

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, SEPTEMBER 24, 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**
- 5. CITY MANAGER COMMENTS**
- 6. DEPARTMENT HEAD COMMENTS**
- 7. COUNCILMEMBER COMMENTS**
- 8. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA** (If you would like to make a public comment, you may speak at the appropriate time using the raise your hand feature or by pressing *9 on your phone.)
- 9. COMMITTEE, COMMISSION & LIAISON REPORTS**
 - A. Parks, Recreation, and Sustainability
 - B. Police/Public Safety and Court
 - C. Public Works
 - D. Pierce County Regional Council
 - E. Other Liaison Reports
- 10. CONSENT CALENDAR**
 - A. Approval of [vouchers](#)/payroll checks 2
 - B. Approval of Minutes: [August 27, 2024, Regular Meeting](#) 13
[September 10, 2024, Regular Meeting](#) 18
- 11. PUBLIC HEARING**
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
 - A. [Ordinance: Endangerment with a Controlled Substance](#) 23
 - B. [Resolution: Leavitt Group Insurance Broker Contract Amendment](#) 29
 - C. 2025 Preliminary Budget Presentation
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**

To Review the Performance of a Public Employee, pursuant to RCW 42.30.110(1)(g)
- 16. ADJOURNMENT**

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

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
33236	09/13/2024	09/24/2024 10588	AHBL, Inc.	678.70	P#78 Whittier Park Master Plan - Professional Services - 04/26/24-05/25/24
	594 76 63 01	Other Improvements - Parks	001 000 576 General Fund	678.70	P#78 Whittier Park Master Plan - Professional Services - 04/26/24-05/25/24
33191	09/10/2024	09/24/2024 4298	AWC Employee Benefit Trust	775.14	10/2024 Retired Medical
	521 22 20 01	LEOFF I Medical Premiums	001 000 521 General Fund	775.14	10/2024 Retired Medical
33275	09/19/2024	09/24/2024 10562	Amazon Capital Services	56.12	Surge Protector & Case for Canon EOS R100 Camera
	511 60 35 00	Small Tools & Equip - Legislat	001 000 511 General Fund	31.92	Case for Canon EOS R100 Camera
	513 10 35 00	Small Tools & Equip - Admin	001 000 513 General Fund	24.20	Surge Protector
33256	09/17/2024	09/24/2024 9510	ArchiveSocial, LLC	2,629.19	Social Media Archiving (11/20/23-11/19/24)
	518 81 41 02	Web Design & Maintenance	001 000 518 General Fund	2,629.19	Social Media Archiving (11/20/23-11/19/24)
33187	09/06/2024	09/24/2024 9468	Arenas, Luis	149.82	03-02371.9 - 467 ALAMEDA AVE
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-32.85	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-37.55	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-79.42	
33235	09/13/2024	09/24/2024 10877	Atkinson, MaryEllen	75.00	Security Deposit Refund, Atkinson, 8/18/24
	582 10 00 00	Deposit Refunds	001 000 580 General Fund	75.00	Security Deposit Refund, Atkinson, 8/18/24
33193	09/10/2024	09/24/2024 4141	Axon Enterprise	2,596.47	True Up Axon Core & Plan, Bundle Core Taser 7
	521 22 35 00	Small Tools & Equip - Police	001 000 521 General Fund	1,832.07	Bundle Core Taser 7
	521 22 41 00	Prof Svcs - Police	001 000 521 General Fund	764.40	True Up Axon Core & Plan
33218	09/11/2024	09/24/2024 5781	Batteries Plus Bulbs	100.76	Replacement Battery For Speed Limit Sign
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fund	100.76	Replacement Battery For Speed Limit Sign
33272	09/18/2024	09/24/2024 284	Bucholz, Kathleen M	39.00	Library Reimbursement - 1/2 Year
	572 21 49 00	Library Services	001 000 572 General Fund	39.00	Library Reimbursement - 1/2 Year
33251	09/17/2024	09/24/2024 9496	Burkhart, Arlette	75.00	Gym Fees Reimbursement - Jan-Mar 2024
	513 10 20 00	Personnel Benefits - Admin	001 000 513 General Fund	75.00	Gym Fees Reimbursement - Jan-Mar 2024
33254	09/17/2024	09/24/2024 5805	CenturyLink (Lumen LD)	9.19	Long Distance Access & Usage 09/2024

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518 10 42 00	Communication - Non Dept	001 000 518	General Fund	9.19	Long Distance Access & Usage 09/2024
33252 09/17/2024	09/24/2024 3994	CenturyLink		501.16	Telecommunications - September 2024
518 10 42 00	Communication - Non Dept	001 000 518	General Fund	127.80	City Hall Alarm & Fax (2) - 09/2024
521 22 42 00	Communication - Police	001 000 521	General Fund	265.76	Police BA/Modem & Fax - 09/2024
531 50 42 00	Communication - Storm	415 000 531	Storm Drain	10.65	PW Alarm - 09/2024
534 10 42 00	Communication - Water Adr	425 000 534	Water Fund (dep	10.65	PW Alarm - 09/2024
534 10 42 00	Communication - Water Adr	425 000 534	Water Fund (dep	32.50	PW DSL/Telemetry - 09/2024
535 10 42 01	Communication - Sewer Adr	430 000 535	Sewer Fund (dep	10.65	PW Alarm - 09/2024
535 10 42 01	Communication - Sewer Adr	430 000 535	Sewer Fund (dep	32.50	PW DSL/Telemetry - 09/2024
542 30 42 00	Communication - Street Reg	101 000 542	City Street Fund	10.65	PW Alarm - 09/2024
33220 09/11/2024	09/24/2024 4315	Cities Insurance Assoc of WA		6,204.83	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
548 65 46 05	Insurance - Non Dept	501 000 548	Equipment Rent:	102.42	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
548 65 46 06	Insurance - Facilities	501 000 548	Equipment Rent:	96.10	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
548 65 46 08	Insurance - Police	501 000 548	Equipment Rent:	2,375.02	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
548 65 46 11	Insurance - Parks/Rec	501 000 548	Equipment Rent:	277.53	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
548 65 46 12	Insurance - Street	501 000 548	Equipment Rent:	2,712.43	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
548 65 46 13	Insurance - Storm	501 000 548	Equipment Rent:	5.37	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
548 65 46 14	Insurance - Water/Sewer	501 000 548	Equipment Rent:	635.96	Insurance - Add Auto Phycial Damage Coverage (08/27/24 - 12/01/2024)
33209 09/10/2024	09/24/2024 4324	City Treasurer-Tacoma		69,221.50	Fire - 10/2024
522 20 40 00	Tacoma Contract - Fire	001 000 522	General Fund	21,886.75	Fire - 10/2024
522 20 41 00	Tacoma Contract - EMS	001 000 522	General Fund	47,334.75	Fire - 10/2024
33195 09/10/2024	09/24/2024 8542	Consolidated Supply Co.		194.18	2" Coupling to Repair Water Main on Fordham Ct.
534 50 31 01	Oper Supplies - Water Maini	425 000 534	Water Fund (dep	194.18	2" Coupling to Repair Water Main on Fordham Ct.
33223 09/11/2024	09/24/2024 7918	Contreras, Alejandra		170.00	Spanish Interpreting (2 hrs) 24IN43210, 24IN42877, 24IN43561, 24IN49474, 24IN52601, 24IN42484

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512 51 41 03	Prof Svcs - Interpreter - FMC	001 000 512	General Fund	170.00	Spanish Interpreting (2 hrs) 24IN43210, 24IN42877, 24IN43561, 24IN49474, 24IN52601, 24IN42484
33224 09/11/2024	09/24/2024 3573	Copiers Northwest Inc		17.37	Copier Usage 08/01/24-08/31/24
521 22 45 00	Oper Rentals - Copier - Polic	001 000 521	General Fund	17.37	Copier Usage 08/01/24-08/31/24
33225 09/11/2024	09/24/2024 3573	Copiers Northwest Inc		38.74	Printer Usage 07/28/24-08/28/24
521 22 45 00	Oper Rentals - Copier - Polic	001 000 521	General Fund	38.74	Printer Usage 07/28/24-08/28/24
Total Copiers Northwest Inc				56.11	
33253 09/17/2024	09/24/2024 3589	Databar Inc		522.98	Key Ring Survival Whistle (Qty 500)
531 50 31 02	Oper Supplies - Storm	415 000 531	Storm Drain	130.74	Key Ring Survival Whistle (Qty 500)
534 80 31 02	Oper Supplies - Water Gen C	425 000 534	Water Fund (dep	130.75	Key Ring Survival Whistle (Qty 500)
535 80 31 00	Oper Supplies - Sewer Gen C	430 000 535	Sewer Fund (dep	130.75	Key Ring Survival Whistle (Qty 500)
542 30 31 02	Oper Supplies - Street Reg	101 000 542	City Street Fund	130.74	Key Ring Survival Whistle (Qty 500)
33234 09/13/2024	09/24/2024 3594	Dept Of Ecology		3,105.00	Municipal Stormwater Permit Fee - 2nd Half FY24 7/1/2024 - 6/30/2025
531 50 49 01	NPDES Permit	415 000 531	Storm Drain	3,105.00	Municipal Stormwater Permit Fee - 2nd Half FY24 7/1/2024 - 6/30/2025
33261 09/18/2024	09/24/2024 365	Dept Of Labor & Industries		5.76	3rd Qtr LNI for Chaplain (10 Hrs)
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	5.76	3rd Qtr LNI for Chaplain (10 Hrs)
33246 09/13/2024	09/24/2024 4310	Dept Of Revenue-EXCISE TAX		26,000.48	August 2024 Excise Taxes
518 20 43 01	Excise Tax - Time/Temp Ren	001 000 518	General Fund	3.30	August 2024 Excise Taxes
531 50 44 00	Excise Tax - Storm	415 000 531	Storm Drain	1,511.70	August 2024 Excise Taxes
534 10 44 00	Excise Tax - Water	425 000 534	Water Fund (dep	3.52	August 2024 Excise Taxes
534 10 44 00	Excise Tax - Water	425 000 534	Water Fund (dep	58.19	August 2024 Excise Taxes
534 10 44 00	Excise Tax - Water	425 000 534	Water Fund (dep	13,842.64	August 2024 Excise Taxes
535 10 44 00	Excise Tax - Sewer	430 000 535	Sewer Fund (dep	2.67	August 2024 Excise Taxes
535 10 44 00	Excise Tax - Sewer	430 000 535	Sewer Fund (dep	6,945.22	August 2024 Excise Taxes
571 20 43 00	Excise Tax - Participation Fee	001 000 571	General Fund	2.51	August 2024 Excise Taxes
573 90 49 01	Community Events	001 000 573	General Fund	10.10	August 2024 Excise Taxes
576 20 43 00	Excise Tax - Pool Revenue	001 000 576	General Fund	3,607.79	August 2024 Excise Taxes
589 30 00 00	Retail Sales Tax	655 000 580	Agency Fund/Bd	12.84	August 2024 Excise Taxes
33215 09/10/2024	09/24/2024 9254	Doyle Printing Company		157.44	Court Forms

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	512 51 31 00 Office & Oper Sup - Court		001 000 512 General Fund	157.44	Court Forms
33219	09/11/2024	09/24/2024	9254 Doyle Printing Company	46.24	Business Cards - T Bemis (Qty 500)
	531 50 31 01 Office Supplies - Storm		415 000 531 Storm Drain	11.56	Business Cards - T Bemis (Qty 500)
	534 10 31 00 Office Supplies - Water Adm		425 000 534 Water Fund (de	11.56	Business Cards - T Bemis (Qty 500)
	535 10 31 00 Office Supplies - Swr Admin		430 000 535 Sewer Fund (de	11.56	Business Cards - T Bemis (Qty 500)
	542 30 31 01 Office Supplies - Street Reg		101 000 542 City Street Fund	11.56	Business Cards - T Bemis (Qty 500)
			Total Doyle Printing Company	203.68	
33237	09/13/2024	09/24/2024	8052 Dugan, Kailee	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
33189	09/06/2024	09/24/2024	1908 Elliott, Lynn	356.83	03-02510.1 - 553 ALAMEDA AVE
	343 10 00 00 Storm Drain Revenues		415 000 340 Storm Drain	-78.25	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (de	-89.43	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	-189.15	
33241	09/13/2024	09/24/2024	4858 Ewing Irrigation Products Inc	67.30	Sprinkler Repair Parts - City Hall Front Grass
	518 30 31 04 Oper Supplies - CH		001 000 518 General Fund	67.30	Sprinkler Repair Parts - City Hall Front Grass
33226	09/11/2024	09/24/2024	9868 Fircrest Towing	66.00	#71536D - Tow 2021 Ford Explorer
	548 65 48 08 O & M - Police		501 000 548 Equipment Rent	66.00	#71536D - Tow 2021 Ford Explorer
33159	08/30/2024	09/24/2024	7623 Garcia, Madeline R	33.62	Supplies for Swim Lessons
	576 20 31 03 Oper Supplies - Pool		001 000 576 General Fund	33.62	Supplies for Swim Lessons
33192	09/10/2024	09/24/2024	6774 Greenleaf Landscaping 1 Inc	7,642.79	Monthly Landscape Service - September 2024
	518 30 41 01 Contract Maintenance		001 000 518 General Fund	3,442.18	Monthly Landscape Service - September 2024
	542 80 48 00 Street Tree Maintenance (co		101 000 542 City Street Fund	1,359.74	Monthly Landscape Service - September 2024
	542 80 49 03 Beautification Services (cont		101 000 542 City Street Fund	2,840.87	Monthly Landscape Service - September 2024
33259	09/18/2024	09/24/2024	10305 Gunderson Law Office PLLC	12,000.00	City of Fircrest - August 2024
	515 41 41 03 City Prosecutor		001 000 515 General Fund	12,000.00	City of Fircrest - August 2024
33271	09/18/2024	09/24/2024	1540 Haire, Sandra	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
33210	09/10/2024	09/24/2024	10499 Hemley's Septic Tank Cleaning, Inc.	875.00	Portable Restrooms for NNO

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	521 22 49 05 Reimbursable Programs		001 000 521 General Fund	875.00	Portable Restrooms for NNO
33231	09/12/2024	09/24/2024 10499	Hemley's Septic Tank Cleaning, Inc.	955.00	Portable Restrooms for Fun Days - 2nd half payment
	573 90 49 01 Community Events		001 000 573 General Fund	955.00	Portable Restrooms for Fun Days - 2nd half payment
			Total Hemley's Septic Tank Cleaning, Inc.	1,830.00	
33206	09/10/2024	09/24/2024 3692	Home Depot Credit Services	43.68	Irrigation Repair Parts
	518 30 31 04 Oper Supplies - CH		001 000 518 General Fund	43.68	Irrigation Repair Parts
33239	09/13/2024	09/24/2024 3692	Home Depot Credit Services	15.00	Oil Change Supplies for John Deere Mower
	548 65 48 11 O & M - Parks/Rec		501 000 548 Equipment Rent	15.00	Oil Change Supplies for John Deere Mower
			Total Home Depot Credit Services	58.68	
33216	09/10/2024	09/24/2024 9817	Kenyon Disend	901.00	Attorney Services - August 2024
	535 10 41 02 Legal Services		430 000 535 Sewer Fund (dep	901.00	Attorney Services - August 2024
33245	09/13/2024	09/24/2024 9817	Kenyon Disend	6,225.00	Attorney Services - August 2024
	515 41 41 01 City Attorney		001 000 515 General Fund	4,207.50	Attorney Services - August 2024
	515 41 41 02 Special Legal Counsel		001 000 515 General Fund	969.00	Attorney Services - August 2024
	518 11 41 03 Legal Services - Personnel		001 000 518 General Fund	79.50	Attorney Services - August 2024 - Personnel Issues
	521 10 41 02 Legal Services - Civil Svc		001 000 521 General Fund	969.00	Attorney Services - August 2024 - Civil Service
			Total Kenyon Disend	7,126.00	
33155	08/30/2024	09/24/2024 10498	King Aquatic Club	1,232.00	Registration for South Sound Summer Swim League (56 Swimmers)
	576 20 49 03 Swim Team League Registra		001 000 576 General Fund	1,232.00	Registration for South Sound Summer Swim League (56 Swimmers)
33188	09/06/2024	09/24/2024 2667	McCoy, Barbara E.	1,354.50	06-00020.0 - 1104 PARADISE PKWY
	343 10 00 00 Storm Drain Revenues		415 000 340 Storm Drain	-297.01	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (dep	-339.47	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (dep	-718.02	

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33214	09/10/2024	09/24/2024 10847	Nguyen, James Trong	236.63	Vietnamese Interpreting (2 hrs) 24CR47612, 24IN47611
	512 51 41 03 Prof Svcs - Interpreter - FMC	001 000 512 General Fund		236.63	Vietnamese Interpreting (2 hrs) 24CR47612, 24IN47611
33258	09/18/2024	09/24/2024 3923	Orca Pacific Inc	2,877.20	Hypochlorite Solution Sodium Hypochlorite 8 (550 Gal)
	576 20 31 01 Oper Supplies - Pool Chemi	001 000 576 General Fund		2,877.20	Hypochlorite Solution Sodium Hypochlorite 8 (550 Gal)
33217	09/10/2024	09/24/2024 5030	Ostmann, Stephanie	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services	001 000 572 General Fund		78.00	Library Reimbursement - 1 Year
33240	09/13/2024	09/24/2024 3958	PC Budget & Finance - Jail	1,619.01	Jail Services - August 2024
	523 60 40 01 Jail	001 000 523 General Fund		1,619.01	Jail Services - August 2024
33221	09/11/2024	09/24/2024 3937	Pape & Sons Construction Inc	10,241.05	P#84 Water Meter Exchange Project - Work Through 8/31/24 - ARPA
	594 34 63 01 Other Improvements - Wate	426 000 594 Water Improver		10,241.05	P#84 Water Meter Exchange Project - Work Through 8/31/24 - ARPA
33242	09/13/2024	09/24/2024 4108	Pape Machinery Inc.	40.00	Oil Change Supplies for John Deer Mower
	548 65 48 11 O & M - Parks/Rec	501 000 548 Equipment Rent		40.00	Oil Change Supplies for John Deer Mower
33263	09/18/2024	09/24/2024 10221	Petty Cash-ParksRec	114.50	Petty Cash Reimbursement 09/24/24
	571 10 31 02 Senior Program Supplies	001 000 571 General Fund		114.50	Senior Morning Supplies
33230	09/12/2024	09/24/2024 3751	Psomas, DBA KPG Psomas	17,645.23	P#81 Claremont St Grind & Overlay - 7/26/24-8/22/24
	595 10 63 06 Project Engineering - Street	101 000 594 City Street Fund		17,645.23	P#81 Claremont St Grind & Overlay - 7/26/24-8/22/24
33222	09/11/2024	09/24/2024 3986	Puget Sound Energy, BOT-01H	8.82	Natural Gas - City Hall - August 2024
	518 30 47 00 Public Utility Services - City I	001 000 518 General Fund		8.82	Natural Gas - City Hall - August 2024
33233	09/13/2024	09/24/2024 3986	Puget Sound Energy, BOT-01H	54.61	Natural Gas - PW - August 2024
	531 50 47 02 Public Utility Services - Bldg	415 000 531 Storm Drain		13.65	Natural Gas - PW - August 2024
	534 10 47 00 Utility Services/Building - W	425 000 534 Water Fund (de		13.65	Natural Gas - PW - August 2024
	535 10 47 00 Utility Services/Building - Se	430 000 535 Sewer Fund (de		13.65	Natural Gas - PW - August 2024

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542 30 47 02	Electricity & Gas/Bldg - Stret	101 000 542	City Street Fund	13.66	Natural Gas - PW - August 2024
			Total Puget Sound Energy, BOT-01H	63.43	
33260 09/18/2024	09/24/2024	3990	Puget Sound Specialties Inc	329.20	Grass Seed for Fircrest/Whittier Parks (100 lbs)
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	329.20	Grass Seed for Fircrest/Whittier Parks (100 lbs)
33211 09/10/2024	09/24/2024	4683	Puyallup, City of	827.40	Jail Services - August 2024
523 60 40 01	Jail	001 000 523	General Fund	827.40	Jail Services - August 2024
33278 09/19/2024	09/24/2024	10812	Quadient Finance USA, Inc.	2,000.00	Postage Meter Refill - September 2024
518 10 42 01	Postage - Non Dept	001 000 518	General Fund	2,000.00	Postage Meter Refill - September 2024
33190 09/06/2024	09/24/2024	7115	Rivera, Debra J	271.14	05-02865.0 - 1214 MAR VISTA DR
343 10 00 00	Storm Drain Revenues	415 000 340	Storm Drain	-59.46	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (dep	-67.95	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (dep	-143.73	
33208 09/10/2024	09/24/2024	337	Roberts, Christopher	25.00	Gym Fees Reimbursement - August 2024
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	25.00	Gym Fees Reimbursement - August 2024
33207 09/10/2024	09/24/2024	2230	Saalfeld, Jennifer	78.00	Library Reimbursement - 1 Year (Jennifer)
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year (Jennifer)
33205 09/10/2024	09/24/2024	4035	Sarco Supply	33.03	Replaced Old Toilet Paper Holders - Tot Lot
518 30 31 05	Oper Supplies - Parks Struct	001 000 518	General Fund	33.03	Replaced Old Toilet Paper Holders - Tot Lot
33196 09/10/2024	09/24/2024	6088	Sentinel Pest Control Inc	225.34	Pest Control - PW - 09/2024
531 50 48 00	Rep & Maint - Storm	415 000 531	Storm Drain	56.33	Pest Control - PW - 09/2024
534 50 48 01	Rep & Maint - Water Maint	425 000 534	Water Fund (dep	56.34	Pest Control - PW - 09/2024
535 50 48 00	Rep & Maint - Sewer Maint	430 000 535	Sewer Fund (dep	56.34	Pest Control - PW - 09/2024
542 30 48 01	Rep & Maint - Street Maint	101 000 542	City Street Fund	56.33	Pest Control - PW - 09/2024
33273 09/18/2024	09/24/2024	6350	Sevier, Maria	1,190.00	On Call GIS Support - 01/01/24-06/30/24
535 10 41 00	Prof Svcs - Sewer Admin	430 000 535	Sewer Fund (dep	210.00	On Call GIS Support - 01/01/24-06/30/24
558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	980.00	On Call GIS Support - 01/01/24-06/30/24
33244 09/13/2024	09/24/2024	10791	Shea, Carr & Jewell, Inc, SCJ Alliance	15,983.94	P#73 Emerson Sidewalk Project - Professional Services 06-01-24 to 06-30-24

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595 10 63 06	Project Engineering - Street	101 000 594	City Street Fund	15,983.94	P#73 Emerson Sidewalk Project - Professional Services 06-01-24 to 06-30-24
33232 09/13/2024	09/24/2024 10546	Sok, Oeun		139.26	03-00180.1 - 327 REGENTS BLVD
343 10 00 00	Storm Drain Revenues	415 000 340	Storm Drain	-30.54	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (dep	-34.90	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (dep	-73.82	
33212 09/10/2024	09/24/2024 4084	Staples Business Advantage		36.83	Office Supplies
512 51 31 00	Office & Oper Sup - Court	001 000 512	General Fund	36.83	Office Supplies
33213 09/10/2024	09/24/2024 4084	Staples Business Advantage		276.13	Scanner
512 51 35 00	Small Tools & Equip - Court	001 000 512	General Fund	276.13	Scanner
33229 09/12/2024	09/24/2024 4084	Staples Business Advantage		51.90	Office Supplies - Central, Planning & Building
518 10 34 01	Office Supplies - Central	001 000 518	General Fund	43.80	Central Supplies - Pens & File Folders
524 20 35 00	Small Tools & Equip - Buildi	001 000 524	General Fund	4.05	Wrist Rest - M Newman
558 60 35 00	Small Tools & Equip - Planni	001 000 558	General Fund	4.05	Wrist Rest - M Newman
33248 09/13/2024	09/24/2024 4084	Staples Business Advantage		59.84	Office Supplies - Central, Non Dept & Admin
513 10 35 00	Small Tools & Equip - Admir	001 000 513	General Fund	10.16	Admin Supplies - Notebook
518 10 34 01	Office Supplies - Central	001 000 518	General Fund	38.67	Central Supplies - Dry Erase Markers & Pens
518 10 35 00	Small Tools & Equip - Non E	001 000 518	General Fund	11.01	Non Dept Supplies - Sign Holder
33249 09/13/2024	09/24/2024 4084	Staples Business Advantage		108.82	Office Supplies - Admin -Folders
513 10 31 00	Office & Oper Sup - Admin	001 000 513	General Fund	108.82	Office Supplies - Admin -Folders
33250 09/13/2024	09/24/2024 4084	Staples Business Advantage		8.40	Office Supplies - Court - Accordion File
512 51 31 00	Office & Oper Sup - Court	001 000 512	General Fund	8.40	Office Supplies - Court - Accordion File
33276 09/19/2024	09/24/2024 4084	Staples Business Advantage		22.01	Memory Cards (Qty 2)
511 60 35 00	Small Tools & Equip - Legisl	001 000 511	General Fund	22.01	Memory Cards (Qty 2)
33277 09/19/2024	09/24/2024 4084	Staples Business Advantage		92.07	Binders (Qty 12)
518 10 34 01	Office Supplies - Central	001 000 518	General Fund	92.07	Binders (Qty 12)
Total Staples Business Advantage				656.00	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
33227	09/11/2024	09/24/2024	4087	Star Rentals	243.17 Man Lift for NNO
	521 22 49 05	Reimbursable Programs	001 000 521	General Fund	243.17 Man Lift for NNO
33197	09/10/2024	09/24/2024	4110	Superior Linen Service	54.46 Linen Service 08/21/24 - Pool Party Room
	576 20 49 02	Miscellaneous - Pool	001 000 576	General Fund	54.46 Linen Service 08/21/24 - Pool Party Room
33198	09/10/2024	09/24/2024	4110	Superior Linen Service	54.46 Linen Service 08/07/24 - Pool Party Room
	576 20 49 02	Miscellaneous - Pool	001 000 576	General Fund	54.46 Linen Service 08/07/24 - Pool Party Room
33199	09/10/2024	09/24/2024	4110	Superior Linen Service	124.77 Linen Service 08/21/24 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518	General Fund	124.77 Linen Service 08/21/24 - Rec Center
33200	09/10/2024	09/24/2024	4110	Superior Linen Service	124.77 Linen Service 08/07/24 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518	General Fund	124.77 Linen Service 08/07/24 - Rec Center
33201	09/10/2024	09/24/2024	4110	Superior Linen Service	81.41 Linen Service 08/23/24 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518	General Fund	81.41 Linen Service 08/23/24 - City Hall
33202	09/10/2024	09/24/2024	4110	Superior Linen Service	81.41 Linen Service 08/09/24 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518	General Fund	81.41 Linen Service 08/09/24 - City Hall
33203	09/10/2024	09/24/2024	4110	Superior Linen Service	49.12 Linen Service 08/23/24 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518	General Fund	49.12 Linen Service 08/23/24 - Public Works
33204	09/10/2024	09/24/2024	4110	Superior Linen Service	49.12 Linen Service 08/09/24 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518	General Fund	49.12 Linen Service 08/09/24 - Public Works
Total Superior Linen Service				619.52	
33238	09/13/2024	09/24/2024	4120	Tacoma Daily Index	331.88 August 2024 Publications
	511 60 41 01	Advertising - Legisl	001 000 511	General Fund	185.63 Prelim 2025 Budget Hearings, Ordinance 1725, 2025 Revenue Sources Hearing
	521 10 41 01	Advertising - Civil Svc	001 000 521	General Fund	146.25 Civil Service - Cancelled Meeting Notice, Commission Meeting, Special Meetings
33274	09/19/2024	09/24/2024	4322	Tacoma, City of - POWER	12,255.12 Power - Various Locations - August 2024
	518 30 47 00	Public Utility Services - City I	001 000 518	General Fund	729.96 City Hall Power - 08/2024
	531 50 47 02	Public Utility Services - Bldg	415 000 531	Storm Drain	71.40 PW Power - 08/2024

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 47 00	Utility Services/Building - W	425 000 534	Water Fund (dep	71.39	PW Power - 08/2024
534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (dep	5,206.64	PW, Well #9, Golf Course - 08/2024
535 10 47 00	Utility Services/Building - Se	430 000 535	Sewer Fund (dep	71.39	PW Power - 08/2024
535 80 47 01	Utility Services/Pumping	430 000 535	Sewer Fund (dep	966.97	Pumps/LS Power - 08/2024
542 30 47 02	Electricity & Gas/Bldg - Stret	101 000 542	City Street Fund	71.40	PW Power - 08/2024
542 30 47 03	Electricity/Traffic Lights	101 000 542	City Street Fund	67.23	Traffic Control - 08/2024
542 63 47 00	Electricity/Street Lights	101 000 542	City Street Fund	1,363.66	Street Lights - 08/2024
548 65 47 00	Utility Services/Building - Sh	501 000 548	Equipment Rent	32.17	F&E Garage Power - 08/2024
571 10 47 00	Public Utility Services - Rec	001 000 571	General Fund	1,250.49	Rec Center Power - 08/2024
576 20 47 00	Public Utility Services - Pool	001 000 576	General Fund	1,364.25	Pool Power - 08/2024
576 80 47 00	Public Utility Services - Parks	001 000 576	General Fund	988.17	Parks Power - 08/2024
33228	09/12/202409/24/20244139		Tapco Visa Card	5,792.83	Tapco Charges thru 9/7/24
518 81 49 01	Software Licenses	001 000 518	General Fund	4.34	Licenses for MDM Apple Mgmt (Mobile Device Mgr)
594 48 64 08	ERR Capital - Police	501 000 548	Equipment Rent	5,788.49	Vehicle Registration - 2023 Ford Explorer
33247	09/13/202409/24/202410879		TranTech Engineering, LLC	17,423.24	P#74 Regents Blvd. Grind & Overlay - Professional Services 08-14-24 to 08-31/24
595 10 63 06	Project Engineering - Street	101 000 594	City Street Fund	17,423.24	P#74 Regents Blvd. Grind & Overlay - Professional Services 08-14-24 to 08-31/24
33262	09/18/202409/24/20248484		US Bank, Recreation Dept Account	480.75	P-Card Charges thru 09/15/24
571 10 31 00	Office Supplies - Rec	001 000 571	General Fund	89.61	Front Office Printer Cartridge
571 10 31 05	Program Supplies - Adults	001 000 571	General Fund	140.08	Pickleball Supplies
571 10 41 00	Senior Trips	001 000 571	General Fund	56.68	Parking for Senior Trip to Titanic Exhibit
573 90 49 01	Community Events	001 000 573	General Fund	97.98	Haunted Trails Supplies
594 76 62 03	Buildings & Structures - PBC	301 000 594	Park Bond Capit	96.40	P#64 09/2024 Container Rental
33255	09/17/202409/24/202410880		Utah International Services LLC	200.00	Arabis Interpreting (2 hrs) 24IN25167, 24IN25166
512 51 41 03	Prof Srvs - Interpreter - FMC	001 000 512	General Fund	200.00	Arabis Interpreting (2 hrs) 24IN25167, 24IN25166
33194	09/10/202409/24/20244180		Utilities Underground	38.28	Locates 08/2024
534 10 49 00	Miscellaneous - Water Admi	425 000 534	Water Fund (dep	19.14	Locates 08/2024
535 10 49 00	Miscellaneous - Sewer Admi	430 000 535	Sewer Fund (dep	19.14	Locates 08/2024
33270	09/18/202409/24/20248270		Whepley, Katherine	78.00	Library Reimbursement - 1 Year (Katherine)
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year (Katherine)
33243	09/13/202409/24/20244246		Whistle Workwear	441.69	Work Attire - R. West & M. Zych

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Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
518 30 49 00	Miscellaneous - Fac/Equip		001 000 518 General Fund	220.85	Work Attire - R. West & M. Zych
576 80 49 00	Miscellaneous - Parks		001 000 576 General Fund	220.84	Work Attire - R. West & M. Zych

Report Total: 237,871.63

Fund

001 General Fund	122,090.27
101 City Street Fund	57,079.01
301 Park Bond Capital Fund	96.40
415 Storm Drain	5,409.14
425 Water Fund (department)	20,220.45
426 Water Improvement Fund	10,241.05
430 Sewer Fund (department)	10,575.98
501 Equipment Rental Fund	12,146.49
655 Agency Fund/Bdg Permit	12.84

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, Karen Mauer-Smith, Brett L. Wittner, Nikki Bufford, and Jim Andrews were present. Councilmember Hunter T. George joined the meeting at 7:09 P.M.

PRESIDING OFFICER’S REPORT

Mayor Reynolds reported on the Investment Committee meeting and stated it was rescheduled to Friday, August 30, 2024.

CITY MANAGER COMMENTS

City Manager Masko reported on her upcoming meeting with the Pierce County Department of Emergency Management to discuss communications and the potential use of their Everbridge system. The Everbridge system would allow the City to send out targeted emergency notifications and was recently used to send out the boil advisory notifications regarding the water main break incident. Lastly, Mrs. Masko also reported on her upcoming meetings with government website designers to update the City’s website and add accessibility options.

Mayor Reynolds left the meeting at 7:05 P.M. Councilmember Bufford assumed the role of Presiding Officer and Mayor Pro Tempore.

DEPARTMENT HEAD COMMENTS

- Police Chief Schaub reported on the shooting incident that occurred in Fircrest and commented on Pierce County’s response for requested assistance. Chief Schaub commented on the Pierce County interlocal agreement for law enforcement services and allowable requests. Council discussions included the Pierce County specialized law enforcement services, expectations for response, response concerns, communications, public notifications, and a press release.
- Public Works Director Bemis reported on several updates including the Emerson sidewalk project, Regents Blvd grind and overlay project, Fircrest Park Maintenance Facility Project, Electron Way and Contra Costa Ave crosswalk project, and the South Orchard Street grind and overlay. He also commented on the equipment submittals for lift station pumps. There was a brief discussion on the Fircrest Park Maintenance Facility construction schedule.

COUNCILMEMBER COMMENTS

- Councilmember Viafore commented on the Hilltop’s Heritage Middle School field turf and the drainage effectiveness.
- Councilmember Mauer-Smith; no comment.
- Councilmember Wittner; no comment.
- Councilmember George commented on the water main break incident and thanked City staff for their efforts.
- Councilmember Andrews commented on Pierce County Council’s ordinance regarding the endangerment with a Controlled Substance Act. The Council requested City staff to bring forth an ordinance to adopt the Endangerment with a Controlled Substance Act within the next 30 days.
- Mayor Pro Tempore Bufford provided kudos to staff and volunteers for the Concert, Market, and Picnic in the Park event.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Mayor Pro Tempore Bufford invited public comment. The following individuals provided comment.

- Nancy Atwood, 1204 Farallone Ave, commented on the Drake Street access for emergency vehicles.
- Brian Rybolt, Fircrest resident, commented on Drake Street ingress and egress for fire and EMS, and stated that mail delivery has gate access.

Mayor Reynolds returned at 7:21 P.M. and assumed the role of Presiding Officer.

Council discussions included liability and emergency access with tools. There was a brief discussion on liability for gate repairs for homeowner associations and first responders.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Parks, Recreation, and Sustainability

Councilmember Viafore commented on the addition of more programming and provided kudos to the Parks and Recreation department.

B. Police/Public Safety and Court

Councilmember Bufford commented on the shooting simulator training at Public Works and stated that she was able to go through the training.

C. Public Works

Councilmember Andrews commented on the intersection at Center St. and Orchard St. and provided kudos for the water meter installation progress.

D. Pierce County Regional Council

Councilmember Reynolds stated that the Council is in recess for August and commented on the Orca Proclamation.

E. Other Liaison Reports

There were no reports.

CONSENT CALENDAR

Mayor Reynolds requested the City Clerk read the Consent Calendar:

- A. Approval of Check No. 221682 through 221761 an amount of \$387,856.30
Approval of payroll electronic funds transfer in the amount of \$211,673.65
- B. Registering no objections to Sammy's Pizza Liquor License Renewal, Rollin' 253 Liquor License Renewal, and OMG Food Mart Liquor License Renewal.
- C. Setting a public hearing on October 22, 2024, to receive comments on the 2025 preliminary budget.
- D. Setting a public hearing on October 22, 2024, to receive comments on the 2025 revenue sources.

E. Setting a public hearing on November 12, 2024, to receive comments on the 2025 preliminary budget.

F. Approval of the August 13, 2024, Regular meeting minutes.

Councilmember Bufford MOVED to approve the Consent Calendar as amended; seconded by Councilmember Mauer-Smith.

Mayor Reynolds asked if any Councilmember wished to remove an item from the Consent Calendar. Councilmember Viafore requested Item 10B – Sammy’s Pizza and Rollin’ 253 Liquor License Renewal be removed from the Consent Calendar.

The Motion Carried (7-0).

Councilmember Viafore stated that Sammy’s Pizza and Rollin’ 253 are no longer active businesses in the City.

Councilmember Viafore MOVED to deny Sammy’s Pizza and Rollin’ 253 Liquor License Renewal; seconded by Councilmember Wittner. Mayor Reynolds invited Councilmember comments. There was a brief discussion on the transferability of liquor licenses. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

PUBLIC HEARING

There was no public hearing scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Ordinance No. 1725: 2nd Budget Amendment – 2nd Reading & Adoption

City Manager Masko briefed the Council on the second reading of the second budget amendment to the Adopted 2024 Budget and reported on the proposal for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2024 Budget to include the upcoming insurance premium increase and renewal. **Councilmember Bufford MOVED to adopt Ordinance No. 1725, authorizing revenues and expenditures of funds for matters not provided for in the Adopted 2024 Budget; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment.

Mayor Reynolds requested a roll call vote: Andrews – Nay; Bufford – Aye; George – Aye; Mauer-Smith – Aye; Viafore – Nay; Wittner – Aye; Reynolds - Aye

The Motion Carried (5-2), with Councilmember Viafore and Andrews dissenting.

B. Letter of Understanding: City Manager Contract

City Manager Masko briefed the Council on the letter of understanding to voluntarily extend the time period for conducting the City Manager’s annual performance evaluation and salary review. **Councilmember Bufford MOVED to authorize the Mayor to execute a Letter of Understanding to the City Manager’s Employment Agreement to voluntarily extend the time period for conducting the City Manager’s annual performance evaluation and salary review; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

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

C. Police Vehicle Purchases

Police Chief Schaub briefed the Council on the funding request for two vehicles to rebuild the police department fleet. Council discussions included the subdued decals, matching the current police vehicle fleet, active community policing, detective vehicle option, repainting the vehicle to match the fleet, order banks for 2025, market share, and vehicle visibility.

Councilmember Bufford MOVED to authorize the purchase of one 2024 Ford Interceptor SUV and related upfitting costs in an amount not to exceed \$74,000, exclusive of taxes, for the Fircrest Police Department, utilizing ARPA funds; seconded by Councilmember George.

Police Chief Schaub left the meeting at 8:17 P.M.

Mayor Reynolds invited Councilmember comments. Council discussions included support for a visible patrol vehicle decal, required budget amendment for the purchase, funding source, and suggested not to be used for a speed trap. Mayor Reynolds invited public comment.

Brian Rybolt, Fircrest resident, commented on the turbochargers and idle time.

The Motion Carried (7-0).

CALL FOR FINAL COMMENTS

There were no final comments.

EXECUTIVE SESSION

At 8:32 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 review the performance of a public employee pursuant to RCW 42.30.110(g). Mayor Reynolds noted that City Manager Masko was invited to the Executive Session.

ADJOURNMENT

Councilmember Wittner MOVED to adjourn the meeting at 8:50 P.M., seconded by Councilmember Bufford.

The Motion Carried (7-0).

Shannon Reynolds, Mayor

Arlette Burkhardt, City Clerk

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, Karen Mauer-Smith, Brett L. Wittner, Hunter T. George, Nikki Bufford, and Jim Andrews were present.

PRESIDING OFFICER’S REPORT

A. Proclamation: Patriot Day and Day of Service and Remembrance

Mayor Reynolds read the proclamation titled Patriot Day and Day of Service and Remembrance into the record. **Councilmember Viafore MOVED to authorize the Mayor's signature on the proclamation proclaiming September 11, 2024 as Patriot Day and Day of Service and Remembrance in the City of Fircrest; seconded by Councilmember George.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

CITY MANAGER COMMENTS

City Manager Masko reported on scheduling new Council photos and the upcoming Council goals workshop scheduled for the next study session.

DEPARTMENT HEAD COMMENTS

There were no department head comments.

COUNCILMEMBER COMMENTS

- Councilmember Viafore; no comment.
- Councilmember Mauer-Smith; no comment.
- Councilmember Wittner welcomed and acknowledged former Planning Commissioner and Councilmember Jerry Foss.
- Councilmember George thanked University Place Aquatic Club for the late-night swim session and commented on his upcoming jury duty.
- Councilmember Bufford thanked the Parks and Recreation department for the addition of adult swimming lessons.
- Councilmember Andrews commented on the sign code enforcement for the doors in the public right-of-way on a property off of Alameda Ave.
- Mayor Reynolds; no comment.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Mayor Reynolds invited public comment. There were none.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Administration

There was no report.

B. Built Environment, Planning, and Building

Councilmember George reported on the Hanover project and the City should receive a decision from Hanover if they are continuing with the project later this week. There was a brief discussion on litigation and researching an aggressive approach for sewer availability.

C. Finance, Information Technology, and Facilities

Councilmember Mauer-Smith provided a report on Finance that included the electronic timesheet project and staff working on the preliminary 2025 Budget.

The Information Technology report included an update on the City's workstation updates.

The Facilities report included reseeding Whittier Park, Fircrest Parks Maintenance Facility progress, and the Public Safety building plumbing repair.

D. Other Liaison Reports

Mayor Reynolds provided a brief report on the Pierce Transit Board meeting and stated that there has been a reorganization of the representation structure.

CONSENT CALENDAR

Mayor Reynolds requested the City Clerk read the Consent Calendar:

- A. Approval of Check No. 221762 through 221802 in the amount of \$35,302.04
Approval of the Check No. 14402 through No. 14403 in the amount of \$9,260.15
Approval of the Check No. 14404 through No. 14411 in the amount of \$74,665.56
Approval of the payroll electronic funds transfer in the amount of \$199,258.84
- B. Approval of the August 19, 2024, Study Session minutes
- C. Setting a public hearing on October 08, 2024, at 7:15 pm or thereafter to receive comments on the 2024 Fircrest Comprehensive Plan Update

Councilmember Wittner MOVED to approve the Consent Calendar as read; seconded by Councilmember Mauer-Smith.

The Motion Carried (7-0).

PUBLIC HEARING

There was no public hearing scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Ordinance No. 1726: Sign Code Amendment

Acting City Attorney Joanna Eide briefed the Council on the proposed ordinance and highlighted the removal of the frontage language. **Councilmember Wittner MOVED to adopt Ordinance No. 1726, amending Fircrest Municipal Code 22.26.021 relating to temporary signs; seconded by**

Councilmember Mauer-Smith. Mayor Reynolds invited Councilmember comments. Council discussions included the effective date and size of freestanding signs.

Councilmember Andrews MOVED to amend the freestanding sign's allowable size from 6 square feet to 8 square feet; seconded by Councilmember Viafore. Mayor Reynolds invited Councilmember comments. Council discussions include signs with endorsements, surrounding cities with larger allowable sizes, the distinction of two signs mounted on a stake, and a deeper review in 2025. Mayor Reynolds invited public comment.

Nancy Atwood, 1204 Farallone Ave, commented on signs on commercial property.

Mayor Reynolds requested a roll call vote: Andrews – Nay; Bufford – Nay; George – Nay; Mauer-Smith – Nay; Viafore – Nay; Wittner – Nay; Reynolds - Aye

The Amendment Motion Failed (1-6).

The Motion Carried (7-0).

B. Ordinance No. 1727: Fircrest Municipal Code Chapter 2.60 Amendment

City Manager Masko briefed the Council on the proposed ordinance and highlighted that the amendment would update the citations on the Fircrest Municipal Code to the RCW regarding the Washington State Public Records Act. **Councilmember Wittner MOVED to adopt Ordinance No. 1727, amending Fircrest Municipal Code 2.60.010 and 2.60.020 to update RCW citations and make other necessary housekeeping updates; seconded by Councilmember George.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

C. Resolution No. 1922: Federal Grant Signature Authority

City Manager Masko briefed the Council on the proposed resolution and highlighted the signature authority would ensure the City stays in compliance with federal grant requirements. **Councilmember Bufford MOVED to delegate signature authority to the City Manager or Finance Director to legally bind the City for the purpose of requesting Federal grant reimbursement; seconded by Councilmember Wittner.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

D. Resolution No. 1923: Cultural Shift to Active Transportation Grant MOU

Community Development Director Newman briefed the Council on the proposed resolution and highlighted that the grant would enhance pedestrian and bicycle safety. **Councilmember Bufford MOVED to approve Resolution No. 1923 authorizing the City Manager to sign a Memorandum of Understanding with the Cities of Tacoma, Puyallup, and University Place to accept the Washington State Department of Transportation Grant for the Program “Cultural Shift to Active Transportation.”; seconded by Councilmember Wittner.** Mayor Reynolds invited Councilmember comments. There was a brief discussion on the administration of the grant. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).**E. Resolution No. 1924: ILA w/Pierce County for Specialized Police Services**

Police Chief Schaub briefed the Council on the proposed resolution and highlighted that the agreement would provide the City with specialized law enforcement services to assist our police officers when needed. **Councilmember Viafore MOVED to approve Resolution No. 1924 authorizing the City Manager to execute the Interlocal Agreement with Pierce County for specialized law enforcement services; seconded by Councilmember Andrews.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).**F. Resolution No. 1925: Pipe Bursting Contract**

City Manager Masko briefed the Council on the proposed resolution and highlighted that the contract would repair the old sewer main in the backyard of the 500 block of Buena Vista Avenue. **Councilmember Wittner MOVED to adopt Resolution No. 1925, authorizing the City Manager to execute a Public Works contract with Pacific Trenchless Inc./Budget Sewer for a pipe bursting project to upgrade the sewer main at the 500 block of Buena Vista Avenue in the amount of \$132,360.00, including sales tax; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

Mayor Reynolds invoked Fircrest City Council Rule 9. Regular Council Meeting Agenda and stated that the Council will add agenda item 13G. Pierce Transit Nomination. There were no objections from the Council.

G. Resolution No. 1926: Pierce Transit Board Nomination

Mayor Reynolds reported on the Pierce Transit Board nominations to fill the revised board position. **Councilmember George MOVED to adopt Resolution No. 1926, nominating Mayor Shannon Reynolds to serve as a member of the Board of Commissioners for Pierce Transit to represent the cities of University Place, Fircrest, and Gig Harbor; seconded by Councilmember Bufford.** Mayor Reynolds invited Councilmember comments. Council discussions included the City of University Place partnership and memorandum of understanding, voting delegates, and expressed concern regarding University Place serving two terms. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).**CALL FOR FINAL COMMENTS**

Mayor Reynolds commented on the heavy vehicle traffic and enforcement.

EXECUTIVE SESSION

At 7:53 P.M., Mayor Reynolds reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed twenty (20) minutes, to review the performance of a

public employee pursuant to RCW 42.30.110(g). Mayor Reynolds noted that City Manager Masko and Acting City Attorney Joanna Eide were invited to the Executive Session.

ADJOURNMENT

Councilmember Wittner MOVED to adjourn the meeting at 8:18 P.M., seconded by Councilmember George.

The Motion Carried (7-0).

Shannon Reynolds, Mayor

Arlette Burkhart, City Clerk

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Endangerment with a Controlled Substance Ordinance

ITEM: 13A

DATE: September 24, 2024

FROM: Joanna Eide, Acting City Attorney

RECOMMENDED MOTION: I move to adopt Ordinance No. _____, adopting a new Chapter 9.50 of the Fircrest Municipal Code, “Endangerment with a Controlled Substance.”

PROPOSAL: By request of the City Council, staff is presenting an ordinance that defines the knowing or reckless exposure of a child or dependent adult to a controlled substance other than cannabis as reckless endangerment, making such reckless endangerment with a controlled substance a gross misdemeanor.

FISCAL IMPACT: Negligible.

ADVANTAGES: Expands the definition of “reckless endangerment with a controlled substance” to include all federally controlled substances, including fentanyl, and prescribes penalties for those who knowingly or recklessly harm children or dependent persons that depend on their protection with these dangerous substances. This ordinance specifically highlights and responds to the proliferation of extremely potent, lethal substances within our communities and the high risks they pose, especially to vulnerable people.

DISADVANTAGES: None.

ALTERNATIVES: Not adopt the proposed ordinance, wait for the State Legislature to consider a revised version of [SB 5010](#), and use the gross misdemeanor of reckless endangerment under [RCW 9A.36.050](#) to charge in circumstances where a child or dependent is harmed by exposure to controlled substances.

BACKGROUND: In 2002, [RCW 9A.42.100](#) established a class B felony for knowingly or intentionally allowing a dependent child or adult to be exposed to, ingest, inhale, or otherwise come into contact with methamphetamine or substances used in its production. Although this law made such conduct a felony, it was limited to methamphetamine-related cases. In the 2023 State legislative session, [SB 5010](#) was introduced to expand the crime established in [RCW 9A.42.100](#) to include fentanyl and other synthetic opioids. Although the bill passed the Senate unanimously in 2023 and 48-1 in 2024, it failed to make headway in the House of Representatives and died both sessions.

[RCW 9A.36.050](#) establishes recklessness endangerment as a gross misdemeanor when a person, through reckless behavior, creates a substantial risk of death or serious physical injury to another person, though it does not specifically address controlled substances. Although reckless

endangerment involving a controlled substance can be charged under [RCW 9A.36.050](#) when circumstances warrant it, the language of the statute does not particularly address cases involving the exposure or ingestion of controlled substances, which have been becoming more frequent in recent years.

The proposed ordinance aims to address this issue and provide focus to the crime of reckless endangerment in instances where a person knowingly or recklessly exposes a child or dependent person to dangerous controlled substances by specifically defining exposure to controlled substances as reckless endangerment within the Fircrest Municipal Code. Under this ordinance, reckless endangerment involving substances other than cannabis would be classified as a gross misdemeanor, carrying penalties of up to 364 days in jail and up to a \$5,000 fine. It also encourages the Prosecuting Attorney to consider referrals for assessment, treatment, or other services following the filing of charges.

Importantly, the ordinance as proposed does not list individual controlled substances, resulting in encompassing all federally controlled substances except cannabis. This broad and flexible approach ensures that any new substances added to the controlled substance schedule will automatically fall under this ordinance. Additionally, the ordinance includes a preemption clause to address potential future state legislation that may override it. Should the Legislature choose to act on this issue in the forthcoming or any subsequent legislative session, the Council may revisit this offense and consider repealing it if preempted by state law as the state generally preempts controlled substances penalties per [RCW 69.50.611](#).

ATTACHMENTS: [Ordinance](#)

**CITY OF FIRCREST
ORDINANCE NO. ____**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,
ADOPTING A NEW CHAPTER 9.50 IN FIRCREST MUNICIPAL
CODE (FMC) RELATED TO “ENDANGERMENT WITH A
CONTROLLED SUBSTANCE”; PROVIDING FOR SEVERABILITY;
AUTHORIZING CORRECTIONS; AND ESTABLISHING AN
EFFECTIVE DATE**

WHEREAS, the misuse of controlled substances in Washington State is a growing public health crisis, resulting in negative health outcomes such as addictions, overdoses, and deaths for far too many community members; and

WHEREAS, drug overdose and drug poisoning moved from the sixth leading cause of death among children aged 1-19 years of age in the United States in 2019 to third in 2020, which included a 110.6 percent increase in unintentional poisonings; and

WHEREAS, drug poisonings in Washington have increased steadily since 2014, increasing 30 percent from 2019 to 2020, another 30 percent from 2020 to 2021, and 17 percent from 2021 to 2022 according to the University of Washington Addictions, Drug, and Alcohol Institute; and

WHEREAS, opioid-related overdose is the most common cause of accidental death in Pierce County, outnumbering motor vehicle collisions and firearm deaths according to the Tacoma-Pierce County Health Department; and

WHEREAS, between 2020 to 2022, Pierce County experienced 32.53 deaths per 100,000 residents due to overdose, a higher rate than the state average of 27.98 for the same period; and

WHEREAS, controlled substances come in all forms, and they are regularly made into powders, pills, candies, eye droppers, and nasal sprays; and

WHEREAS, users are entirely unable to discern by sight, taste, or smell just how potent and dangerous these illicit drugs may be due to unregulated sources. The identity, purity, and quantity are uncertain and inconsistent, thus posing significant adverse health risks not only to the user, but also to their family members or members of the public who may be exposed inadvertently or through secondhand contact; and

WHEREAS, these risks are particularly high for children and other dependent persons who may live in close proximity to and come in contact with controlled substances through no fault of their own; and

WHEREAS, 1 in 8 children nationwide aged 17 or younger lived in households with at least one parent who had a past substance use disorder according to a 2014 report by the Substance Abuse and Mental Health Services Administration (SAMHSA); and

WHEREAS, fentanyl is often up to 50 times more potent than heroin and other synthetic opioids such as nitazenes and carfentanil, and 50 to 100 times more potent than morphine; and

1 **WHEREAS**, the ease of illicit manufacture and potency of synthetic opioids has driven
2 down illegal drug prices making these illegal drugs more widely available and caused
3 synthetic opioids to be mixed with street drugs such as heroin, cocaine, and
methamphetamine; and

4 **WHEREAS**, the *Washington State Office of the Family and Children's Ombuds Child*
5 *Fatalities and Near Fatalities in Washington State* September 2023 report states that over
6 a quarter of the child fatalities and more than half of the child near fatalities involved
accidental ingestions and overdoses in 2022; and

7 **WHEREAS**, the Washington Poison Center had 116 cases in 2020 which involved the
8 accidental exposure of children ages 0-5 years to opioids and opiates and it is believed
many more cases go unreported; and

9 **WHEREAS**, the Washington State Department of Health reports youth (ages 0-17) died
10 from drug overdoses at the rate of 148 youth in 2016, 160 youth in 2017, 159 youth in
11 2018, 149 youth in 2019, 247 youth in 2020, 340 youth in 2021, 346 youth in 2022, and
378 youth in 2023; and

12 **WHEREAS**, in August of 2022, a two-year-old child nearly died after consuming a
13 fentanyl pill in Tacoma's Oakland Madrona Park; and

14 **WHEREAS**, according to the Tacoma-Pierce County Health Department, deaths and
15 emergency room visits from overdoses involving synthetic opioids, methamphetamine,
16 and cocaine are on the rise and neighboring counties are starting to see overdoses related
to tranquilizers like xylazine; and

17 **WHEREAS**, for those who survive exposure, an overdose can result in acute and
18 potentially chronic medical complications, including cognitive impairment, brain injury,
and cardiac arrhythmia; and

19 **WHEREAS**, exposure to controlled substances is a threat to the health and safety of all
20 people, especially so for the children and dependent persons who are in close proximity
21 to individuals who use illegal substances and sufficient mechanisms must be in place to
hold people accountable when children and dependent persons are exposed to life-
22 threatening harms; and

23 **WHEREAS**, the Fircrest City Council encourages the State Legislature to consider
24 amending [RCW 9A.42.100](#), "Endangerment with a Controlled Substance," to include all
25 controlled substances as a Class B felony; in the interim, the City Council finds it is
26 necessary and appropriate to take action in its capacity to establish City Code to protect
public health and safety, especially of the most vulnerable, and desires to take immediate
steps to deter the endangerment of children and other vulnerable populations caused by
the dangers of exposure to controlled substances;

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

29 **Section 1. Chapter 9.50 FMC, New Chapter.** New Chapter 9.50 FMC, "Endangerment
30 with a Controlled Substance," is hereby adopted to read as follows:
31
32

Chapter 9.50
ENDANGERMENT WITH A CONTROLLED SUBSTANCE

Sections:

9.50.010 Definitions.

9.50.020 Endangerment with a Controlled Substance.

9.50.030 Penalty for Violations.

9.50.040 Preemption.

9.50.050 Severability.

9.50.010 Definitions.

For the purpose of this Chapter, the following terms shall apply:

- A. "Cannabis" shall have the same meaning as defined in [RCW 69.50.101](#).
- B. "Child" shall have the same meaning as defined in [RCW 9A.42.010](#).
- C. "Controlled substance" shall have the same meaning as defined in [RCW 69.50.101](#).
- D. "Dependent person" shall have the same meaning as defined in [RCW 9A.42.010](#).

9.57.020 Endangerment with a Controlled Substance.

- A. A person is guilty of the crime of endangerment with a controlled substance if the person knowingly or recklessly permits a child or dependent person to ingest, inhale, absorb, or have contact with a controlled substance other than cannabis, unless the controlled substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting in the course of his or her professional practice.
- B. Administering or providing a controlled substance to a child or dependent person in the course of delivering health care services pursuant to a bona fide prescription for that child or dependent person and consistent with appropriate administration directives from a licensed medical professional who prescribed the controlled substance is not a violation of this Section.

9.57.030 Penalty for Violations.

Unless otherwise specified, any person who violates this Chapter is guilty of a gross misdemeanor punishable by up to 364 days in jail and a \$5,000 fine. The Prosecuting Attorney is encouraged to consider referring such cases for assessment, treatment, and other services including referral to alternative resolution courts following for formal filing of charges.

9.57.040 Preemption.

In the event the Washington State Legislature passes a law preempting this Chapter, this Chapter shall cease to have effect on the same date the statute comes into effect. Any violation of this Chapter that occurs prior to the preempting statute coming into effect may be prosecuted and punished pursuant to this Chapter.

9.57.050 Severability.

If any provision of this Chapter or its application to any person or circumstance is held invalid, the remainder of this Chapter or the application of the provisions to other persons or circumstances is not affected.

Section 2. Severability. If any section, sentence, clause, or phrase of this ordinance should be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this sentence.

Section 3. Corrections. The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Publication and Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the city. This ordinance shall be effective five (5) days after such publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 24th day of September, 2024.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Robert Zeinemann, City Attorney

**DATE OF PUBLICATIONS:
EFFECTIVE DATE:**

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Insurance Broker Services Contract Amendment

ITEM: 13B

DATE: September 24, 2024

FROM: Dawn Masko, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute Amendment #13 to the agreement with Leavitt Group NW for insurance broker services.

PROPOSAL: The City of Fircrest is a member of the Cities Insurance Association of Washington (CIAW) pool. The Interlocal Agreement with CIAW requires the City to designate a servicing representative to act as the liaison for the needs of Fircrest. The service representative's duties include but are not limited to, providing local claims assistance, securing underwriting information, assisting with applications, updating vehicle and equipment lists, and performing other functions as determined by the CIAW Board of Directors. Amendment #12 to the agreement with Leavitt Group NW for insurance broker services has recently expired. Amendment #13 will extend this agreement through August 31, 2025. The attached resolution authorizes the City Manager to execute Amendment #13 to the agreement with Leavitt Group NW for insurance broker services.

FISCAL IMPACT: The annual cost of services is \$10,000, the same amount as the current contract. This item is included in the 2024 budget.

ADVANTAGES: The continuation of this agreement complies with the CIAW requirement to have a servicing representative. Leavitt Group NW has provided valuable assistance in working with CIAW and with claims and preventative measures for the City.

DISADVANTAGES: None.

ALTERNATIVES: The City has the option to forgo designating a servicing representative, in which case we would be billed 10% of the annual cost for insurance by CIAW per the Interlocal Agreement. Based on the 2024 CIAW assessment, this would amount to \$33,719. Alternatively, the City could seek bids from other qualified firms for these services. However, given current staffing levels and time constraints, staff believes this approach is not feasible at present.

BACKGROUND: The City Council approved an Interlocal Agreement with CIAW on February 12, 2008, effective March 1, 2008. CIAW requires the City to contract with a servicing representative or pay a 10% premium based on the annual CIAW assessment. The City has historically contracted with a local brokerage to provide services. Leavitt Group NW, formerly Bannon, Carlson & Kessel, has provided this service to Fircrest since December 2012.

ATTACHMENTS: [Resolution Amendment #13 to the Broker Services Agreement](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO EXECUTE AMENDMENT #13 TO THE
AGREEMENT WITH LEAVITT GROUP NW FOR
INSURANCE BROKER SERVICES.**

WHEREAS, the City of Fircrest is a member of the Cities Insurance Association of Washington (CIAW) and the Interlocal Agreement with CIAW requires the City to designate a service representative to act as the liaison for the needs of Fircrest; and

WHEREAS, Leavitt Group NW has the required experience and expertise and has provided such services to the City of Fircrest for many years; and

WHEREAS, the City of Fircrest has determined it is in the best interest of the City to continue utilizing Leavitt Group NW for insurance broker services.

**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 Amendment #13 to the agreement with Leavitt Group NW for insurance broker services.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 24th day of September 2024.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhart, City Clerk

APPROVED AS TO FORM:

Robert Zeinemann, City Attorney

**THIRTEENTH AMENDMENT
TO THE CITY OF FIRCREST
BROKER SERVICE AGREEMENT**

This Thirteenth Amendment is hereby made and entered into this 24th day of September 2024 by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the “City” and Leavitt Group NW, hereinafter referred to as “Broker.”

WITNESSETH:

1. Purpose

The purpose of this Thirteenth amendment is to amend the December 21, 2012, agreement between the City and Broker. This amendment is limited to the amendments as set forth herein. All the remaining terms and conditions of the December 21, 2012, Agreement shall remain in full force and effect. The amendments are as follows:

2. **Section 3. Term:** The term of this Agreement shall be from September 1, 2024, through August 31, 2025, and may be extended or modified by the mutual consent of the parties.
3. **Section 5. Payment:** The amount shall not exceed ten thousand dollars (\$10,000). Should this Agreement be terminated prior to the expiration date, the Broker will refund a pro-rated share of the fee for the remaining term of the Agreement.
4. All remaining provisions of the December 21, 2012 agreement shall remain in full force and effect, as well as the second through eleventh amendments.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in two counterparts, each of which shall be deemed as originals, in the year and day first above mentioned.

CITY OF FIRCREST

LEAVITT GROUP NW

2121 70th Avenue West, Suite B
University Place, WA 98466

By: _____
Dawn Masko, City Manager

By: _____

APPROVED AS TO FORM:

City Attorney

ATTEST:

Arlette Burkhart, City Clerk