

**FIRCREST CITY COUNCIL
REGULAR MEETING
AGENDA**

**TUESDAY, MAY 28, 2024
7:00 P.M.**

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

	Pg.#
1. CALL TO ORDER	
2. PLEDGE OF ALLEGIANCE	
3. ROLL CALL	
4. PRESIDING OFFICER'S REPORT	
A. Proclamation: Planning Commissioner Hamel Appreciation	2
B. Proclamation: Pride Month	3
5. CITY MANAGER COMMENTS	
6. DEPARTMENT HEAD COMMENTS	
7. COUNCILMEMBER COMMENTS	
8. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA	
9. COMMITTEE, COMMISSION & LIAISON REPORTS	
A. Parks, Recreation, and Sustainability	
B. Police/Public Safety and Court	
C. Public Works	
D. Pierce County Regional Council	
E. Other Liaison Reports	
1. Centennial Celebration Logo Discussion	
10. CONSENT CALENDAR	
A. Approval of vouchers/payroll checks	4
B. Approval of Minutes: May 14, 2024, Regular Meeting	15
May 20, 2024, Study Session	20
C. Setting a Public Hearing on June 11, 2024, at 7:15 pm or shortly thereafter to receive comments on the City's 6-Year Comprehensive Transportation Improvement Program.	
11. PUBLIC HEARING	
12. UNFINISHED BUSINESS	
13. NEW BUSINESS	
A. Police 2023 Year-End Report	21
B. Resolution: Electron Way/Contra Costa Ave. Project TIB Grant Agreement	37
C. Motion: Display Pride Flag for the Month of June	
14. CALL FOR FINAL COMMENTS	
15. ADJOURNMENT	

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



PROCLAMATION OF THE CITY COUNCIL

WHEREAS, Sarah Hamel was appointed to the Planning Commission in 2018 and has diligently completed a six-year term; and

WHEREAS, Commissioner Hamel has been an invaluable member of the Planning Commission, ardently representing the community; and

WHEREAS, Commissioner Hamel admirably served as the Chair of the Planning Commission from 2019 to 2021; and

WHEREAS, during Commissioner Hamel's term, numerous projects were initiated to enhance the quality of life for Fircrest residents, including the City's 2020 Comprehensive Plan Amendment, the 2024 Comprehensive Plan Update, the adoption of the Form-Based Code, the Edwards Family Aquatic Center, and the Roy H. Murphy Community Center Redevelopment; and

WHEREAS, the Fircrest City Council wishes to express its gratitude to Sarah Hamel for her exemplary six years of voluntary service to the City of Fircrest and its community members.

NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS, of the City of Fircrest, do hereby proclaim our recognition and gratitude to Planning Commissioner Sarah Hamel, P.E., for her contributions and commitment to the Fircrest community and wish her the best in her future endeavors.

Proclaimed this 28th day of May 2024.

Shannon Reynolds, Mayor



PROCLAMATION OF THE CITY COUNCIL

WHEREAS, the month of June was designated as National Pride Month to commemorate the Stonewall Uprising, which occurred in June 1969 and is recognized as the catalyst of the LGBTQ+ civil rights movement; and

WHEREAS, many of the residents, visitors, workers, and business owners that contribute to the enrichment of the City of Fircrest are members of the lesbian, gay, bisexual, transgender, queer/questioning, plus other sexual orientations or gender identity (LGBTQ+) community; and

WHEREAS, we celebrate progress and also acknowledge the ongoing challenges in the fight against violence and discrimination based on gender and sexual identity; and

WHEREAS, celebrating Pride Month raises awareness and supports advocacy for the LGBTQ+ community and is an opportunity to promote change and continued education in the fight for equality; and

WHEREAS, every human being has the right to love freely and live their lives as their authentic selves.

NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS of the City of Fircrest, do hereby proclaim the month of June 2024 as LGBTQ+ Pride Month in the City of Fircrest, Washington, and encourage all residents to celebrate Pride Month and honor our LGBTQ+ friends and neighbors by continuing to fight prejudice and discrimination wherever it exists.

Proclaimed this 28th day of May 2024.

Shannon Reynolds, Mayor

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
32353	05/17/2024	05/28/2024	4298 AWC Employee Benefit Trust	775.14	06/2024 Retired Medical
	521 22 20 01	LEOFF I Medical Premiums	001 000 521 General Fund	775.14	06/2024 Retired Medical
32405	05/22/2024	05/28/2024	10562 Amazon Capital Services	28.15	Office Supplies - Admin
	513 10 35 00	Small Tools & Equip - Admir	001 000 513 General Fund	28.15	Office Supplies - Admin
32387	05/22/2024	05/28/2024	10279 Ault Electric Services, LLC	341.93	Repair Wires at Fircrest Park on Pole Lights
	576 80 48 00	Rep & Maint - Parks	001 000 576 General Fund	341.93	Repair Wires at Fircrest Park on Pole Lights
32426	05/22/2024	05/28/2024	10759 Casseday, Denise	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
32427	05/23/2024	05/28/2024	5805 CenturyLink (Lumen LD)	8.82	Long Distance Access & Usage 05/2024
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	8.82	Long Distance Access & Usage 05/2024
32428	05/23/2024	05/28/2024	3994 CenturyLink	502.12	Telecommunications - May 2024
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	130.78	City Hall Alarm & Fax (2) - 05/2024
	521 22 42 00	Communication - Police	001 000 521 General Fund	262.75	Police BA/Modem & Fax - 05/2024
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	10.90	PW Alarm - 05/2024
	534 10 42 00	Communication - Water Adr	425 000 534 Water Fund (dep	10.90	PW Alarm - 05/2024
	534 10 42 00	Communication - Water Adr	425 000 534 Water Fund (dep	32.50	PW DSL/Telemetry - 05/2024
	535 10 42 01	Communication - Sewer Adr	430 000 535 Sewer Fund (dep	10.90	PW Alarm - 05/2024
	535 10 42 01	Communication - Sewer Adr	430 000 535 Sewer Fund (dep	32.50	PW DSL/Telemetry - 05/2024
	542 30 42 00	Communication - Street Reg	101 000 542 City Street Fund	10.89	PW Alarm - 05/2024
32368	05/21/2024	05/28/2024	4325 City Treasurer-Tacoma-SEWER	380,067.18	1st Qtr 2024 - Sewer Treatment
	535 60 44 02	Sewage Treatment	430 000 535 Sewer Fund (dep	380,067.18	1st Qtr 2024 - Sewer Treatment
32351	05/17/2024	05/28/2024	4324 City Treasurer-Tacoma	69,221.50	Fire/EMS - 06/2024
	522 20 40 00	Tacoma Contract - Fire	001 000 522 General Fund	21,886.75	Fire - 06/2024
	522 20 41 00	Tacoma Contract - EMS	001 000 522 General Fund	47,334.75	EMS - 06/2024
32402	05/22/2024	05/28/2024	3555 Code Publishing Co	206.99	Municipal Code - Cumulative Supplement
	511 60 49 03	Codification Costs	001 000 511 General Fund	206.99	Municipal Code - Cumulative Supplement
32411	05/22/2024	05/28/2024	6268 Cole-Parmer Instrument Company	120.84	Dispensers for Chlorine
	534 80 31 02	Oper Supplies - Water Gen C	425 000 534 Water Fund (dep	120.84	Dispensers for Chlorine

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32374	05/21/2024	05/28/2024	3573 Copiers Northwest Inc	24.63	Copier Usage 04/14/24-05/13/24
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521 General Fund	24.63	Copier Usage 04/14/24-05/13/24
32412	05/22/2024	05/28/2024	4310 Dept Of Revenue-EXCISE TAX	20,537.47	April 2024 Excise Taxes
	514 23 49 00	Miscellaneous - Finance	001 000 514 General Fund	1.95	April 2024 Excise Taxes
	531 50 44 00	Excise Tax - Storm	415 000 531 Storm Drain	1,508.04	April 2024 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (dep	7,627.79	April 2024 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (dep	58.19	April 2024 Excise Taxes
	535 10 44 00	Excise Tax - Sewer	430 000 535 Sewer Fund (dep	4,037.21	April 2024 Excise Taxes
	535 10 44 00	Excise Tax - Sewer	430 000 535 Sewer Fund (dep	6,840.87	April 2024 Excise Taxes
	571 20 43 00	Excise Tax - Participation Fee	001 000 571 General Fund	37.72	April 2024 Excise Taxes
	576 20 43 00	Excise Tax - Pool Revenue	001 000 576 General Fund	383.73	April 2024 Excise Taxes
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	35.55	April 2024 Excise Taxes
	589 30 00 00	Retail Sales Tax	655 000 580 Agency Fund/Bd	6.42	April 2024 Excise Taxes
32384	05/21/2024	05/28/2024	9254 Doyle Printing Company	409.57	Court Forms
	512 51 31 00	Office & Oper Sup - Court	001 000 512 General Fund	409.57	Court Forms
32417	05/22/2024	05/28/2024	9254 Doyle Printing Company	46.24	Business Cards - C Stacy (Qty 500)
	571 10 31 01	Oper Supplies - Rec	001 000 571 General Fund	46.24	Business Cards - C Stacy (Qty 500)
		Total Doyle Printing Company		455.81	
32433	05/23/2024	05/28/2024	366 Employment Security Dept, UI Tax Admin	38.15	Benefit Charge - Q1/2024
	517 78 20 00	Unemployment Compensati	001 000 517 General Fund	38.15	Benefit Charge - Q1/2024
32385	05/22/2024	05/28/2024	4858 Ewing Irrigation Products Inc	15.63	Sprinkler Repair Parts
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	15.63	Sprinkler Repair Parts
32410	05/22/2024	05/28/2024	3642 Flags A' Flying LLC	1,489.05	US Flags For Regents Boulevard 3 X 5 (50)
	542 80 31 05	Banners/Flags	101 000 542 City Street Fund	1,489.05	US Flags For Regents Boulevard 3 X 5 (50)
32355	05/17/2024	05/28/2024	7528 Gollinger, Kevin	52.26	Leeda Training Class (Lake Stevens) - 5/6/24-5/10/24 - Meal Reimbursement
	521 22 43 00	Travel - Police	001 000 521 General Fund	52.26	Leeda Training Class (Lake Stevens) - 5/6/24-5/10/24 - Meal Reimbursement
32361	05/21/2024	05/28/2024	311 Grover, Jeff	82.65	Teen Late Night Supplies (P-Card Unavailable to Use)

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571 10 31 03 Youth Supplies			001 000 571 General Fund	82.65	Teen Late Night Supplies (P-Card Unavailable to Use)
32365 05/21/2024	05/28/2024	311	Grover, Jeff	237.55	Teen Late Night Supplies (P-Card Unavailable to Use)
571 10 31 03 Youth Supplies			001 000 571 General Fund	237.55	Teen Late Night Supplies (P-Card Unavailable to Use)
			Total Grover, Jeff	320.20	
32382 05/21/2024	05/28/2024	3692	Home Depot Credit Services	25.09	Concrete to Patch Water Line Brake
576 20 31 04 Repair Supplies - Pool			001 000 576 General Fund	25.09	Concrete to Patch Water Line Brake
32391 05/22/2024	05/28/2024	3692	Home Depot Credit Services	16.30	Supplies for Cornhole Boards
573 90 49 01 Community Events			001 000 573 General Fund	16.30	Supplies for Cornhole Boards
32392 05/22/2024	05/28/2024	3692	Home Depot Credit Services	68.24	Supplies for Cornhole Boards
573 90 49 01 Community Events			001 000 573 General Fund	68.24	Supplies for Cornhole Boards
32393 05/22/2024	05/28/2024	3692	Home Depot Credit Services	29.15	Supplies for Cornhole Boards
573 90 49 01 Community Events			001 000 573 General Fund	29.15	Supplies for Cornhole Boards
32394 05/22/2024	05/28/2024	3692	Home Depot Credit Services	18.00	Supplies for Cornhole Boards
573 90 49 01 Community Events			001 000 573 General Fund	18.00	Supplies for Cornhole Boards
32408 05/22/2024	05/28/2024	3692	Home Depot Credit Services	114.84	New Wand Assembly for Watering Hanging Baskets
542 80 31 02 Oper Supplies - Flower Bask			101 000 542 City Street Fund	114.84	New Wand Assembly for Watering Hanging Baskets
			Total Home Depot Credit Services	271.62	
32420 05/22/2024	05/28/2024	8585	J & J Autobody	1,649.99	#71536D Tear Down & Storage
548 65 48 08 O & M - Police			501 000 548 Equipment Rent	1,649.99	#71536D Tear Down & Storage
32419 05/22/2024	05/28/2024	10649	KBH Construction	42,449.26	P#71 Fircrest Park & Field Improvements - Application #2 for Payment
594 76 63 03 Other Improvements - PBCF			301 000 594 Park Bond Capit	42,449.26	P#71 Fircrest Park & Field Improvements - Application #2 for Payment
32362 05/21/2024	05/28/2024	9817	Kenyon Disend	609.50	Attorney Services - April 2024 - Land Use

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	535 10 41 00 Prof Svcs - Sewer Admin		430 000 535 Sewer Fund (dep	609.50	Attorney Services - April 2024 - Land Use
32363	05/21/2024	05/28/2024	9817 Kenyon Disend	1,025.50	Attorney Services - April 2024 - Personnel Issues
	518 11 41 00 Prof Svcs - Personnel		001 000 518 General Fund	1,025.50	Attorney Services - April 2024 - Personnel Issues
32364	05/21/2024	05/28/2024	9817 Kenyon Disend	3,380.00	Attorney Services & Personnel Issues - April 2024
	515 41 41 01 City Attorney		001 000 515 General Fund	3,274.00	Attorney Services - April 2024
	518 11 41 00 Prof Svcs - Personnel		001 000 518 General Fund	106.00	Attorney Services - April 2024 - Personnel
			Total Kenyon Disend	5,015.00	
32430	05/23/2024	05/28/2024	10760 Kimley-Horn and Associates, Inc.	2,565.00	Middle Housing Project - Services thru 04/30/24
	558 60 41 00 Prof Svcs - Planning		001 000 558 General Fund	2,565.00	Middle Housing Project - Services thru 04/30/24
32372	05/21/2024	05/28/2024	10264 Larson, Shari	1,321.60	Gentle Yoga & Chair Yoga Classes (04/01/24-04/30/24)
	571 10 49 04 Instructor Fees		001 000 571 General Fund	1,321.60	Gentle Yoga & Chair Yoga Classes (04/01/24-04/30/24)
32409	05/22/2024	05/28/2024	6369 McLendon Hardware Inc (Tacoma)	130.64	Flag Assembly Parts for Flags on Emerson Street
	542 80 31 05 Banners/Flags		101 000 542 City Street Fund	130.64	Flag Assembly Parts for Flags on Emerson Street
32375	05/21/2024	05/28/2024	10227 Miller, Pamela	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
32354	05/17/2024	05/28/2024	10435 Olson, Deborah	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
32395	05/22/2024	05/28/2024	3923 Orca Pacific Inc	2,506.03	Hypochlorite Solution (300 Gal); Muriatic Acid (4 Gal); Sodium Bicarbonate (4 Gal); Chlorine Stabilizer
	576 20 31 01 Oper Supplies - Pool Chemic		001 000 576 General Fund	2,506.03	Hypochlorite Solution (300 Gal); Muriatic Acid (4 Gal); Sodium Bicarbonate (4 Gal); Chlorine Stabilizer
32407	05/22/2024	05/28/2024	3923 Orca Pacific Inc	761.89	Chlorine for Wells (160 gallons)
	534 80 31 03 Oper Supplies - Chlorine		425 000 534 Water Fund (dep	761.89	Chlorine for Wells (160 gallons)

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			Total Orca Pacific Inc	3,267.92	
32421	05/22/2024	05/28/2024 10244	Owen Kari, DBA ASL Professionals	720.22	ASL Services 04/25/24 Whittier Park Master Plan Public Meeting #3
	594 76 63 01	Other Improvements - Parks	001 000 576 General Fund	720.22	ASL Services 04/25/24 Whittier Park Master Plan Public Meeting #3
32399	05/22/2024	05/28/2024 3958	PC Budget & Finance - Jail	647.83	Jail Services - April 2024
	523 60 40 01	Jail	001 000 523 General Fund	647.83	Jail Services - April 2024
32401	05/22/2024	05/28/2024 3957	PC Budget & Finance	28,087.92	2024 Annual System Access Fee (21 Users)
	521 22 41 01	PC Radio Infrastructure (DEN	001 000 521 General Fund	28,087.92	2024 Annual System Access Fee (21 Users)
32358	05/17/2024	05/28/2024 8993	Pacific Office Automation - A/R	580.27	Copier Usage - 04/01/2024 - 05/01/24
	512 51 45 00	Oper Rentals - Copier - Cour	001 000 512 General Fund	17.20	Court 04/01/2024 - 05/01/24
	518 10 45 00	Oper Rentals - Copier - Non	001 000 518 General Fund	477.41	City Hall 04/01/2024 - 05/01/24
	531 50 45 00	Oper Rentals - Copier - Storm	415 000 531 Storm Drain	6.32	Storm 04/01/2024 - 05/01/24
	534 10 45 02	Oper Rentals - Copier - Water	425 000 534 Water Fund (dep	6.32	Water 04/01/2024 - 05/01/24
	535 10 45 00	Oper Rentals - Copier - Sewer	430 000 535 Sewer Fund (dep	6.32	Sewer 04/01/2024 - 05/01/24
	542 30 45 00	Oper Rentals - Copier - Street	101 000 542 City Street Fund	6.33	Street 04/01/2024 - 05/01/24
	571 10 45 01	Oper Rentals - Copier - Rec	001 000 571 General Fund	54.33	Rec 04/01/2024 - 05/01/24
	576 80 45 00	Oper Rentals - Copier - Park	001 000 576 General Fund	6.04	Parks 04/01/2024 - 05/01/24
32369	05/21/2024	05/28/2024 8993	Pacific Office Automation - A/R	549.59	Copier Lease - 04/01/2024-05/01/24
	512 51 45 00	Oper Rentals - Copier - Cour	001 000 512 General Fund	9.58	Court 04/01/24-05/01/24
	518 10 45 00	Oper Rentals - Copier - Non	001 000 518 General Fund	18.66	City Hall 04/01/24-05/01/24
	531 50 45 00	Oper Rentals - Copier - Storm	415 000 531 Storm Drain	2.93	Storm 04/01/24-05/01/24
	534 10 45 02	Oper Rentals - Copier - Water	425 000 534 Water Fund (dep	2.93	Water 04/01/24-05/01/24
	535 10 45 00	Oper Rentals - Copier - Sewer	430 000 535 Sewer Fund (dep	2.92	Sewer 04/01/24-05/01/24
	542 30 45 00	Oper Rentals - Copier - Street	101 000 542 City Street Fund	2.92	Street 04/01/24-05/01/24
	571 10 45 01	Oper Rentals - Copier - Rec	001 000 571 General Fund	9.42	Rec 04/01/24-05/01/24
	576 80 45 00	Oper Rentals - Copier - Park	001 000 576 General Fund	1.05	Parks 04/01/24-05/01/24
	591 12 70 00	Lease Payments - Court	001 000 591 General Fund	94.84	Court 04/01/24-05/01/24
	591 18 70 10	Lease Payments - Non-Dept	001 000 591 General Fund	184.78	City Hall 04/01/24-05/01/24
	591 31 70 00	Lease Payments - Storm	415 000 591 Storm Drain	28.99	Storm 04/01/24-05/01/24
	591 34 70 00	Lease Payments - Water Adr	425 000 591 Water Fund (dep	28.99	Water 04/01/24-05/01/24
	591 35 70 00	Lease Payments - Sewer	430 000 591 Sewer Fund (dep	28.99	Sewer 04/01/24-05/01/24
	591 71 70 00	Lease Payments - Recreation	001 000 571 General Fund	93.23	Rec 04/01/24-05/01/24
	591 76 70 80	Lease Payments - Parks	001 000 591 General Fund	10.36	Parks 04/01/24-05/01/24

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591 95 70 00	Lease Payments - Street		101 000 591 City Street Fund	29.00	Street 04/01/24-05/01/24
			Total Pacific Office Automation - A/R	1,129.86	
32352 05/17/2024	05/28/2024 3955		Petrocard Systems Inc	94.45	Gas/Fuel - 05/2024
548 65 31 13	Gas - Storm		501 000 548 Equipment Rent	94.45	Storm - 05/2024
32413 05/22/2024	05/28/2024 10221		Petty Cash-ParksRec	41.00	Petty Cash Reimbursement - 05/28/24
571 10 31 02	Senior Program Supplies		001 000 571 General Fund	41.00	Senior Morning Supplies
32376 05/21/2024	05/28/2024 3751		Psomas, DBA KPG Psomas	2,134.50	Task Order 2022-04 - SMAP & SWMP Development for 2023 - services from 3/1/24-3/28/24
531 50 41 00	Prof Svcs - Storm		415 000 531 Storm Drain	2,134.50	Task Order 2022-04 - SMAP & SWMP Development for 2023 - services from 3/1/24-3/28/24
32377 05/21/2024	05/28/2024 3751		Psomas, DBA KPG Psomas	372.50	Task Order 2022-04 - SMAP & SWMP Development for 2023 - services from 3/29/24-4/25/24
531 50 41 00	Prof Svcs - Storm		415 000 531 Storm Drain	372.50	Task Order 2022-04 - SMAP & SWMP Development for 2023 - services from 3/29/24-4/25/24
32432 05/23/2024	05/28/2024 3751		Psomas, DBA KPG Psomas	2,203.50	P#77 Orchard St. Overlay 2/2/24-2/29/24
595 10 63 06	Project Engineering - Street		101 000 594 City Street Fund	2,203.50	P#77 Orchard St. Overlay 2/2/24-2/29/24
			Total Psomas, DBA KPG Psomas	4,710.50	
32378 05/21/2024	05/28/2024 3986		Puget Sound Energy, BOT-01H	63.50	Natural Gas - City Hall April 2024
518 30 47 00	Public Utility Services - City I		001 000 518 General Fund	63.50	Natural Gas - City Hall April 2024
32379 05/21/2024	05/28/2024 3986		Puget Sound Energy, BOT-01H	190.36	Natural Gas - PW - April 2024
531 50 47 02	Public Utility Services - Bldg		415 000 531 Storm Drain	47.59	Natural Gas - PW - April 2024
534 10 47 00	Utility Services/Building - W:		425 000 534 Water Fund (dep	47.59	Natural Gas - PW - April 2024
535 10 47 00	Utility Services/Building - Se		430 000 535 Sewer Fund (dep	47.59	Natural Gas - PW - April 2024
542 30 47 02	Electricity & Gas/Bldg - Stre		101 000 542 City Street Fund	47.59	Natural Gas - PW - April 2024
			Total Puget Sound Energy, BOT-01H	253.86	

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32380	05/21/2024	05/28/2024	4683 Puyallup, City of	330.96	Jail Services - April 2024
	523 60 40 01 Jail		001 000 523 General Fund	330.96	Jail Services - April 2024
32383	05/21/2024	05/28/2024	4018 Rosen Supply Company Inc	181.95	Replacement Parts for Toilet @ Outdoor Pool Bathroom
	576 20 31 04 Repair Supplies - Pool		001 000 576 General Fund	181.95	Replacement Parts for Toilet @ Outdoor Pool Bathroom
32360	05/21/2024	05/28/2024	8403 Schmidtke, Judy A	17.97	Reimbursement for Community Event Volunteer Thank You Supplies
	573 90 49 01 Community Events		001 000 573 General Fund	17.97	Reimbursement for Community Event Volunteer Thank You Supplies
32388	05/22/2024	05/28/2024	4056 Sherwin-Williams Company	215.40	Paint for Office
	518 30 31 02 Oper Supplies - PSB Bldg		001 000 518 General Fund	215.40	Paint for Office
32389	05/22/2024	05/28/2024	4056 Sherwin-Williams Company	12.73	Paint for Office
	518 30 31 02 Oper Supplies - PSB Bldg		001 000 518 General Fund	12.73	Paint for Office
Total Sherwin-Williams Company				228.13	
32415	05/22/2024	05/28/2024	4060 Sir Speedy	129.80	2024 Annual Car Show Posters (100)
	573 90 49 01 Community Events		001 000 573 General Fund	129.80	2024 Annual Car Show Posters (100)
32416	05/22/2024	05/28/2024	4060 Sir Speedy	67.10	2024 Car Show Dash Plaques Artwork Setup Fee
	573 90 49 01 Community Events		001 000 573 General Fund	67.10	2024 Car Show Dash Plaques Artwork Setup Fee
Total Sir Speedy				196.90	
32366	05/21/2024	05/28/2024	10563 Sizemore, Aiden	445.50	Refund for Overpayment of Permit - Scope of Work Changed
	345 83 00 00 Plan Checking		001 000 340 General Fund	-445.50	Refund for Overpayment of Permit - Scope of Work Changed
32396	05/22/2024	05/28/2024	4707 Springbrook Holding Company LLC	110.00	Timesheet Program Implementation
	514 23 41 00 Prof Svcs - Finance		001 000 514 General Fund	110.00	Timesheet Program Implementation
32357	05/17/2024	05/28/2024	4084 Staples Business Advantage	23.94	Office Supplies - Court

ACCOUNTS PAYABLE

City Of Fircrest

Time: 09:45:17 Date: 05/24/2024

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
	512 51 31 00 Office & Oper Sup - Court		001 000 512 General Fund	23.94	Office Supplies - Court
32370	05/21/2024	05/28/2024 4084	Staples Business Advantage	219.39	Office Supplies - Central & Admin
	513 10 31 00 Office & Oper Sup - Admin		001 000 513 General Fund	171.72	Office Supplies - Admin - Ink Cartridge
	518 10 34 01 Office Supplies - Central		001 000 518 General Fund	47.67	Office Supplies - Central
32373	05/21/2024	05/28/2024 4084	Staples Business Advantage	228.35	Office Supplies - Central, Wellness Program, Finance
	514 23 31 00 Office & Oper Sup - Finance		001 000 514 General Fund	101.96	Office Supplies - Finance
	517 90 31 01 Oper Supplies - Wellness Pr		001 000 517 General Fund	35.90	Supplies - Wellness Program
	518 10 34 01 Office Supplies - Central		001 000 518 General Fund	90.49	Office Supplies - Central
32381	05/21/2024	05/28/2024 4084	Staples Business Advantage	57.91	Office Supplies - Court
	512 51 31 00 Office & Oper Sup - Court		001 000 512 General Fund	57.91	Office Supplies - Court
32404	05/22/2024	05/28/2024 4084	Staples Business Advantage	24.39	Wellness Supplies
	517 90 31 01 Oper Supplies - Wellness Pr		001 000 517 General Fund	24.39	Wellness Supplies
			Total Staples Business Advantage	553.98	
32403	05/22/2024	05/28/2024 1522	Steere, David	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
32418	05/22/2024	05/28/2024 4133	Tacoma Rubber Stamp	21.99	Nametag - C. Stacy
	571 10 49 00 Miscellaneous - Rec		001 000 571 General Fund	21.99	Nametag - C. Stacy
32367	05/21/2024	05/28/2024 4135	Tacoma Screw Products Inc	58.51	Roof Removal Access Hooks for Well #9
	534 50 31 01 Oper Supplies - Water Main		425 000 534 Water Fund (dep	58.51	Roof Removal Access Hooks for Well #9
32414	05/22/2024	05/28/2024 6950	Tacoma Trophy	660.60	Dash Plates for Fircrest Car Show (400)
	573 90 49 01 Community Events		001 000 573 General Fund	660.60	Dash Plates for Fircrest Car Show (400)
32422	05/22/2024	05/28/2024 4322	Tacoma, City of - POWER	10,225.69	Power - Various Locations - April
	518 30 47 00 Public Utility Services - City I		001 000 518 General Fund	702.95	City Hall Power - 04/2024
	531 50 47 02 Public Utility Services - Bldg		415 000 531 Storm Drain	78.84	PW Power - 04/2024
	534 10 47 00 Utility Services/Building - W		425 000 534 Water Fund (dep	78.83	PW Power - 4/2024
	534 80 47 01 Utility Services/Pumping		425 000 534 Water Fund (dep	3,467.67	PW, Well #4, #6, #7, #8, #9, Golf Course, Weathervane Booster - 04/2024

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
535 10 47 00	Utility Services/Building - Se	430 000	535 Sewer Fund (dep	78.83	PW Power - 04/2024
535 80 47 01	Utility Services/Pumping	430 000	535 Sewer Fund (dep	1,050.20	Pumps/LS Power - 04/2024
542 30 47 02	Electricity & Gas/Bldg - Stret	101 000	542 City Street Fund	78.84	PW Power - 04/2024
542 30 47 03	Electricity/Traffic Lights	101 000	542 City Street Fund	72.40	Traffic Control - 04/2024
542 63 47 00	Electricity/Street Lights	101 000	542 City Street Fund	1,363.66	Street Lights - 04/2024
548 65 47 00	Utility Services/Building - Sh	501 000	548 Equipment Rent:	38.62	F&E Garage Power - 04/2024
571 10 47 00	Public Utility Services - Rec	001 000	571 General Fund	920.03	Rec Center Power - 04/2024
576 20 47 00	Public Utility Services - Pool	001 000	576 General Fund	1,271.70	Pool Power - 04/2024
576 80 47 00	Public Utility Services - Parks	001 000	576 General Fund	1,023.12	Parks Power - 04/2024
32429	05/23/2024	05/28/2024	4139 Tapco Visa Card	2,133.22	Tapco Charges thru 05/21/24
518 11 41 01	Advertising - Personnel	001 000	518 General Fund	100.00	WFOA Job Announcement: Finance Director Posting
594 76 64 00	Machinery & Equipment - P:	001 000	576 General Fund	2,033.22	Adjustable Weight Nail Drag for Baseball Fields
32371	05/21/2024	05/28/2024	10212 Triple Impact Coaching LLC	752.50	Wednesday Workout Clinics (K-4th, 5-8th) - 4/17/24-5/8/24
571 10 49 04	Instructor Fees	001 000	571 General Fund	752.50	Wednesday Workout Clinics (K-4th, 5-8th) - 4/17/24-5/8/24
32359	05/21/2024	05/28/2024	8484 US Bank, Recreation Dept Account	2,147.60	P-Card Charges thru 05/15/24
571 10 31 00	Office Supplies - Rec	001 000	571 General Fund	81.47	Office Supplies
571 10 31 01	Oper Supplies - Rec	001 000	571 General Fund	29.71	Badminton Net
571 10 31 02	Senior Program Supplies	001 000	571 General Fund	257.38	Senior Morning Supplies
571 10 31 06	Program Supplies - Youth	001 000	571 General Fund	485.63	Youth Baseball Supplies
571 10 41 00	Senior Trips	001 000	571 General Fund	307.50	Senior Trip - Tacoma Rainier's Game
573 90 49 01	Community Events	001 000	573 General Fund	213.19	Banner for Pie Bake Off, Misting System (Qty 3)
576 20 31 00	Office Supplies - Pool	001 000	576 General Fund	187.16	Locking Cabinet for Pool Managers in Pool Office
576 20 31 03	Oper Supplies - Pool	001 000	576 General Fund	489.16	Battery & Charger for ADA Lift
594 76 62 03	Buildings & Structures - PBC	301 000	594 Park Bond Capit:	96.40	P#64 05/2024 Container Rental
32390	05/22/2024	05/28/2024	4176 Univar USA Inc	5,548.67	Fluoride For All Wells (2,200 Lbs)
534 80 31 01	Fluoride	425 000	534 Water Fund (dep	5,548.67	Fluoride For All Wells (2,200 Lbs)
32431	05/23/2024	05/28/2024	4178 University Place Refuse Inc	651.05	Dumping Fees - 05/2024
531 50 47 01	Dumping Fees - Storm	415 000	531 Storm Drain	130.21	Dumping Fees - Storm 05/2024
534 80 47 02	Dumping Fees - Water	425 000	534 Water Fund (dep	130.21	Dumping Fees - Water 05/2024
535 80 47 02	Dumping Fees - Sewer	430 000	535 Sewer Fund (dep	130.21	Dumping Fees - Sewer 05/2024
542 30 47 01	Dumping Fees - Street	101 000	542 City Street Fund	130.21	Dumping Fees - Street 05/2024
576 80 47 01	Dumping Fees - Parks	001 000	576 General Fund	130.21	Dumping Fees - Parks 05/2024

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
32386	05/22/2024	05/28/2024	9253 University Place Tire & Auto	56.04	#62855D - Tire Repair
	548 65 48 11	O & M - Parks/Rec	501 000 548 Equipment Rent	56.04	#62855D - Tire Repair
32398	05/22/2024	05/28/2024	4180 Utilities Underground	50.16	Locates 04/2024
	534 10 49 00	Miscellaneous - Water Admi	425 000 534 Water Fund (dep	25.08	Locates 04/2024
	535 10 49 00	Miscellaneous - Sewer Admi	430 000 535 Sewer Fund (dep	25.08	Locates 04/2024
32356	05/17/2024	05/28/2024	4226 WA St Criminal Justice Training Comm.	950.00	EVOC Training - C Roberts
	521 22 49 02	Reg & Tuition - Police	001 000 521 General Fund	950.00	EVOC Training - C Roberts
32400	05/22/2024	05/28/2024	4237 WCP Solutions	1,588.08	Copy Machine Paper (240 Reams)
	518 10 34 01	Office Supplies - Central	001 000 518 General Fund	1,588.08	Copy Machine Paper (240 Reams)
32397	05/22/2024	05/28/2024	4231 Water Mgmt Labs Inc	402.00	Coliform & Fluoride Testing - 04/22/24
	534 80 41 00	Water Testing	425 000 534 Water Fund (dep	402.00	Coliform & Fluoride Testing - 04/22/24
32425	05/22/2024	05/28/2024	9716 Watermen, Inc	1,560.30	Lifeguard/Instructor Bathing Suits
	576 20 31 03	Oper Supplies - Pool	001 000 576 General Fund	1,560.30	Lifeguard/Instructor Bathing Suits
32406	05/22/2024	05/28/2024	4252 Wimbles Logging & Tree	3,831.48	Remove (3) Trees & Limb (1) At Intersection of 44th & 67th St.
	594 35 63 01	Other Improvements - Sewe	432 000 594 Sewer Improver	3,831.48	Remove (3) Trees & Limb (1) At Intersection of 44th & 67th St.
32423	05/22/2024	05/28/2024	4256 Winning Seasons	1,457.17	Lifeguard Shirts & Sweatshirts (95)
	576 20 31 03	Oper Supplies - Pool	001 000 576 General Fund	1,457.17	Lifeguard Shirts & Sweatshirts (95)
32424	05/22/2024	05/28/2024	4256 Winning Seasons	316.54	Lifeguard Shirts & Sweatshirts (23)
	576 20 31 03	Oper Supplies - Pool	001 000 576 General Fund	316.54	Lifeguard Shirts & Sweatshirts (23)
Total Winning Seasons				1,773.71	
Report Total:				601,351.53	
Fund					
001 General Fund				131,750.97	
101 City Street Fund				5,679.87	
301 Park Bond Capital Fund				42,545.66	
415 Storm Drain				4,320.82	

ACCOUNTS PAYABLE

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Accts					
Pay #	Received	Date Due	Vendor	Amount	Memo
			425 Water Fund (department)	18,408.91	
			430 Sewer Fund (department)	392,968.30	
			432 Sewer Improvement Fund	3,831.48	
			501 Equipment Rental Fund	1,839.10	
			655 Agency Fund/Bdg Permit	6.42	

This report has been reviewed by:

REMARKS:

Signature & Title

Date

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor Shannon Reynolds called the regular meeting to order at 7:00 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Brett L. Wittner, Hunter T. George, Nikki Bufford, and Jim Andrews were present. Councilmember Karen Mauer-Smith was absent and excused.

There was a brief discussion on Council Rules of Procedure Rule 7. Attendance, Excused Absences. Mayor Reynolds stated that Councilmember Mauer-Smith requested to be excused due to a family emergency.

PRESIDING OFFICER’S REPORT

There was no report.

CITY MANAGER COMMENTS

A. AWC Business Meeting Voting Delegates

City Manager Masko reported on the Association of Washington Cities (AWC) Annual Business Meeting and stated that each City is allowed up to three (3) voting delegates. She stated that per the Fircrest City Council Rules, the Council would need to designate their voting delegates. City Manager Masko stated that a motion would be required to appoint voting delegates and approve the Councilmember training request.

Councilmember Wittner MOVED to approve Councilmember Bufford and Councilmember Andrews's training attendance requests to attend the 2024 AWC annual conference in Vancouver, Washington, seconded by Councilmember George. Mayor Reynolds invited Councilmember comments. Discussions included City Manager Masko's attendance and the number of authorized representatives. Mayor Reynolds invited public comment; there were none.

The Motion Carried (6-0).

Councilmember George MOVED to appoint Councilmember Bufford, Councilmember Andrews, and City Manager Masko as the City’s voting delegates at the 2024 AWC annual business meeting at the 2024 AWC annual conference; seconded by Councilmember Wittner. Mayor Reynolds invited Councilmember comments; there were none. Mayor Reynolds invited public comment; there were none.

The Motion Carried (6-0).

CITY MANAGER COMMENTS

City Manager Masko reported on the Finance Director recruitment and stated that the first review is on June 1, 2024. The recruitment will be advertised on the Washington Finance Officers Association, the City’s website, the Association of Washington Cities, and GovernmentJobs.

DEPARTMENT HEAD COMMENTS

- Public Works Director Bemis reported on National Public Works Week, the Fircrest Parks Maintenance Facility RFP, staffing, Stanford Street and Orchard Avenue intersection improvements and its traffic impacts, and stated that the City was awarded PSRC’s bicycle

education and outreach grant. There was a brief discussion on ice cream coupons for bicyclists wearing helmets and the Claremont Street sidewalk issue.

- Police Chief Schaub reported on the Civil Service Police Oral Board, Civil Service Rules update, the upcoming National Night Out event, the radio single system, and training. There was a brief discussion on the removal of a yard sign and the associated police report.
- Parks and Recreation Director Grover reported on the Teen Night event, upcoming summer day camp, and preparations for the pool opening. There was a brief discussion on lifeguard training, Teen Night staffing, and registration.
- Finance Director Corcoran reported on the IT network changeover, the timesheet program, and State Reports. Ms. Corcoran stated that the State Auditor requires one Councilmember to review the report and invited any interested Councilmembers to participate in reviewing the State Report. There was a brief discussion on the timing of the IT network changeover.

COUNCILMEMBER COMMENTS

- Councilmember Viafore requested information on employee reimbursements. There was a brief discussion on the purchasing policy.
- Councilmember Wittner; no comment.
- Councilmember George welcomed former Planning Commissioner Andrew Imholt, and former Planning Commissioner/former Councilmember Jerry Foss. He reported on the Raising Girls program and Pierce Transit's Roboda conference room. The room was named after Rosemary Rodaba, who served on the Fircrest City Council from 1975 to 1988 and was a founding member of Pierce Transit.
- Councilmember Bufford commented on National Police Week.
- Councilmember Andrews commented on National Police Week and Municipal Clerks Week.
- Mayor Reynolds; no comment.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Mayor Reynolds invited public comment. The following individual provided comment:

- Vince Navarre, 1205 Del Monte Ave, commented on National Police Week and stated that this month is to memorialize fallen officers.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Administration

Councilmember Wittner reported on the records management project and the Centennial Celebration Committee.

B. Built Environment, Planning, and Building

Councilmember George reported that the Planning and Building Department continues to be short-staffed, the Four Corners area, the upcoming middle housing study session, and the Sound South Housing Affordability Partners (SSHA³P) 2025 budget and work plan. Councilmember Viafore expressed concern about the upcoming middle housing study session and having two legislative bodies in the same room.

C. Finance, Information Technology, and Facilities

There was no report.

D. Other Liaison Reports

Mayor Reynolds reported on Pierce Transit's meeting.

CONSENT CALENDAR

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

- A. Approval of Check No. 221191 through 221266 in the amount of \$424,710.88
Approval of Check No. 14363 through 14364 in the amount of \$9,261.48
Approval of Check No. 14365 through 14371 in the amount of \$61,284.93
Approval of payroll electronic funds transfer in the amount of \$161,295.79
- B. Approval of the April 16, 2024, Study Session minutes.
Approval of the April 23, 2024, Regular Meeting minutes.

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

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. 1903: Approval of Postage Meter Lease Agreement

Finance Director Corcoran briefed the Council on the proposed resolution and highlighted that the agreement would replace the current postage mailing machine with a compliant digital mailing machine. **Councilmember Wittner MOVED to adopt Resolution No. 1903, authorizing the City Manager to execute a sixty-month lease agreement with 1st Class Office Solutions to provide a digital postage meter; seconded by Councilmember Bufford.** Mayor Reynolds invited Councilmember comments. There was a brief comment to utilize the Consent Calendar. Mayor Reynolds invited public comment; there were none.

The Motion Carried (6-0).

B. Resolution No. 1904: Approval of DES Master Contract Usage Agreement

Finance Director Corcoran briefed the Council on the proposed resolution and highlighted that the agreement would provide the City access to the State purchasing contracts for goods and services. **Councilmember Bufford MOVED to adopt Resolution No. 1904, authorizing the City Manager to execute a Master Contract Usage Agreement with the Washington State Department of Enterprise Services for the purpose of purchasing goods and services using the State purchasing cooperative contract; seconded by Councilmember Wittner.** Mayor Reynolds

invited Councilmember comments; there were none. Mayor Reynolds invited public comment; there were none.

The Motion Carried (6-0).

C. Fircrest Parks & Recreation Foundation Year-End Report

Parks and Recreation Director Grover briefed the Council on the Report of Funds Received from the Fircrest Parks and Recreation Foundation for 2022 and 2023. The City received \$7,300 in 2022 and \$6,300 in 2023. Funds were dedicated to volunteer, senior, and youth programming and providing funds to purchase the City's mascot "Murphy."

- Andrew Imholt, 1009 Crestwood Lane, thanked City Manager Masko and Parks and Recreation Director Grover for their support. He stated that the endowment will help support Fircrest Parks and Recreation.

Mayor Reynolds invited Councilmember comments. There was a brief discussion on the Parks and Recreation programming importance and sustainment.

Mayor Reynolds invited public comment; there were none.

D. Ordinance No. 1724: Salary Plan Amendment

City Manager Dawn Masko briefed the Council on the proposed ordinance and stated that the ordinance would increase the Finance Director's salary range to recruit qualified candidates. **Councilmember Bufford MOVED to adopt Ordinance No. 1724, amending Fircrest Municipal Code 2.44.050 relating to salaries of non-union City employees, and amending Section 1 of Ordinance No. 1712; seconded by Councilmember George.** Mayor Reynolds invited Councilmember comments. Councilmember Andrews stated that he would email City Manager Masko his concerns. Mayor Reynolds invited public comment; there were none.

The Motion Carried (5-1), with Councilmember Andrews dissenting.

CALL FOR FINAL COMMENTS

Mayor Reynolds commented on the Council photo.

Councilmember Viafore requested a legal opinion on the advertisement of a joint study session and Planning Commission attendance at the upcoming middle housing study session.

EXECUTIVE SESSION

At 8:04 P.M., Mayor Reynolds reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed fifteen (15) minutes, to discuss potential litigation, pursuant to RCW 42.30.110(1)(i). Mayor Reynolds noted that City Manager Masko, substitute City Attorney Rosenberg, and Parks and Recreation Director Grover were invited to the Executive Session to discuss potential litigation pursuant to RCW 42.30.110 (1)(i).

ADJOURNMENT

Councilmember Bufford MOVED to adjourn the meeting at 8:24 P.M., seconded by Councilmember Wittner.

The Motion Carried (6-0).

Shannon Reynolds, Mayor

Arlette Burkhart, Acting City Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor Shannon Reynolds called the study session to order at 6:00 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Karen Mauer-Smith, Brett L. Wittner, Nikki Bufford, and Jim Andrews were present. Councilmember Viafore attended the meeting virtually. Councilmember Hunter T. George joined the meeting at 6:14 P.M.

AGENDA MODIFICATIONS

There were none.

REGION 5 HAZARD MITIGATION PLAN UPDATE

Public Works Director Bemis introduced Pierce County Emergency Management representative Debbie Bailey to the Council. Ms. Bailey reported that the City's Hazard Mitigation Plan expired in 2020 and needs to be updated every five years. Pierce County Emergency Management has received grants to assist jurisdictions in updating their Hazard Mitigation Plans. The City's Mitigation Plan identifies hazards and threats and provides mitigation measures. There was a brief discussion on federal funding eligibility with a FEMA-approved Hazard Mitigation Plan.

PIERCE COUNTY CONSERVATION FUTURES PRESENTATION

Pierce County Conservation Futures Coordinator Chris Chaput reported on the Conservation Futures grant program and stated that the grant program purchases property for public use. Ms. Chaput provided an overview of the grant application cycle and award process. Discussions included leveraging grant awards for other grant matches, eligible costs, and Cities and Towns representation.

ADJOURNMENT

Councilmember George MOVED to adjourn the meeting at 6:32 P.M., seconded by Councilmember Bufford.

The Motion Carried (7-0).

Shannon Reynolds, Mayor

Arlette Burkhardt, Acting City Clerk

FIRCREST CITY COUNCIL AGENDA SUMMARY

AGENDA ITEM: **Fircrest Police Department 2023 Annual Report**

ITEM: **13A**

DATE: **May 14, 2024**

FROM: **Ron Schaub, Chief of Police**

RECOMMENDED MOTION: **None. Presentation only.**

PROPOSAL: Chief of Police Ron Schaub will present the Fircrest Police Department 2023 Annual Report.

FISCAL IMPACT: None.

ADVANTAGE: The report provides an overview of the crime statistics and community engagement activities for 2023.

DISADVANTAGES: None.

ALTERNATIVES: None.

HISTORY: The Fircrest Police Department has historically presented an Annual Report to the City Council, outlining the previous year's activities, community involvement, and crime statistics.

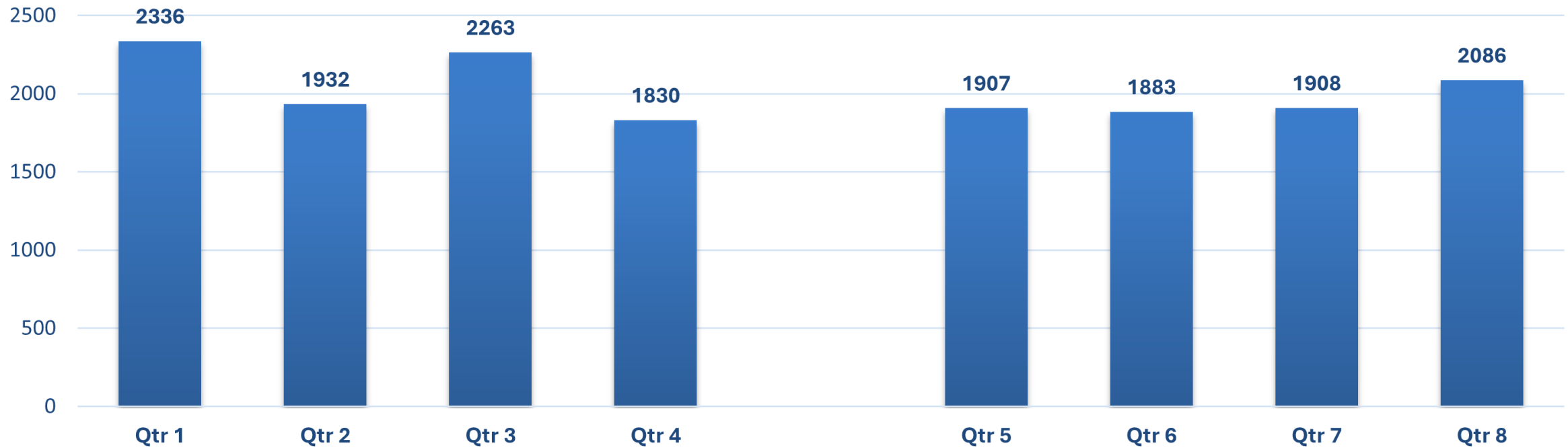
ATTACHMENTS: [Fircrest Police Department 2023 Annual Report](#)



2023 END OF THE YEAR REPORT

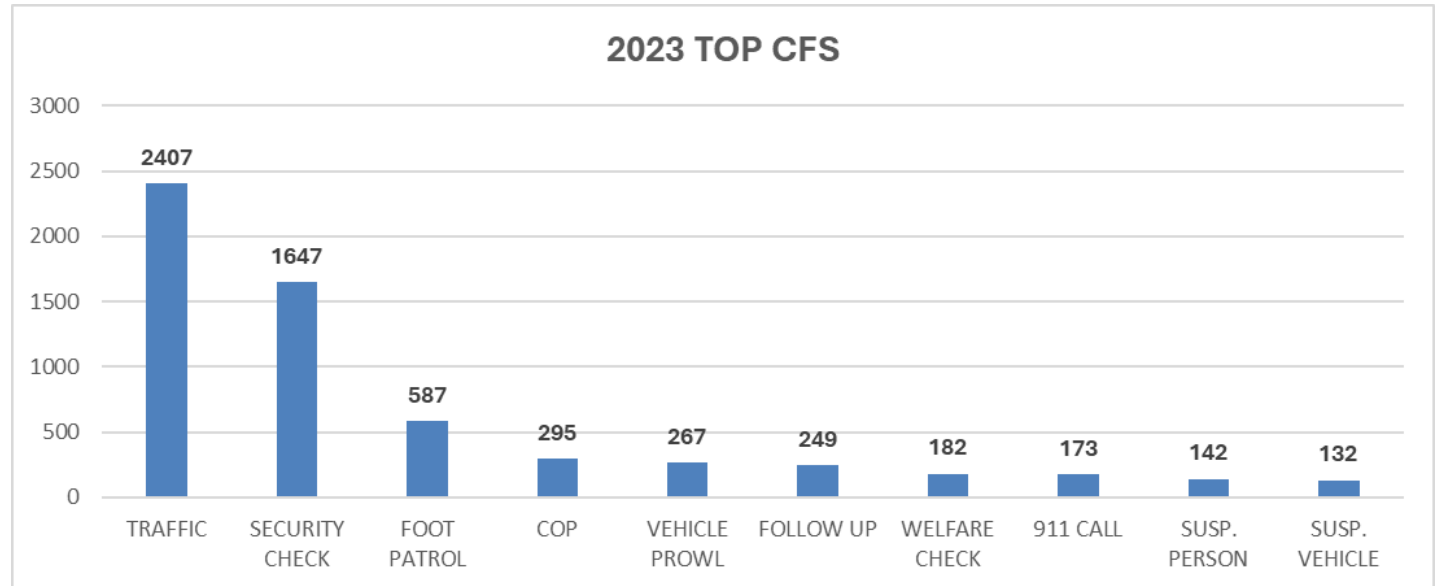


TOTAL CFS 2022 - 2023



CFS BY QUARTER

2023 TOP CALLS FOR SERVICE (CFS)



2023 PATROL ACTIVITY REPORT

Fircrest Police Department - Officer Activity for the time period 1/1/2023 through 12/31/2023

Call Activity

Officer	Traffic Stops	NOI	Parking Tickets	Citations Issued	Motor Vehicle Collisions	Security Checks	Alarms	Community Oriented Policing	Subject Stops	Foot Patrol	Welfare Checks	Follow Ups	Outside Jurisdiction Response
Bugarin, Miguel	132	109	3	10	1	4	2	4	0	4	3	11	5
Garcia, Eduardo	305	137	0	14	11	496	22	1	14	19	18	12	9
Gollinger, Kevin	631	491	8	60	16	60	31	13	9	1	36	15	38
Johnson, Jeff	151	95	0	4	9	210	26	58	4	139	22	6	21
Lease, Jacob	269	130	18	25	13	87	14	50	48	28	34	23	13
Roberts, Chris	390	48	0	2	10	612	14	51	23	320	29	18	29
Roberts, John	497	462	153	29	13	33	31	83	3	50	28	109	41
Schaub, Ron	3	3	0	0	0	0	0	2	0	0	1	0	0
Villamor, John	69	48	0	6	15	151	18	35	0	27	32	53	11
Total	2447	1523	182	150	88	1653	158	297	101	588	203	247	167

Reports

Officer	Reports Written
Bugarin, Miguel	30
Garcia, Eduardo	89
Gollinger, Kevin	133
Johnson, Jeffrey	64
LaTour, Robert	1
Lease, Jacob	119
Roberts, Chris	38
Roberts, John	226
Schaub, Ron	1
Villamor, John	88
Total	789

Arrests

Officer	Felony	Misdemeanor	Warrant
Bugarin, Miguel	2	12	1
Garcia, Eduardo	5	13	3
Gollinger, Kevin	2	71	0
Johnson, Jeffrey	1	4	2
LaTour, Robert	0	1	0
Lease, Jacob	0	27	1
Roberts, Chris	3	6	0
Roberts, John	3	36	0
Villamor, John	0	5	0
Total	16	175	7

2022 & 2023 ENFORCEMENT RATES

2022 Enforcement Rate			
	197	68	35%
	558	350	63%
	238	133	56%
	307	13	4%
	576	566	98%
	92	53	58%
			52%

2023 Enforcement Rate			
	132	109	83%
	305	137	45%
	631	491	78%
	151	95	63%
	269	130	48%
	390	48	12%
	497	462	93%
	3	3	100%
	69	48	70%
			66%



END OF AN ERA....



INTERIM
CHIEF
LATOUR

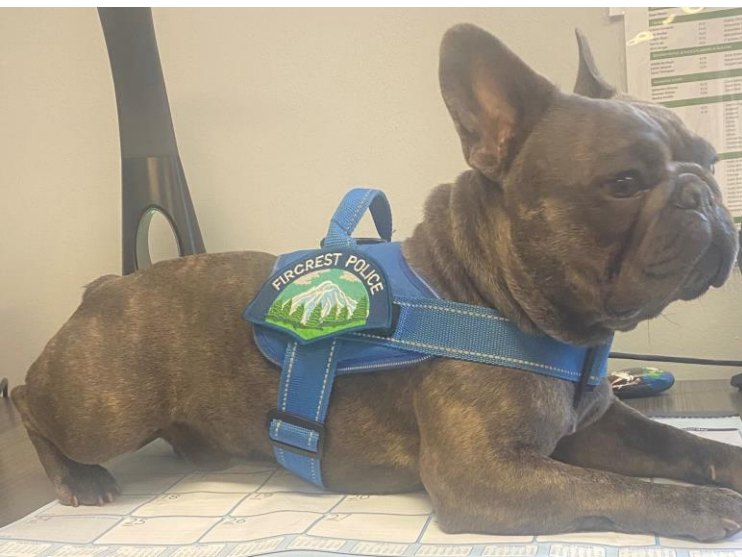


NATIONAL NIGHT OUT





KIWANIS TERRIFIC KIDS



OFFICER WELLNESS- FIRCREST STYLE



FIREARMS TRAINING DAY



TRICK OR TREAT AT THE PD

SANTA SLEIGH RIDE



ADOPT A FAMILY



RECRUITMENT



THE FIRCREST POLICE DEPARTMENT IS NOW

RECRUITING

Monthly Base Pay:
\$6,813 - \$8,696

- Take Home Car
- Longevity Pay
- Paid Training Opportunities
- Education Incentive
- Medical, Dental, & Life Insurance
- Retirement Plan - LEOFF
- Premium Pay - 3%
- Detective Incentive - 2.5%



Online Application:



[HTTPS://WWW.CITYOFFIRCREST.NET/GOVERNMENT/JOBS/](https://www.cityoffircrest.net/government/jobs/)



\$10,000
LATERAL HIRING INCENTIVE

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Electron & Contra Costa Intersection Improvement Project – WA State Transportation Improvement Board (TIB) Grant Agreement

ITEM: 13B

DATE: May 28, 2024

FROM: Tyler Bemis, Public Works Director

RECOMMENDED MOTION: I move to adopt Resolution No. ____, authorizing the City Manager to execute a Fuel Tax Grant Agreement with the Washington State Transportation Improvement Board (TIB) for \$65,847 for the Electron Way & Contra Costa Avenue Intersection Improvement Project.

PROPOSAL: The Council is being asked to authorize the City Manager to execute a Fuel Tax Grant Agreement with the Washington State Transportation Improvement Board (TIB) for additional funds for the Electron Way and Contra Costa Avenue Intersection Improvement Project. The grant will fund 84.64% of approved eligible project costs, with a maximum grant amount of \$65,847. These grant funds will enable the completion of ADA-compliant upgrades to the entire intersection, significantly enhancing public safety.

The initial scope of the project did not include ADA-complaint upgrades to the entire northwest corner and only included upgrades to half of the southwest and northeast corners. With the additional funds from the TIB grant, we will be able to complete these necessary upgrades, ensuring full ADA compliance across the entire intersection.

FISCAL IMPACT: The City is required to provide local match funds up to a maximum of \$11,954. Real Estate Excise Taxes (REET) will be utilized for the grant match. Consequently, the transfer of REET funds to the Street Capital Fund to cover the local match requirement will need to be included in the next budget amendment.

ADVANTAGE: The addition of these funds will cover the necessary design and construction costs, allowing for the completion of all ADA-complaint ramps at this intersection.

DISADVANTAGES: None identified.

ALTERNATIVES: Do not accept the grant and fund the added project cost with local funds.

HISTORY: This project was initially granted Legislative funds, administered through the Department of Commerce, totaling \$148,410. Through the preliminary design process, it became evident that focusing the design and construction resources on half of the Southwest (SW) and Northeast (NE) corners, along with the entire Southeast (SE) corner, would keep the project within budget limits. After confirming with the Department of Commerce the appropriateness of seeking additional external funding to ensure the project's completion, the City pursued support from the Transportation Improvement Board (TIB). The TIB-funded portion of this project is supported by

funding from Washington's Climate Commitment Act (CCA). The CCA, dedicated to advancing Washington's climate action efforts, allocates cap-and-investment funds towards reducing climate pollution, creating jobs, and improving public health. Further details about the CCA are available at www.climate.wa.gov.

Improving pedestrian safety is a top priority for the Council. This project seeks to enhance pedestrian safety around the City's most frequented public facilities and ensure safe connectivity between the Community Center and the Tot Lot. These improvements include upgraded crosswalks, enhanced signage, and potential implementation of new traffic calming measures. By concentrating efforts on the SW, NE, and SE corners, we aim to create a safer and more accessible environment for pedestrians.

Significantly, this project marks the City's first use of external funds to bolster safety measures at this intersection. Securing additional funding from the TIB not only facilitates project completion but also underscores the City's commitment to leveraging available resources to improve public safety. This initiative reflects our proactive approach to addressing community needs and ensuring that our public spaces are safe and welcoming for all residents.

ATTACHMENTS: [Resolution](#)
[Fuel Tax Grant Agreement](#)
[TIB Funding Status Form](#)
[Grant Award Letter](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO EXECUTE A FUEL TAX GRANT AGREEMENT
WITH THE WASHINGTON STATE TRANSPORTATION
IMPROVEMENT BOARD FOR \$65,847 FOR THE ELECTRON
WAY AND CONTRA COSTA AVENUE INTERSECTION
IMPROVEMENT PROJECT.**

WHEREAS, the City of Fircrest identified a need for improved pedestrian safety at the intersection of Electron Way and Contra Costa Avenue; and

WHEREAS, City staff applied for and were awarded a Local and Community Project Program legislative appropriation, administered by the Department of Commerce, in the amount of \$148,410; and

WHEREAS, the Transportation Improvement Board has awarded 84.64% of approved eligible project costs with a maximum grant amount of \$65,847 to the City of Fircrest to cover the costs of additional project work; and

WHEREAS, the City of Fircrest will utilize Real Estate Excise Tax (REET) proceeds as the City's required matching funds for the grant; and

WHEREAS, the City of Fircrest desires to return the necessary documentation to accept the grant.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:

Section 1. The City Manager is hereby authorized and directed to execute an agreement with the Washington State Department of Commerce to accept a grant in the amount of \$65,847 for the Electron Way and Contra Costa Avenue Intersection Improvement Project.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 28th day of May 2024.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhardt, Acting City Clerk

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APPROVED AS TO FORM:

Robert Zeinemann, City Attorney

City of Fircrest
C-P-130(001)-1
Electron Way
Constra Costa Ave Intersection

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Fircrest
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the Electron Way, Constra Costa Ave Intersection (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of FIRCREST, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

For the project specified above, TIB shall pay 84.6352% percent of approved eligible project costs up to the amount of \$65,847, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW and/or chapter 47.04 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable

amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed April 1, 2025 unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:

- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue and other revenue sources. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose. The obligations of this Section shall survive termination of this Agreement.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the maximum payable TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060 and/or WAC 479-10-575. If an increase is denied, the recipient shall be liable for all costs incurred in excess of the maximum amount payable by TIB. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that

maintains the intended ratio between TIB funds and total project costs, as described in Section 1.0 of this Agreement.

12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.

15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington and/or 47.04 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement. The obligations of this Section shall survive termination of this Agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name



Project Funding Status Form

Agency Name **FIRCREST**
Project Name: **Electron Way**
Contra Costa Ave Intersection

TIB Project Number: **C-P-130(001)-1**

Verify the information below and revise if necessary.
Submit by emailing this completed form to your TIB Region Engineer.

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
FIRCREST	11,954	
WSDOT	0	
TOTAL LOCAL FUNDS	11,954	

Signatures are required from two different agency officials. Return the originally signed form to the TIB office.

City Manager

Signature

Dawn Masko

Printed or Typed Name

Date

City Manager

Title

Financial Officer

Signature

Colleen Corcoran

Printed or Typed Name

Date

Finance Director

Title



Washington State Transportation Improvement Board

TIB Members

Chair
Councilmember Sam Low
Snohomish County

Vice Chair
Mayor Hilda González
City of Granger

Amy Asher
Mason Transit Authority

Aaron Butters
HW Lochner Inc.

Susan Carter
Hopelink

Kent Cash
Port of Vancouver

Barbara Chamberlain
WSDOT

Elizabeth Chamberlain
City of Walla Walla

Dongho Chang
WSDOT

Scott Chesney
Spokane County

Vicky Clarke
Cascade Bicycle Club and Washington Bikes

Andrew Denham
Town of Twisp

Commissioner Al French
Spokane County

Commissioner Scott Hutsell
Lincoln County

Councilmember Jon Pascal
City of Kirkland

Les Reardanz
Whatcom Transportation Authority

Mayor Kim Roscoe
City of Fife

Maria Thomas
Office of Financial Management

John Vicente
City of Kenmore

Jennifer Walker
Thurston County

Jane Wall
County Road Administration Board

May 17, 2024

The Honorable Brett Wittner, Mayor
City of Fircrest
115 Ramsdell Street
Fircrest, WA 98466

Dear Mayor Brett Wittner:

Congratulations! The Transportation Improvement Board (TIB) is pleased to announce the selection of your early opportunity Complete Streets project, Electron Way, Constra Costa Ave Intersection, TIB project number C-P-130(001)-1.

TIB is awarding 84.6352% of approved eligible project costs with a maximum grant of \$65,847.

This project is supported with funding from Washington's Climate Commitment Act (CCA). The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health. Information about the CCA is available at www.climate.wa.gov.

Before any reimbursable work is permitted on this project, you *must* email a signed copy of the below documents and receive approval from TIB:

- Project Funding Status Form (verify the information is correct)
- Grant Agreement

All early opportunity Complete Streets projects must be **constructed by December 31, 2024, and closeout paperwork must be completed by April 1, 2025.**

If you have any questions or concerns about the above requirements, please contact your region engineer, Greg Armstrong, at GregA@tib.wa.gov.

Sincerely,

Ashley Probart
Executive Director

Ashley Probart
Executive Director

P.O. Box 40901
Olympia, WA 98504-0901
Phone: 360-586-1140
www.tib.wa.gov