

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 were present. Councilmember Jim Andrews was absent. Mayor Wittner informed the Council that Councilmember Andrews would be late and attending virtually.

PRESIDING OFFICER’S REPORT

Mayor Wittner reported that the special meeting scheduled for November 16, 2023, regarding the Whittier Park Master Plan Public Engagement, will be canceled due to a lack of quorum. **Councilmember Reynolds MOVED to cancel the Special Council Meeting scheduled for November 16, 2023, regarding the Whittier Park Master Plan Public Engagement; seconded by Councilmember Barrentine.** Mayor Wittner invited Councilmember comment. The Council noted that the Whittier Park Master Plan Public Engagement meeting is still scheduled and is not a Council meeting. Mayor Wittner invited public comment; none were provided.

The Motion Carried (6-0).

A. Proclamation: Arbor Day 2023

Councilmember Reynolds read the proclamation into the record. **Councilmember Reynolds MOVED to authorize the Mayor’s signature on a proclamation proclaiming November 18, 2023, as Arbor Day in the City of Fircrest; seconded by Councilmember Barrentine.** Mayor Wittner invited Councilmember comment. There was a brief discussion on the Tree City plaque. Mayor Wittner invited public comment; none were provided.

The Motion Carried (6-0).

CITY MANAGER COMMENTS

City Manager Masko reported on the City’s sewer availability letter, the upcoming Centennial Steering Committee meeting, and the new part-time Court Clerk.

DEPARTMENT HEAD COMMENTS

- Parks and Recreation Director Grover reported on the upcoming FirFest event and provided an update on the upcoming Whittier Park Master Plan Public Engagement meeting. There was a discussion on providing public comment. Director Grover provided his email address, jgrover@cityoffircrest.net for the public to provide feedback, comments, or ask questions regarding the Whittier Park Master Plan.
- Public Works Director Bemis reported on the sound-dampening material for the Tennis courts.
- City Manager Masko provided the Planning and Building department report and stated that Community Development Director Newman is working on the Middle Housing ordinance, collaborating with South Sound Housing Affordability Partners, and researching electric vehicle charging stations.

Councilmember Andrews joined the meeting at 7:17 P.M. via Zoom.

COUNCILMEMBER COMMENTS

- Councilmember Viafore commented on the Council Chamber’s audio-visual upgrade project and acknowledged the passing of Eddie Bartman, a retired Fircrest power lineman and Fire Captain.
- Councilmember Reynolds; no comment.
- Councilmember Barrentine; no comment.
- Councilmember George congratulated and thanked the participants in the Pierce County Election.
- Councilmember Bufford thanked staff for the continued community engagement.
- Councilmember Andrews thanked staff for the Veterans Day flyer and shared that his daughter passed away while in the military service.
- Mayor Wittner thanked the meeting attendees.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Mayor Wittner invited public comment. The following individuals provided public comment:

- Karen Grindle, 4301 62nd Ave. W., expressed concern on the City’s infrastructure, and pedestrian safety issues.
- Michael Grindle, 4301 62nd Ave. W., expressed concern about the City’s infrastructure and pedestrian safety issues.
- Vince Navarre, 1205 Del Monte Ave., reported on Project Blue Light, support for law enforcement, and thanked the Police Department.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Administration

There was no report.

B. Environmental, Planning, and Building

Councilmember George reported that the Planning and Building department is developing internal checklists and streamlining permit applicants.

C. Finance, IT

Councilmember Reynolds reported that the Finance department is working on the 2024 budget and coordinating the City’s yearly audit.

D. Other Liaison Reports

There were no other reports.

CONSENT CALENDAR

Mayor Wittner requested the Acting City Clerk read the Consent Calendar:

- A. Approval of Check No. 220358 through 220459 in the amount of \$792,325.85
- Approval of Check No. 14306 through 14307 in the amount of \$10,056.91
- Approval of Check No. 14308 through 14314 in the amount of \$64,839.66
- Approval of payroll electronic funds transfer in the amount of \$11,180.80
- Approval of payroll electronic funds transfer in the amount of \$5,166.28
- Approval of payroll electronic funds transfer in the amount of \$151,987.25

- B. Approval of the October 16, 2023, Study Session meeting minutes
- Approval of the October 23, 2023, Special meeting minutes
- Approval of the October 24, 2023, Special meeting minutes

Councilmember Bufford MOVED to approve the Consent Calendar as read; seconded by Councilmember Barrentine.

The Motion Carried (7-0).

PUBLIC HEARING

A. To receive comments on the 2024 Preliminary Budget

At 7:41 P.M., Mayor Wittner opened the public hearing. Finance Director Corcoran briefed the Council on the 2024 Preliminary Budget stating the public hearing was to receive comments on the Preliminary 2024 Budget. Mayor Wittner invited Councilmember comments; none were provided.

Mayor Wittner invited public testimony; none were provided.

At 7:44 P.M., Mayor Wittner closed the public hearing.

UNFINISHED BUSINESS

A. Budget Discussion

Finance Director Corcoran provided a brief overview of the changes to the 2024 proposed General Fund and Water Capital budget. Public Works Director Bemis provided a brief overview of the Water Meter Exchange Program to be completed in 2024. City Manager Masko reported on the proposed water rate increase and provided an overview of the process.

NEW BUSINESS

A. Motion: Setting a public hearing on November 28, 2023, at 7:15 P.M. or shortly thereafter to receive comment on a potential water rate adjustment

Councilmember Viafore MOVED to set a public hearing on November 28, 2023, at 7:15 P.M. or shortly thereafter to receive comment on a potential water rate adjustment at Fircrest City Hall, 115 Ramsdell Street, Fircrest, Washington, 98466; seconded by Councilmember Bufford. Mayor Wittner invited Councilmember comment. There was a brief discussion on the Water Fund and the proposed water rate report. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

B. Ordinance No. 1712: Salaries of Non-Union Employees, Including Casual and Seasonal Employees

Finance Director Corcoran briefed the Council on the proposed ordinance and stated that the salary ordinance includes a proposed 4.5% Cost of Living Adjustment based on the Consumer Price Index. **Councilmember Reynolds MOVED to adopt Ordinance No. 1712, amending Fircrest Municipal Code (“FMC”) 2.44.050 relating to salaries of non-union City employees and**

amending FMC 2.44.090 relating to hourly rate of pay for casual and seasonal employees; providing for severability; and establishing an effective date; seconded by Councilmember Bufford. Mayor Wittner invited Councilmember comment; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

C. Ordinance No. 1713: Municipal Court Judge and Chief Examiner Rate of Pay

Finance Director Corcoran briefed the Council on the proposed ordinance and stated that the ordinance provides a salary increase for the Municipal Court Judge and Chief Examiner. **Councilmember Reynolds MOVED move to adopt Ordinance No. 1713, amending Fircrest Municipal Code (“FMC”) 2.44.070 amending the Municipal Court Judge monthly rate of pay, and the Civil Service Chief Examiner/Secretary rate of pay, providing for severability; and establishing an effective date; seconded by Councilmember Reynolds.** Mayor Wittner invited Councilmember comment; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

D. Resolution No. 1853: NW GIS Consulting, LLC Contract Amendment

Public Works Director Bemis provided an overview of the proposed resolution and highlighted the changes including extending the term and an increase in the hourly rate. **Councilmember Bufford MOVED to adopt Resolution No. 1853, authorizing the City Manager to execute an amendment to the contract for on-call GIS support services with NW GIS Consulting, LLC for calendar year 2024; seconded by Councilmember Reynolds.** Mayor Wittner invited Councilmember comment. There was a brief discussion on the annual expenses. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

E. Resolution No. 1854: Approval of Steilacoom Holiday Sleigh Agreement

City Manager Masko briefed the Council on the Holiday Sleigh Contract and stated that the Police Department will develop maps for the Fircrest community. **Councilmember Bufford MOVED to adopt Resolution No. 1854, authorizing the City Manager to execute an Equipment Use and Hold Harmless Agreement between the Town of Steilacoom and the City of Fircrest for the use of the motorized Holiday Sleigh; seconded by Councilmember Barrentine.** Mayor Wittner invited Councilmember comment; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

F. Ordinance No. 1714: 2024 Tax Levy

Finance Director Corcoran briefed the Council on the proposed ordinance and stated that the ordinance will allow the City to levy the necessary amount to fund 2024 City operations. **Councilmember Bufford MOVED to adopt Ordinance No. 1714, fixing the amount of the annual ad valorem tax levy necessary for the fiscal year 2024, providing for severability, and establishing an effective date; seconded by Councilmember Barrentine.** Mayor Wittner invited

Councilmember comment; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

G. Resolution No. 1855: Summit Law Contract Amendment

City Manager Masko briefed the Council on the proposed resolution and stated that changes include extending the contract and an updated schedule of rates. **Councilmember Bufford MOVED to adopt Resolution No. 1855, authorizing the City Manager to execute Amendment #17 to the Professional Services Agreement with Summit Law Group for personnel legal services; seconded by Councilmember George.** Mayor Wittner invited Councilmember comment; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

H. Resolution No. 1856: KBH Change Order #2

Parks and Recreation Director Grover briefed the Council on the proposed resolution and highlighted that the change order will include additional sand to even the field of play. **Councilmember Bufford MOVED to adopt Resolution No. 1856, authorizing the City Manager to execute a contract change order for additional construction services for the Fircrest Park Athletic Fields Improvement Project with KBH Construction Company; seconded by Councilmember George.** Mayor Wittner invited Councilmember comment. There was a brief discussion on the Recreation and Conservation Office grant, due diligence, and expenditure of public funds. Mayor Wittner invited public comment.

- Brian Rybolt, 1036 Daniels Drive, expressed concern about the change order and public funds.

The Motion Carried (6-1), with Councilmember Andrews dissenting.

I. Resolution No. 1857: Olbrechts & Associates Contract Amendment

City Manager Masko briefed the Council on the proposed resolution and stated that the changes include extending the contract and an update fee for services schedule. **Councilmember Bufford MOVED to adopt Resolution No. 1857, authorizing the City Manager to execute an amendment to the Professional Services Agreement with Olbrechts & Associates, PLLC, for Hearing Examiner services; seconded by Councilmember Reynolds.** Mayor Wittner invited Councilmember comment. There was a brief discussion on the consent calendar for contract renewals. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0)

CALL FOR FINAL COMMENTS

Councilmember Viafore requested a brief update on the sewer conditions near 62nd Avenue. Councilmember George commented on the consent calendar and its auditing process.

EXECUTIVE SESSION

At 8:23 P.M., Mayor Wittner reported that the Council would take a five-minute recess and

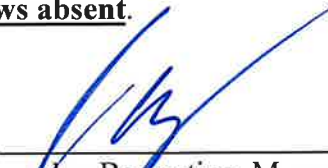
convene into Executive Session, not to exceed sixty (60) minutes, to discuss labor negotiations, pursuant to RCW 42.30.140(4)(b) and to review the performance of a public employee, pursuant to RCW 42.30.110 (g). Mayor Wittner noted that City Manager Masko was invited to the Executive Session.

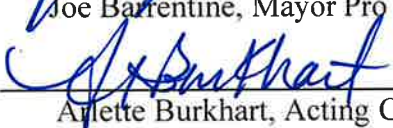
Councilmember Andrews left the meeting at 8:54 P.M.

ADJOURNMENT

Councilmember Bufford MOVED to adjourn the meeting at 8:59 P.M., seconded by Councilmember Barrentine.

The Motion Carried (6-0), with Councilmember Andrews absent.



Joe Barrentine, Mayor Pro Tempore


Arlette Burkhart, Acting City Clerk