

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, Nikki Bufford, and Jim Andrews were present.

PRESIDING OFFICER’S REPORT

Mayor Wittner reported on the City Manager’s request to close City Buildings.

Councilmember Viafore MOVED to close all City Buildings on December 15, 2023, from 11:30 A.M. to 1:30 P.M. for the annual City Wellness Lunch; seconded by Councilmember George. Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

Councilmember Viafore MOVED to close the Roy H. Murphy Community Center on December 24, 2023, to allow recreation staff to spend Christmas Eve with their families; seconded by Councilmember George. Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

Councilmember Viafore MOVED to close the Roy H. Murphy Community Center on December 31, 2023, to allow recreation staff to safely celebrate New Year’s Eve with their families; seconded by Councilmember George. Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

CITY MANAGER COMMENTS

A. Motion: City Buildings Closures

The agenda item was discussed under the Presiding Officer’s Report.

City Manager Masko reported on City contract auditing and personnel issues.

There was a brief discussion on the City’s sewer availability and Pierce County sewer agreement.

DEPARTMENT HEAD COMMENTS

- Finance Director Corcoran commented on the State Auditor’s Office entrance conference.
- Community Development Director Newman commented on several departmental work items, including a summary of the November 20, 2023, Study Session, the City’s tree code, and the “Prose” development.

There was a brief discussion on ADU and duplex housing issues.

- Police Chief Schaub commented on several departmental work items, including lateral police officer applicants, community policing, and the holiday tree lighting and sleigh run.

There was a brief discussion on the police radio network system, the surplus of the police motorcycle, and incidents related to holiday package thefts.

- Public Works Director Bemis commented on the holiday tree lighting and City-wide holiday decorations.
- Parks & Recreation Director Grover commented on the Fircrest Park improvements, the Whittier Master Plan, the holiday tree lighting event, and the holiday market. There was a brief discussion on the event date.

COUNCILMEMBER COMMENTS

- Councilmember Andrews; no comment provided.
- Councilmember Bufford; no comment provided.
- Councilmember George gave kudos to the Parks and Recreation staff for their efforts on the Whittier Park Master Plan.
- Councilmember Barrentine commented on public engagement for the Port Maritime Center.
- Councilmember Reynolds; no comment provided.
- Councilmember Viafore thanked Public Works Director Bemis for his memo on the City sewer issue and commented on the lower business district light standard and pedestrian safety.
- Mayor Wittner thanked the meeting attendees.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

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

- Vince Navarre, Fircrest resident, commented on the Blue Light Project and thanked the Police department.
- Jerry Foss, Fircrest resident, commented on the Electron Way and Alameda Ave traffic issue.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Parks & Recreation

There was no report.

B. Pierce County Regional Council

Councilmember Reynolds reported on the Department of Emergency Management discussion, PCRC officer elections, and legislative priorities discussion.

C. Public Safety, Courts

Councilmember Viafore reported on Police department statistics and Municipal Court Judge Miller's retirement.

D. Streets, Facilities, & Equipment

There was no report.

E. Other Liaison Reports

There were none.

CONSENT CALENDAR

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

- A. Approval of Check No. 220460 through 220527 in the amount of \$359,757.26.
Approval of payroll electronic funds transfer in the amount of \$155,359.51.
- B. Registering no objections to Spring Lake Café Liquor License Renewal.
- C. Approval of the September 12, 2023, Regular meeting minutes.
Approval of the October 30, 2023, Special meeting minutes.

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

Councilmember Andrews removed item 10C. Approval of the September 12, 2023, Regular meeting minutes.

The Motion Carried as amended (7-0).

Councilmember Andrews commented on the September 12, 2023, public comment section. There was a discussion on Robert’s Rules of Order, action meeting minutes, retention schedules, and Council processes.

Councilmember Viafore MOVED to approve the September 12, 2023, Regular meeting minutes as presented; seconded by Councilmember Bufford. Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

PUBLIC HEARING

A. To receive comments on a proposed water rate adjustment

At 8:09 P.M., Mayor Wittner opened the public hearing. City Manager Masko briefed the Council on the proposed water rate adjustment, stating the public hearing was to receive comments on the proposed water rate adjustment. Mayor Wittner invited Councilmember comments; none were provided.

Mayor Wittner invited public testimony; none were provided.

At 8:12 P.M., Mayor Wittner closed the public hearing.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Resolution No. 1858: Changing the Time for 12/26/23 Regular Meeting

City Manager Masko briefed the Council on the proposed resolution and highlighted that the Council agenda would primarily be kept to consent agenda items. **Councilmember Bufford**

MOVED to adopt Resolution No. 1858, changing the time of the December 26, 2023, City Council meeting from 7:00 P.M. to 4:00 P.M.; seconded by Councilmember George. Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

B. Ordinance No. 1715: Adopting the 2024 Budget

Finance Director Corcoran briefed the Council on the proposed ordinance adopting the annual budget for the fiscal year 2024, stating the total of the 2024 Budget, which included estimated revenues, expenditures, and fund balances, was \$34,213,502. **Councilmember Bufford MOVED to adopt Ordinance No. 1715, adopting the annual budget of the City of Fircrest for the Fiscal Year 2024; seconded by Councilmember Reynolds.**

Mayor Wittner invited Councilmember comments. Discussions included designating \$100,000 in the other Capital Parks Fund, funding for new positions, adopting a conservative budget, revenue forecast, and tabling the budget adoption.

Mayor Wittner stated that the Council will take a vote to move \$100,000 of ARPA funds into the other Capital Parks Fund line following public comment.

Mayor Wittner invited public comment.

- Brian Rybolt, Fircrest resident, expressed concern about Fircrest Park improvement project change orders and State grant funding.

Councilmember Viafore requested a roll call vote: Councilmember Andrews- No; Councilmember Barrentine – Yes; Councilmember Bufford – Yes; Councilmember George – Yes; Councilmember Reynolds – No; Councilmember Viafore - No; Mayor Wittner – Yes.

Upon a roll call vote, the Motion to move \$100,000 of APRA funds into the other Capital Parks Fund line Carried (4-3) with Councilmember Andrews, Councilmember Reynolds, and Councilmember Viafore dissenting.

Council discussions included tabling the budget adoption, commitment of funds, revenue forecast, staffing issues, and a hiring freeze.

Councilmember Reynolds MOVED to add a proviso to the \$100,000 funds transfer of ARPA monies to the Parks fund, providing to transfer the funds preconditional to executing an agreement with Alliance Residential; seconded by Councilmember Viafore. Mayor Wittner invited Councilmember comments. There was a brief discussion on the Alliance Residential's notice to proceed.

Mayor Wittner invited public comment.

- Vince Navarre, Fircrest resident, expressed concern about Council goals.

Mayor Wittner requested a roll call vote: Councilmember Andrews – Yes; Councilmember Barrentine – Yes; Councilmember Bufford – Yes; Councilmember George – Yes; Councilmember Reynolds – Yes; Councilmember Viafore – Yes; Mayor Wittner – Yes.

Upon a roll call vote, the Motion to add a proviso to the \$100,000 funds transfer Carried (7-0).

Mayor Wittner requested a roll call vote for Ordinance No. 1715: Adoption of the 2024 Budget: Councilmember Andrews – Yes; Councilmember Barrentine – Yes; Councilmember Bufford – Yes; Councilmember George – Yes; Councilmember Reynolds – Yes; Councilmember Viafore – Yes; Mayor Wittner – Yes.

The Motion Carried (7-0).

C. Resolution No. 1859: Tacoma Hearing Examiner Agreement Amendment

City Manager Masko briefed the Council on the proposed resolution and highlighted that the changes include extending the term and an increase in the hourly rate. **Councilmember George MOVED to adopt Resolution No. 1859, authorizing the City Manager to execute an amendment to the Professional Services Agreement with the City of Tacoma for Hearing Examiner services for dangerous and potentially dangerous dog appeal hearings; seconded by Councilmember Bufford.** Mayor Wittner invited Councilmember comments. There was a brief discussion on the City’s appeal hearings caseload. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

D. Resolution No. 1860: South Sound 911 Extended Technical Support Agreement Amendment

City Manager Masko briefed the Council on the proposed resolution and highlighted that the agreement provides technical support services to the police department. **Councilmember Bufford MOVED to adopt Resolution No. 1860, authorizing the City Manager to execute an agreement with South Sound 911 Public Authority to provide extended technical support services to the City of Fircrest Police Department; seconded by Councilmember George.** Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

E. Resolution No. 1861: South Sound 911 Support Services Agreement

City Manager Masko briefed the Council on the proposed resolution and highlighted that the agreement provides support services to the police department. **Councilmember Bufford MOVED to adopt Resolution No. 1861, authorizing the City Manager to execute an agreement with South Sound 911 Public Authority for Law Enforcement Support Services; seconded by Councilmember George.** Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

F. Resolution No. 1862: Pierce County System Access Agreement Amendment

City Manager Masko briefed the Council on the proposed resolution and highlighted that the changes include extending the term and adjusting the subscriber fee. **Councilmember Bufford MOVED to adopt Resolution No. 1862, authorizing the City Manager to execute**

Amendment #1 to the Pierce County System Access and Use Agreement for continued access to the Single County-Wide Communication System; seconded by Councilmember George. Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

G. Resolution No. 1863: KPG On-Call Contract Amendment

Public Works Director Bemis briefed the Council on the proposed resolution and highlighted that the changes include extending the term and an update to the fee schedule. **Councilmember Bufford MOVED to adopt Resolution No. 1863, authorizing the City Manager to execute Amendment #9 to the Professional Services Agreement with KPG Psomas for on-call engineering services; seconded by Councilmember George.** Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

H. Resolution No. 1864: Apex Engineering Contract Amendment

Public Works Director Bemis briefed the Council on the proposed resolution and highlighted that the changes include extending the term and an update to the fee schedule. **Councilmember Bufford MOVED to adopt Resolution No. 1864, authorizing the City Manager to execute Amendment #8 to the Professional Services Agreement with Apex Engineering LLC for on-call engineering services; seconded by Councilmember George.** Mayor Wittner invited Councilmember comments; none were provided. Mayor Wittner invited public comment; none were provided.

The Motion Carried (7-0).

I. 3rd Quarter Financial Report

Finance Director Corcoran presented the 3rd quarter report, which includes a review of the City's primary operating funds and highlighted revenue comparisons year to year. Finance Director Corcoran highlighted that revenues are close to expected and expenditures are close to budget. Lastly, she reported that this report will be available online. Mayor Wittner invited Councilmember comments; none were provided.

J. Ordinance: 2023 Budget Amendment #3 – 1st Reading

Finance Director Corcoran briefed the Council on the first reading of the third budget adjustment to the Adopted 2023 Budget and reported on the proposal for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2023 Budget. Mayor Wittner invited Councilmember comments; none were provided.

CALL FOR FINAL COMMENTS

There was a brief discussion on the Fircrest Park Improvement funding. Councilmember Viafore requested an update on Wellhouse 6 and 7.

NOVEMBER 28, 2023

FIRCREST CITY COUNCIL MEETING MINUTES – REGULAR 7


EXECUTIVE SESSION

There was none scheduled.

ADJOURNMENT

Councilmember Reynolds MOVED to adjourn the meeting at 9:50 P.M., seconded by Councilmember Bufford.

The Motion Carried (7-0).


Brett L. Wittner, Mayor


Arlette Burkhardt, Acting City Clerk