

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

Mayor Brett L. Wittner called the regular meeting to order at 7:01 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Joe Barrentine, Hunter T. George, Nikki Bufford, and Jim Andrews were present.

**PRESIDING OFFICER’S REPORT**

Wittner reported that Pierce Transit, Tacoma Housing Authority, and University Place are applying for a federal grant to provide technical resources for the development of the Four Corners area. There was no objection to including Fircrest as a member of the Four Corners on the grant application.

**CITY MANAGER COMMENTS**

**A. Tapco Credit Union Signer Update**

Interim City Manager Corcoran reported that Tapco is requiring Council minutes to add or delete signers from the City’s account. **Viafore move to authorize the Interim City Manager to add Interim Finance Director, Lindsay Chambers, and remove Scott Pingel and Ann Michelle Walker from the City of Fircrest’s account at TAPCO Credit Union; seconded by George.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

Corcoran reported on the City’s insurance renewal rates and stated that the City will seek responsible rates. There was a brief discussion on termination notices, insurance board elections, and rate increase notices.

Lastly, Corcoran reported on her vacation dates.

**DEPARTMENT HEAD COMMENTS**

- Public Works Director reported that the City’s Municipal sign has been replaced.
- Police Chief Cheesman provided a brief update on the Lateral Police Officer applicants. Cheesman reported that the Kids, Cops, and Kiwanis event is scheduled for Saturday, December 17, 2022.

**COUNCILMEMBER COMMENTS**

- Viafore gave kudos to the Public Works and the Police Department for the holiday preparations. Viafore gave his condolences to Adele Beck’
- Reynolds thanked the Police and Fire Department for the Holiday events.
- Barrentine thanked City Staff for the community holiday events.
- George thanked City Staff for the community holiday events.
- Bufford thanked City Staff for the community holiday events
- Andrews thanked City Staff for the community holiday events.
- Wittner thanked City Staff for the community holiday events and gave a special thanks to Judy Schmidtke, Community Events Specialist.

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

Wittner invited public comment; none were provided.

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

### **A. Administration**

No report was provided.

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

Andrews reported that Permit Coordinator Singh has received her Passport Acceptance Certification, passport acceptance will be closed for the holidays, and staff is reviewing site plan documents for the Mildred property.

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

Reynolds reported that the new finance staff is acclimating well. The 2023 budget is being proofread before it is sent to print. Lastly, the finance department is coordinating with the State Auditor's Office to hold a single exit conference.

### **Other Liaison Reports**

George reported that the Fircrest Housing Indicator Report is on the South Sound Housing Affordability Partners (SSHAP) website.

## **CONSENT CALENDAR**

Wittner requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 218864 through Voucher Check No. 218932 in the amount of \$699,013.22; approval of Payroll Check Nos. 14215 through Payroll Check No. 14216 in the amount of \$8,724.59; approval of Payroll Check Nos. 14217 through Payroll Check No. 14221 in the amount of \$55,248.70; approval of Payroll electronic funds transfer in the amount of \$134,584.88; approval of November 21, 2022, Study Session Meeting Minutes; and approval of November 22, 2022, Regular Meeting Minutes. **George MOVED to approve the Consent Calendar; seconded by Bufford. The Motion Carried (7-0).**

## **PUBLIC HEARING**

There was none scheduled.

## **UNFINISHED BUSINESS**

There was none.

## **NEW BUSINESS**

### **A. Ordinance No. 1702: 2022 Budget Amendment #3 – 2nd Reading**

Interim Finance Director Chambers briefed the Council on the second reading of the budget adjustment to the Adopted 2022 Budget and reported on the request for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2022 Budget. **George MOVED to adopt Ordinance No. 1702, authorizing revenues and expenditures of funds for matters not provided for in the Adopted 2022 Budget; seconded by Bufford.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**B. Resolution No. 1806: AV System Replacement Agreement**

Administrative Services Director Westman briefed the Council on the proposed resolution and reported that the 2023 Budget has allocated ARPA funds to the AV replacement. **Bufford MOVED to adopt Resolution No. 1806 authorizing the City Manager to execute a Professional Services Agreement with DescoAV for the Council Chambers audio/visual system replacement; seconded by George.** Wittner invited Councilmember comments. George thanked Barrentine for his efforts. There was a brief discussion on install scheduling and coordination. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

Councilmember Andrews left the meeting at 7:38 P.M. and returned at 7:40 P.M.

**C. Resolution No. 1807: Gunderson Law Prosecutor Agreement**

Interim City Manager Corcoran briefed the Council on the proposed resolution. **Reynolds MOVED to adopt Resolution No. 1807, authorizing the Interim City Manager to execute a professional services agreement with Gunderson Law Office, PLLC for City Prosecutor Services; seconded by George.** Wittner invited Councilmember comments. There was a brief discussion on which cities Gunderson Law contracts services with. Wittner invited public comment. Chief Cheesman reported that the body-worn camera video transition will be straightforward. **The Motion Carried (7-0).**

Councilmember Barrentine left the meeting at 7:43 P.M. and returned at 7:51 P.M.

**D. Resolution No. 1808: Greenleaf Landscaping Contract Amendment**

Public Works Director Bemis briefed the Council on the landscape maintenance services with GreenLeaf Landscape Inc and stated that the amendment will extend the term of the agreement through December 31, 2023. **Bufford MOVED to adopt Resolution No. 1808, authorizing the City Manager to execute an amendment to the landscape maintenance contract with Greenleaf Landscaping, Inc. to provide landscape maintenance services for the City of Fircrest; seconded by George.** Wittner invited Councilmember comments. Discussions included contract renewal policies, posting landscaping RFP, and contract language. Wittner invited public comment; none were provided. **The Motion Carried (6-0), with Barrentine, excused.**

**E. Resolution No. 1809: KPG On-Call Contract Amendment**

Bemis provided a history of the professional services rendered by KPG and reported that KPG recently merged with a large engineering firm, Psomas. **George MOVED to adopt Resolution No. 1809, authorizing the City Manager to execute an eighth amendment to the Professional Services Agreement with KPG Psomas, P.S., for providing on-call engineering services for transportation-type projects and additional services as needed; seconded by Bufford.** Wittner invited Councilmember comments. Discussions included rate schedule and KPG Psomas organization structure. **Viafore MOVED to table Resolution No. 1809, authorizing the City Manager to execute an eighth amendment to the Professional Services Agreement with KPG Psomas, P.S., for providing on-call engineering services for transportation-type projects and additional services as needed; seconded by George.** **The Motion Carried As Amended (7-0).**

**F. Resolution No. 1810: Police Chief Recruitment Contract**

Chief Examiner Burkhart briefed the Council on the proposed resolution. Burkhart stated that the recruitment services were not included in the adopted 2023 budget and would be included in the first budget amendment in 2023. **Bufford MOVED to adopt Resolution No. 1810, authorizing the Interim City Manager to execute a professional services agreement with Prothman for Police Chief Recruitment Services; seconded by George.** Wittner invited Councilmember comments. There was a brief discussion on the firm selection. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**E. Resolution No. 1809: KPG On-Call Contract Amendment**

**George MOVED to untable Resolution No. 1809, authorizing the City Manager to execute an eighth amendment to the Professional Services Agreement with KPG Psomas, P.S., for providing on-call engineering services for transportation-type projects and additional services as needed; seconded by Bufford.** Wittner invited Councilmember comments. Discussions included rate schedule and KPG Psomas organization structure. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**G. Resolution No 1811: Apex Engineering Contract Amendment**

Bemis briefed the Council on the proposed resolution. Interim City Manager Corcoran commented on the 2023 rate increases. **George MOVED to adopt Resolution No. 1811, authorizing the City Manager to execute a seventh amendment to the Professional Services Agreement with Apex Engineering LLC for providing on-call engineering services for transportation-type projects and additional services as needed; seconded by Bufford.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**H. Resolution No. 1812: Pacific Office Automation Copier Agreement**

Interim Finance Director Chambers briefed the Council on the proposed resolution and stated that copiers will be replaced with newer comparable models. **Bufford MOVED to adopt Resolution No. 1812, authorizing the Interim City Manager to execute a sixty (60) month lease and maintenance agreement with Pacific Office Automation (POA) to provide copiers and ongoing maintenance for City Hall, Court, Parks and Recreation, and Public Works; seconded by George.** Wittner invited Councilmember comments. There was a brief discussion on copier costs. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**I. Resolution No. 1813: SSHAP Appointment**

Interim City Manager Corcoran provided an update on the SSHAP appointment and stated that Councilmember George's term expires on December 31, 2022. **Viafore MOVED to adopt Resolution No. 1813, appointing Councilmember Hunter George as representative to South Sound Housing Affordability Partners, and further appointing Jim Andrews as an alternate representative to South Sound Housing Affordability Partners; seconded by Reynolds.** Wittner invited Councilmember comments. There was a discussion on the alternate position appointment. Upon a roll call vote, **The Motion Failed (4-3) with Barrentine, Bufford, George, and Wittner dissenting.**

**Bufford MOVED to adopt Resolution No. 1813, appointing Councilmember Hunter George as representative to South Sound Housing Affordability Partners, and further appointing Joe Barrentine as an alternate representative to South Sound Housing Affordability Partners; seconded by George.** Wittner invited Councilmember comments. There was a brief discussion on the alternate position appointment. Wittner invited public comment; none were provided. Upon a roll call vote, **The Motion Passed (6-1) with Viafore dissenting.**

**J. Resolution No. 1814: Pierce Transit Board Appointment**

Interim City Manager Corcoran briefed the Council on the proposed resolution and stated that the representatives will have voting authority from January 1, 2023, to December 31, 2024. **George MOVED to adopt Resolution No. 1814, appointing Councilmember Nikki Bufford as the City of University Place and City of Fircrest’s representative to the Pierce Transit Board of Commissioners; seconded by Barrentine.** Wittner invited Councilmember comments. There was a discussion on the position appointment. Upon a roll call vote, **The Motion Failed (4-3) with Andrews, Reynolds, Viafore, and Wittner dissenting.**

**Viafore MOVED to adopt Resolution No. 1814, appointing Councilmember Shannon Reynolds as the City of University Place and City of Fircrest’s representative to the Pierce Transit Board of Commissioners; seconded by Bufford.** Wittner invited Councilmember comments. There were no comments provided. Wittner invited public comment; none were provided. Upon a roll call vote, **The Motion Passed (7-0).**

**K. Resolution No. 1815: PCRC Appointment**

Interim City Manager Corcoran that the proposed resolution. **Viafore MOVED to adopt Resolution No. 1815, appointing Councilmember Shannon Reynolds as the representative to the Pierce County Regional Council, and further appointing Councilmember Nikki Bufford as an alternate representative to the Pierce County Regional Council; seconded by George.** Wittner invited Councilmember comments. There was a discussion on Reynolds being appointed as the chair of PCRC and encouraging Councilmember Bufford to be involved with PSRC. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**L. Motion: Police Officer Signing Bonus MOU**

Corcoran briefed the Council on the proposed incentive pay bonuses for each newly commissioned officer hired between December 14, 2022, through December 31, 2023. **Bufford MOVED to move to authorize the Interim City Manager to execute the Memorandum of Understanding by and between the City of Fircrest and the Fircrest Police Guild for Signing Bonus Incentive Pay; seconded by George.** Wittner invited Councilmember comments; none were provided. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**M. Resolution No. 1816: Ruston Court Contract Amendment**

Corcoran briefed the Council on the proposed resolution and stated that the amendment extends the term through December 31, 2023, and increases the annual fee. **George MOVED to adopt Resolution No. 1816, authorizing the Interim City Manager to execute Amendment #4 to the professional services agreement with Ruston Court to provide court services for 2023; seconded by Bufford.** Wittner invited Councilmember comments. Wittner invited public comment; none were provided. **The Motion Carried (7-0).**

**CALL FOR FINAL COMMENTS**

Viafore commented on getting Wi-Fi at the Public Safety Building.

Cheesman Commented on the homeless camp cleanup.

**EXECUTIVE SESSION**


At 9:07 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). Wittner invited Interim City Manager Corcoran.

**ADJOURNMENT**

Viafore **MOVED** to adjourn the meeting at 9:32 P.M., seconded by George. The Motion Carried (7-0).



Brett L. Wittner, Mayor



Jayne Westman, City Clerk