKS:

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Date



## LIQUOR LICENSE RENEWAL

### Applicant Information

Licensee Name: Regents Café, LLC  
Establishment Name: Spring Lake Café  
Address: 616 Regents Blvd, Fircrest, WA 98466  
License Number: 421622  
Request Received: 11/22/2021  
Expiration Date: 02/28/2022

### Department Comments

#### Finance

No concerns per Finance

#### Planning and Building

Allowed by zone. No objections.

#### Police

No Concerns

*Colleen Corcoran*

Director Signature

12/8/2021

Date

*Jayne Westman*

Director Signature

12/8/2021

Date

*John Cheesman*

Director Signature

12/8/2021

Date



**Washington State  
Liquor and Cannabis Board**

PO Box 43098

, Olympia WA 98504-3098, (360) 664-1600  
www.liq.wa.gov Fax #: (360) 753-2710

**November 06, 2021**

Dear Local Authority:

RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

- o Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which contain or confirm the facts upon which your objections are based.
- o Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.



5) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The Licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at [wslcb@liq.wa.gov](mailto:wslcb@liq.wa.gov).

Sincerely,

*Rebecca Smith*

Rebecca Smith, Director,  
Licensing and Regulation Division

LIQ 864 07/10

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 11/06/2021

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF FIRCREST  
(BY ZIP CODE) FOR EXPIRATION DATE OF 20220228

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. REGENTS CAFE LLC	SPRING LAKE CAFE 616 REGENTS BLVD FIRCREST WA 98466 7043	421622	BEER/WINE REST - BEER/WINE

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Mayor Pro Tempore Brett Wittner called the regular meeting to order at 7:00 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Joe Barrentine, Denny Waltier, and Marc Rieke were present.

**PRESIDING OFFICER’S REPORT**

**A. Pool and Community Center Project**

Parks & Recreation Director Grover reported that the Donor Wall wood slats are being installed at the Community Center. The gym wall pads have been installed. Gym sports flooring and meeting room flooring installation will begin on November 22<sup>nd</sup>. The entryway doors will be delivered to subcontractors on December 3<sup>rd</sup> and will take about a week for installation. On-site paving will begin on November 29<sup>th</sup>, weather permitting. The electrical subcontractor has notified Kassel that there has been a material delay and they will monitor shipping. Wittner invited council comments; there were no comments provided.

Mayor Hunter T. George joined the meeting at 7:06 P.M.

**B. Redistricting Update**

George reported to the Council that the State Redistricting Commission office has been working on creating new district maps. They have a deadline of November 15<sup>th</sup>, 2021. There are four proposed maps for Congressional and State Legislative redistricting. It affects the City’s placement in the 10<sup>th</sup> Congressional and 28<sup>th</sup> State Legislative District. The proposed maps divide Fircrest between districts, and a proposed map adds Fircrest to Tukwila and Federal Way’s Congressional District. George commented that he believes that Fircrest has established relationships with University Place, Lakewood, and Steilacoom. George asked, at the will of the Council, if a motion could be passed to submit a letter on behalf of the Fircrest City Council asking to remain in the 10<sup>th</sup> Congressional District and the 28<sup>th</sup> State Legislative District. Reynolds commented that she is in favor to stay in the current districts. Rieke commented in favor of submitting a letter. Viafore commented that he is in favor of staying as one unit and it would have to be done quickly. Waltier commented in favor of submitting a letter. The Council Chair directed the Mayor and City Manager, with no objections from Council, to proceed and write a letter on behalf of the City Council to keep the City of Fircrest in the 28<sup>th</sup> State Legislative and 10<sup>th</sup> Congressional District.

**C. Planning Commission Visit**

George commented that he met with the Fircrest Planning Commission for an information meeting. George discussed SSHAP as a resource and informational tool to use.

**CITY MANAGER COMMENTS**

City Manager Pingel read a letter thanking Chief Cheesman for his involvement with the Special Olympics. Chief Cheesman was awarded the 2021 Chief of the Year. Pingel stated that City buildings will be closed for Veteran’s Day. Lastly, Pingel presented to the Council that the City has received the Fircrest Tennis Courts RCO grant agreement and is anticipating the field and lighting grant agreement soon.

**DEPARTMENT HEAD COMMENTS**

Parks & Recreation Director Grover commented on the FIRFest event, thanked Councilmember Reynolds for her attendance, and stated that two new Douglas Fir Trees were planted at Fircrest Park. Lastly, Grover thanked the FIRFest sponsors.

Public Works Director Bemis reported that he met with PSRC to discuss Regents Overlay and Emerson sidewalk project for future development. Bemis stated that he will meet with another engineering consultant for the Summit water mainline upgrade scope and budget.

Chief Cheesman stated that he met with Civil Services to start a new list for lateral candidates. Four candidates will be interviewed. The oral board will consist of Don Ramsdell, former Police Chief of Tacoma PD, Rob Masko, former Under Sheriff, Sgt Victor Celis, and Venus Dean-Bullinger. Fircrest Police will be at Whittier Elementary on November 10<sup>th</sup> greeting students and the first terrific kids' event will be at Wainwright on November 19<sup>th</sup>.

### **COUNCILMEMBER COMMENTS**

- Rieke congratulated Chief Cheesman and thanked Public Director Bemis for meeting to take holiday décor inventory. This is the last regular meeting as a Councilmember and wanted to thank Council. Lastly, Rieke thanked the staff for their excellent work and appreciated learning about City affairs.
- Waltier asked that everyone take the time to thank a Veteran.
- Reynolds commented that COVID-19 vaccines are available for ages 5-11 and that they are in high demand.
- Viafore thanked Councilmember Rieke for his service on Council. Viafore congratulated Councilmember elects. Viafore asked Pingel and Bemis on the status of street sweeping. Bemis commented that the street sweeping has been on its regular schedule and combatting the current windstorms. Viafore congratulated Chief Cheesman and thanked his role in community policing. Lastly, Viafore commented that the Tacoma Schools have not replaced the trees at Wainwright.
- George thanked all candidates and congratulated Councilmember elects. George thanked Councilmember Rieke for his service on Council and thanked the meeting attendees. George asked Pingel if the City is anticipating a Legislative request. Pingel stated that the City has not identified a request. Pierce Transit is working on their Bus Rapid Transit Route and is applying to the Federal Transit Administration for a grant. Pierce Transit is asking for a letter of reference. George asked, at the will of the Council, if the City Manager can submit a letter of reference on behalf of the City. Viafore commented that without much knowledge of the letter, he cannot make a decision. Wittner commented that he would like to see the letter. Lastly, George stated that the Transportation Choices Coalition sent a letter to members of the House and Senate committee. The legislation did not approve a transportation budget for this biennium. George wrote a letter of support for the Transport Choices Coalition budget to be passed. Viafore asked George to be included in correspondence regarding letters of support.
- Wittner congratulated Chief Cheesman, Jim Andrews, and Nikki Bufford. Wittner thanked Yolonda Brooks and Deanna Nuttbrock for their campaigning. Wittner thanked Rieke for his service on City Council.

### **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

Wittner invited public comment; the following individuals provided comment:

- Brian Rybolt, 1036 Daniels Drive, expressed concern on letters of support from the Mayor.

- Yolonda Brooks, 6464 19<sup>th</sup> St W Unit C, commented on multiple concerns to include but not limited to, job postings that have not been received, the sewer line expansion, wetland at Whittier Park, the BRT is used for Port of Tacoma employees, and called for Council to consider financial sanctions. Brooks thanked and congratulated several individuals.
- Nancy Atwood, 1204 Farallone Ave, commented that she is unable to see the transcripts.
- Vincent Navarre, 1205 Del Monte Ave, expressed concern about videos being turned off during the Pledge of Allegiance. Navarre commented on the push for vaccines in children ages 5-11.
- Jim Andrews, 1301 Magnolia Dr, thanked Chief Cheesman and police officers.

## **COMMITTEE, COMMISSION, AND LIAISON REPORTS**

### **A. Administration**

Viafore stated that the 2022 Budget is on the agenda and thanked staff for all their hard work.

### **B. Environmental, Planning, and Building**

Rieke reported that passport staff is very busy, and appointments are booked two weeks out. Planning and Building staff are training for online permitting. The City will be taking online payments for permitting in 2022.

### **C. Finance, IT, Facilities**

Wittner; no report provided.

#### **Other Liaison Reports**

There were no other reports.

## **CONSENT CALENDAR**

Wittner requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 217207 through Voucher Check No. 217280 in the amount of \$1,568,507.51; approval of Payroll Check Nos. 14100 through Payroll Check No. 14102 in the amount of \$9,634.60; approval of Payroll Check Nos. 14103 through Payroll Check No. 14108 in the amount of \$52,418.74; approval of Payroll electronic funds transfer in the amount of \$122,974.30; Setting a public hearing on November 23, 2021, at 7:15 pm or shortly thereafter to receive comments from the public about a potential water rate adjustment; approval of October 25, 2021, Study Session Meeting Minutes; approval of October 26, 2021, Regular Meeting Minutes. **Viafore MOVED to approve the Consent Calendar as read; seconded by Rieke.** Viafore requested the removal of the October 26, 2021, regular meeting minutes. **The Motion Carried as amended (7-0).**

## **PUBLIC HEARING**

There was no Public Hearing scheduled.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **NEW BUSINESS**

### **A. Ordinance No. 1679: Adopting the Annual Budget for the Fiscal Year 2022**

Acting Finance Director Chambers briefed the Council on the proposed ordinance adopting the annual budget for the fiscal year 2022, stating the total of the 2022 Budget, which included estimated revenues, expenditures, and fund balances, was \$28,434,772. **Viafore MOVED to adopt Ordinance No. 1679, adopting the annual budget of the City of Fircrest for the Fiscal Year 2022; seconded by Waltier.** Wittner invited Councilmember comments; George thanked

staff for doing a great job. Wittner invited public comment; none were provided. **The motion carried (7-0)**

**B. Ordinance No. 1680: 2021 Budget Amendment #2 – 1<sup>st</sup> Reading**

Acting Finance Director Chambers briefed the Council on the request for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2021 Budget. There was a brief discussion regarding overtime at the pool.

**C. Resolution No. 1733: Steilacoom Holiday Sleigh Contract**

City Manager Pingel briefed the Council on the history of Holiday Sleigh. **Viafore MOVED to adopt Resolution No. 1733, authorizing the City Manager to execute an Equipment Use and Hold Harmless Agreement between the Town of Steilacoom and the City of Fircrest for the use of the Holiday Sleigh; seconded by Rieke.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The motion carried (7-0)**

**D. Resolution No. 1735: NW GIS Consulting, LLC Contract Amendment**

Public Works Director Bemis reported that the only change to the contract is the end date of 2022. **Viafore MOVED to adopt Resolution No. 1735, authorizing the City Manager to execute an amendment to the contract for on-call GIS support services with the NW GIS Consulting, LLC in 2022; seconded by Rieke.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The motion carried (7-0).**

**E. Resolution No. 1734: Washington Traffic Safety Commission Interagency**

Police Chief Cheesman briefed the Council on the emphasis patrol agreement for 2022. **Viafore MOVED to adopt Resolution No. 1734 authorizing the City Manager to execute an interagency agreement with the Washington Traffic Safety Commission allowing the Fircrest Police Department to assist in multi-jurisdictional DUI, Motorcycle, and Distracted Driving patrols; seconded by Waltier.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The motion carried (7-0).**

**I. Resolution No. 1736: Sound Inspection LLC Contract Amendment**

Administrative Services Director Westman reported that changes to the contract include fee increase and end date of 2022. **Wittner MOVED to adopt Resolution No. 1736, authorizing the City Manager to execute an amendment to the contract for building official services with Sound Inspection LLC in 2022; seconded by Rieke.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The motion carried (7-0).**

**CALL FOR FINAL COMMENTS**

Pingel reported that the City is consulting with the City Attorney for enforcement action for the trees at Wainwright.

Chief Cheesman thanked Rieke for his service on the Council.

Viafore requested a status update on union labor negotiations.

Waltier thanked Rieke for his service on the Council.

Reynolds thanked Rieke for his service on the Council, congratulated Chief Cheesman, and Councilmember elects. Reynolds stated that the vaccine has been fully approved through the FDA and CDC. Lastly, Reynolds requested, at the will of the Council, to create a community committee for the creation of Universal Design.

Councilmember Barrentine was excused from the Executive Session and did not return.

**EXECUTIVE SESSION**

At 8:35 P.M., Wittner reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed thirty (30) minutes to review the performance of a public employee per RCW 42.30.110(1)(g).

**ADJOURNMENT**

**Reynolds MOVED to adjourn the meeting at 9:07 P.M., seconded by Waltier. 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 7:00 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Jim Andrews, and Denny Waltier were present. Councilmember Brett Wittner and Joe Barrentine were absent and excused.

**PRESIDING OFFICER’S REPORT**

**A. Pool and Community Center Project**

Parks and Recreation Director Grover reported that the Tacoma Power transformer was installed. The remaining doors and storefronts are scheduled for December 3<sup>rd</sup>. Flooring is scheduled to start next week, and the landscaping plants arrived today.

There was a brief discussion on returning to in-person meetings, which included the use of the Owl video conferencing camera, a stronger WiFi connection in the Chambers Room, and visuals for hybrid meetings. George asked if there were any objections to returning to an in-person hybrid meeting for the next council meeting. There were no objections.

**CITY MANAGER COMMENTS**

**A. City Building Closures**

Pingel requested to close City buildings from 11:30 A.M. to 1:30 P.M. on December 17, 2021, to re-establish staff holiday luncheon. **Viafore MOVED to authorize the City Manager to close City buildings on December 17, 2021, from 11:30 A.M. to 1:30 P.M. for City Wellness Luncheon; seconded by Waltier.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (5-0).**

Pingel reported that he and Parks & Recreation Director Grover met with Jeff and Nancy Edwards. The Edwards indicated that they want to provide financial support for senior programming in 2022 and provide newspapers, coffee, and donuts to seniors at the community center.

Pingel welcomed new Councilmember-elect Jim Andrews. Lastly, Pingel reported that state capital grant has been a topic of conversation recently. Representative Dan Bronoske sent to the City the formatting and questions to answer if the City intended to make a state budget request. Pingel stated that the City does not have a project for this session.

**DEPARTMENT HEAD COMMENTS**

- Parks & Recreation Director Grover reported that staff will be opening RFP’s for the readerboard on Monday, November 29, 2021.
- Police Chief Cheesman congratulated Councilmember-elect Jim Andrews.
- Public Works Director Bemis provided a brief update on the Summit water main project. Bemis reported that the Santas on Regents Blvd have been replaced due to weathering. Viafore asked about the upper Regents Blvd. Street repair. Bemis stated that the cost was \$30,000 for preventive street maintenance.
- Administrative Services Director Westman reported that Tacoma School District has replaced the trees at Wainwright Intermediate School and staff will be monitoring the tree’s health as spring comes. Westman stated that staff has updated the compliance policy to ensure fairness and steps are in place for any future noncompliance instances.



**COUNCILMEMBER COMMENTS**

- Viafore congratulated Councilmember-elect Jim Andrews and encouraged Councilmembers to tour the Community Center. He wished everyone a safe holiday.
- Reynolds welcomed Councilmember-elect Jim Andrews and thanked Rieke for his service. Reynolds commented on the use of the Owl video conferencing camera for the swearing-in of the Councilmembers.
- Waltier welcomed Councilmember-elect Jim Andrews. Waltier commented on the speediness of the street repair crew.
- Andrews thanked Westman for her assistance as he steps into his new role. Andrews commented on Town Topics rotations to allow for residents to learn about each Councilmember. Lastly, Andrews stated that the senior residents enjoy seeing the street sweeper going through their streets and he has finished his AWC training.
- Wittner wished everyone a Happy Thanksgiving and commented that many are facing difficult times and the unemployment benefits are set to expire soon.
- George welcomed Councilmember-elect Jim Andrews and thanked Rieke for his service. George stated that he liked the idea for the Councilmember rotation of Town Topics.

**PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

George invited public comment; the following individuals provided comment:

- Yolonda Brooks, 6464 19<sup>th</sup> St. W Unit C, welcomed Councilmember Jim Andrews and asked the City to consider a section on the City’s website to focus on businesses and spotlight them. Brooks thanked Jayne Westman for her promptness responding to all her Public Records Requests. Lastly, Brooks requested that the virtual meetings display all Councilmembers.
- Brian Rybolt, 1036 Daniels Drive, thanked Jim Andrews for reminding City staff of the importance of the street sweeper, commented on opening up the Chambers for meetings, and parking that obstructs views at Alameda Ave.
- Nancy Atwood, 1204 Farallone Ave, commented on the closed captioning, hybrid meetings, and technical difficulties with Zoom. Westman stated that George’s block stays highlighted because he manages the Zoom meetings.

There was a brief discussion on current duties the City takes to maintain active communication with local businesses.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS**

**A. Parks and Recreation**

Barrentine was absent; no report provided.

**B. Pierce County Regional Council**

Reynolds reported that the PCRC met and discussed countywide planning policies. Reynolds asked the Council to nominate her as the delegate for next year.

**C. Public Safety, Courts**

Reynolds reported that the Fircrest Police Department and the Kiwanis Club have partnered to adopt families for thanksgiving. The Lunch Buddies and Terrific Kids programs have started again and Police have been proactively making their presence at the schools.

**D. Street, Water, Sewer, and Storm Drain**

Waltier reported that the street repair was quick and went smooth.

**E. Other Liaison Reports**

There were none.

**CONSENT CALENDAR**

George requested the City Clerk read the Consent Calendar: approval of Voucher No. 217283 through Voucher Check No. 217342 in the amount of \$707,614.88; approval of Payroll electronic funds transfer in the amount of the \$120,796.59; approval of the October 26, 2021, Regular Meeting minutes; approval of November 09, 2021, Regular Meeting minutes; approval of the November 15, 2021, Study Session Meeting minutes. **Viafore MOVED to approve the Consent Calendar as read; seconded by Reynolds.** George asked Council if there were any items for removal. Viafore requested the removal of the November 9, 2021, regular meeting minutes. **The Motion Carried (5-0).**

**PUBLIC HEARING**

**A. To receive comments on a water rate adjustment**

At 7:59 P.M., George opened the public hearing. Public Works Director Bemis briefed the Council on the water rate adjustment, stating that the financial analysis of the updated Water System Plan recommended a two percent water rate increase. George invited councilmember comments; none were provided. George invited public testimony;

Brian Rybolt, 1036 Daniels Drive, commented on his concern for the rate increase.

Yolonda Brooks, 6464 19<sup>th</sup> St. W Unit C, commented on the resident's concern for the water utility cost and asked about utility bill assistance.

There was a brief discussion on new meter analysis and the history of water rate increases.

At 8:17 P.M., George closed the public hearing.

**UNFINISHED BUSINESS**

There was none.

**NEW BUSINESS**

**A. Ordinance No. 1680 : 2021 Budget Amendment #2, Second reading for adoption**

Finance Director Corcoran briefed the Council on the second reading of the budget adjustment to the Adopted 2021 Budget and reported on the request for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2021 Budget. **Viafore MOVED to defer Ordinance No. 1680, 2021 Budget Amendment #2, second reading for adoption, authorizing revenues and expenditures of funds for matters not provided for in the Adopted 2021 Budget; seconded by Reynolds.** George invited councilmember comment; Andrews and Reynolds requested payroll reports for summer pool operating costs. George invited public comment; none were provided. **The Motion Carried (5-0).**

**B. Resolution No. 1737: AMI Meter Transmission System Installation Sole Source Purchase**

Bemis briefed the Council on the purchase of the transmission system and installation services required to activate the AMI capabilities of the newly installed meters. **Viafore MOVED to adopt Resolution No. 1737, authorizing the City Manager to approve a Sole Source purchase for the Transmission Hardware & Software installation services required for newly installed AMI Meters. seconded by Reynolds.** George invited councilmember comment; Viafore asked for

clarification on AMR and AMI transmission software. George invited public comment; none were provided. **The Motion Carried (5-0).**

Councilmember Joe Barrentine joined the meeting at 8:25 P.M.

**C. Resolution No. 1738: Summit Law Contract Amendment**

Pingel briefed the Council on the proposed amendment to the professional services agreement with Summit Law Group to extend the contract term and update the schedule of rates. **Viafore MOVED to adopt Resolution No. 1738, authorizing the City Manager to execute Amendment #15 to the professional services agreement with Summit Law for personnel legal services; seconded by Andrews.** George invited councilmember comment; Viafore commented on the rate change. George invited public comment; none were provided. **The Motion Carried (6-0).**

**D. Resolution No. 1739: Local Records Grant Contract Approval**

Westman briefed the Council on the history of record-keeping and provided an overview for the Local Records Grant Contract with the Washington State Archives Department. **Viafore MOVED to adopt Resolution No. 1739, authorizing the City Manager to execute a grant contract with the Washington State Archives to accept the grant in the amount of \$14,680 for funding the organization of historical records and establishing an effective date; seconded by Waltier.** George invited councilmember comment; Viafore commented on retaining historical valued items. George invited public comment; none were provided. **The Motion Carried (6-0).**

**E. Resolution No. 1740: Changing the time of the December 28th Regular Council Meeting to begin at 4:00 pm**

Pingel briefed the Council on changing the time of the December 28<sup>th</sup> Regular Council Meeting to start at 4:00 P.M. **Viafore MOVED to adopt Resolution No. 1740, changing the time of the December 28, 2021 meeting from 7:00 P.M. to 4:00 P.M.; seconded by Barrentine.** George invited councilmember comment; Reynolds stated the change may conflict with her schedule. George invited public comment; none were provided. **The Motion Carried (6-0).**

**CALL FOR FINAL COMMENTS**

- Viafore gave kudos to Westman for her promptness in getting Councilmember Andrews situated.

**EXECUTIVE SESSION**

At 8:07 P.M. George reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed 30 minutes, to review the performance of a public employee per RCW 42.30.110(g). George invited former Councilmember Rieke to join the Executive Session and asked if there were any objections. There was a brief discussion on inviting a former councilmember. Former Councilmember Rieke did not join the Executive Session.

**ADJOURNMENT**

**Reynolds MOVED to adjourn the meeting at 9:15 P.M., seconded by Barrentine The Motion Carried (6-0).**

NOVEMBER 23, 2021

FIRCREST CITY COUNCIL MEETING MINUTES – REGULAR 5

---

Hunter T. George, Mayor

---

Jayne Westman, City Clerk

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**OLD BUSINESS:**                    **Budget Amendment, 2nd Reading for Adoption**  
**ITEM 13A**  
**DATE:**                                **12/14/2021**

**RECOMMENDED MOTION:**    **I move to adopt Ordinance No. \_\_\_\_\_, authorizing revenues and expenditures of funds for matters not provided for in the Adopted 2021 Budget**

**PROPOSAL:** This is a request for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2021 Budget.

**FISCAL IMPACT:** The fiscal impact of this proposal results in increases in expenditures with corresponding increases in revenue or corresponding decreases in fund balances as follows:

Fund	Account	Title	Increase/(Decrease)	
General				
	332.92.10.00	ARPA Grant Revenue	954,920	1
	517.78.20.00	Unemployment Compensation	8,000	2
	518.63.40.00	ARPA Grant Expenses	100,000	3
	518.81.41.02	I.S. Web Design	4,800	4
	518.81.42.00	I.S Communication	1,400	5
	576.20.11.00	Pool Overtime	5,300	6
	576.20.12.00	Pool Casual and Seasonal Labor	14,000	6
	576.20.31.01	Pool Chemicals	6,000	6
	576.20.31.02	Pool Janitorial Supplies	2,500	6
	576.20.43.00	Pool Excise Taxes	2,700	6
	576.80.31.02	Parks Operation Supplies	3,200	7
	576.80.47.01	Parks Dump Fees	1,000	7
	576.80.48.00	Parks Repair & Maintenance	4,200	7
	597.10.00.05	Transfer to Water Capital Fund (ARPA)	350,000	8
	508.10.00.04	EFB Des. Fund Bal/ARPA	504,920	1,3,8
	508.80.00.01	EFB Undes. Unres. Fund Balance	(53,100)	2,4-8
Water				
	534.50.10.00	Salaries and Wages-Gen Op	20,000	9
	534.50.20.00	Personnel Benefits-Gen Op	10,000	9
	534.80.10.00	Salaries and Wages-Maint Op	12,000	9
	534.80.20.00	Personnel Benefits-Maint Op	3,000	9
	534.50.48.01	Repair and Maintenance	30,000	10
	534.80.47.02	Dumping Fees	7,000	10
	508.80.04.25	Ending Fund Balance	(82,000)	9,10
Water Capital				
	397.00.00.14	Transfer In from General Fund ARPA	350,000	11
	594.34.63.01	Other Improvements	240,000	11
	508.80.04.26	Ending Fund Balance-Water Capital	110,000	11

Sewer	535.50.10.00	Salaries and Wages-Gen Op	(20,000)	9
	535.20.20.00	Personnel Benefits-Gen Op	(10,000)	9
	535.80.10.00	Salaries and Wages-Maint Op	(12,000)	9
	538.80.20.00	Personnel Benefits-Maint Op	(3,000)	9
	508.80.04.30	Ending Fund Balance	45,000	9
ERR	594.48.64.01	Capital Outlay-Legislative	(1,200)	12
	594.48.64.03	Capital Outlay-Admin	1,200	12
	594.48.64.08	Capital Outlay-Police	2,130	13
	508.10.05.01	Ending Fund Balance	(2,130)	12,13

The City of Fircrest adopts an annual budget at the fund level. The above adjustments will result in an Amended 2021 Budget by fund as follows:

2021 REVENUES, EXPENDITURES & BALANCES BY FUND				
FUND	ORIGINAL	B.A. #1	B.A. #2	AMENDED
General	9,426,514	689,392	954,920	11,070,826
Street	624,579	132,482		757,061
Park Bond Debt Srv	675,040	4,733		679,773
Park Bond Capital	9,050,285	543,613		9,593,898
Storm Drain	750,941	68,706		819,647
Storm Drain Capital	882,825	55,381		938,206
Water	1,417,916	32,163		1,450,079
Water Capital	397,312	188,225	350,000	935,537
Sewer	3,746,920	35,103		3,782,023
Sewer Capital	1,639,986	190,186		1,830,172
ERR	1,736,691	121,393		1,858,084
Police Investigation	12,540	(42)		12,498
REET	1,887,386	56,094		1,943,480
Cumulative Reserve	4,030,763	250,000		4,280,763
Total	36,279,698	2,367,429	1,304,920	39,952,047

**ADVANTAGE:** This proposal will provide the necessary budget for the following:

1. American Rescue Plan Act revenue received \$954,920
2. Reimbursement to Employment Security Department for unemployment costs \$8,000
3. ARPA grant expenses for rental, business, and utility assistance \$100,000
4. Social media archiving expense \$4,800
5. Temporary pool house internet connection \$1,400
6. Cost over anticipated amount for running the pool \$30,500
7. Costs for Tot Lot repairs \$8,400
8. Transfer to Water Capital Fund from ARPA funds for water meter replacement \$350,000
9. Moved Salaries/Wages and Personnel Benefits from Sewer Fund (\$45,000) for #10.
10. Contra Costa water main repair and Weathervane Booster pump repair material \$37,000
11. Transfer In from General Fund (ARPA funds) to cover part of water meter program
12. Move budget for new computer from Legislative to Administration \$1,200
13. Budget to purchase new server for Police

**Attachment:** [Ordinance](#)

**CITY OF FIRCREST  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,  
AUTHORIZING ADDITIONAL EXPENDITURES OF FUNDS FOR  
MATTERS NOT FORESEEN AT THE TIME OF FILING THE  
ANNUAL BUDGET FOR 2021; AND ESTABLISHING AN EFFECTIVE  
DATE.**

**WHEREAS**, the City anticipates certain revenues and expenditures not foreseen at the time of filing the Annual Budget for 2021; and;

**WHEREAS**, the City of Fircrest adopts an annual budget at the fund level and;

**WHEREAS**, the City adopted its 2021 budget on November 10, 2020 through Ordinance #1662; and

**WHEREAS**, the City amended its 2021 budget on March 23, 2021 through Ordinance #1672; and

**WHEREAS**, it is necessary to amend the adopted 2021 budget to defray the anticipated expenditures; Now, Therefore,

**THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS FOLLOWS:**

**Section 1.** These revenues and expenditures are not one of the emergencies specifically enumerated in RCW 35A.33.080.

**Section 2.** The anticipated revenues and expenditures will result in amendment of the 2021 Budget by fund as follows:

2021 REVENUES, EXPENDITURES & BALANCES BY FUND				
FUND	ORIGINAL	B.A. #1	B.A. #2	AMENDED
General	9,426,514	689,392	954,920	11,070,826
Street	624,579	132,482		757,061
Park Bond Debt Srv	675,040	4,733		679,773
Park Bond Capital	9,050,285	543,613		9,593,898
Storm Drain	750,941	68,706		819,647
Storm Drain Capital	882,825	55,381		938,206
Water	1,417,916	32,163		1,450,079
Water Capital	397,312	188,225	350,000	935,537
Sewer	3,746,920	35,103		3,782,023
Sewer Capital	1,639,986	190,186		1,830,172
ERR	1,736,691	121,393		1,858,084
Police Investigation	12,540	(42)		12,498
REET	1,887,386	56,094		1,943,480
Cumulative Reserve	4,030,763	250,000		4,280,763
Total	36,279,698	2,367,429	1,304,920	39,952,047

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30

**Section 3.** Effective Date. This ordinance shall be in full force and take effect 5 days after its publication.

**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON,** at a regular meeting thereof this 14th day of December 2021.

APPROVED:

\_\_\_\_\_  
Hunter T. George, Mayor

ATTEST:

\_\_\_\_\_  
Jayne Westman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Hillary J. Evans, City Attorney

Publication Date:

Effective Date:



## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:** Amendments to Fircrest Municipal Code Title 21, regarding water charges

**ITEM: 13B**

**FROM:** Tyler Bemis, Public Works Director

---

**RECOMMENDED MOTION: I MOVE TO ADOPT ORDINANCE NO.\_\_\_\_\_, AMENDING ORDINANCE NO. 1589 SECTION 1 FMC 21.04.030 RESIDENTIAL RATE; AND AMENDING ORDINANCE NO. 1589 SECTION 2 COMMERCIAL RATE.**

---

**PROPOSAL:** Based on the information provided in the financial analysis of the updated Water System Plan, it is recommended that the City of Fircrest amend the Fircrest Municipal Code Title 21 regarding water charges to reflect a 2% water rate increase, to take effect February 1<sup>st</sup>, 2022.

**FISCAL IMPACT:** Increased revenue. Approximate .37 cent increase per month per service connection. This is an average for connections across the City for Water only. The remainder of Utility Bills includes Storm and Sewer charges.

**ADVANTAGE:** Following the recommendations in this report will help sustain the water utility and provide for capital revenue to repair and replace existing worn and outdated infrastructure. It also provides for financial planning to meet operating expenses for this utility. The adjustment of rates will greatly increase the probability that the City's revenues will offset the actual expenses of the operation and maintenance of the water utility, providing for covering the costs of operations and maintenance and providing for funding needed to continue capital improvements.

**DISADVANTAGES:** Potential for future water projects to not have sufficient funding.

**ALTERNATIVES:** Defer a rate increase

**HISTORY:** The City contracted with Murray Smith and KIA in 2020 to provide consulting service in establishing a new 10-year Water System Plan, including financial analysis for the water system. The draft Water System Plan was initially presented and discussed with the City Council at the April 27, 2021, Regular City Council meeting.

Water System Plan financials were discussed at the May 17, 2021 Study Session, which concluded that a consistent 2% increase in the water rate would provide the necessary funds to operate the water system and accomplish necessary capital projects over the 10-year planning period.

There was additional discussion on the water system financials at the June 8, 2021, Regular City Council meeting, to follow-up on Council questions and discussion from the May 17, 2021 Study Session, which included updates to the financials as well as water usage information.

A Public Hearing was held at the August 24, 2021, Regular City Council meeting to receive comments on the Water System Plan. A brief clarification on whether ARPA Funds were included in the financial analysis was asked by Council. No public testimony was received.

The water system financial plan calls for increasing the fund transfer from the Water Fund to the Water Capital Fund each year in order to have the funds on hand to pay for each succeeding capital project without the need for debt financing. Adjusting the water rate in order to accomplish the capital projects in the 10-year Water System Plan is recommended by staff.

**ATTACHMENTS:** [Ordinance](#)

**CITY OF FIRCREST  
ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AMENDING ORDINANCE NO. 1589  
SECTION 1 FMC 21.04.030 RESIDENTIAL RATE; AND AMENDING  
ORDINANCE NO. 1589 SECTION 2 COMMERCIAL RATE.**

**WHEREAS**, the City Council of the City of Fircrest determined to amend Fircrest Municipal Code (FMC) Title 21.04 regarding utility billing ready to serve charge.

**THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS  
FOLLOWS:**

**Section 1.** Section 1 of Ordinance No. 1589 and FMC 21.04.030 are hereby amended to read as follows:

“21.04.030 Residential Rate.

Water furnished by the city of Fircrest for single-family residential and multiple dwelling units use and consumption within Fircrest city limits shall be furnished through metered connections and shall be charged for on the following basis:

(a) Single-family residential units with an accessory dwelling unit (ADU), as defined by FMC [22.58.012](#), shall be billed as one dwelling unit.

(b) A bimonthly ready to serve charge for each meter, regardless of size, per connection, shall be billed in accordance with the following schedule:

**Residential and Multiple Dwelling Water  
Ready to Serve Charge**

Ready to Serve Charge	37.74
-----------------------	-------

(c) A charge for water consumed through each meter shall be billed in accordance with the following schedule:

**Consumption Tier for Residential and Multiple Dwelling  
Units**

Tier	Rates
Tier 1 (0 – 1,000 cf)	\$0.0111
Tier 2 (1,001 – 4,000 cf)	\$0.0166
Tier 3 (4,001 – + cf)	\$0.0282

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32

(d) Water furnished by the city of Fircrest for single-family residential and multiple dwelling units use and consumption outside the Fircrest city limits shall be charged as outlined in subsections (a) and (b) of this section with an additional bimonthly surcharge of \$25.00.

(e) All rates and charges imposed by this section shall be collected in full for service furnished during any month or fractional month.

**Section 2** of Ordinance No 1589 and FMC 21.04.040 are hereby amended to read as follows:

“21.04.040 Commercial rate.

Water furnished by the city of Fircrest for commercial or industrial use and consumption within the Fircrest city limits shall be furnished through metered connections and shall be charged for on the following basis:

(a) A bimonthly ready to serve charge for each meter regardless of size, per connection, shall be in accordance with the following schedule:

Commercial Water Ready to Serve Charge	
Ready to Serve Charge	\$37.74

(b) A charge for water consumed through each meter shall be in accordance with the following schedule:

Consumption Tier for Commercial Units	
Tier	Rates
Tier 1 (0 – 2,000 cf)	\$0.0132
Tier 2 (2,001 – 4,200 cf)	\$0.0187
Tier 3 (4201 – + cf)	\$0.0302

(c) Where more than one commercial business or establishment receives water through a single metered connection, each separate commercial business or establishment shall be charged a separate ready to serve charge that will include the same rate schedule as listed above.

(d) All rates and charges imposed by this section shall be collected in full for service furnished during any month or fractional month.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32

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

**Section 4.** Publication and Effective Date: A summary of this ordinance consisting of its title shall be published in the official newspaper of the city. This ordinance shall be effective five (5) days after such publication.

**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON,** at a regular meeting thereof this 14th day of December 2021.

**APPROVED:**

\_\_\_\_\_  
Hunter T. George, Mayor

**ATTEST:**

\_\_\_\_\_  
Jayne Westman, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Hillary J. Evans, City Attorney

**DATE OF PUBLICATIONS:**

**EFFECTIVE DATE:**

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:**        **Landscaping Maintenance Services Contract Amendment**

**ITEM: 13C**

**FROM:**                **Tyler Bemis, Public Works Director**

---

**RECOMMENDED MOTION:**    **I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to amend the landscape maintenance contract with Greenleaf Landscaping, Inc. to provide landscape maintenance services for the City of Fircrest**

---

**PROPOSAL:** The Council is being asked to authorize the City Manager to execute an amendment to the contract for landscape maintenance services with Greenleaf Landscape, Inc. extending the term of the said agreement through December 31, 2022, and will renew yearly thereafter. Beginning in 2022 Greenleaf will add the landscaping maintenance of the Community Center and remove the maintenance of the grass strip at the Whittier Tennis Courts. For 2022, the contract amount is \$52,617.24 plus tax. Each year thereafter, the yearly total cost for services amount will increase by 100% of the previous year's Seattle/ Tacoma/Bellevue CPI-W June to June percentage.

**FISCAL IMPACT:** The 2022 Preliminary Budget has allocated funds for this expenditure.

**ADVANTAGE:** Greenleaf Landscaping, Inc. has provided the City with excellent service in years past. They have experience with our landscaping needs. Greenleaf also does pruning and maintenance of our street trees. The utilization of a specialized contractor increases the consistent quality of work performed.

**DISADVANTAGES:** Current staffing levels do not support the needs of existing landscaping maintenance. Monitoring contractor performance involves a commitment of staff time.

**ALTERNATIVES:** Not utilize a landscaping service and hire additional Public Works Staff.

**HISTORY:** The City of Fircrest has been using Greenleaf Landscaping, Inc. since 2015. The current contract was originally adopted on February 27, 2018, with a term of March 1, 2018, through December 31, 2018 ( 10 months ). It also includes a renewal clause to extend the term yearly. Either party can terminate the contract with a 30-day written notice. The first amendment dated October 23, 2018, extended the term to December 31, 2019. The second amendment dated November 12, 2019, extended the term to December 31, 2020. This amendment is for a one-year term beginning January 1, 2021, through December 31, 2021, and will renew automatically on the first of every year thereafter.

**ATTACHMENTS:** [Resolution Agreement](#)

**CITY OF FIRCREST  
RESOLUTION NO. \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST,  
WASHINGTON AUTHORIZING THE CITY MANAGER TO AMEND  
THE LANDSCAPE MAINTENANCE CONTRACT WITH GREENLEAF  
LANDSCAPING, INC. TO PROVIDE LANDSCAPE MAINTENANCE  
SERVICES FOR THE CITY OF FIRCREST.**

**WHEREAS**, the City of Fircrest has need of landscape maintenance services; and

**WHEREAS**, Greenleaf Landscaping, Inc. has the required experience and expertise to provide such services; and

**WHEREAS**, the City of Fircrest desires to maintain these services for as long as necessary. Now, Therefore,

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

**Section 1.** The City Manager is hereby authorized and directed to execute the agreement with Greenleaf Landscaping, Inc. to provide landscape maintenance services for the City of Fircrest through December 31, 2022 and will renew yearly thereafter.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,  
WASHINGTON**, at a regular meeting thereof this 14th day of December 2021.

**APPROVED:**

\_\_\_\_\_  
Hunter T. George, Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Hillary J. Evans, City Attorney

# LANDSCAPE MAINTENANCE CONTRACT 2022

## GREENLEAF LANDSCAPING

3001 SOUTH HUSON ST.  
TACOMA WA. 98406 SUITE C-2

CORP. / EMAIL  
RENALD LOTH / EMAIL

DECEMBER 9, 2021

ESTIMATOR	SITE		
RENALD LOTH	CITY OF FIRCREST		
Greenleafand1994@gmail.com			

December 9, 2021

City of Fircrest  
115 Ramsdell Street  
Fircrest, Wa. 98466

RE: Landscape Maintenance Contract 2022

Current monthly rate: (2021) \$3,936.75 + tax (10%) = \$4,330.43  
Yearly amount: \$51,965.16 w/tax

\*\* Changes to 2022 Contract: Take out Whitter Park Landscape maintenance from the portfolio. The City will maintain this area.

\*\* Additions to 2022 Contract: Add new Fircrest Community Centers to Landscape maintenance portfolio. Cost \$ 200.00

Rate Increase: Rate increase 6.3% FOR THE 2022 contract. Note: No rate increase for landscape maintenance services in 2021

2022 Contract amount: \$4,184.7 + \$200 + tax (10%) = \$4823.25 Monthly, and Yearly cost \$57,879.00

We value and appreciate your business. If you have any questions, please feel free to contact me at: (253)-405-3477

Thank You

Regards,

Renald Loth, President  
Greenleaf Landscaping 1, Inc.





## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:**       **On-call Engineering Services**

**ITEM: 13D**

**FROM:**               **Tyler Bemis, Public Works Director**

---

**RECOMMENDED MOTION:**   **I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to execute a seventh amendment to the Professional Services Agreement with KPG, P.S. for providing on-call engineering services for transportation type projects and additional services as needed.**

---

**PROPOSAL:** The Council is being asked to authorize the City Manager to execute a seventh amendment to the Professional Services Agreement with KPG, P.S. to provide on-call engineering services for transportation and additional services as needed. Work elements of this agreement will be authorized by task order.

**FISCAL IMPACT:** The agreement does not have a contract amount as the work will be performed by task order for each request. Total cost is to be within the budgeted amount for professional services for each respective department.

**ADVANTAGE:** Utilization of an on-call engineer helps to expedite design and approval of projects. KPG can provide a wide variety of engineering services that cover the potential needs of Public Works.

**DISADVANTAGES:** By not having an on-call engineer for services, the City would be required to delay work for the selection process and provide a Professional Services Agreement for each task throughout the year.

**ALTERNATIVES:** To not have an on-call engineer for services and either not use the budgeted services or prepare a Professional Services Agreement for each task needed.

**HISTORY:** KPG has provided the City on-call engineering services since 2016. The City has been successful in years past utilizing the services of KPG. The City and KPG wish to continue this on-call contract.

**ATTACHMENTS:** [Resolution Agreement](#)



**SEVENTH AMENDMENT  
TO THE CITY OF FIRCREST  
CONSULTING SERVICES AGREEMENT  
FOR ON-CALL ENGINEERING SERVICES**

This seventh amendment is hereby made and entered into this 14th day of December 2021, by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the “City” and KPG, P.S., hereinafter referred to as “Consultant”, to be effective January 1, 2022.

**WITNESSETH:**

1. **Purpose**

The purpose of this seventh amendment is to amend the March 22, 2016 agreement. This amendment is limited to the amendments as set forth herein. All of the remaining terms and conditions of the March 22, 2016 agreement and the amendments (together “Agreement”) are as follows:

2. Exhibit B of the Agreement is hereby replaced with a new Exhibit B, attached hereto, to reflect the 2022 schedule of charges.

3. All remaining provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in three counterparts, each of which shall be deemed as originals, in the year and day first above mentioned.

**CITY OF FIRCREST**

**KPG, P.S.**

By \_\_\_\_\_  
City Manager

By \_\_\_\_\_

Approved as to Form:

By \_\_\_\_\_  
City Attorney

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:**       **On-call Engineering Services**

**ITEM: 13E**

**FROM:**               **Tyler Bemis, Public Works Director**

---

**RECOMMENDED MOTION:**   **I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to execute a sixth amendment to the Professional Services Agreement with Apex Engineering for providing on-call engineering services for transportation type projects and additional services as needed.**

---

**PROPOSAL:** The Council is being asked to authorize the City Manager to execute a sixth amendment to the Professional Services Agreement with Apex Engineering to provide on-call engineering services for transportation and additional services as needed. Work elements of this agreement will be authorized by task order.

**FISCAL IMPACT:** The agreement does not have a contract amount as the work will be performed by task order for each request. Total cost is to be within the budgeted amount for professional services for each respective department.

**ADVANTAGE:** Utilization of an on-call engineer helps to expedite design and approval of projects. Apex can provide a wide variety of engineering services that cover the potential needs of Public Works.

**DISADVANTAGES:** By not having an on-call engineer for services, the City would be required to delay work for the selection process and provide a Professional Services Agreement for each task throughout the year.

**ALTERNATIVES:** To not have an on-call engineer for services and either not use the budgeted services or prepare a Professional Services Agreement for each task needed.

**HISTORY:** Apex has provided the City on-call engineering services since 2016. The City has been successful in years past utilizing the services of Apex. The City and Apex wish to continue this on-call contract.

**ATTACHMENTS:** [Resolution Agreement](#)



**SIXTH AMENDMENT  
TO THE CITY OF FIRCREST  
CONSULTING SERVICES AGREEMENT  
FOR ON-CALL ENGINEERING SERVICES**

This sixth amendment is hereby made and entered into this 14th day of December 2021, by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the “City” and Apex Engineering LLC, hereinafter referred to as “Consultant”, to be effective January 1, 2022.

**WITNESSETH:**

1. **Purpose**

The purpose of this sixth amendment is to amend the March 22, 2016 agreement between the parties. This amendment is limited to the amendments as set forth herein. All of the remaining terms and conditions of the March 22, 2016 agreement and prior amendments (together “Agreement”) shall remain in full force and effect. The amendments are as follows:

2. The section “**Term**” in the Agreement is hereby amended to read as follows:

The term of this Agreement shall be from March 22, 2016, until December 31, 2022, and may be extended or modified by mutual consent of the parties.

3. Exhibit B to the Agreement is hereby replaced with a new Exhibit B, attached hereto, to reflect the 2022 schedule of charges.

4. All remaining provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in three counterparts, each of which shall be deemed as originals, in the year and day first above mentioned.

**CITY OF FIRCREST**

**APEX ENGINEERING LLC**

By \_\_\_\_\_  
City Manager

By \_\_\_\_\_

Approved as to Form:

By \_\_\_\_\_  
City Attorney

**FIRCREST CITY COUNCIL AGENDA SUMMARY**

**COUNCIL MEETING DATE:** December 14, 2021  
**SUBJECT: 13F** Revising Purchasing Card Policy  
**FROM:** Colleen Corcoran, Finance Director

Reviewed by: \_\_\_\_\_City Manager \_\_\_\_\_Finance Director \_\_\_\_\_City Attorney

---

**RECOMMENDED MOTION:** I move to adopt Resolution # \_\_\_\_\_ revising the purchasing card policy for the City of Fircrest.

---

**PROPOSAL:** To adopt a resolution revising the Purchasing Card Policy for the City of Fircrest.

**FISCAL IMPACT:** None

**ADVANTAGES:** Adds the authority to the purchasing card policy to use the award points received for the City's Wellness Program.

**DISADVANTAGES:** None.

**ALTERNATIVES:** Do not adopt the resolution or amend the proposed resolution.

**HISTORY:** The original purchasing card policy was adopted at the May 8, 2018 Council meeting by Resolution #1530.

**Attachment(s):** [Resolution](#)  
[Redline Purchasing Card Policy](#)

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31

**CITY OF FIRCREST  
RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, REVISING THE CITY PURCHASING  
CARD POLICY.**

**WHEREAS**, the City of Fircrest adopted a purchasing card policy by Resolution #1530 on the 8<sup>th</sup> day of May, 2018; and

**WHEREAS**, it is beneficial for the City of Fircrest to revise the purchasing card policy; Now, Therefore,

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

**Section 1:** The Fircrest City Council hereby revises and adopts a purchasing card policy which is attached hereto and incorporated herein by this reference.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON**, at a regular meeting thereof this 14<sup>th</sup> day of December, 2022.

APPROVED:

\_\_\_\_\_  
Hunter T. George, Mayor

ATTEST:

\_\_\_\_\_  
Jayne Westman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Hillary J. Evans, City Attorney



CITY OF FIRCREST  
PURCHASING CARD POLICY

1. Purpose:

Purchasing cards are intended to provide City of Fircrest employees with an efficient method to conduct City of Fircrest business when traveling and for the purchase of goods and services when the use of City of Fircrest's purchasing process is not possible or practical. It should not be used in lieu of a contract, professional services agreement, or in an attempt to circumvent the established purchasing process.

2. Departments Affected:

All

3. References:

~~Resolution #\_\_\_\_\_~~, ~~Resolution #1530~~, RCW 43.09.2855

4. Policy:

The City Council has authorized the City Manager to implement procedures for the proper use, accounting and control of City purchasing cards by City Employees for the following uses:

- A. Travel – purchasing cards may be used by City employees on official City business for hotel, parking, ferry, taxi, meals, gas, airline tickets and emergency City vehicle repairs, and other travel related expenses as authorized by the City Manager in accordance with the amounts allowed per the travel expense reimbursement policy (City of Fircrest Personnel Policies & Procedures Manual).
- B. Registrations – purchasing cards may be used by City employees for conference registrations and training related to official City business and documented with an approved Request for Training Form.
- C. Purchases – purchasing cards may be used for ordering supplies or services, including on-line purchases when the use of City of Fircrest's purchasing process is not possible or practical in accordance with FMC 3.12 Purchasing Policy and Procedures.
- D. Credit Limit – The credit limit for the City purchasing cards shall be \$5,000 per card. Any changes to the limit will be determined by the City Manager after Council notification 14 days before changing purchasing card limit.
- E. Restrictions:
  - i. Cash Advances – City purchasing cards shall not be used for cash advances.
  - ii. Personal Purchases – City purchasing cards shall not be used for personal purchases.
  - iii. Gift Cards – City purchasing cards shall not be used to purchase gift cards
  - iv. Alcohol – Alcohol purchases are strictly prohibited.
  - v. City Policies – any purchase that is against City policies, including but not limited to policies in the “Purchasing Policy” manual, and the “Personnel Policies and Procedures” manual is prohibited and may result in disciplinary action up to and including termination.
  - vi. All reward points will be used for the City's Wellness Program.

**FIRCREST CITY COUNCIL AGENDA SUMMARY**

**COUNCIL MEETING DATE:** December 14, 2021  
**SUBJECT: 13G** Revising Credit Card Policy  
**FROM:** Colleen Corcoran, Finance Director

Reviewed by: \_\_\_\_\_City Manager \_\_\_\_\_Finance Director \_\_\_\_\_City Attorney

---

**RECOMMENDED MOTION:** I move to adopt Resolution # \_\_\_\_\_ revising the credit card policy for the City of Fircrest.

---

**PROPOSAL:** To adopt a resolution revising the Credit Card Policy for the City of Fircrest.

**FISCAL IMPACT:** None

**ADVANTAGES:** Adds the authority to the credit card policy to purchase gift cards for City Manager approved programs. It also adds written documentation to the policy to use the award points received for the City's Wellness Program.

**DISADVANTAGES:** None.

**ALTERNATIVES:** Do not adopt the resolution or amend the proposed resolution.

**HISTORY:** The original credit card policy was adopted at the May 22, 2007 Council meeting. The policy was amended by Resolution #1075 at the February 10, 2009 Council meeting to add a Costco American Express card. The policy was further amended by Resolution #1321 at the March 25, 2014 Council meeting to remove the American Express card since it was never obtained because of restrictions required by American Express. It also disallowed the purchase of gift cards until a policy was created and it allowed Councilmembers to use the credit card.

**Attachment(s):** [Resolution](#)  
[Redline Credit Card Policy](#)

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31

**CITY OF FIRCREST  
RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, REVISING THE CITY CREDIT CARD  
POLICY.**

**WHEREAS**, the City of Fircrest adopted a credit card policy by Resolution #1321 on the 25<sup>th</sup> day of March, 2014; and

**WHEREAS**, it is beneficial for the City of Fircrest to revise the credit card policy; Now, Therefore,

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

**Section 1:** The Fircrest City Council hereby revises and adopts a credit card policy which is attached hereto and incorporated herein by this reference.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON**, at a regular meeting thereof this 14<sup>th</sup> day of December, 2022.

APPROVED:

\_\_\_\_\_  
Hunter T. George, Mayor

ATTEST:

\_\_\_\_\_  
Jayne Westman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Hillary J. Evans, City Attorney

CITY OF FIRCREST  
CREDIT CARD POLICY

1. Purpose:

To establish the City's policy on use of credit cards to transact official City business.

2. Departments Affected:

All

3. References:

~~Resolution # \_\_\_\_\_~~ ~~Resolution #1321~~, RCW 43.09.2855

4. Policy:

The City Council has authorized the City Manager to implement procedures for the use of City credit cards by City Councilmembers and City Employees for the following uses:

- A. Travel – Credit cards may be used by City Councilmembers or City employees on official City business for hotel, parking, ferry, taxi, meals, gas, airline tickets and emergency City vehicle repairs, and other travel related expenses as authorized by the City Manager (authorized by Mayor for City Manager travel) in accordance with the amounts allowed per the travel expense reimbursement policy (City of Fircrest Personnel Policies & Procedures Manual) or Council Travel rule (Council Rules of Procedure).
- B. Registrations – Credit cards may be used by Councilmembers or City employees for conference registrations related to official City business, only after approval on the Request for Training Form or per Council Rules of Procedure.
- C. Purchases – Credit cards may be used for ordering supplies or services, including on-line purchases, for City purposes, with prior approval by the Department Head and City Manager or Presiding Officer and in accordance with FMC 3.12 Purchasing Policy and Procedures and City Council Rules of Procedure.
- D. Credit Limit – The credit limit for the City credit cards shall be \$10,000 per institution.
- E. Cash Advances – City credit cards shall not be used for cash advances.
- F. Personal Purchases – City credit cards shall not be used for personal purchases.
- G. Gift Cards – City credit cards shall not be used to purchase gift cards **unless it is for an approved city sponsored program authorized by the City Manager.**
- H. **All reward points will be used for the City's Wellness Program.**

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:**        **Approval of Paying the Sales Tax portion of the Backyard Sewer Main Pipe Bursting Project**

**ITEM: 13H**

**FROM:**                **Scott Pingel, City Manager**

---

**RECOMMENDED MOTION:**    **I move the City Council authorize payment to Budget Sewer for the sales tax portion of the Backyard Sewer Main Pipe Bursting Project in the amount of \$35,541.**

---

**PROPOSAL:** The Council is being asked to authorize payment of the sales tax portion of the Backyard Sewer Main Pipe Bursting project in the amount of \$35,541.

**FISCAL IMPACT:** The sales tax amount, however, even with the sales tax, this project was completed within budget.

**ADVANTAGE:** This allows us to pay the contractor per their bid price.

**DISADVANTAGES:** None.

**ALTERNATIVES:** None.

**HISTORY:** In August 2021, the Council approved the selection of Budget Sewer for the Backyard Sewer Main Pipebursting project, and accepted their bid of \$359,000 for the project. At that time, staff failed to include the sales tax portion of the bid in the recommended motion. To pay the full amount of the contract for the work that was completed, the sales tax portion of the bid must be approved as well.

**ATTACHMENTS:** [Bid Documents](#)

**ADVERTISEMENT FOR BIDS**  
**FOR**  
**2021 Backyard Pipe Bursting Projects**  
**FIRCREST, WASHINGTON**

Notice is hereby given that the City of Fircrest, Pierce County, Washington does hereby invite sealed proposals for Backyard Sewer Main Projects.

Bid Documents will be available beginning **July 12, 2021**. Free of charge access to project Bid Documents (plans, specifications, addenda, and Bidders List) is provided to Prime Bidders, Subcontractors, and Vendors by going to [www.bxwa.com](http://www.bxwa.com) and clicking on "Posted Projects", "Public Works", and "City of Fircrest". This online plan room provides Bidders with fully usable online documents with the ability to: download, view, print, order full/partial plan sets from numerous reprographic sources, and a free online digitizer/take off tool. It is recommended that Bidders "Register" in order to receive automatic email notification of future addenda and to place themselves on the "Self-Registered Bidders List". Bidders that do not register will not be automatically notified of addenda and will need to periodically check on the on-line plan room for addenda issued on this project. Contact Builder Exchange of Washington at (425) 258-1303 should you require assistance with access or registration.

**DESCRIPTION OF WORK:** The scope of work consists of the following: decommissioning and demolition of approximately 1,150 linear feet of 6-inch existing sewer main with HDPE 8-inch piping via pneumatic pipe bursting, reconnection of 20 existing service, installation of 1 manhole and labor required for an operable system, tested and ready for use.

**ESTIMATED BID RANGE:** \$300,00 to \$400,000

**PRE-BID MEETING:** This project includes an optional pre-bid walk-through. The pre-bid walk through for this project is scheduled for Monday, **July 26, 2021** at 9:00 am. The meeting location is at the intersection of Cornell Street and San Juan Avenue. Attendance by Bidders is strongly encouraged, and the City reserves the right to reject proposals from Bidders who fail to attend.

Sealed proposals should be marked "CITY OF FIRCREST BACKYARD SEWER MAIN PROJECTS", and returned to Fircrest City Hall located at

115 Ramsdell Street, Fircrest, WA 98466-6999 by 10:00 am, local time, **August 3, 2021**, and then will be publicly opened and read aloud at 10:30 am, **August 3, 2021**.

Direct questions regarding these projects to Jeff Davis, City of Fircrest Project Manager/Utility Foreman Ph: (253) 238-4137, EMAIL: [Jeffd@cityoffircrest.net](mailto:Jeffd@cityoffircrest.net). All work performed on this project will be subject to Washington State prevailing wage rates. The City of Fircrest is an Equal Opportunity Employer and provides reasonable accommodations to persons with disabilities.

# THE CITY OF FIRCREST



City of Fircrest  
 Backyard Pipe Bursting  
 Projects Fircrest, WA 98466  
 Bid date : August 3, 2021

## Bid Quantities

Item No	Item Description	QTY	UNIT	UNIT PRICE	TOTAL
1	Mobilization/Demobilization	1	EA	\$ 30,000.00	\$ 30,000.00
3	Pneumatic Pipe Bursting of Existing 6" VCP with New 8" HDPE pipe	1,150	LF	2.00	\$230,000.00
4	Manhole (Materials/Installation 10' Deep)	1	EA	1	\$12,000.00
5	4" Lateral connection to Services	20	EA	3500	\$70,000.00
6	Removing Asphalt Conc. Pavement	10	SY	100	\$1,000.00
7	Asphalt	10	SY	500	\$5,000.00
8	Erosion/Water Pollution Control	1	EST	1	\$1,000.00
9	Landscaping and Surface Restoration on Private Property	1	EST	\$ 10,000.00	\$ 10,000.00

359,000



**Backyard Pipe Bursting Project**

City of Fircrest

Project Number: 12g

**Estimated Bid Range: \$300,000 to \$400,000**

Bid Tabulation

Monday, August 3, 2021

Total Construction Cost Estimate

Pacific Trenchless / Budget  
Sewer

NW Cascade

Bid Item No.	Section No.	Item	Total Quantity	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1		Mobilization/Demobilization	1	EA	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
		Pneumatic Pipe Bursting of Existing 6" VCP with New 8" HDPE pipe	1150	LF		\$0.00	\$200.00	\$230,000.00	\$270.00	\$310,500.00
3		Manhole (Materials/Installation 10' Deep)	1	EA		\$0.00	\$12,000.00	\$12,000.00	\$7,900.00	\$7,900.00
4		4" Lateral connection to Services	20	EA		\$0.00	\$3,500.00	\$70,000.00	\$5,600.00	\$112,000.00
5		Removing Asphalt Conc. Pavement	10	SY		\$0.00	\$100.00	\$1,000.00	\$115.00	\$1,150.00
6		Asphalt	10	SY		\$0.00	\$500.00	\$5,000.00	\$300.00	\$3,000.00
7		Erosion/Water Pollution Control	1	EST		\$0.00	\$1,000.00	\$1,000.00	\$350.00	\$350.00
8		Landscaping and Surface Restoration on Private Property	1	EST	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
9										

Subtotal	\$40,000.00
Tax 9.9%	\$3,960.00
<b>Grand Total</b>	<b>\$43,960.00</b>

	\$359,000.00
	\$35,541.00
	<b>\$394,541.00</b>

	\$474,900.00
	\$47,015.10
	<b>\$521,915.10</b>

\*\*Above are correct calculations; bid form submitted below totals





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8203063 - 974387

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Matthew Benoit, Regan Hupf, Kathleen M. Moss, Kyaw Swar

all of the city of Seattle state of WA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 4th day of February, 2020.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: [Signature of David M. Carey]

David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 4th day of February, 2020 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 26, 2021
Member, Pennsylvania Association of Notaries

By: [Signature of Teresa Pastella]
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 20th day of July, 2021.



By: [Signature of Renee C. Llewellyn]

Renee C. Llewellyn, Assistant Secretary

NOT VALID FOR FINANCING, NOTE, LEASE, LETTER OF CREDIT, CURRENCY RATE, INTEREST RATE OR RESIDUAL VALUE GUARANTEES.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

