

**FIRCREST CITY COUNCIL  
REGULAR MEETING  
AGENDA**

**TUESDAY, JULY 25, 2023  
7:00 P.M.**

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

---

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
  - A. Rep. Leavitt Legislative Update
  - B. [Proclamation: National Night Out](#)
- 5. CITY MANAGER COMMENTS**
  - A. [Motion: September 18, 2023 Special Meeting](#)
- 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.)
- 9. COMMITTEE, COMMISSION & LIAISON REPORTS**
  - A. Parks & Recreation
  - B. Pierce County Regional Council
  - C. Public Safety, Courts
  - D. Street, Water, Sewer, and Storm Drain
  - E. Other Liaison Reports
- 10. CONSENT CALENDAR**
  - A. Approval of [vouchers](#)/payroll checks
  - B. Approval of Minutes: [June 23, 2023, Regular Meeting](#)  
[June 27, 2023, Regular Meeting](#)  
[July 11, 2023, Regular Meeting](#)
- 11. PUBLIC HEARING**
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
  - A. [Resolution: Umpqua Bank Time & Temperature Sign Agreement](#)
  - B. [Ordinance: Salary Plan Amendment](#)
  - C. [Ordinance: Budget Amendment #2 - 1st Reading](#)
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**
- 16. ADJOURNMENT**

Join the Zoom Dial-in Information: 1-253-215-8782 Webinar ID: 850 6025 7564 Password: 412467

---



## ***PROCLAMATION OF THE FIRCREST CITY COUNCIL***

***WHEREAS***, the National Association of Town Watch is sponsoring a unique, nationwide crime, drug, and violence prevention program on August 1, 2023, called National Night Out; and

***WHEREAS***, the 40th annual National Night Out provides a unique opportunity for the City of Fircrest to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

***WHEREAS***, Fircrest is unique in its ambiance, the closeness of neighbors, awareness of community, cooperation, and concern for each other; and

***WHEREAS***, the citizens of Fircrest play a vital role in assisting the Fircrest Police Department through joint crime, drug and violence prevention programs; and

***WHEREAS***, all citizens of Fircrest must be aware of the importance of crime prevention programs and the impact their participation can have on reducing crime, illegal drugs, and violence in Fircrest; and

***WHEREAS***, police-community partnerships, neighborhood safety, awareness, and cooperation are important themes of the National Night Out Program.

***NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FIRCREST***, does hereby proclaim August 1, 2023, as;

**National Night Out in the City of Fircrest, Washington, and urge all citizens to join the Fircrest Police Department and the National Association of Town Watch in participating in this important event.**

Passed this 25th day of July 2023

---

Brett L. Wittner, Mayor

## **FIRCREST CITY COUNCIL AGENDA SUMMARY**

**DATE:** July 25, 2023

**NEW BUSINESS:** Motion to Change September 18, 2023 Study Session to a Special Meeting

**ITEM 5A:** City Manager Comments

**FROM:** Dawn Masko, City Manager

---

**RECOMMENDED MOTION:** I move to change the September 18, 2023 Study Session to a Special Meeting of the City Council to be held at 7:00 PM in Council Chambers.

---

**PROPOSAL:** City staff have been working with BHC Consultants and Jeff Boers on the Comprehensive Plan Update. There is a desire to provide an update on progress to date and the work plan for the remainder of 2023 and 2024, as well as discuss current City Code and how it relates to housing infill under the new State RCW and possible tools and techniques to fit Fircrest. Staff are requesting to change the September 18, 2023 Study Session to a Special Meeting of the City Council to be held at 7:00 PM in the Council Chambers. This meeting will also serve as an opportunity for the Planning Commission and members of the public to hear this presentation from City consultants.

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
30061	07/16/2023	07/25/2023	4298 AWC Employee Benefit Trust	742.50	08/2023 Retired Medical
	521 22 20 01		LEOFF I Medical Premiums 001 000 521 General Fund	742.50	08/2023 Retired Medical
30022	07/14/2023	07/25/2023	8771 Adiele, Laura	194.57	03-01120.2 - 709 PASADENA AVE
	343 10 00 00		Storm Drain Revenues 415 000 340 Storm Drain	-51.81	
	343 40 00 00		Sale Of Water 425 000 340 Water Fund (dep	-52.08	
	343 50 00 00		Sewer Revenues 430 000 340 Sewer Fund (dep	-90.68	
30057	07/16/2023	07/25/2023	3647 Agrishop, Inc	39.64	Oil for Parks Equipment
	576 80 31 02		Oper Supplies - Parks 001 000 576 General Fund	39.64	Oil for Parks Equipment
30087	07/16/2023	07/25/2023	3705 Alpine Products Inc	452.92	Stop Signs (6)
	542 30 31 02		Oper Supplies - Street Reg 101 000 542 City Street Fund	452.92	Stop Signs (6)
30119	07/18/2023	07/25/2023	3705 Alpine Products Inc	963.42	Stop Signs (5), Yield Signs (5), & White Traffic Paint (25 gal)
	542 30 31 02		Oper Supplies - Street Reg 101 000 542 City Street Fund	963.42	Stop Signs (5), Yield Signs (5), & White Traffic Paint (25 gal)
Total Alpine Products Inc				1,416.34	
30124	07/18/2023	07/25/2023	8667 Aqua Rec's Fireside Hearth N' Home	56.66	Pool Testing Supplies
	576 20 31 03		Oper Supplies - Pool 001 000 576 General Fund	56.66	Pool Testing Supplies
30117	07/18/2023	07/25/2023	10279 Ault Electric Services, LLC	614.70	AV System - ARPA Funds
	594 11 64 00		Machinery & Equipment - Le 001 000 511 General Fund	614.70	AV System - ARPA Funds
30045	07/15/2023	07/25/2023	4052 Auto Value, NPW Tacoma	21.97	Well #9 Generator Anti-freeze
	534 80 31 02		Oper Supplies - Water Gen ( 425 000 534 Water Fund (dep	21.97	Well #9 Generator Anti-freeze
30090	07/16/2023	07/25/2023	8355 Avila, Julia	67.00	Library Reimbursement 1 Year
	572 21 49 00		Library Services 001 000 572 General Fund	67.00	Library Reimbursement 1 Year
30100	07/17/2023	07/25/2023	4218 BHC Consultants LLC	10,997.73	G22-03 Comprehensive Plan Update thru 06/23/23
	558 60 41 00		Prof Svcs - Planning 001 000 558 General Fund	10,997.73	G22-03 Comprehensive Plan Update thru 06/23/23
30009	07/10/2023	07/25/2023	10074 Barr Jr, Thomas J	141.48	03-00180.1 - 327 REGENTS BLVD
	343 10 00 00		Storm Drain Revenues 415 000 340 Storm Drain	-31.36	

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-34.30	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-75.82	
30107	07/18/2023	07/25/2023	10106 Brohamm LLC	500.00	Strawberry Festival Sound Equipment
	573 90 49 01	Community Events	001 000 573 General Fund	500.00	Strawberry Festival Sound Equipment
30011	07/10/2023	07/25/2023	8430 Buck, Elijah	144.31	03-00815.1 - 105 CORNELL ST
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-31.99	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-34.99	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-77.33	
30110	07/18/2023	07/25/2023	4280 Builders' Hardware & Supply Co.	106.96	Rekey Police Dept Entry
	518 30 31 02	Oper Supplies - PSB Bldg	001 000 518 General Fund	106.96	Rekey Police Dept Entry
30103	07/17/2023	07/25/2023	9496 Burkhart, Arlette	131.68	Lunch, Snacks & Drinks for Police Chief Oral Board 07/17/23
	521 10 49 00	Miscellaneous - Civil Svc	001 000 521 General Fund	78.94	Snacks/Drinks for Police Chief Oral Board 07/17/23
	521 10 49 01	Meals - Other Than Travel/T	001 000 521 General Fund	52.74	Lunch for Interview Oral Board 07/17/23
30059	07/16/2023	07/25/2023	4293 CDW Government Inc	724.13	SAA #1900 Computer for Poolhouse
	576 20 35 00	Small Tools & Equip - Pool	001 000 576 General Fund	724.13	SAA #1900 Computer for Poolhouse
30060	07/16/2023	07/25/2023	4293 CDW Government Inc	48.70	SAA #1900 Warranty for Poolhouse Computer
	576 20 35 00	Small Tools & Equip - Pool	001 000 576 General Fund	48.70	SAA #1900 Warranty for Poolhouse Computer
30116	07/18/2023	07/25/2023	4293 CDW Government Inc	831.87	SAA #1901 Computer for J Schmidtke
	571 10 35 00	Small Tools & Equip - Rec	001 000 571 General Fund	831.87	SAA #1901 Computer for J Schmidtke
			Total CDW Government Inc	1,604.70	
30050	07/15/2023	07/25/2023	5805 CenturyLink (Lumen LD)	12.97	Long Distance Access & Usage 07/2023
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	12.97	Long Distance Access & Usage 07/2023
30029	07/15/2023	07/25/2023	3994 CenturyLink	680.24	Telecommunications - July 2023
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	223.98	City Hall Alarm & Fax (3) - 07/2023
	521 22 42 00	Communication - Police	001 000 521 General Fund	237.75	Police BA/Modem & Fax - 07/2023
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	18.67	PW Alarm - 07/2023
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	19.71	PW Fax - 07/2023
	534 10 42 00	Communication - Water Adr	425 000 534 Water Fund (de	18.67	PW Alarm - 07/2023

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
534 10 42 00	Communication - Water Adr		425 000 534 Water Fund (de	32.50	PW DSL/Telemetry - 07/2023	
534 10 42 00	Communication - Water Adr		425 000 534 Water Fund (de	19.71	PW Fax - 07/2023	
535 10 42 01	Communication - Sewer Adr		430 000 535 Sewer Fund (de	18.67	PW Alarm - 07/2023	
535 10 42 01	Communication - Sewer Adr		430 000 535 Sewer Fund (de	32.50	PW DSL/Telemetry - 07/2023	
535 10 42 01	Communication - Sewer Adr		430 000 535 Sewer Fund (de	19.71	PW Fax - 07/2023	
542 30 42 00	Communication - Street Reç		101 000 542 City Street Fund	18.67	PW Alarm - 07/2023	
542 30 42 00	Communication - Street Reç		101 000 542 City Street Fund	19.70	PW Fax - 07/2023	
<hr/>						
30105	07/18/2023	07/25/2023	4315	Cities Insurance Assoc of WA	1,000.00	Insurance Deductible - 4/19/20 Frederick*C1999
	518 30 46 01	Insurance Deductible	001 000 518 General Fund	1,000.00	Insurance Deductible - 4/19/20 Frederick*C1999	
<hr/>						
30048	07/15/2023	07/25/2023	4324	City Treasurer-Tacoma	66,240.67	Fire/EMS - August 2023
	522 20 40 00	Tacoma Contract - Fire	001 000 522 General Fund	19,404.00	Fire - 08/2023	
	522 20 41 00	Tacoma Contract - EMS	001 000 522 General Fund	46,836.67	EMS - 08/2023	
<hr/>						
30052	07/15/2023	07/25/2023	4324	City Treasurer-Tacoma	2,203.97	Semi Annual Billing for Streetlight Attachments 7/1/23- 12/31/23
	542 63 48 02	Pole Attachment Charge	101 000 542 City Street Fund	2,203.97	Semi Annual Billing for Streetlight Attachments 7/1/23- 12/31/23	
<hr/>						
			Total City Treasurer-Tacoma	68,444.64		
<hr/>						
30091	07/16/2023	07/25/2023	6268	Cole-Parmer Instrument Company	268.83	Fluoride Meter for Testing
	534 80 35 00	Small Tools & Equip - Water	425 000 534 Water Fund (de	268.83	Fluoride Meter for Testing	
<hr/>						
30031	07/15/2023	07/25/2023	3573	Copiers Northwest Inc	41.17	Printer Usage 5/28/23-6/28/23
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521 General Fund	41.17	Printer Usage 5/28/23-6/28/23	
<hr/>						
30114	07/18/2023	07/25/2023	3573	Copiers Northwest Inc	33.20	Copier Usage 06/14/23-07/13/23
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521 General Fund	33.20	Copier Usage 06/14/23-07/13/23	
<hr/>						
			Total Copiers Northwest Inc	74.37		
<hr/>						
30039	07/15/2023	07/25/2023	3589	Databar Inc	2,308.94	Town Topics - Statement Production - June 2023, Postage, Town Topics, Community Sponsorship
	518 10 49 01	Town Topics/Citizen Commu	001 000 518 General Fund	61.08	June 2023 Town Topics Insert	
	531 50 42 01	Postage - Storm	415 000 531 Storm Drain	297.34	June 2023 UB Postage	
	531 50 49 06	Mailing Service - Storm	415 000 531 Storm Drain	431.59	June 2023 UB Mailing Svc	

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 42 01	Postage - Water Admin		425 000 534 Water Fund (de	297.34	June 2023 UB Postage
534 10 49 06	Mailing Service - Water Adr		425 000 534 Water Fund (de	431.58	June 2023 UB Mailing Svc
535 10 42 02	Postage - Sewer Admin		430 000 535 Sewer Fund (de	297.34	June 2023 UB Postage
535 10 49 05	Mailing Service - Sewer Adr		430 000 535 Sewer Fund (de	431.59	June 2023 UB Mailing Svc
542 80 31 04	Oper Supplies - Beautificatic		101 000 542 City Street Fund	61.08	June 2023 Community Sponsorship Flyer
30040 07/15/2023	07/25/2023 3589		Databar Inc	454.69	Town Topics - Separate Mailing - June 2023
518 10 49 01	Town Topics/Citizen Commu		001 000 518 General Fund	454.69	Town Topics - Separate Mailing - June 2023
30041 07/15/2023	07/25/2023 3589		Databar Inc	1,455.86	Annual Water Quality & Water Efficiency Report and Brochure
534 10 49 04	Printing & Binding - Water /		425 000 534 Water Fund (de	1,455.86	Annual Water Quality & Water Efficiency Report and Brochure
30044 07/15/2023	07/25/2023 3589		Databar Inc	1,563.42	Town Topics - June 2023
518 10 49 01	Town Topics/Citizen Commu		001 000 518 General Fund	1,563.42	Town Topics - June 2023
			Total Databar Inc	5,782.91	
30008 07/10/2023	07/25/2023 2291		Davidson, Douglas	168.03	05-00060.2 - 1021 PARADISE LANE
343 10 00 00	Storm Drain Revenues		415 000 340 Storm Drain	17.01	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-259.59	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	74.55	
30104 07/18/2023	07/25/2023 4310		Dept Of Revenue-EXCISE TAX	22,847.69	June 2023 Excise Taxes
518 20 43 01	Excise Tax - Time/Temp Ren		001 000 518 General Fund	3.30	June 2023 Excise Taxes
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	26.00	June 2023 Excise Taxes
521 22 49 00	Miscellaneous - Police		001 000 521 General Fund	133.36	June 2023 Excise Taxes
531 50 44 00	Excise Tax - Storm		415 000 531 Storm Drain	1,531.66	June 2023 Excise Taxes
534 10 44 00	Excise Tax - Water		425 000 534 Water Fund (de	3.48	June 2023 Excise Taxes
534 10 44 00	Excise Tax - Water		425 000 534 Water Fund (de	214.46	June 2023 Excise Taxes
534 10 44 00	Excise Tax - Water		425 000 534 Water Fund (de	9,312.67	June 2023 Excise Taxes
535 10 44 00	Excise Tax - Sewer		430 000 535 Sewer Fund (de	1.34	June 2023 Excise Taxes
535 10 44 00	Excise Tax - Sewer		430 000 535 Sewer Fund (de	6,881.15	June 2023 Excise Taxes
571 20 43 00	Excise Tax - Participation Fex		001 000 571 General Fund	28.80	June 2023 Excise Taxes
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	69.59	June 2023 Excise Taxes
576 20 43 00	Excise Tax - Pool Revenue		001 000 576 General Fund	4,556.98	June 2023 Excise Taxes
576 80 31 02	Oper Supplies - Parks		001 000 576 General Fund	41.70	June 2023 Excise Taxes
594 76 62 03	Buildings & Structures - PBC		301 000 594 Park Bond Capit	43.20	June 2023 Excise Taxes

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
30010	07/10/2023	07/25/2023	10189 Dyer, Chris	144.52	02-01290.5 - 122 CONTRA COSTA AVE
	343 10 00 00		Storm Drain Revenues	415 000 340	Storm Drain
	343 40 00 00		Sale Of Water	425 000 340	Water Fund (dep
	343 50 00 00		Sewer Revenues	430 000 340	Sewer Fund (dep
				-32.04	
				-35.04	
				-77.44	
30071	07/16/2023	07/25/2023	4858 Ewing Irrigation Products Inc	57.64	Irrigation Repair Parts - Parks
	576 80 31 02		Oper Supplies - Parks	001 000 576	General Fund
				57.64	Irrigation Repair Parts - Parks
30094	07/16/2023	07/25/2023	4858 Ewing Irrigation Products Inc	3.91	Irrigation Repair Parts - Parks
	576 80 31 02		Oper Supplies - Parks	001 000 576	General Fund
				3.91	Irrigation Repair Parts - Parks
30095	07/16/2023	07/25/2023	4858 Ewing Irrigation Products Inc	105.90	Irrigation Repair Parts - Parks
	576 80 31 02		Oper Supplies - Parks	001 000 576	General Fund
				105.90	Irrigation Repair Parts - Parks
			Total Ewing Irrigation Products Inc	167.45	
30067	07/16/2023	07/25/2023	9868 Fircrest Towing	279.40	#68055D - Tow 2019 Ford Explorer
	521 22 48 00		Rep & Maint - Police	001 000 521	General Fund
				279.40	#68055D - Tow 2019 Ford Explorer
30064	07/16/2023	07/25/2023	10306 H2O Analytics Corporation	3,200.00	Annual Support for AMI Metering System (July 2023 - June 2024)
	534 10 41 00		Prof Svcs - Water Admin	425 000 534	Water Fund (dep
				3,200.00	Annual Support for AMI Metering System (July 2023 - June 2024)
30123	07/18/2023	07/25/2023	10499 Hemley's Septic Tank Cleaning, Inc.	1,135.00	Portable Restrooms for Car Show
	573 90 49 01		Community Events	001 000 573	General Fund
				1,135.00	Portable Restrooms for Car Show
30047	07/15/2023	07/25/2023	8366 Hillstrom, Suzanne	67.00	Library Reimbursement 1 Year
	572 21 49 00		Library Services	001 000 572	General Fund
				67.00	Library Reimbursement 1 Year
30058	07/16/2023	07/25/2023	3692 Home Depot Credit Services	51.82	Water Filter
	518 30 31 03		Oper Supplies - PWF	001 000 518	General Fund
				51.82	Water Filter
30072	07/16/2023	07/25/2023	3692 Home Depot Credit Services	2.64	Parks Supplies
	576 80 31 02		Oper Supplies - Parks	001 000 576	General Fund
				2.64	Parks Supplies
30108	07/18/2023	07/25/2023	3692 Home Depot Credit Services	33.07	Power Drum Auger
	518 30 35 00		Small Tools & Equip - Facilit	001 000 518	General Fund
				33.07	Power Drum Auger



# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 6

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
30109	07/18/2023	07/25/2023	3692 Home Depot Credit Services	29.41	Drain Cleaner & Shower Drain Strainer
	518 30 31 02 Oper Supplies - PSB Bldg		001 000 518 General Fund	29.41	Drain Cleaner & Shower Drain Strainer
			Total Home Depot Credit Services	116.94	
30099	07/17/2023	07/25/2023	8122 Jean, Robert W.	6,250.00	Acting City Manager Services through July 14th, 2023
	513 10 41 00 Prof Svcs - Admin		001 000 513 General Fund	6,250.00	Acting City Manager Services through July 14th, 2023
30098	07/17/2023	07/25/2023	5428 Jeff Boers	2,328.75	Land Use Consulting (20.25 Hrs) - June 2023
	558 60 41 00 Prof Svcs - Planning		001 000 558 General Fund	2,328.75	Land Use Consulting (20.25 Hrs) - June 2023
30012	07/10/2023	07/25/2023	8137 Johnson, Heidi	144.14	03-00810.0 - 101 CORNELL ST
	343 10 00 00 Storm Drain Revenues		415 000 340 Storm Drain	-31.95	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (de	-34.95	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	-77.24	
30069	07/16/2023	07/25/2023	9817 Kenyon Disend	3,264.00	Attorney Services - June 2023 - Land Use
	515 41 41 02 Special Legal Counsel		001 000 515 General Fund	3,264.00	Attorney Services - June 2023 - Land Use
30070	07/16/2023	07/25/2023	9817 Kenyon Disend	7,290.50	Attorney Services - June 2023
	515 41 41 01 City Attorney		001 000 515 General Fund	7,290.50	Attorney Services - June 2023
			Total Kenyon Disend	10,554.50	
30121	07/18/2023	07/25/2023	10498 King Aquatic Club	1,430.00	Registration for South Sound Summer Swim League (65 swimmers)
	576 20 49 03 Swim Team Registration		001 000 576 General Fund	1,430.00	Registration for South Sound Summer Swim League (65 swimmers)
30053	07/15/2023	07/25/2023	10134 Kramer, Caroline	67.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	67.00	Library Reimbursement - 1 Year
30021	07/14/2023	07/25/2023	3412 Kurtz, Kurt	245.81	12-00440.1 - 4406 60TH AVE W
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	-245.81	
30023	07/15/2023	07/25/2023	10264 Larson, Shari	511.80	Gentle Yoga & Chair Yoga Classes (6/1/23-6/30/23)

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 7

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
571 20 49 06	Instructor Fees		001 000 571 General Fund	511.80	Gentle Yoga & Chair Yoga Classes (6/1/23-6/30/23)
30036	07/15/2023	07/25/2023	3791 Lowe's Company-#338954	29.15	Chlorine Tubing
534 80 31 02	Oper Supplies - Water Gen (		425 000 534 Water Fund (de	29.15	Chlorine Tubing
30118	07/18/2023	07/25/2023	3791 Lowe's Company-#338954	376.30	Marking Paint Locates
531 50 31 02	Oper Supplies - Storm		415 000 531 Storm Drain	94.07	Marking Paint Locates
534 80 31 02	Oper Supplies - Water Gen (		425 000 534 Water Fund (de	94.08	Marking Paint Locates
535 50 31 01	Oper Supplies - Sewer Main		430 000 535 Sewer Fund (de	94.07	Marking Paint Locates
542 63 31 00	Oper Supplies - St Light		101 000 542 City Street Fund	94.08	Marking Paint Locates
Total Lowe's Company-#338954				405.45	
30032	07/15/2023	07/25/2023	3816 Marv's Backhoe Service	3,082.80	Cost to Haul Dirt, Concrete & Asphalt from Misc. Projects
534 50 48 01	Rep & Maint - Water Maint		425 000 534 Water Fund (de	1,027.60	Cost to Haul Dirt, Concrete & Asphalt from Misc. Projects
535 50 48 00	Rep & Maint - Sewer Maint		430 000 535 Sewer Fund (de	1,027.60	Cost to Haul Dirt, Concrete & Asphalt from Misc. Projects
542 30 48 01	Rep & Maint - Street Maint		101 000 542 City Street Fund	1,027.60	Cost to Haul Dirt, Concrete & Asphalt from Misc. Projects
30049	07/15/2023	07/25/2023	6639 McClain's Soil Supply	640.00	Dump Fee for Cleaning PW Yard (16 Yds)
531 50 47 01	Dumping Fees - Storm		415 000 531 Storm Drain	160.00	Dump Fee for Cleaning PW Yard (16 Yds)
534 80 47 02	Dumping Fees - Water		425 000 534 Water Fund (de	160.00	Dump Fee for Cleaning PW Yard (16 Yds)
535 80 47 02	Dumping Fees - Sewer		430 000 535 Sewer Fund (de	160.00	Dump Fee for Cleaning PW Yard (16 Yds)
542 30 47 01	Dumping Fees - Street		101 000 542 City Street Fund	160.00	Dump Fee for Cleaning PW Yard (16 Yds)
30026	07/15/2023	07/25/2023	3841 Metropolitan Ballet of Tacoma	1,633.10	Ballet Instruction 04/06/23-06/08/23
571 20 49 06	Instructor Fees		001 000 571 General Fund	1,633.10	Ballet Instruction 04/06/23-06/08/23
30024	07/15/2023	07/25/2023	10265 Mirande, Therese	337.30	Friday Gentle Yoga Classes (May) & Yin Yoga Series (Apr/May)
571 20 49 06	Instructor Fees		001 000 571 General Fund	337.30	Friday Gentle Yoga Classes (May) & Yin Yoga Series (Apr/May)
30115	07/18/2023	07/25/2023	10109 Mitchell, Elisabeth	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 8

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
30102	07/17/2023	07/25/2023	3882	Nellist, Angela	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year
30051	07/15/2023	07/25/2023	3923	Orca Pacific Inc	1,349.68	Hypochlorite Solution (200 Gal); Muriatic Acid (2 Gal)
	576 20 31 01	Oper Supplies - Pool Chemi	001 000 576	General Fund	1,349.68	Hypochlorite Solution (200 Gal); Muriatic Acid (2 Gal)
30056	07/16/2023	07/25/2023	3923	Orca Pacific Inc	1,858.34	Hypochlorite Solution (330 Gal); Chlorine Stabilizer
	576 20 31 01	Oper Supplies - Pool Chemi	001 000 576	General Fund	1,858.34	Hypochlorite Solution (330 Gal); Chlorine Stabilizer
				Total Orca Pacific Inc	3,208.02	
30120	07/18/2023	07/25/2023	3929	Owen Equipment Company	6,756.73	#60915D (Sweeper) - Chassis & Aux Engine Service, Changed Aux Drive Belt & Replaced Alarm
	548 65 48 13	O & M - Storm	501 000 548	Equipment Rent	6,756.73	#60915D (Sweeper) - Chassis & Aux Engine Service, Changed Aux Drive Belt & Replaced Alarm
30046	07/15/2023	07/25/2023	10244	Owen Kari, DBA ASL Professionals	256.90	ASL Services 6/13/23 Council Meeting (2.5 Hr plus Mileage)
	511 60 41 00	Prof Svcs - Legisl	001 000 511	General Fund	256.90	ASL Services 6/13/23 Council Meeting (2.5 Hr plus Mileage)
30132	07/19/2023	07/25/2023	3957	PC Budget & Finance	427.00	Recording Fees - Sanitary Sewer & Water Utility Easement (1345 Regents)
	534 10 49 00	Miscellaneous - Water Admi	425 000 534	Water Fund (de	213.50	Recording Fees - Water Utility Easement (1345 Regents)
	535 10 49 00	Miscellaneous - Sewer Admi	430 000 535	Sewer Fund (de	213.50	Recording Fees - Sanitary Sewer Utility Easement (1345 Regents)
30034	07/15/2023	07/25/2023	8993	Pacific Office Automation - A/R	549.10	Copier Lease - 06/01/23-07/01/23
	591 12 70 00	Lease Payments - Court	001 000 591	General Fund	104.32	Court 06/01/23-07/01/23
	591 18 70 10	Lease Payments - Non-Dept	001 000 591	General Fund	203.26	City Hall 06/01/23-07/01/23
	591 31 70 00	Lease Payments - Storm	415 000 591	Storm Drain	31.89	Storm 06/01/23-07/01/23
	591 34 70 00	Lease Payments - Water Adr	425 000 591	Water Fund (de	31.90	Water 06/01/23-07/01/23
	591 35 70 00	Lease Payments - Sewer	430 000 591	Sewer Fund (de	31.90	Sewer 06/01/23-07/01/23
	591 71 70 00	Lease Payments - Recreatior	001 000 591	General Fund	102.55	Rec 06/01/23-07/01/23
	591 76 70 80	Lease Payments - Parks	001 000 591	General Fund	11.39	Parks 06/01/23-07/01/23
	591 95 70 00	Lease Payments - Street	101 000 591	City Street Fund	31.89	Street 06/01/23-07/01/23

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 9

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
30030	07/15/2023	07/25/2023	3937 Pape & Sons Construction Inc	180,039.55	P#66 Stormwater Pre-Treatment Outfall Work Through 6/14/23
	594 31 63 00	Storm Improvements - Storr	416 000 594 Storm Improven	180,039.55	P#66 Stormwater Pre-Treatment Outfall Work Through 6/14/23
30033	07/15/2023	07/25/2023	3937 Pape & Sons Construction Inc	39,566.77	P#76 Rose Street Water Main Replacement - Final Bill
	594 34 63 01	Other Improvements - Wate	426 000 594 Water Improven	39,566.77	P#76 Rose Street Water Main Replacement - Final Bill
Total Pape & Sons Construction Inc				219,606.32	
30086	07/16/2023	07/25/2023	1429 Pasic, Brian	67.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	67.00	Library Reimbursement - 1 Year
30134	07/19/2023	07/25/2023	3955 Petrocard Systems Inc	444.38	Gas/Fuel - July 2023
	548 65 31 12	Gas - Street	501 000 548 Equipment Rent	195.91	Street - 07/2023
	548 65 31 13	Gas - Storm	501 000 548 Equipment Rent	160.16	Storm - 07/2023
	548 65 31 14	Gas - Water/Sewer	501 000 548 Equipment Rent	88.31	W/S - 07/2023
30097	07/17/2023	07/25/2023	10221 Petty Cash-ParksRec	122.50	Petty Cash Reimbursement 07/25/23
	571 10 31 02	Senior Program Supplies	001 000 571 General Fund	122.50	Senior Morning Supplies
30042	07/15/2023	07/25/2023	4828 Protect Youth Sports	142.35	Background Checks for Parks/Rec
	518 11 41 00	Prof Svcs - Personnel	001 000 518 General Fund	142.35	Background Checks for Parks/Rec
30101	07/17/2023	07/25/2023	3986 Puget Sound Energy, BOT-01H	67.37	Natural Gas - City Hall June 2023
	518 30 47 00	Public Utility Services - City	001 000 518 General Fund	67.37	Natural Gas - City Hall June 2023
30135	07/19/2023	07/25/2023	3986 Puget Sound Energy, BOT-01H	57.83	Natural Gas - PW - June 2023
	531 50 47 02	Public Utility Services - Bldg	415 000 531 Storm Drain	14.46	Natural Gas - PW - June 2023
	534 10 47 00	Utility Services/Building - W.	425 000 534 Water Fund (de	14.46	Natural Gas - PW - June 2023
	535 10 47 00	Utility Services/Building - Se	430 000 535 Sewer Fund (de	14.46	Natural Gas - PW - June 2023
	542 30 47 02	Electricity & Gas/Bldg - Stre	101 000 542 City Street Fund	14.45	Natural Gas - PW - June 2023
Total Puget Sound Energy, BOT-01H				125.20	
30035	07/15/2023	07/25/2023	337 Roberts, Christopher	25.00	Gym Fees Reimbursement - May 2023

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 10

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
	521 22 20 00		Personnel Benefits - Police	001 000 521	General Fund
				25.00	Gym Fees Reimbursement - May 2023
30028	07/15/2023	07/25/2023	10398		Rubke, Patricia
	571 20 49 06		Instructor Fees	001 000 571	General Fund
				584.50	Barre Classes (Beginning Barre, Barre HIIT, Barre) 06/01/23-06/30/23
30054	07/16/2023	07/25/2023	4035		Sarco Supply
	518 30 31 05		Oper Supplies - Parks Struct	001 000 518	General Fund
				93.70	Operating Supplies - Tot Lot
30073	07/16/2023	07/25/2023	4035		Sarco Supply
	518 30 31 03		Oper Supplies - PWF	001 000 518	General Fund
				676.92	Janitorial Supplies - Public Works
30111	07/18/2023	07/25/2023	4035		Sarco Supply
	571 10 31 04		Janitorial Supplies - Rec Bldg	001 000 571	General Fund
				322.45	Janitorial Supplies - Rec Bldg
30112	07/18/2023	07/25/2023	4035		Sarco Supply
	518 30 31 04		Oper Supplies - CH	001 000 518	General Fund
				226.65	Operating Supplies - City Hall
30113	07/18/2023	07/25/2023	4035		Sarco Supply
	576 20 31 02		Janitorial Supplies - Pool	001 000 576	General Fund
				521.31	Janitorial Supplies - Pool
			Total Sarco Supply	1,841.03	
30007	07/10/2023	07/25/2023	4954		Shirk, Cheryl
	343 10 00 00		Storm Drain Revenues	415 000 340	Storm Drain
	343 40 00 00		Sale Of Water	425 000 340	Water Fund (dep
	343 50 00 00		Sewer Revenues	430 000 340	Sewer Fund (dep
				-68.04	
				-72.45	
				-148.35	
30065	07/16/2023	07/25/2023	5304		South Sound 911
	521 22 41 02		Dispatching - Lesa	001 000 521	General Fund
	521 22 41 04		Records	001 000 521	General Fund
	521 22 41 05		IT Charges	001 000 521	General Fund
				32,742.50	2nd Qtr 2023 - SouthSound 911 Contract Services
				21,685.00	LE Communications Services 2nd Qtr 2023
				3,007.50	Records/Permitting Services 2nd Qtr 2023
				8,050.00	RMS & IT Support Services 2nd Qtr 2023
30066	07/16/2023	07/25/2023	5304		South Sound 911
	521 22 41 02		Dispatching - Lesa	001 000 521	General Fund
	521 22 41 04		Records	001 000 521	General Fund
	521 22 41 05		IT Charges	001 000 521	General Fund
				32,742.50	3rd Qtr 2023 - SouthSound 911 Contract Services
				21,685.00	LE Communications Services 3rd Qtr 2023
				3,007.50	Records/Permitting Services 3rd Qtr 2023
				8,050.00	RMS & IT Support Services 3rd Qtr 2023

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 11

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Total South Sound 911	65,485.00	
30133	07/19/2023	07/25/2023	2060 Stenseng, Bjorn	39.00	Library Reimbursement - 1/2 Year
	572 21 49 00	Library Services	001 000 572 General Fund	39.00	Library Reimbursement - 1/2 Year
30074	07/16/2023	07/25/2023	4110 Superior Linen Service	49.07	Linen Service 06/30/23 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	49.07	Linen Service 06/30/23 - Public Works
30075	07/16/2023	07/25/2023	4110 Superior Linen Service	49.07	Linen Service 06/16/23 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	49.07	Linen Service 06/16/23 - Public Works
30076	07/16/2023	07/25/2023	4110 Superior Linen Service	49.07	Linen Service 06/02/23 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	49.07	Linen Service 06/02/23 - Public Works
30077	07/16/2023	07/25/2023	4110 Superior Linen Service	81.33	Linen Service 06/30/23 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	81.33	Linen Service 06/30/23 - City Hall
30078	07/16/2023	07/25/2023	4110 Superior Linen Service	81.33	Linen Service 06/16/23 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	81.33	Linen Service 06/16/23 - City Hall
30079	07/16/2023	07/25/2023	4110 Superior Linen Service	81.33	Linen Service 06/02/23 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	81.33	Linen Service 06/02/23 - City Hall
30080	07/16/2023	07/25/2023	4110 Superior Linen Service	124.65	Linen Service 06/28/23 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	124.65	Linen Service 06/28/23 - Rec Center
30081	07/16/2023	07/25/2023	4110 Superior Linen Service	124.65	Linen Service 06/14/23 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	124.65	Linen Service 06/14/23 - Rec Center
30082	07/16/2023	07/25/2023	4110 Superior Linen Service	124.65	Linen Service 05/31/23 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	124.65	Linen Service 05/31/23 - Rec Center
30083	07/16/2023	07/25/2023	4110 Superior Linen Service	52.37	Linen Service 06/28/23 - Pool
	576 20 49 02	Miscellaneous - Pool	001 000 576 General Fund	52.37	Linen Service 06/28/23 - Pool
30084	07/16/2023	07/25/2023	4110 Superior Linen Service	52.37	Linen Service 06/14/23 - Pool
	576 20 49 02	Miscellaneous - Pool	001 000 576 General Fund	52.37	Linen Service 06/14/23 - Pool

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 12

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
30085	07/16/2023	07/25/2023	4110 Superior Linen Service	55.76	Linen Service 05/31/23 - Pool
	576 20 49 02	Miscellaneous - Pool	001 000 576 General Fund	55.76	Linen Service 05/31/23 - Pool
Total Superior Linen Service				925.65	
30129	07/19/2023	07/25/2023	4328 Systems for Public Safety Inc	329.96	#68055D 2019 Ford Interceptor - Replace Throttle Body Gasket
	548 65 48 08	O & M - Police	501 000 548 Equipment Rent	329.96	#68055D 2019 Ford Interceptor - Replace Throttle Body Gasket
30130	07/19/2023	07/25/2023	4328 Systems for Public Safety Inc	271.37	#66368D 2018 Ford Interceptor - Replace Tire
	548 65 48 08	O & M - Police	501 000 548 Equipment Rent	271.37	#66368D 2018 Ford Interceptor - Replace Tire
Total Systems for Public Safety Inc				601.33	
30089	07/16/2023	07/25/2023	4120 Tacoma Daily Index	530.63	June 2023 Publications
	542 30 41 01	Advertising - Street Reg	101 000 542 City Street Fund	472.50	RFO - Civil Engineering Design Consulting
	558 60 41 01	Advertising - Planning	001 000 558 General Fund	58.13	Public Hearing - Conditional Use Permit
30125	07/18/2023	07/25/2023	4133 Tacoma Rubber Stamp	102.68	Nameplates - D Masko, K Rosario, City Attorney, Hearing Examiner; Nametag (2) - D Masko
	513 10 35 00	Small Tools & Equip - Admin	001 000 513 General Fund	50.44	Nametag (2) & Nameplate - D Masko
	515 41 41 01	City Attorney	001 000 515 General Fund	15.80	Nameplate - City Attorney
	524 20 31 00	Office & Oper Sup - Building	001 000 524 General Fund	10.32	Nameplate - K Rosario
	558 60 31 00	Office & Oper Sup - Plannin	001 000 558 General Fund	10.32	Nameplate - K Rosario
	558 60 31 00	Office & Oper Sup - Plannin	001 000 558 General Fund	15.80	Nameplate - Hearing Examiner
30063	07/16/2023	07/25/2023	4135 Tacoma Screw Products Inc	33.52	Lag Screws for Signs (50)
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fund	33.52	Lag Screws for Signs (50)
30106	07/18/2023	07/25/2023	6950 Tacoma Trophy	146.30	Fun Days Bake Off Plaque
	573 90 49 01	Community Events	001 000 573 General Fund	146.30	Fun Days Bake Off Plaque
30096	07/17/2023	07/25/2023	4322 Tacoma, City of - POWER	18,156.51	Power - Various Locations - June 2023
	518 30 47 00	Public Utility Services - City	001 000 518 General Fund	680.80	City Hall Power 06/2023
	531 50 47 02	Public Utility Services - Bldg	415 000 531 Storm Drain	85.70	PW Power 06/2023
	534 10 47 00	Utility Services/Building - W	425 000 534 Water Fund (dep	85.69	PW Power 06/2023

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 13

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (dep	7,006.35	PW, Well #4, #6, #7, #8 & #9, Golf Course Tank, Weathervane Booster 06/2023
535 10 47 00	Utility Services/Building - Se	430 000 535	Sewer Fund (dep	85.69	PW Power 06/2023
535 80 47 01	Utility Services/Pumping	430 000 535	Sewer Fund (dep	1,294.35	Pumps/LS Power 06/2023
542 30 47 02	Electricity & Gas/Bldg - Stre	101 000 542	City Street Fund	85.70	PW Power 06/2023
542 30 47 03	Electricity/Traffic Lights	101 000 542	City Street Fund	87.12	Traffic Control 06/2023
542 63 47 00	Electricity/Street Lights	101 000 542	City Street Fund	1,285.77	Street Lights 06/2023
548 65 47 00	Utility Services/Building - Sh	501 000 548	Equipment Rent	35.74	F&E Garage Power 06/2023
571 10 47 00	Public Utility Services - Rec	001 000 571	General Fund	966.55	Rec Center Power 06/2023
576 20 47 00	Public Utility Services - Pool	001 000 576	General Fund	4,910.67	Pool Power 06/2023
576 80 47 00	Public Utility Services - Park:	001 000 576	General Fund	1,546.38	Parks Power - 06/2023
30128	07/19/202307/25/20234139		Tapco Visa Card	495.75	P-Card Charges thru 07/16/23
571 10 41 00	Senior Trips	001 000 571	General Fund	495.75	Senior Trip to Chihuly Garden & Glass and Senior Donuts
30062	07/16/202307/25/20234151		Tools Plus Industries LLC	146.73	Safety Vests for Street Crews
542 30 35 00	Small Tools & Equip - Street	101 000 542	City Street Fund	146.73	Safety Vests for Street Crews
30027	07/15/202307/25/202310212		Triple Impact Coaching LLC	1,750.00	Basketball Clinic - Wednesday Workouts 05/24/23-06/14/23
571 20 49 06	Instructor Fees	001 000 571	General Fund	1,750.00	Basketball Clinic - Wednesday Workouts 05/24/23-06/14/23
30126	07/19/202307/25/20238484		US Bank, Recreation Dept Account	3,370.08	P-Card Charges thru 07/15/23
571 10 31 01	Oper Supplies - Rec	001 000 571	General Fund	134.80	Supplies for Rec Center
571 10 31 02	Senior Program Supplies	001 000 571	General Fund	513.91	Senior Morning Supplies
573 90 49 01	Community Events	001 000 573	General Fund	674.43	Community Event Supplies
576 20 31 03	Oper Supplies - Pool	001 000 576	General Fund	721.25	Operating Supplies for the Pool
576 20 49 03	Swim Team Registration	001 000 576	General Fund	1,232.10	Registration for Swim Team
594 76 62 03	Buildings & Structures - PBC	301 000 594	Park Bond Capit	93.59	P#64 Container Rental 07/2023
30122	07/18/202307/25/20234176		Univar USA Inc	5,434.00	Fluoride For All Wells (2,200 Lbs)
534 80 31 01	Fluoride	425 000 534	Water Fund (dep	5,434.00	Fluoride For All Wells (2,200 Lbs)
30088	07/16/202307/25/20239253		University Place Tire & Auto	2,295.82	#63582D 2017 Ford F350 Super Duty New Brakes (Front & Back)
548 65 48 12	O & M - Street	501 000 548	Equipment Rent	2,295.82	#63582D 2017 Ford F350 Super Duty New Brakes (Front & Back)



# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 14

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
30068	07/16/2023	07/25/2023	4179 Unum Life Insurance Company of America	56.90	Retired Benefits - July 2023
	521 22 20 02	LEOFF I Long Term Care Pre	001 000 521 General Fund	56.90	Retired Benefits - July 2023
30025	07/15/2023	07/25/2023	4180 Utilities Underground	34.41	Locates 06/2023
	534 10 49 00	Miscellaneous - Water Admi	425 000 534 Water Fund (de	17.21	Locates 06/2023
	535 10 49 00	Miscellaneous - Sewer Admi	430 000 535 Sewer Fund (de	17.20	Locates 06/2023
30055	07/16/2023	07/25/2023	9997 Walter E Nelson Co	5.09	Part for Floor Cleaner
	518 30 31 01	Oper Supplies - Rec Bldg	001 000 518 General Fund	5.09	Part for Floor Cleaner
30092	07/16/2023	07/25/2023	4231 Water Mgmt Labs Inc	360.00	Coliform & Fluoride Testing - 06/21/23
	534 80 41 00	Water Testing	425 000 534 Water Fund (de	360.00	Coliform & Fluoride Testing - 06/21/23
30093	07/16/2023	07/25/2023	4231 Water Mgmt Labs Inc	55.00	Fluoride Testing - 06/22/2023
	534 80 41 00	Water Testing	425 000 534 Water Fund (de	55.00	Fluoride Testing - 06/22/2023
Total Water Mgmt Labs Inc				415.00	
30037	07/15/2023	07/25/2023	4256 Winning Seasons	154.00	Adult Basketball Champion Shirts (10)
	571 20 49 08	Adult Basketball	001 000 571 General Fund	154.00	Adult Basketball Champion Shirts (10)
30038	07/15/2023	07/25/2023	4256 Winning Seasons	748.00	Peewee Soccer Shirts (Quantity 80)
	571 20 49 03	Indoor Soccer	001 000 571 General Fund	748.00	Peewee Soccer Shirts (Quantity 80)
30043	07/15/2023	07/25/2023	4256 Winning Seasons	1,061.50	Youth Baseball Shirts - Players (107)
	571 20 49 09	Youth Baseball	001 000 571 General Fund	1,061.50	Youth Baseball Shirts - Players (107)
Total Winning Seasons				1,963.50	
30013	07/10/2023	07/25/2023	9582 Yilmaz, Hakan	174.62	07-00139.2 - 121 MAPLE ST
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-38.71	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-42.34	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-93.57	
30131	07/19/2023	07/25/2023	10501 Zampino, Molly	67.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	67.00	Library Reimbursement - 1 Year

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 15:55:15 Date: 07/20/2023

As Of: 07/25/2023

Page: 15

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
Report Total:				485,631.27	
<u>Fund</u>					
			001 General Fund	203,836.55	
			101 City Street Fund	7,159.12	
			301 Park Bond Capital Fund	136.79	
			415 Storm Drain	2,953.98	
			416 Storm Improvement Fund	180,039.55	
			425 Water Fund (department)	30,371.75	
			426 Water Improvement Fund	39,566.77	
			430 Sewer Fund (department)	11,432.76	
			501 Equipment Rental Fund	10,134.00	

This report has been reviewed by:

REMARKS:	Signature & Title	Date
----------	-------------------	------

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

Mayor Brett L. Wittner called the special meeting to order at 3:02 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.

**CITY COUNCIL GOALS DISCUSSION**

Facilitator Bob Jean provided a general overview of the Council goals workshop and stated that the goal-setting process would provide City staff guidance for their yearly departmental work plans and setting the City’s budget. The Council discussed ideas and priorities that included City services, economic development, housing, sustainability, and public safety.

**ADJOURNMENT**

**Reynolds MOVED to adjourn the meeting at 6:30 P.M., seconded by Barrentine. The Motion Carried (7-0).**

---

Brett L. Wittner, Mayor

---

Arlette Burkhardt, City Clerk

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

Mayor Pro Tempore Joe Barrentine 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, Hunter T. George, Nikki Bufford, and Jim Andrews were present. Mayor Brett L. Wittner was absent and excused.

**PRESIDING OFFICER’S REPORT**

**A. Interim Police Chief Introduction**

City Manager Masko introduced Interim Police Chief Robert LaTour and stated that he will be providing operational and administrative services to the City’s Police Department. Interim Police Chief LaTour provided a brief overview of his policing philosophy.

**B. Proclamation: Independence Day 2023**

Councilmember Andrews read the proclamation “Independence Day 2023” into the record. **Viafore MOVED to authorize the Mayor Pro Tempore’s signature on the proclamation proclaiming July 4, 2023, as Independence Day in the City of Fircrest; seconded by Bufford.** Barrentine invited councilmember comment; none were provided. Barrentine invited public comment; none were provided. **The Motion Carried (6-0).**

**C. Proclamation: Public Safety Month**

Councilmember Andrews read the proclamation “Public Safety Month” into the record. **Viafore MOVED to authorize the Mayor Pro Tempore’s signature on the proclamation proclaiming the month of July as Public Safety Appreciation month in the City of Fircrest; seconded by Reynolds.** Barrentine invited councilmember comment. George expressed his gratitude to the police department. Barrentine invited public comment; none were provided. **The Motion Carried (6-0).**

**D. Acting City Manager Farewell**

City Manager Masko expressed her gratitude for Bob Jean and assisting in the capacity of Acting City Manager. The Council thanked Bob Jean for his willingness to help.

**CITY MANAGER COMMENTS**

**A. Motion: Update Authorized Signers for City Bank accounts and City Credit Cards**

City Manager Masko briefed the Council on the motion to add herself and remove former employees from financial accounts. **Bufford MOVED to authorize the City Manager or designee to add Dawn Masko, City Manager to all City of Fircrest’s financial accounts, and to remove Lindsay Chambers and Jayne Westman; seconded by Viafore.** Barrentine invited councilmember comment; none were provided. Barrentine invited public comment; none were provided. **The Motion Carried (6-0).**

City Manager Masko reported on several items including the comprehensive plan update, the Police Chief recruitment, political purpose booths, and Emerson Street project paving issues.

**DEPARTMENT HEAD COMMENTS**

- Parks and Recreation Director Grover commented on the pool operations, swim lessons and events, Community Center solar panels, the Strawberry Festival, and volunteer opportunities.

- Interim Police Chief LaTour commented on National Night Out logistics, community outreach, and providing officer support.
- City Manager Masko commented on the Planning Commission vacancy and reported that the application deadline is July 07, 2023.

**COUNCILMEMBER COMMENTS**

- Viafore welcomed Interim Police Chief LaTour, expressed concern on the Golden Gate issue and the Wainwright landscape issue, and stated that Masko Park looks great.
- Reynolds; no comment.
- George commented on the Fircrest Community Visioning event and stated that the City would like more feedback. George thanked staff and sponsor, Harborstone Credit Union, for the Fircrest Strawberry Festival event.
- Bufford; no comment.
- Andrews commented on the Prisoner of War/Missing in Action (POW/MIA) flag and political booths for community involvement.
- Barrentine welcomed Interim Police Chief LaTour.

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

Barrentine invited public comment and asked for a three-minute time limit for each comment.

- Bryan Rybolt, 1036 Daniels Dr, commented on the Accounts Payable voucher run, Kiwanis Beer garden, Fircrest Community visioning event and survey issues, and political booths.
- Vince Navarre, 1205 Del Monte Ave, expressed concern about obtaining a political booth.

City Attorney Zeinemann commented on the legalities regarding political purpose booths and campaigning.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS**

**A. Parks & Recreation**

A brief report was provided on the FAST swim team and swim lessons.

**B. Pierce County Regional Council**

Reynolds provided a brief report on the PCRC meeting agenda to include affordable housing, the comprehensive plan update, South Sound Housing Affordability Partners, and Washington’s Commercial Aviation Coordinating Commission.

**C. Public Safety, Courts**

Viafore reported on court administration and welcomed Interim Police Chief LaTour.

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

Bufford reported on the Emerson Street paving issue and a future Request for Qualifications (RFQ) for a geographic information system (GIS) consultant. There was a brief discussion on utilizing the City’s current GIS consultant to map current City assets.

**E. Other Liaison Reports**

George reported on the City street striping.

**CONSENT CALENDAR**

Barrentine requested the City Clerk read the Consent Calendar: approval of Voucher No. 219741 through Voucher Check No. 219803 in the amount of \$196,400.21; approval of payroll electronic funds transfer in the amount of \$169,435.23; Registering no objections to the special event liquor license for Fun Days; Registering no objections to the Shogun Liquor License Renewal; and approval of the June 13, 2023, Regular Meeting minutes. **George MOVED to approve the Consent Calendar as read; seconded by Bufford. The Motion Carried (6-0).**

**PUBLIC HEARING**

There was no public hearing scheduled.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**A. Resolution No. 1838: RWJ Consultant Agreement Amendment**

City Manager Masko reported on the proposed resolution and highlighted the City’s need for assistance with ongoing projects. **Bufford MOVED to adopt Resolution No. 1838 authorizing the City Manager to execute an amendment to the professional services agreement with RWJ Consultants for City management assistance and project coordinator services; seconded by George.** Barrentine invited councilmember comment; none were provided. Barrentine invited public comment; none were provided. **The Motion Carried (6-0).**

**B. Ordinance No. 1709: Salary Plan Amendment**

City Manager Masko reported on the proposed ordinance and stated that the proposed ordinance would re-establish the City Clerk's salary range. **George MOVED to adopt Ordinance No. 1709, amending Fircrest Municipal Code (“FMC”) 2.44.050 relating to salaries of non-union City employees and amending Section 1 of Ordinance No. 1708; providing for severability; and establishing an effective date; seconded by Bufford.** Barrentine invited councilmember comment. Viafore commented on the human resources responsibility and having the City Clerk as a stand-alone position. Barrentine invited public comment; none were provided. **The Motion Carried (6-0).**

**C. Council Goals Follow-up Discussion**

Bob Jean provided a brief report on the Council goals and stated that the goals will guide staff on their work plans.

**CALL FOR FINAL COMMENTS**

There were none.

**EXECUTIVE SESSION**

At 8:10 P.M., Barrentine reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed thirty (30) minutes to Discuss Potential Litigation, pursuant to RCW 42.30.110(1)(i) and Property Acquisition, pursuant to RCW 42.30.110(1)(b).

**ADJOURNMENT**

JUNE 27, 2023

FIRCREST CITY COUNCIL MEETING MINUTES – REGULAR 4

**Bufford MOVED to adjourn the meeting at 8:46 P.M., seconded by George. The Motion Carried (6-0).**

---

Brett L. Wittner, Mayor

---

Arlette Burkhart, City Clerk

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

Mayor Brett L. 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, Hunter T. George, and Nikki Bufford. Councilmember Jim Andrews was absent and excused.

**PRESIDING OFFICER’S REPORT**

There was no report provided.

**CITY MANAGER COMMENTS**

**A. Motion: Adoption of City Council Goals**

Acting City Manager Jean provided an overview of the Council goals workshop. Wittner invited councilmember comment. Discussions included further discussions at a study session, and Council goals versus administrative tasks delineation. There was a Council consensus to add the City Council Goals discussion to the July 17, 2023 study session.

Acting City Manager Jean provided an update on the Police Chief recruitment, and the Mildred Street Development “Prose”. Viafore requested information on the Police Chief interview community panel makeup.

**DEPARTMENT HEAD COMMENTS**

- Interim Police Chief LaTour commented on departmental training, calls for service, community involvement, and police administration.
- Public Works Director Bemis commented on street crack sealing and paving, and development agreements on storm drain rates. Council discussions included using the City’s planning consultant, maintaining State Environmental Policy Act (SEPA) compliance, and billing credit proactivity.
- Finance Director Corcoran reported on the audio-visual council chambers upgrade.
- Parks & Recreation Director Grover provided updates on the pool operations, recreation programming, Fun Day logistics, and Fircrest Park athletic field improvements. There was a brief discussion on the tennis court improvements.

**COUNCILMEMBER COMMENTS**

- Bufford commented on the need for Fun Days event volunteers.
- George commented on the Joint Base Lewis-McChord Airshow and the Annual Fircrest Picnic and Rod Run.
- Barrentine commented on the Joint Base Lewis-Mcchord Airshow and thanked staff for the summer programs and events.
- Reynolds; no comment.
- Viafore commented on the staff morale and thanked the staff.
- Wittner thanked Parks and Recreation Director Grover for the Annual Fircrest Picnic and Rod Run event.

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

Wittner invited public comment:



- Brian Rybolt, 1036 Daniels Dr, commented on the Council goals and the June 23, 2023, special meeting audio recording and minutes. City Clerk Burkhart stated that the June 23, 2023 meeting minutes will be presented for approval at the July 25, 2023, regular meeting and that the June 23, 2023 meeting audio may be inaudible.
- Vince Navarre, 1205 Del Monte Ave, commented on the June 27, 2023, meeting audio recording and meeting minutes, and the Council goals.

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

#### **A. Administration**

There was no report provided.

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

There was no report provided.

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

Finance Director Corcoran reported on staff training and that staff has started working on the 2024 budget.

#### **D. Other Liaison Reports**

None were provided.

### **CONSENT CALENDAR**

Wittner requested the City Clerk read the Consent Calendar: Approval of Voucher No. 219804 through Voucher Check No. 219860 in the amount of \$91,284.52; Approval of Payroll Check No. 14271 through Payroll Check No. 14272 in the amount of \$9,139.12; Approval of Payroll Check No. 14273 through Payroll Check No. 14278 in the amount of \$237,058.89; and Approval of June 20, 2023, Regular Meeting minutes as corrected; **George MOVED to approve the Consent Calendar as read; seconded by Bufford. The Motion Carried (6-0).**

### **PUBLIC HEARING**

There was no public hearing scheduled.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

#### **A. Resolution No. 1839: RWJ Consultants Professional Services Agreement**

Finance Director Corcoran provided an overview of the proposed resolution and highlighted the City's need for project coordination services. **George MOVED to adopt Resolution No. 1839 authorizing the City Manager to execute a professional services agreement with RWJ Consultants for Project Coordinator services; seconded by Bufford.** Wittner invited councilmember comment. There was a brief discussion on the budget and providing professional support. Wittner invited public comment; none were provided. **The Motion Carried (6-0).**

#### **B. Resolution No. 1840: National Night Out Display Agreement**

**George MOVED to adopt Resolution No. 1840, authorizing the City Manager to execute an agreement with Alpha Pyrotechnics to provide a firework display on August 1, 2023; seconded by Reynolds.**

Interim Police Chief LaTour reported on the National Night Out logistics and stated that the City has received donations to have a fireworks display. Wittner invited councilmember comment; none were provided. Wittner invited public comment.

- Vince Navarre, 1205 Del Monte Ave, commented on the fireworks company.

**The Motion Carried (6-0).**

**CALL FOR FINAL COMMENTS**

George commented on the upcoming South Sound Housing Affordability Partners meeting and stated that it will be held at the Community Center on October 06, 2023.

Acting City Manager Jean commented on using the September 18, 2023 study session for a comprehensive plan update discussion.

Finance Director Corcoran commented on the upcoming resident poker walk scheduled for July 14, 2023.

**EXECUTIVE SESSION**

There was no executive session scheduled.

**ADJOURNMENT**

**Reynolds MOVED to adjourn the meeting at 8:08 P.M., seconded by Barrentine. The Motion Carried (6-0).**

---

Brett L. Wittner, Mayor

---

Arlette Burkhart, City Clerk

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:** Umpqua Bank Time and Temperature Sponsorship Agreement

**ITEM:** 13A

**DATE:** July 25, 2023

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

---

**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to execute a Time and Temperature Sponsorship Agreement with Umpqua Bank.

---

**PROPOSAL:** The Council is being asked to adopt a resolution approving a three-year agreement from January 1, 2023 through December 31, 2025 with Umpqua Bank for sponsorship of the Time and Temperature Sign. Umpqua Bank will pay \$220.00 per month for advertising, maintenance, and future sign replacement.

**FISCAL IMPACT:** Umpqua Bank will pay \$220.00 per month to the City per the agreement. There is a cost for electrical power for the Time and Temperature Sign; in 2022 this totaled \$613.81. Repairs and maintenance are done on an as needed basis – since 2019, there have been no repair or refurbishing costs. See attachment for historic revenue.

**ADVANTAGE:** This agreement provides for the continuing operation of the Time and Temperature Sign and provides revenue to the City.

**DISADVANTAGES:** None identified.

**ALTERNATIVES:** Seek another sponsor and incur the cost of changing out the signage.

**HISTORY:** Columbia Bank previously had a sponsorship agreement for advertising, maintenance, and future sign replacement revenues with the City since 2003. Umpqua Bank recently acquired Columbia Bank and is interested in continuing this agreement.

**ATTACHMENTS:** [Resolution](#)  
[Finance Department Analysis 8/16/2022](#)  
[Sponsorship Agreement](#)

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

3 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF**  
4 **FIRCREST, WASHINGTON, AUTHORIZING THE CITY**  
5 **MANAGER TO EXECUTE A TIME AND TEMPERATURE SIGN**  
6 **SPONSORSHIP AGREEMENT WITH UMPQUA BANK.**

7 **WHEREAS**, the City’s Time and Temperature Sign has been located within the City  
8 of Fircrest on the traffic island at the intersection of Regents Boulevard and Alameda  
9 Avenue since 1991; and

10 **WHEREAS**, Columbia Bank previously maintained a Sponsorship Agreement with the  
11 City since November 1, 2003; and

12 **WHEREAS**, the current agreement with Columbia Bank expired on December 31,  
13 2022; and

14 **WHEREAS**, Columbia Bank was acquired by Umpqua Bank; and

15 **WHEREAS**, Umpqua Bank has indicated an interest in continuing to provide  
16 sponsorship for the sign. Now, Therefore,

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

18 **Section 1.** The City Manager is hereby authorized and directed to execute an agreement  
19 by and between the City of Fircrest and Umpqua Bank through December 31, 2025 for the  
20 City’s Time and Temperature Sign located at the intersection of Regents Boulevard and  
21 Alameda Avenue.

22 **APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF**  
23 **FIRCREST, WASHINGTON**, at a regular meeting thereof this 25th day of July 2023.

24 **APPROVED:**

25 \_\_\_\_\_  
26 Brett L. Wittner, Mayor

27 **ATTEST:**

28 \_\_\_\_\_  
29 City Clerk

30 **APPROVED AS TO FORM:**

31 \_\_\_\_\_

1

Robert Zeinemann, City Attorney

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

## SPONSORSHIP AGREEMENT

THIS AGREEMENT is entered into by and between the City of Fircrest, a Washington Municipality, hereinafter referred to as "City", and Umpqua Bank, this 18 day of July 2023.

### **WITNESSETH:**

WHEREAS, a time and temperature sign has been located within the City of Fircrest on the traffic island at the intersection of Regents Boulevard and Alameda Avenue since 1991; and

WHEREAS, Columbia Bank was acquired by Umpqua Bank,

WHEREAS, Umpqua Bank has indicated interest in continuing to provide sponsorship for the sign; and

WHEREAS, the parties have agreed that the sign will remain at its present location and wish to reduce such agreement to a formal writing.

**NOW, THEREFORE,** for and in consideration of mutual promises hereinafter set forth, it is agreed as follows:

1. The city will continue to maintain the time and temperature sign at its present location and in its present configuration and form until December 31, 2025, the termination date for this agreement.
2. Umpqua Bank will pay the City of Fircrest on or before the first day of each month, the sum of \$220 per month until the termination of this agreement.
3. The parties acknowledge that the sign is the property of the City. The City reserves the right to remove or relocate the sign to accommodate any traffic redesign required by the City. With the exception of required traffic redesign the parties agree that the sign will remain at its present location without alternation except upon the mutual agreement of the City and Umpqua Bank during the term of this agreement.
4. The parties acknowledge the sign is expected to be operational for the term of this agreement; however, should parts become unavailable or the sign becomes damaged beyond repair, the parties agree to discuss options for replacing the sign.
5. This agreement will begin on July 26, 2023, and revert back to January 1, 2023, and will expire on December 31, 2025, at which time Umpqua Bank will be released from any further responsibility or obligation to pay any sum to the City of Fircrest for advertising and

maintenance of such sign. The parties agree that the sign is, and shall remain at all times, the sole property of the City.

EXECUTED at Fircrest, Washington, the day and year first above written.

**CITY OF FIRCREST**

By: \_\_\_\_\_  
Dawn Masko, City Manager

Dated: \_\_\_\_\_

**Umpqua Bank**

By:  \_\_\_\_\_  
Yong Anderson, Community Manager

Dated: 7/18/2023

**APPROVED AS TO FORM:**

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

**ATTEST:**

By: \_\_\_\_\_  
City Clerk

## Memo

**To:** Councilmembers  
**From:** Colleen Corcoran, Finance Director  
**CC:** Scott Pingel, City Manager  
**Date:** August 16, 2022  
**Re:** Time/Temperature Sign at Alameda/Regents History

---

The original time and temperature sign was installed by Great Northwest Savings & Loan in the 1950s.

In 1988 Western Community Bank gave the town notice that they wanted to replace the sign but it was put on hold when Key Bank purchased Western Community Bank.

In 1991 the current sign was installed with funding of \$21,270 from Key Bank. Fircrest provided the base, planter, electrical service and maintenance.

In December 1997 Council adopted an agreement with Key Bank through June 30, 2003. Key Bank paid \$1,613 to reduce the Key Bank name and increase the size of City of Fircrest. The agreement included a monthly advertising and maintenance fee of \$150/month.

In November of 2002 there was \$1,191 worth of repairs made to the sign.

On November 1, 2003, a new seven-year contract (thru 12/31/10) with Columbia Bank was executed. Columbia Bank agreed to pay 18 months up front (\$11,700) to cover the conversion and upgrade costs to LED lighting in exchange for a 24-month credit. Starting with the 25<sup>th</sup> month of the contract, Columbia Bank paid \$325 per month for advertising and \$325 per month for maintenance and future replacement costs.

The Columbia Bank contract was extended through December 31, 2015, with the same terms.

On January 1, 2016, a six-month contract was executed through June 30, 2016. The bank would pay \$500 per month.

On January 1, 2017, the above contract was extended to December 31, 2019, at \$220 per month.

On January 1, 2020, the above contract was extended to December 31, 2020, at \$220 per month.

Since December 1997 through the end of 2022 the city will have received \$111,540 in rental revenue for the sign. One half of this, or \$55,770, is for maintenance and future replacement.

Repairs to date include: 2003 for Columbia Bank redesign and LED lighting \$11,700; 2013 for new rotating motor and installation \$902; 2015 to replace lamps and ballast \$247 and 2016 to replace rotator bushings \$1,554 for total repairs paid by the city of \$14,403.

**The total received less the total expended for maintenance is \$41,367. This amount is included in the Ending Fund Balance that is available for future maintenance or replacement of the sign.**



## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:** Ordinance Amending Salary Schedule for Non-Union Employees to Include a Community Development Director Position

**ITEM:** 13B

**DATE:** July 25, 2023

**FROM:** Dawn Masko, City Manager

---

**RECOMMENDED MOTION:** I move to adopt Ordinance No. \_\_\_\_\_, amending Fircrest Municipal Code (“FMC”) 2.44.050 relating to salaries of non-union City employees and amending Section 1 of Ordinance No. 1709; providing for severability; and establishing an effective date.

---

**PROPOSAL:** Council is being asked to approve and adopt the attached proposed salary ordinance to add a Community Development Director position and salary range. This position will address the organizational needs of the Planning/Building department.

**FISCAL IMPACT:** The attached ordinance establishes a monthly salary range of \$9,427 - \$12,032. This is in line with 2023 current market comparable cities. This position is not included in the 2023 budget. The anticipated 2023 budget impact is approximately \$55,000 which may need to be addressed in a future budget amendment.

**ADVANTAGE:** The Community Development Director position will bring professional planning services back in-house to manage and perform duties related to current planning, long-range planning, building and code compliance, inspections, economic development, and permitting. This position will provide technical and project management assistance for a variety of initiatives, statutory requirements, and development projects. This is especially critical as we face recent legislative changes, navigate through complex development proposals, formulate sustainability plans, and update the comprehensive plan. This position will also contribute to GIS enhancement efforts, grant writing, and capital project planning.

With the departure of the Administrative Services Director, the City does not have an onsite planner. Technical planning functions are being performed through a variety of professional services contracts. The City’s long-time contract planner has indicated that he is not interested in performing these services beyond 2023. The addition of this position will allow for a more stable and consolidated provision of services, as well as providing guidance for the Permit Coordinator and contracted Building Inspector. Additionally, this new position will participate in local, regional, and statewide planning groups, allowing our City interests to be represented.

**DISADVANTAGES:** None (other than cost).

**ALTERNATIVES:** Do not add a Community Development Director position. The City would continue to provide technical planning services via professional services agreements. Hourly consultant rates for these services can range from \$150 (for an entry level planner) up to \$210+ (for higher level services).

**HISTORY:** During the 2022 budget process, the City Clerk position was reclassified to City Clerk/Administrative Services Director and the Planning/Building Administrator position was

eliminated. The Administrative Services Director absorbed some of the Planning Administrator duties, with the remaining duties being filled with contracted services. With the departure of the former Administrative Services Director, Council approved restoring the City Clerk to a stand-alone position. In reviewing City organizational needs, it has become apparent that the need exists to have an in-house technical planning expert once again.

**ATTACHMENTS:** Ordinance  
Job Description (Draft)

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

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,  
AMENDING FIRCREST MUNICIPAL CODE (“FMC”) 2.44.050  
RELATING TO SALARIES OF NON-UNION CITY EMPLOYEES;  
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN  
EFFECTIVE DATE.**

**WHEREAS**, the City seeks to establish the pay range for the Community Development Director position; and

**WHEREAS**, the City Council has determined it is in the best interests of the City to do so;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS FOLLOWS:**

**Section 1. FMC 2.44.050, Amended.** Section 1 of Ordinance No. 1709 and FMC Section 2.44.050 are hereby amended to read as follows:

Non-Union Salaries. From and after August 2, 2023, the full-time equivalent monthly salary range of the following regular full-time, regular part-time, and temporary City positions is fixed at the following sums. No employee shall be paid an average monthly base salary, which exceeds the maximum provided hereunder.

<u>Position</u>	<u>Minimum</u>	<u>Maximum</u>
Custodian	\$3,334	\$4,258
Office Assistant I	\$3,477	\$4,437
Office Assistant II	\$4,180	\$5,334
Court Clerk I	\$4,180	\$5,334
Police Records Technician/CSO I	\$4,291	\$5,477
Administrative Assistant	\$4,515	\$5,761
Court Clerk II	\$4,681	\$5,975
Permit Coordinator/Code Enforcement Officer	\$4,703	\$6,002
Recreation Program Coordinator	\$4,711	\$6,012
Accountant I	\$4,763	\$6,080
Police Records Technician/CSO II	\$4,805	\$6,132
Accountant II	\$5,590	\$7,134
IT Systems Coordinator	\$5,694	\$7,268
Parks Maintenance Supervisor	\$5,649	\$7,210
Court Administrator-without contracted court	\$6,313	\$8,056
City Clerk	\$6,414	\$8,186
Court Administrator-with contracted court	\$6,944	\$8,864
Parks/Recreation Director	\$7,259	\$9,264
Finance Director	\$8,775	\$11,200
<u>Community Development Director</u>	<u>\$9,427</u>	<u>\$12,032</u>
Public Works Director	\$9,427	\$12,032
Police Chief	\$10,447	\$13,333

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

For payroll purposes and for the computation of hourly rates for regular employees, the monthly salary of said positions shall be multiplied by twelve (12) and then divided by two thousand and eighty (2,080) hours and rounded to the nearest one hundredth to determine the corresponding hourly rate of pay for entry into the bi-weekly payroll system.

**Section 2. Corrections.** The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 3. Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

**Section 4. Summary, Publication, and Effective Date.** This Ordinance or a summary thereof consisting of the title, shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after its adoption and publication as required by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON,** at a regular meeting thereof this 25<sup>th</sup> day of July 2023.

APPROVED:

\_\_\_\_\_  
Brett L. Wittner, Mayor

ATTEST:

\_\_\_\_\_  
Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

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

**CITY OF FIRCREST, WASHINGTON**  
**POSITION DESCRIPTION**



**Class Title:** Community Development Director  
**Department:** Planning & Building  
**Salary:** \$9,427 - \$12,032 per month, DOQ  
Non-Union, FLSA Exempt

**First Review of Applications:** August 4, 2023

**Position Open Until Filled**

**POSITION SUMMARY:**

Plan, direct, and perform the administrative and technical work of the Planning/Building Department, including current planning, long-range planning, code enforcement, building, inspection, economic development and permitting. Utilize and manage the City's geographic information system (GIS). This position requires a high degree of independent judgment, initiative, and discretion and is required to provide expert advice and policy recommendations to the City Manager and City Council. Work as an effective member of the Fircrest Management Team. Provide technical and professional support to the Planning Commission. Supervise all Planning/Building staff including planners, permit technicians, building inspectors, consultants and other staff as assigned.

**ESSENTIAL FUNCTIONS** include but are not limited to:

- Manage the operations of the Planning & Building Department, participate as a member of the City's Management Team, and provide support to the Planning Commission.
- Serve as the City's technical advisor and administrator on matters relating to City planning, permitting, land use and development for both internal and external customers.
- Formulate and recommend comprehensive land use goals to the City Council and assist in developing strategies for dealing with land use, economic development, transportation, design, and environmental planning issues.
- Organize and direct current and long-range planning programs and projects, including developing, updating, and implementing the City's Comprehensive Plan and amendments to the Fircrest Municipal Code.
- Assure proper application and enforcement of City zoning ordinances, environmental regulations, and other codes by overseeing building inspection, code violation complaints, plan review, processing of permits, interpreting appropriate codes and ordinances, and developing new plans and policies.
- Provide expertise/project management for review of private development proposals, park master planning, and for design and construction of city owned projects.

- Provide professional and technical information, guidance, and policy development recommendations on emerging issues including affordable housing mandates, design review standards, climate resiliency, and renewable energy.
- Oversee and/or process land use and development proposals including documentation of policy and regulatory compliance.
- Assure compliance with statutory requirements related to the Growth Management Act, zoning, subdivisions, and environmental issues. Evaluate environmental information and recommend mitigation measures to reduce adverse impacts of development.
- Perform plan review for compliance to applicable codes, standards, laws, regulations, and ordinances. Process, interpret, and apply development codes and requirements to major plats, binding site plans, subdivisions, rezones, and development projects.
- Oversee a variety of complex and routine technical tasks in the processing and issuance of building permits, plan reviews and inspections, and oversee the City's permitting counter.
- Utilize GIS software to maintain an inventory of land use, infrastructure, and public works utilities, and produce a variety of maps and diagrams as needed.
- Manage City's GIS system in collaboration with Public Works, and explore enhancement opportunities, including partnering with GIS consortiums.
- Provide technical and project management assistance for a variety of City initiatives, such as a sewer inflow & infiltration reduction program, affordable housing strategies, and a community sustainability plan.
- Apply for grants and other financial assistance supporting community development, utilities, transportation, economic development, parks, and capital projects.
- Recognize opportunities for economic enhancement and area revitalization, and develop appropriate projects, programs, and partnerships to implement them.
- Direct and provide staff assistance to Council, Planning Commission, the Hearing Examiner and other commissions and community groups, including supervision in the preparation of reports and presentations.
- Communicate with City departments, City Attorney, and outside agencies to coordinate activities to resolve code enforcement related issues, and ensure proper due process is maintained in violation mitigation and abatement.
- Collaborate with other City departments, community leaders, businesses, boards, commissions, and outside agencies to resolve problems, coordinate activities, exchange information, promote economic development, and explain zoning and planning requirements.
- Provide managerial leadership and supervision to assigned staff, including training, mentoring, and evaluating performance, and developing individual and departmental goals.

- Work with the City Manager, City Council, and City staff to ensure the City's interests are represented with the State, County, and other agencies relating to issues involving land use, zoning, growth, transportation, urban planning, and economic development.
- Identify issues and their implications, including decisions and recommendations occurring at local, regional, state, and federal levels of government related to planning and development, and apply technical expertise and knowledge to advise on potential impacts to City and make recommendations to minimize undesirable results and liabilities.
- Provide managerial leadership and supervision to assigned staff, including training, mentoring, and evaluating performance, and developing individual and departmental goals.
- Review difficult applications, complaints, and concerns from the public, determine resolutions, and communicate final determination to affected parties.
- Manage department funds, staff resources, materials, facilities, and time to ensure efficient and effective department operations, including preparing and administering the department's budget and work programs. Develop and implement departmental goals and objectives. Monitor fiscal operations and perform cost control activities as needed.
- Oversee the gathering, interpreting, and preparation of data for studies, reports and recommendations regarding transportation, land use management, land economics, capital improvements, and any other related policies.
- Coordinate interdepartmental and inter-jurisdictional participation in development and administration of community plans and policies.
- Serve as the City's responsible official for implementation of the State Environmental Policy Act (SEPA). Ensure compliance with the statutory requirements relative to environmental issues, direct the preparation and review of environmental impact statements (EIS) and technical reports, and recommend final action on environmental issues.
- Solicit, negotiate, and manage contracts with consultants for support services associated with the Planning/Building Department.
- Facilitate public outreach and community development meetings, including those that are highly controversial or involve diverse groups of audiences.
- Interact cooperatively and establish and maintain effective working relationships with the City Manager, City Council, other employees, community organizations and the public.
- Maintain public records in accordance with the requirements of the WA Public Records Act and WA State Archives retention guidelines.

#### **AUXILIARY DUTIES:**

An employee in this classification is expected to routinely perform other duties as assigned that would typically be performed by another exempt employee.

## **DESIRED MINIMUM QUALIFICATIONS:**

### **Education and Experience:**

- Bachelor's degree from a four-year accredited college or university with major course work in public administration, land-use planning, transportation planning, urban planning, engineering, economic development, or a closely related field, and
- Five years of progressively responsible management experience in community development, economic development, planning, or other duties related to the position.
- An equivalent combination of experience, education and training may be substituted that would provide the desired level of skills, knowledge, and ability, required to perform the essential duties and responsibilities of the position.

### **Necessary Knowledge, Skills, and Abilities:**

#### **Knowledge of:**

- All aspects of state and federal statutes and regulations relating to planning, zoning, land division, WA State Environmental Policy Act, and the WA Growth Management Act.
- Principles and practices of urban planning, land division, land use, zoning, community development, economic development, environmental protection, building construction, code enforcement, and permitting.
- Current planning and zoning development issues, laws, techniques, and procedures.
- Fundamentals of GIS and community and economic trend analysis.
- City organization, operations, policies, and objectives.
- Growth Management Act, SEPA, shoreline management plan, and other State environmental laws.
- Principles of supervision, training, and performance evaluation.
- Practices and principles of government fiscal management, including budget preparation, expenditure control, grant writing, and record keeping.
- Source and availability of planning information, including demographic and economic data, environmental determinants of land use, land development trends, and legal requirements.
- Site design principles and survey theory.
- Environmental impact assessment.
- Business English, composition, spelling, and punctuation.
- Modern office procedures and skills.

#### **Ability to:**

- Plan, implement, manage, and evaluate a wide variety of simultaneous community and economic development programs.
- Read and interpret plans and maps, including zoning maps, site plans, topographic maps, and soil maps.
- Understand the GMA, SEPA and applicable Washington laws affecting planning and land use decision making.
- Successfully and productively supervise, lead, and develop staff in a positive manner.



- Communicate in a clear, concise, professional, and courteous manner, utilizing effective written and verbal communication skills.
- Read and interpret the City's Municipal Code and other applicable codes and regulations.
- Work with the business community creating positive partnerships.
- Understand, create, and analyze financial and economic forecast models.
- Oversee, coordinate, and implement established planning goals and objectives.
- Oversee, coordinate, and assure proper implementation and enforcement of codes.
- Mentor, supervise, and evaluate the performance of assigned personnel.
- Interpret, apply, explain, and maintain current knowledge of rules, regulations, requirements, restrictions, policies, and procedures.
- Prepare and deliver effective oral and written presentations.
- Plan and organize work and meet schedules and timelines.
- Analyze situations accurately and adopt an effective course of action.
- Read, understand, analyze, interpret, and prepare technical materials and reports.
- Establish and maintain accurate records using a variety of record and filing systems.
- Tactfully handle sensitive or confidential materials.
- Provide excellent customer service.
- Maintain predictable and regular attendance.
- Attend and facilitate evening meetings.
- Work independently and under pressure with frequent interruptions and work effectively on multiple tasks and projects concurrently.
- Establish and maintain effective working relationships with the City Manager, Mayor, City Council, other employees, contractors, developers, property owners, advisory boards and commissions, and the general public.
- Work proficiently with Microsoft Office and Adobe products, and other software applications as required by the job for data analysis, project tracking, permit tracking, and viewing and/or reading, producing, and working with GIS data.
- Maintain a sense of humor and positive attitude.

**LICENSE AND CERTIFICATION REQUIREMENTS:**

- Valid Washington State Driver's License or ability to obtain upon employment.
- Must have a driving history acceptable to the City and maintain an insurable driving record.

**SUPERVISION:**

Work is performed under the general supervision of the City Manager. Works independently with general guidance from the City Manager to ensure coordination of objectives and priorities of the Mayor and City Council. This position has supervisory authority over department staff.

### **TOOLS AND EQUIPMENT USED:**

Knowledge and use of applicable tools, instruments, calculators, computers, Microsoft Office applications, phones, copiers, printers, fax machines, other general office equipment, and automobiles.

### **WORK ENVIRONMENT AND PHYSICAL DEMANDS:**

The work environment and physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position.

Work is typically performed in an office setting subject to frequent interruptions. Work involves moderate noise typical of an office environment including ringing phones, multiple conversations, and operating office machines. Noise and hazards outside of a typical office environment are limited but may be moderately loud while in the field. There may be possible interactions with irate or difficult individuals.

Work involves sitting for long periods of time, walking, climbing stairs, talking, hearing, using hands to handle, feel or operate objects, tools or controls and reach with hands and arms. Vision abilities required by this position include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. The employee may be required to push, pull, lift and/or carry up to 30 pounds. Work may periodically require the employee to climb, balance, bend stoop, kneel, crouch and/or crawl. Employee will be required to wear safety protective gear when necessary.

May be exposed to highly stressful situations and individuals who are irate, difficult, or hostile. May be subject to long hours due to attendance at City Council and Commission meetings and other responsibilities required at this executive level. Flexibility to work evening and weekend hours and occasional overnight travel to conferences and training sessions is required. Some local traveling is involved for site visits, attending meetings, and visiting city facilities.

### **SELECTION GUIDELINES:**

Formal application; rating of education and experience; oral interview and reference check; and job-related tests might be required.

### **ADDITIONAL INFORMATION:**

Reasonable accommodation will be made as required by the Americans with Disabilities Act to enable a person with a disability to perform the essential functions of this position. This description is not a contract of employment and is intended only to provide a general description of duties performed by an employee in this classification. Other duties may be assigned, and this description may be amended as needed.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

DRAFT

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:** 1<sup>st</sup> Reading Budget Amendment #2  
**ITEM:** 13C  
**DATE:** July 25, 2023  
**PRESENTED BY:** Colleen Corcoran, Finance Director

**RECOMMENDED MOTION:** None. Introduction of Proposed Ordinance Only.

**PROPOSAL:** This is a request for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2023 Budget.

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

Fund	Account	Title	In(de)crease	Ref
General	513.10.41.00	Prof Services – Admin	38,000	1
	513.10.43.00	Travel – Admin	5,500	2
	513.10.49.00	Miscellaneous – Admin	1,000	3
	513.10.49.01	Reg & Tuition	500	2
	515.41.41.01	City Attorney	40,000	4
	515.41.41.02	Special Legal Council	6,000	5
	517.78.20.00	Unemployment	15,000	6
	518.11.41.00	Prof Services – Personnel	5,500	7
	518.30.48.02	Rep & Maint – City Hall	3,000	8
	518.30.48.03	Rep & Maint – PWF	7,000	9
	518.81.41.01	Prof Services – IT	30,000	10
	518.81.49.01	Software Licenses	3,400	11
	521.10.41.00	Prof Services – Civil Service	1,200	12
	521.10.49.00	Misc – Civil Service	1,500	13
	521.10.49.01	Meals – Civil Service	1,000	14
	521.22.10.00	Salaries & Wages – Police	30,000	15
	521.22.10.00	Salaries & Wages – Police	16,500	16
	521.22.41.00	Prof Services – Police	65,200	17
	524.20.20.00	Personnel Benefits – Bldg	12,600	18
	524.20.41.01	Bldg Inspec/Plan Review	6,800	19
	558.60.20.00	Personnel Benefits – Planning	12,600	18
	571.10.35.00	Small Tools – Recreation	1,000	20
	576.20.31.04	Repairs & Maint – Pool	10,000	21
	508.31.00.01	Restricted EFB – ARPA	(30,000)	15
	508.91.00.01	Unassigned EFB – General	(283,300)	

Storm Drain	334.03.10.00	NPDES Grant Revenue	25,000	22
	531.50.41.00	Prof Services – Storm	3,000	23
	508.51.04.15	Assigned Ending Fund Balance	22,000	
Storm Capital	334.03.10.01	DOE State Grant	(345,239)	24
	594.34.63.00	Storm Improvements	(374,701)	25
	594.31.63.01	Project Eng	(34,180)	26
	508.51.04.16	Assigned Ending Fund Balance	63,642	
Water	534.10.41.00	Prof Services – Water Admin	13,700	27
	534.50.48.01	Rep & Maint – Water Maint	122,000	28
	508.51.04.25	Assigned Ending Fund Balance	(135,700)	
Sewer	535.10.41.00	Prof Services – Sewer	45,250	29
	508.51.04.30	Assigned Ending Fund Balance	(45,250)	
ERR	594.48.64.12	ERR Capital – Street	22,629	30
	594.48.64.14	ERR Capital – Water/Sewer	110,484	30
	501.51.05.01	Assigned Ending Fund Balance	(133,113)	

The City of Fircrest adopts an annual budget at the fund level. The above adjustments will result in an Amended 2023 Budget by fund as follows:

2023 REVENUES, EXPENDITURES & BALANCES BY FUND				
FUND	ORIGINAL	BA #1	BA#2	AMENDED
General	11,980,954	613,177		12,594,131
Street	964,797	865,581		1,830,378
Police Investigation	12,750	201		12,951
Cumulative Reserve	2,506,577	(527,071)		1,979,506
Park Bond Debt Service	725,016	(148,054)		576,962
Park Bond Capital	2,434,634	667,887		3,102,521
REET	2,855,958	(10,401)		2,845,557
Storm	884,985	74,021	25,000	984,006
Storm Capital	903,048	643,669	(345,239)	1,201,478
Water	1,551,461	(95,059)		1,456,402
Water Capital	695,483	13,829		709,312
Sewer	4,016,648	202,947		4,219,595
Sewer Capital	1,164,460	421,537		1,585,997
ERR	2,021,231	295,491		2,316,722
Total	32,718,002	3,017,755	(320,239)	35,415,518

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

1. Acting City Manager contract \$38,000
2. Travel for City Manager interview \$2,000, Travel \$3,500, Reg & Tuition \$500 conferences for City Manager and Acting City Clerk
3. City Manager meet and greet supplies \$1,000
4. Increase cost for City Attorney \$40,000
5. Legal attorney costs for Mildred Street property \$6,000
6. Unemployment costs for prior employees \$15,000
7. Legal costs for employment issues \$5,500
8. Pest control \$1,000 and floor mats at City Hall \$2,000
9. Alarm system \$3,400, repair fence \$2,600, floor mats \$1,000
10. Laserfiche setup costs \$7,800, additional cost for IT support \$20,700, install Court Enterprise Justice program \$1,500
11. Laserfiche license \$3,400
12. Additional testing for potential police officers \$1,200
13. Police Chief meet and greet and oral board supplies \$1,500
14. Oral board meals \$1,000
15. Signing bonus for three new officers (ARPA) \$30,000
16. Vacation buyout \$16,500
17. Police Chief recruitment 2<sup>nd</sup> round \$3,200, Interim Police Chief contract \$61,000, additional body camera for 10<sup>th</sup> officer \$1,000
18. Increased cost for additional dependents for an employee Bldg. \$12,600, Plan \$12,600
19. Rollover for BHC building inspection services for July-Sept 2022 paid in 2023 \$6,800
20. Replaced computer for Community Events Specialist \$1,000
21. Pool UV system kit \$4,800, pool chemical analyzer \$1,900, miscellaneous \$3,300
22. Dept of Ecology Capacity grant increase \$25,000
23. Asset management and work order software \$3,000
24. Grant should not have been included in BA #1, all ready rolled over in 2023 Budget (\$345,239)
25. Should not have been included in BA #1, already rolled over in 2023 Budget (\$374,701)
26. Should not have been included in BA #1, already rolled over in 2023 Budget (\$34,180)
27. Asset management and work order software \$3,000, AMI portal \$5,700 and water meter software \$5,000
28. Well #7 & 8 pump repair \$122,000
29. Contract with RWJ for project coordinator \$31,250, APEX engineering contract \$11,000, asset management and work order software \$3,000
30. Rollover for backhoe purchase Street \$22,629, Water/Sewer \$110,484

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

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

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

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON, AMENDING ORDINANCE NO. 1698 AND AMMENDED BY ORDINANCE NO. 1707 TO AUTHORIZE ADDITIONAL EXPENDITURES OF FUNDS FOR MATTERS NOT FORESEEN AT THE TIME OF FILING THE ANNUAL BUDGET FOR 2023, PROVIDING SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City anticipates certain revenues and expenditures not foreseen at the time of filing the Annual Budget for 2023; and;

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

**WHEREAS**, the City of Fircrest adopted its 2023 Budget on November 22, 2022 through Ordinance No. 1698 and;

**WHEREAS**, the City of Fircrest amended its 2023 Budget on April 11, 2023 through Ordinance No. 1707 and;

**WHEREAS**, the City Council, after due consideration, has deemed that it is necessary and in the best interest of the City of Fircrest to amend Ordinance No. 1707, the adopted 2023 budget, to defray the anticipated expenditures;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS FOLLOWS:**

**Section 1. Amendment.** Ordinance No. 1707, the amended 2023 budget, is hereby amended as set forth in Section 2 below.

**Section 2. Amendment.** The anticipated revenues and expenditures will result in amendment of the 2023 Budget by fund as follows:

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

2023 REVENUES, EXPENDITURES & BALANCES BY FUND				
<u>FUND</u>	<u>ORIGINAL</u>	<u>BA #1</u>	<u>BA#2</u>	<u>AMENDED</u>
General	11,980,954	613,177		12,594,131
Street	964,797	865,581		1,830,378
Police Investigation	12,750	201		12,951
Cumulative Reserve	2,506,577	(527,071)		1,979,506
Park Bond Debt Service	725,016	(148,054)		576,962
Park Bond Capital	2,434,634	667,887		3,102,521
REET	2,855,958	(10,401)		2,845,557
Storm	884,985	74,021	25,000	984,006
Storm Capital	903,048	643,669	(345,239)	1,201,478
Water	1,551,461	(95,059)		1,456,402
Water Capital	695,483	13,829		709,312
Sewer	4,016,648	202,947		4,219,595
Sewer Capital	1,164,460	421,537		1,585,997
ERR	2,021,231	295,491		2,316,722
Total	32,718,002	3,017,755	(320,239)	35,415,518

**Section 3. Non-emergency.** The revenues and expenditures set forth in Section 2 above are not one of the emergencies specifically enumerated in RCW 35A.33.080.

**Section 4. Corrections.** The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 5. Severability.** If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

**Section 6. Effective Date.** This ordinance shall take effect five days after its passage, approval and publication as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON,** at a regular meeting thereof this 8th day of August 2023.

APPROVED:

\_\_\_\_\_  
Brett L. Wittner, Mayor

ATTEST:

\_\_\_\_\_  
Arlette Burkhardt, Acting City Clerk



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

APPROVED AS TO FORM:

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

Publication Date:  
Effective Date: