

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, OCTOBER 08, 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. Administration
 - B. Built Environment, Planning, and Building
 - C. Finance, Information Technology, and Facilities
 - D. Other Reports
- 10. CONSENT CALENDAR**
 - A. Approval of [vouchers](#)/payroll checks 2
 - B. Approval of Minutes: [September 16, 2024, Study Session](#) 12
[September 24, 2024, Regular Meeting](#) 13
- 11. PUBLIC HEARING**
 - A. [To receive comments on the 2024 Comprehensive Plan Update](#) 16
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
 - A. [Pierce Transit Presentation](#) 70
 - B. [Whittier Park Master Plan Presentation](#) 84
 - C. [Resolution: Pierce Transit Board Appointment - Final Ballot](#) 104
 - D. [Resolution: ILA w/Steilacoom for Command Duty Services](#) 107
 - E. [Resolution: Steilacoom Holiday Sleigh Agreement](#) 113
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**

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

Join the Zoom Meeting: *Dial-in Information: 1-253-215-8782 Webinar ID: 846 5985 5658 Password: 848037*

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| 33299 | 09/24/2024 | 10/08/2024 | 10562 Amazon Capital Services | 181.09 | Employee Benefits Fair 2024 Supplies |
| | 518 11 49 00 | Miscellaneous - Personnel | 001 000 518 General Fund | 181.09 | Employee Benefits Fair 2024 Supplies |
| 33354 | 10/02/2024 | 10/08/2024 | 4221 Big John's Trophies Inc | 98.77 | Fun Days Pie Contest Streamers |
| | 573 90 49 01 | Community Events | 001 000 573 General Fund | 98.77 | Fun Days Pie Contest Streamers |
| 33361 | 10/02/2024 | 10/08/2024 | 4280 Builders' Hardware & Supply Co. | 87.85 | Key Cylinder to Replace Broken One |
| | 518 30 31 04 | Oper Supplies - CH | 001 000 518 General Fund | 87.85 | Key Cylinder to Replace Broken One |
| 33308 | 09/24/2024 | 10/08/2024 | 6018 Canon Financial Services Inc | 194.54 | Police Copier/Fax Rental - September 2024 |
| | 521 22 45 00 | Oper Rentals - Copier - Polic | 001 000 521 General Fund | 17.85 | Police Copier/Fax Tax - September 2024 |
| | 591 21 70 22 | Lease Payments - Police | 001 000 591 General Fund | 176.69 | Police Copier/Fax Rental - September 2024 |
| 33360 | 10/02/2024 | 10/08/2024 | 10229 Casey Civil | 1,774.60 | P#68 44th St. Lift Station Professional Svcs. thru July 2024 |
| | 594 35 63 03 | Project Engineering - Sewer | 432 000 594 Sewer Improver | 1,774.60 | P#68 44th St. Lift Station Professional Svcs. thru July 2024 |
| 33295 | 09/24/2024 | 10/08/2024 | 10296 CodePros, LLC | 12,043.00 | Building Official/Inspection Services - July & August 2024 |
| | 524 20 41 01 | Bldg Inspec/Plan Review | 001 000 524 General Fund | 12,043.00 | Building Official/Inspection Services - July & August 2024 |
| 33363 | 10/02/2024 | 10/08/2024 | 8188 Comcast Business Communications LLC | 455.17 | Internet Access Fee - October 2024 |
| | 518 81 42 00 | Communication/Internet - I/ | 001 000 518 General Fund | 455.17 | Internet Access Fee - October 2024 |
| 33298 | 09/24/2024 | 10/08/2024 | 2099 Cruse, Margaret | 78.00 | Library Reimbursement - 1 Year |
| | 572 21 49 00 | Library Services | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |
| 33320 | 09/25/2024 | 10/08/2024 | 9303 Deal, Robert L. | 433.50 | Police Background Checks (10 Hrs) & Mileage 8/22/24-9/24/24 |
| | 521 22 41 00 | Prof Svcs - Police | 001 000 521 General Fund | 433.50 | Police Background Checks (10 Hrs) & Mileage 8/22/24-9/24/24 |
| 33322 | 09/26/2024 | 10/08/2024 | 9819 Dellarocco, Amanda | 60.29 | 05-03280.1 - 1134 MAGNOLIA DR |
| | 343 10 00 00 | Storm Drain Revenues | 415 000 340 Storm Drain | -34.68 | |
| | 343 40 00 00 | Sale Of Water | 425 000 340 Water Fund (de | 2.90 | |
| | 343 50 00 00 | Sewer Revenues | 430 000 340 Sewer Fund (de | -28.51 | |

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| 33376 | 10/03/2024 | 10/08/2024 | 365 Dept Of Labor & Industries | 1,350.00 | L&I Penalty Assessment |
| | 534 10 49 00 | Miscellaneous - Water Admi | 425 000 534 Water Fund (de | 1,350.00 | L&I Penalty Assessment |
| 33362 | 10/02/2024 | 10/08/2024 | 8532 Dog Waste Depot | 351.98 | Dog Waste Bags (2 Cases) |
| | 576 80 31 02 | Oper Supplies - Parks | 001 000 576 General Fund | 351.98 | Dog Waste Bags (2 Cases) |
| 33279 | 09/23/2024 | 10/08/2024 | 10835 Dudley, William | 75.68 | 03-00660.0 - 130 REGENTS BLVD |
| | 343 10 00 00 | Storm Drain Revenues | 415 000 340 Storm Drain | -27.60 | |
| | 343 40 00 00 | Sale Of Water | 425 000 340 Water Fund (de | -30.91 | |
| | 343 50 00 00 | Sewer Revenues | 430 000 340 Sewer Fund (de | -17.17 | |
| 33257 | 09/18/2024 | 10/08/2024 | 1206 Estate of Susan Anderson | 43.59 | 01-01980.2 - 215 FARALLONE AVE |
| | 343 10 00 00 | Storm Drain Revenues | 415 000 340 Storm Drain | -19.76 | |
| | 343 40 00 00 | Sale Of Water | 425 000 340 Water Fund (de | -22.17 | |
| | 343 50 00 00 | Sewer Revenues | 430 000 340 Sewer Fund (de | -1.66 | |
| 33294 | 09/24/2024 | 10/08/2024 | 3638 Fircrest Golf Club | 1,387.31 | Land Rental for Water Tank on Golf Course Property - October 2024 |
| | 591 34 70 00 | Lease Payments - Water Adr | 425 000 591 Water Fund (de | 1,387.31 | Land Rental for Water Tank on Golf Course Property - October 2024 |
| 33307 | 09/24/2024 | 10/08/2024 | 9868 Fircrest Towing | 66.00 | #2745EX WA - Tow Police Motorcycle |
| | 548 65 48 08 | O & M - Police | 501 000 548 Equipment Rent | 66.00 | #2745EX WA - Tow Police Motorcycle |
| 33285 | 09/23/2024 | 10/08/2024 | 10888 Glockling, Molly | 100.00 | Security Deposit Refund, Glockling, 03/26/23 |
| | 582 10 00 00 | Deposit Refunds | 001 000 580 General Fund | 100.00 | Security Deposit Refund, Glockling, 03/26/23 |
| 33314 | 09/24/2024 | 10/08/2024 | 3666 Grainger Inc, Dept 826129041 | 413.83 | Replace Broken Eye Wash Station |
| | 518 30 31 02 | Oper Supplies - PSB Bldg | 001 000 518 General Fund | 413.83 | Replace Broken Eye Wash Station |
| 33286 | 09/23/2024 | 10/08/2024 | 10896 Haggard, Jen | 75.00 | Security Deposit Refund, Haggard, 09/02/24 |
| | 582 10 00 00 | Deposit Refunds | 001 000 580 General Fund | 75.00 | Security Deposit Refund, Haggard, 09/02/24 |
| 33326 | 09/26/2024 | 10/08/2024 | 2456 Hamilton, Craig | 78.00 | Library Reimbursement - 1 Year (Jill) |
| | 572 21 49 00 | Library Services | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year (Jill) |
| 33313 | 09/24/2024 | 10/08/2024 | 3692 Home Depot Credit Services | 13.02 | Valve for Eye Wash Station |
| | 518 30 31 02 | Oper Supplies - PSB Bldg | 001 000 518 General Fund | 13.02 | Valve for Eye Wash Station |

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| 33324 | 09/26/2024 | 10/08/2024 | 3692 Home Depot Credit Services | 37.44 | Potting Mix for Plants @ PW |
| | 518 30 31 02 Oper Supplies - PSB Bldg | | 001 000 518 General Fund | 37.44 | Potting Mix for Plants @ PW |
| | | | Total Home Depot Credit Services | 50.46 | |
| 33349 | 10/02/2024 | 10/08/2024 | 4131 Humane Society - Tacoma | 781.36 | October 2024 Boarding Contract |
| | 554 30 41 00 Animal Control | | 001 000 554 General Fund | 781.36 | October 2024 Boarding Contract |
| 33280 | 09/23/2024 | 10/08/2024 | 10895 Jackson, Tiana | 75.00 | Security Deposit Refund, Jackson, 07/29/23 |
| | 582 10 00 00 Deposit Refunds | | 001 000 580 General Fund | 75.00 | Security Deposit Refund, Jackson, 07/29/23 |
| 33292 | 09/24/2024 | 10/08/2024 | 10760 Kimley-Horn and Associates, Inc. | 3,401.75 | Middle Housing Project - Services thru 08/31/24 |
| | 558 60 41 00 Prof Svcs - Planning | | 001 000 558 General Fund | 3,401.75 | Middle Housing Project - Services thru 08/31/24 |
| 33312 | 09/24/2024 | 10/08/2024 | 9483 Lakewood, City of | 74.22 | EVOC Training - March 2024 - M Bugarin |
| | 521 22 49 02 Reg & Tuition - Police | | 001 000 521 General Fund | 74.22 | EVOC Training - March 2024 - M Bugarin |
| 33287 | 09/23/2024 | 10/08/2024 | 10889 Lawson, Trinity | 100.00 | Security Deposit Refund, Lawson, 07/18/23 |
| | 582 10 00 00 Deposit Refunds | | 001 000 580 General Fund | 100.00 | Security Deposit Refund, Lawson, 07/18/23 |
| 33350 | 10/02/2024 | 10/08/2024 | 10459 Locke Systems Inc. | 4,954.50 | IT Managed Services - Ocober 2024 (for September Services) |
| | 518 81 41 01 Prof Svcs - I/S | | 001 000 518 General Fund | 4,954.50 | IT Managed Services - Ocober 2024 (for September Services) |
| 33289 | 09/23/2024 | 10/08/2024 | 10891 McConnell, Boston | 75.00 | Security Deposit Refund, McConnell, 06/13/23 |
| | 582 10 00 00 Deposit Refunds | | 001 000 580 General Fund | 75.00 | Security Deposit Refund, McConnell, 06/13/23 |
| 33328 | 09/26/2024 | 10/08/2024 | 9415 Miles Resources LLC | 572,671.20 | P#77 Orchard St Overlay Construction Progress Payment #1 |
| | 595 32 63 01 Street Improvements | | 101 000 542 City Street Fund | 572,671.20 | P#77 Orchard St Overlay Construction Progress Payment #1 |
| 33284 | 09/23/2024 | 10/08/2024 | 10887 Moore, Joan | 100.00 | Security Deposit Refund, Moore, 03/25/23 |
| | 582 10 00 00 Deposit Refunds | | 001 000 580 General Fund | 100.00 | Security Deposit Refund, Moore, 03/25/23 |
| 33281 | 09/23/2024 | 10/08/2024 | 10894 Moss, SueKari | 75.00 | Security Deposit Refund, Moss, 07/01/23 |
| | 582 10 00 00 Deposit Refunds | | 001 000 580 General Fund | 75.00 | Security Deposit Refund, Moss, 07/01/23 |

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| 33291 | 09/23/2024 | 10/08/2024 | 10893 Nobles, T'wina | 75.00 | Security Deposit Refund, Nobles, 09/02/23 |
| | 582 10 00 00 | Deposit Refunds | 001 000 580 General Fund | 75.00 | Security Deposit Refund, Nobles, 09/02/23 |
| 33296 | 09/24/2024 | 10/08/2024 | 10508 Odell, Russell M. | 337.50 | Pro Temp Judge - 9/18/2024 (4.5 hours) |
| | 512 51 41 02 | Prof Svcs - Pro Temp Judges | 001 000 512 General Fund | 337.50 | Pro Temp Judge - 9/18/2024 (4.5 hours) |
| 33297 | 09/24/2024 | 10/08/2024 | 10508 Odell, Russell M. | 300.00 | Pro Temp Judge - 9/19/2024 (4 hours) |
| | 512 52 41 02 | Prof Svcs - Pro Temp Judges | 001 000 512 General Fund | 300.00 | Pro Temp Judge - 9/19/2024 (4 hours) |
| Total Odell, Russell M. | | | | 637.50 | |
| 33321 | 09/25/2024 | 10/08/2024 | 3910 Office Depot | 18.19 | Report Folders for 2025 Budget - Council |
| | 514 23 49 02 | Printing & Binding - Finance | 001 000 514 General Fund | 18.19 | Report Folders for 2025 Budget - Council |
| 33310 | 09/24/2024 | 10/08/2024 | 3923 Orca Pacific Inc | 567.62 | Chlorine for Wells (120 gallons) |
| | 534 80 31 03 | Oper Supplies - Chlorine | 425 000 534 Water Fund (dep | 567.62 | Chlorine for Wells (120 gallons) |
| 33315 | 09/24/2024 | 10/08/2024 | 8993 Pacific Office Automation - A/R | 549.59 | Copier Usage - 08/01/24-09/01/24 |
| | 512 51 45 00 | Oper Rentals - Copier - Cour | 001 000 512 General Fund | 9.58 | Court 08/01/24-09/01/24 |
| | 518 10 45 00 | Oper Rentals - Copier - Non | 001 000 518 General Fund | 18.66 | City Hall 08/01/24-09/01/24 |
| | 531 50 45 00 | Oper Rentals - Copier - Stori | 415 000 531 Storm Drain | 2.93 | Storm 08/01/24-09/01/24 |
| | 534 10 45 02 | Oper Rentals - Copier - Wat | 425 000 534 Water Fund (dep | 2.93 | Water 08/01/24-09/01/24 |
| | 535 10 45 00 | Oper Rentals - Copier - Sew | 430 000 535 Sewer Fund (dep | 2.92 | Sewer 08/01/24-09/01/24 |
| | 542 30 45 00 | Oper Rentals - Copier - Stret | 101 000 542 City Street Fund | 2.92 | Street 08/01/24-09/01/24 |
| | 571 10 45 01 | Oper Rentals - Copier - Rec | 001 000 571 General Fund | 9.42 | Rec 08/01/24-09/01/24 |
| | 576 80 45 00 | Oper Rentals - Copier - Park | 001 000 576 General Fund | 1.05 | Parks 08/01/24-09/01/24 |
| | 591 12 70 00 | Lease Payments - Court | 001 000 591 General Fund | 94.84 | Court 08/01/24-09/01/24 |
| | 591 18 70 10 | Lease Payments - Non-Dept | 001 000 591 General Fund | 184.78 | City Hall 08/01/24-09/01/24 |
| | 591 31 70 00 | Lease Payments - Storm | 415 000 591 Storm Drain | 28.99 | Storm 08/01/24-09/01/24 |
| | 591 34 70 00 | Lease Payments - Water Adu | 425 000 591 Water Fund (dep | 28.99 | Water 08/01/24-09/01/24 |
| | 591 35 70 00 | Lease Payments - Sewer | 430 000 591 Sewer Fund (dep | 28.99 | Sewer 08/01/24-09/01/24 |
| | 591 71 70 00 | Lease Payments - Recreation | 001 000 591 General Fund | 93.23 | Rec 08/01/24-09/01/24 |
| | 591 76 70 80 | Lease Payments - Parks | 001 000 591 General Fund | 10.36 | Parks 08/01/24-09/01/24 |
| | 591 95 70 00 | Lease Payments - Street | 101 000 591 City Street Fund | 29.00 | Street 08/01/24-09/01/24 |
| 33316 | 09/24/2024 | 10/08/2024 | 8993 Pacific Office Automation - A/R | 575.61 | Copier Usage - 08/01/24-09/01/24 |
| | 512 51 45 00 | Oper Rentals - Copier - Cour | 001 000 512 General Fund | 30.23 | Court 08/01/24-09/01/24 |
| | 518 10 45 00 | Oper Rentals - Copier - Non | 001 000 518 General Fund | 462.53 | City Hall 08/01/24-09/01/24 |

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| 531 50 45 00 | Oper Rentals - Copier - Stori | 415 000 | 531 Storm Drain | 6.14 | Storm 08/01/24-09/01/24 |
| 534 10 45 02 | Oper Rentals - Copier - Wate | 425 000 | 534 Water Fund (de | 6.13 | Water 08/01/24-09/01/24 |
| 535 10 45 00 | Oper Rentals - Copier - Sewe | 430 000 | 535 Sewer Fund (de | 6.13 | Sewer 08/01/24-09/01/24 |
| 542 30 45 00 | Oper Rentals - Copier - Stret | 101 000 | 542 City Street Fund | 6.14 | Street 08/01/24-09/01/24 |
| 571 10 45 01 | Oper Rentals - Copier - Rec | 001 000 | 571 General Fund | 52.47 | Rec 08/01/24-09/01/24 |
| 576 80 45 00 | Oper Rentals - Copier - Park | 001 000 | 576 General Fund | 5.84 | Parks 08/01/24-09/01/24 |
| Total Pacific Office Automation - A/R | | | | 1,125.20 | |
| 33323 09/26/2024 10/08/2024 4108 | Pape Machinery Inc. | | | 365.16 | Repair Parts for Mower - V-Belt, Blade, Eyebolt |
| 548 65 48 11 | O & M - Parks/Rec | 501 000 | 548 Equipment Rent | 365.16 | Repair Parts for Mower - V-Belt, Blade, Eyebolt |
| 33311 09/24/2024 10/08/2024 3751 | Psomas, DBA KPG Psomas | | | 9,690.00 | P#82 Electron Way & Contra Costa 7/26/24-08/22/24 |
| 595 10 63 06 | Project Engineering - Street | 101 000 | 594 City Street Fund | 9,690.00 | P#82 Electron Way & Contra Costa 7/26/24-08/22/24 |
| 33358 10/02/2024 10/08/2024 3986 | Puget Sound Energy, BOT-01H | | | 2,096.91 | Natural Gas - Pool/Bathhouse - September 2024 |
| 576 20 47 00 | Public Utility Services - Pool | 001 000 | 576 General Fund | 2,096.91 | Natural Gas - Pool/Bathhouse - September 2024 |
| 33309 09/24/2024 10/08/2024 3989 | Puget Sound Regional Council | | | 2,568.00 | FY25 Membership Dues 7/1/24-6/30/25 |
| 511 60 49 02 | Dues/Member/Subscriptions | 001 000 | 511 General Fund | 2,568.00 | FY25 Membership Dues 7/1/24-6/30/25 |
| 33300 09/24/2024 10/08/2024 4035 | Sarco Supply | | | 33.47 | Janitorial Supplies - Rec Bldg |
| 571 10 31 04 | Janitorial Supplies - Rec Bldg | 001 000 | 571 General Fund | 33.47 | Janitorial Supplies - Rec Bldg |
| 33302 09/24/2024 10/08/2024 4035 | Sarco Supply | | | 156.42 | Janitorial Supplies - PSB |
| 518 30 31 02 | Oper Supplies - PSB Bldg | 001 000 | 518 General Fund | 156.42 | Janitorial Supplies - PSB |
| 33303 09/24/2024 10/08/2024 4035 | Sarco Supply | | | 228.24 | Janitorial Supplies - Parks Structures |
| 576 80 31 01 | Janitorial Supplies - Parks St | 001 000 | 576 General Fund | 228.24 | Janitorial Supplies - Parks Structures |
| 33304 09/24/2024 10/08/2024 4035 | Sarco Supply | | | 187.43 | Janitorial Supplies - Pool |
| 576 20 31 02 | Janitorial Supplies - Pool | 001 000 | 576 General Fund | 187.43 | Janitorial Supplies - Pool |
| 33305 09/24/2024 10/08/2024 4035 | Sarco Supply | | | 292.17 | Janitorial Supplies - Rec Bldg |
| 571 10 31 04 | Janitorial Supplies - Rec Bldg | 001 000 | 571 General Fund | 292.17 | Janitorial Supplies - Rec Bldg |
| 33306 09/24/2024 10/08/2024 4035 | Sarco Supply | | | 185.25 | Operating Supplies - City Hall |

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| 518 30 31 04 | Oper Supplies - CH | | 001 000 518 General Fund | 185.25 | Operating Supplies - City Hall |
| | | | Total Sarco Supply | 1,082.98 | |
| 33365 | 10/03/2024 | 10/08/2024 10791 | Shea, Carr & Jewell, Inc, SCJ Alliance | 9,386.38 | P#73 Emerson Sidewalk Project - Professional Services 06-01-24 to 06-30-24 (Second Additional Billing) |
| 595 10 63 06 | Project Engineering - Street | | 101 000 594 City Street Fund | 9,386.38 | P#73 Emerson Sidewalk Project - Professional Services 06-01-24 to 06-30-24 (Second Additional Billing) |
| 33366 | 10/03/2024 | 10/08/2024 10791 | Shea, Carr & Jewell, Inc, SCJ Alliance | 4,763.90 | P#73 Emerson Sidewalk Project - Professional Services 07-01-24 to 07-31-24 |
| 595 10 63 06 | Project Engineering - Street | | 101 000 594 City Street Fund | 4,763.90 | P#73 Emerson Sidewalk Project - Professional Services 07-01-24 to 07-31-24 |
| 33367 | 10/03/2024 | 10/08/2024 10791 | Shea, Carr & Jewell, Inc, SCJ Alliance | 1,113.85 | P#73 Emerson Sidewalk Project - Professional Services 08-01-24 to 08-31-24 |
| 595 10 63 06 | Project Engineering - Street | | 101 000 594 City Street Fund | 1,113.85 | P#73 Emerson Sidewalk Project - Professional Services 08-01-24 to 08-31-24 |
| | | | Total Shea, Carr & Jewell, Inc, SCJ Alliance | 15,264.13 | |
| 33353 | 10/02/2024 | 10/08/2024 7308 | SiteCrafting Inc | 897.00 | Monthly Hosting - CityofFircrest.net - July-Sept 2024 |
| 518 81 41 02 | Web Design & Maintenance | | 001 000 518 General Fund | 897.00 | Monthly Hosting - CityofFircrest.net - July-Sept 2024 |
| 33283 | 09/23/2024 | 10/08/2024 10886 | Soran, Courtney | 75.00 | Security Deposit Refund, Soran, 03/26/23 |
| 582 10 00 00 | Deposit Refunds | | 001 000 580 General Fund | 75.00 | Security Deposit Refund, Soran, 03/26/23 |
| 33352 | 10/02/2024 | 10/08/2024 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 |
| 33330 | 09/27/2024 | 10/08/2024 9888 | T-Mobile (Cell Phone Bill) | 29.95 | Court, PW & City Hall Fax Lines (8/21/24-9/20/24) |
| 512 51 42 00 | Communication - Court | | 001 000 512 General Fund | 9.98 | Court Fax Line (8/21/24-9/20/24) |
| 518 10 42 00 | Communication - Non Dept | | 001 000 518 General Fund | 9.99 | City Hall Fax Line (8/21/24-9/20/24) |
| 531 50 42 00 | Communication - Storm | | 415 000 531 Storm Drain | 2.50 | PW Fax Line (8/21/24-9/20/24) |
| 534 10 42 00 | Communication - Water Adr | | 425 000 534 Water Fund (dep | 2.50 | PW Fax Line (8/21/24-9/20/24) |
| 535 10 42 01 | Communication - Sewer Adr | | 430 000 535 Sewer Fund (dep | 2.49 | PW Fax Line (8/21/24-9/20/24) |

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| 542 30 42 00 | Communication - Street Reg | 101 000 542 | City Street Fund | 2.49 | PW Fax Line (8/21/24-9/20/24) |
| 33356 | 10/02/2024 | 10/08/2024 | 9888 | T-Mobile (Cell Phone Bill) | 1,160.60 Cell Phones & Air Cards - 09/2024 |
| 518 30 42 00 | Communication - Fac/Equip | 001 000 518 | General Fund | 90.72 | Maint. Lead, 2 Workers 09/2024 |
| 521 22 42 00 | Communication - Police | 001 000 521 | General Fund | 614.46 | Police Officers, Chief and Air Cards 09/2024 |
| 524 20 42 00 | Communication- Building | 001 000 524 | General Fund | 15.12 | Community Development Dir. 09/2024 |
| 531 50 42 00 | Communication - Storm | 415 000 531 | Storm Drain | 75.83 | Public Works Crew, Director, PW Office Coord. 09/2024 |
| 534 10 42 00 | Communication - Water Adr | 425 000 534 | Water Fund (dep | 106.98 | Public Works Crew, Director, PW Office Coord., PW Water Meter Collector 09/2024 |
| 535 10 42 01 | Communication - Sewer Adr | 430 000 535 | Sewer Fund (dep | 75.83 | Public Works Crew, Director, PW Office Coord. 09/2024 |
| 542 30 42 00 | Communication - Street Reg | 101 000 542 | City Street Fund | 75.83 | Public Works Crew, Director, PW Office Coord. 09/2024 |
| 558 60 42 00 | Communication - Planning | 001 000 558 | General Fund | 15.12 | Community Development Dir. 09/2024 |
| 576 80 42 00 | Communication - Parks | 001 000 576 | General Fund | 90.71 | P/R Director, Events, Maint. Worker 09/2024 |
| Total T-Mobile (Cell Phone Bill) | | | | 1,190.55 | |
| 33368 | 10/03/2024 | 10/08/2024 | 4322 | Tacoma, City of - POWER | 1,909.33 Power - Various Locations - 09/2024 |
| 534 80 47 01 | Utility Services/Pumping | 425 000 534 | Water Fund (dep | 1,398.04 | PW, Well #6, #7, Weathervane Booster - 09/2024 |
| 535 80 47 01 | Utility Services/Pumping | 430 000 535 | Sewer Fund (dep | 489.34 | Pumps/LS Power - 09/2024 |
| 542 30 47 03 | Electricity/Traffic Lights | 101 000 542 | City Street Fund | 21.95 | Traffic Control - 09/2024 |
| 33375 | 10/03/2024 | 10/08/2024 | 4139 | Tapco Visa Card | 491.92 Tapco Charges thru 09/20/24 |
| 514 23 43 00 | Travel - Finance | 001 000 514 | General Fund | 491.92 | WFOA Conference Lodging for J Dunbar |
| 33282 | 09/23/2024 | 10/08/2024 | 10885 | Temmel, Matthew | 100.00 Security Deposit Refund, Temmel, 11/12/23 |
| 582 10 00 00 | Deposit Refunds | 001 000 580 | General Fund | 100.00 | Security Deposit Refund, Temmel, 11/12/23 |
| 33293 | 09/24/2024 | 10/08/2024 | 4239 | Thomson Reuters - West | 837.86 2025 Court Rules - Local, State And Federal |
| 512 51 31 01 | Publications - Court Rules | 001 000 512 | General Fund | 837.86 | 2025 Court Rules - Local, State And Federal |
| 33325 | 09/26/2024 | 10/08/2024 | 5934 | US Bank, City Hall Account | 786.94 P-Card Charges thru 09/25/24 |
| 511 60 31 00 | Office & Oper Sup - Legisl | 001 000 511 | General Fund | 44.10 | Office Supplies for 2024 Council Goals Workshop |
| 512 51 31 00 | Office & Oper Sup - Court | 001 000 512 | General Fund | 109.20 | Next Pro Subscription - 09/20/24-09/20/25 |
| 517 90 31 01 | Oper Supplies - Wellness Pro | 001 000 517 | General Fund | 48.27 | Wellness Program - Tasty Twist Challenge Supplies |
| 518 10 42 01 | Postage - Non Dept | 001 000 518 | General Fund | 345.37 | Postage - Passports |
| 558 60 49 01 | Reg & Tuition - Planning | 001 000 558 | General Fund | 240.00 | 2024 APA WA Conference Registration - N Kolostyak |

ACCOUNTS PAYABLE

City Of Fircrest

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| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
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| 33329 | 09/27/2024 | 10/08/2024 | 8482 US Bank, Police Department Account | 390.00 | P-Card Charges thru 09/25/24 |
| | 521 22 49 02 | Reg & Tuition - Police | 001 000 521 General Fund | 390.00 | 2024 CJIS Workshop - S Byrd |
| 33377 | 10/03/2024 | 10/08/2024 | 8483 US Bank, Public Works Dept Account | 2,156.20 | P-Card Charges thru 09/25/24 |
| | 518 30 31 03 | Oper Supplies - PWF | 001 000 518 General Fund | 221.14 | Ethernet Switch & Print Head for Plotter |
| | 518 30 31 05 | Oper Supplies - Parks Struct | 001 000 518 General Fund | 25.29 | Restroom Signs for Tot Lot Bathrooms |
| | 531 50 31 01 | Office Supplies - Storm | 415 000 531 Storm Drain | 44.40 | Dry Erase Markers, Kleenex, Office Chair |
| | 534 10 31 00 | Office Supplies - Water Adm | 425 000 534 Water Fund (de | 44.43 | Dry Erase Markers, Kleenex, Office Chair |
| | 534 10 49 02 | Reg & Tuition - Water Admi | 425 000 534 Water Fund (de | 340.00 | Service Connections & Water Meter Conference Registration - J Davis |
| | 534 50 31 01 | Oper Supplies - Water Main | 425 000 534 Water Fund (de | 491.89 | Parts for Wellhouse Repairs |
| | 535 10 31 00 | Office Supplies - Swr Admin | 430 000 535 Sewer Fund (de | 44.40 | Dry Erase Markers, Kleenex, Office Chair |
| | 535 80 31 00 | Oper Supplies - Sewer Gen C | 430 000 535 Sewer Fund (de | 52.53 | Cable for Antenna's at Alameda Sewer Liftstation |
| | 542 30 31 01 | Office Supplies - Street Reg | 101 000 542 City Street Fund | 44.40 | Dry Erase Markers, Kleenex, Office Chair |
| | 542 80 31 01 | Oper Supplies - St Beaut | 101 000 542 City Street Fund | 154.13 | New Pump for Watering Plants |
| | 594 34 63 01 | Other Improvements - Wate | 426 000 594 Water Improver | 693.59 | Water Meter Gaskets |
| 33355 | 10/02/2024 | 10/08/2024 | 8484 US Bank, Recreation Dept Account | 521.32 | P-Card Charges thru 09/25/24 |
| | 571 10 31 03 | Youth Supplies | 001 000 571 General Fund | 39.38 | Slime Saturday Supplies |
| | 571 10 49 03 | Dues/Member/Subscriptions | 001 000 571 General Fund | 125.00 | WRPA Membership (09/19/24-09/18/25) - C Stacy |
| | 573 90 49 01 | Community Events | 001 000 573 General Fund | 356.94 | Community Event Supplies |
| 33301 | 09/24/2024 | 10/08/2024 | 4178 University Place Refuse Inc | 630.05 | Dumping Fees - 09/2024 |
| | 531 50 47 01 | Dumping Fees - Storm | 415 000 531 Storm Drain | 270.01 | Dumping Fees - Storm 09/2024 |
| | 534 80 47 02 | Dumping Fees - Water | 425 000 534 Water Fund (de | 90.01 | Dumping Fees - Water 09/2024 |
| | 535 80 47 02 | Dumping Fees - Sewer | 430 000 535 Sewer Fund (de | 90.01 | Dumping Fees - Sewer 09/2024 |
| | 542 30 47 01 | Dumping Fees - Street | 101 000 542 City Street Fund | 90.01 | Dumping Fees - Street 09/2024 |
| | 576 80 47 01 | Dumping Fees - Parks | 001 000 576 General Fund | 90.01 | Dumping Fees - Parks 09/2024 |
| 33348 | 10/02/2024 | 10/08/2024 | 4179 Unum Life Insurance Company of America | 56.90 | Retired Benefits - October 2024 |
| | 521 22 20 02 | LEOFF I Long Term Care Prei | 001 000 521 General Fund | 56.90 | Retired Benefits - October 2024 |
| 33327 | 09/26/2024 | 10/08/2024 | 10860 Utter, David | 62.50 | Marshallese Interpreting (1.25 hrs) 24CR43752, 24IN43751 |
| | 512 51 41 03 | Prof Srvs - Interpreter - FMC | 001 000 512 General Fund | 62.50 | Marshallese Interpreting (1.25 hrs) 24CR43752, 24IN43751 |
| 33357 | 10/02/2024 | 10/08/2024 | 4226 WA St Criminal Justice Training Comm. | 1,150.00 | Handgun Level One Instructor - J Roberts |

ACCOUNTS PAYABLE

City Of Fircrest

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| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
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| | 521 22 49 02 | Reg & Tuition - Police | 001 000 521 General Fund | 1,150.00 | Handgun Level One Instructor - J Roberts |
| 33364 | 10/02/2024 | 10/08/2024 3645 | WEX BANK, Wright Express FSC | 3,721.92 | Gas/Fuel - 09/2024 |
| | 548 65 31 06 | Gas - Facilities | 501 000 548 Equipment Rent: | 183.27 | F&E 09/2024 |
| | 548 65 31 08 | Gas - Police | 501 000 548 Equipment Rent: | 2,592.75 | Police 09/2024 |
| | 548 65 31 08 | Gas - Police | 501 000 548 Equipment Rent: | 57.84 | Police 09/2024 |
| | 548 65 31 11 | Gas - Parks/Rec | 501 000 548 Equipment Rent: | 247.70 | Parks 09/2024 |
| | 548 65 31 12 | Gas - Street | 501 000 548 Equipment Rent: | 330.61 | Street 09/2024 |
| | 548 65 31 14 | Gas - Water/Sewer | 501 000 548 Equipment Rent: | 309.75 | W/S 09/2024 |
| 33319 | 09/25/2024 | 10/08/2024 4229 | Washington State Patrol | 600.00 | Access User Fee - 3rd Quarter 2024 |
| | 521 22 41 03 | WACIC/NCIC | 001 000 521 General Fund | 600.00 | Access User Fee - 3rd Quarter 2024 |
| 33359 | 10/02/2024 | 10/08/2024 4231 | Water Mgmt Labs Inc | 462.00 | Coliform & Fluoride Testing - 08/19/24 & 08/21/24 |
| | 534 80 41 00 | Water Testing | 425 000 534 Water Fund (dep | 462.00 | Coliform & Fluoride Testing - 08/19/24 & 08/21/24 |
| 33317 | 09/24/2024 | 10/08/2024 10897 | Wilbur-Ellis Company, LLC | 59.45 | Nozzles for Sprayer |
| | 576 80 31 02 | Oper Supplies - Parks | 001 000 576 General Fund | 59.45 | Nozzles for Sprayer |
| 33318 | 09/24/2024 | 10/08/2024 10897 | Wilbur-Ellis Company, LLC | 2,904.76 | Fertilizer (2,400 lbs granular, 300 gal liquid) |
| | 576 80 31 02 | Oper Supplies - Parks | 001 000 576 General Fund | 2,904.76 | Fertilizer (2,400 lbs granular, 300 gal liquid) |
| | | | Total Wilbur-Ellis Company, LLC | 2,964.21 | |
| 33288 | 09/23/2024 | 10/08/2024 10890 | Wilson, MarcKia | 75.00 | Security Deposit Refund, Wilson, 05/21/23 |
| | 582 10 00 00 | Deposit Refunds | 001 000 580 General Fund | 75.00 | Security Deposit Refund, Wilson, 05/21/23 |
| 33290 | 09/23/2024 | 10/08/2024 10892 | Zook, Shannon | 75.00 | Security Deposit Refund, Zook, 07/31/23 |
| | 582 10 00 00 | Deposit Refunds | 001 000 580 General Fund | 75.00 | Security Deposit Refund, Zook, 07/31/23 |
| 33351 | 10/02/2024 | 10/08/2024 10035 | Zoom Video Communications | 1,437.65 | Monthly Phone Rental - 09/30/24-10/30/24 |
| | 513 10 42 00 | Communication - Admin | 001 000 513 General Fund | 84.04 | Meeting Webinar & Recording - 09/30/24-10/30/24 |
| | 518 10 42 00 | Communication - Non Dept | 001 000 518 General Fund | 1,021.16 | Monthly Phone Service - 09/30/24-10/30/24 |
| | 591 18 70 10 | Lease Payments - Non-Dept | 001 000 591 General Fund | 332.45 | Monthly Phone Rental - 09/30/24-10/30/24 |

Report Total: 655,898.73

Fund

ACCOUNTS PAYABLE

City Of Fircrest

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| | | | 001 General Fund | 43,543.43 | |
| | | | 101 City Street Fund | 598,052.20 | |
| | | | 415 Storm Drain | 512.84 | |
| | | | 425 Water Fund (department) | 6,329.01 | |
| | | | 426 Water Improvement Fund | 693.59 | |
| | | | 430 Sewer Fund (department) | 839.98 | |
| | | | 432 Sewer Improvement Fund | 1,774.60 | |
| | | | 501 Equipment Rental Fund | 4,153.08 | |

This report has been reviewed by:

REMARKS:

Signature & Title

Date

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

AGENDA MODIFICATIONS

There were none.

COUNCIL GOALS WORKSHOP

City Manager Masko provided an overview of the Council Goals Workshop. Mrs. Masko introduced the City's draft Comprehensive Plan vision statement and presented the Council's 2024 goals and respective status updates for each goal. Council discussions included the adoption of the 2025 Budget, the Finance Director position recruitment, the Mildred Street sewer availability issue, expanding pool operations, achieving middle housing targets, the Water Fund status, revisiting Council goals in late spring of 2025, the Infiltration and Inflow (I&I) program, and restricting heavy commercial traffic on South Orchard Street.

There was a brief discussion on exploring options to limit heavy commercial vehicle traffic and its enforcement. There was a Council consensus to have the City Attorney review options for limiting heavy commercial traffic and to send a letter to NewCold Storage regarding traffic safety impacts.

ADJOURNMENT

Councilmember Bufford MOVED to adjourn the meeting at 6:44 P.M., seconded by Councilmember Viafore.

The Motion Carried (7-0).

Shannon Reynolds, Mayor

Arlette Burkhart, 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

There was a brief discussion on the Pierce Transit Board Election final ballot. City Clerk Burkhart stated that the final ballot would be presented at the next regular Council meeting on October 08, 2024, for a motion.

CITY MANAGER COMMENTS

Acting City Manager Grover requested Agenda Item 13B to be removed from the agenda and stated that the agenda item would be brought back to Council at a later time for discussion. There was no objection from the Council to remove Agenda Item 13B. Resolution: Leavitt Group Insurance Broker Contract Amendment.

DEPARTMENT HEAD COMMENTS

- Public Works Director Bemis reported on several updates, including the Emerson sidewalk project, Fircrest Parks Maintenance Facility Project, and Electron Way and Contra Costa Ave crosswalk project. There was a brief discussion on the status of the building permit issuance and the plan set for the Fircrest Park Maintenance Facility. Mr. Bemis stated that he would send the Council a copy of the plan set. Lastly, there was a brief discussion on the Orchard Street restriping.

COUNCILMEMBER COMMENTS

- Councilmember Andrews; no comment.
- Councilmember Bufford; no comment.
- Councilmember George commented on the Metro Parks Tacoma Park Board meeting. He stated that Interim Fire Chief Stallings-Alailima was in attendance and would like to meet the Fircrest City Manager and Police Chief. Lastly, he provided a brief report on the City of Tacoma Proposition 1, which increases the City of Tacoma property tax levy to support the Tacoma Fire Department operations.
- Councilmember Wittner; no comment.
- Councilmember Mauer-Smith; no comment.
- Councilmember Viafore; no comment.
- 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. Parks, Recreation, and Sustainability**

There were no reports.

B. Police/Public Safety and Court

Councilmember Bufford stated that the police department is working on long-term planning.

C. Public Works

Councilmember Andrews commented on the water meter installation progress and stated that the project is over 75% complete. Councilmember Viafore asked if the water meter installation would be completed by December 31, 2024. Public Works Director Bemis stated that the residential meters would be completed by December 31, 2024, and that the larger water meter installations require community and business outreach.

D. Pierce County Regional Council

Mayor Reynolds stated that the Council hosted Ceiba Consulting representative Brynn Brady and discussed 2024-2025 legislative priorities. Mayor Reynolds recommended that House Bill 1110 be included as a part of their lobbying efforts. Lastly, Mayor Reynolds stated that there was a discussion on the health of the resident orca population.

E. Other Liaison Reports

Councilmember Bufford reported on the Centennial Committee and stated that the committee is discussing fundraising efforts, website options, and a legacy project. The next Centennial Committee meeting is scheduled for October 01, 2024.

CONSENT CALENDAR

Mayor Reynolds requested the City Clerk read the Consent Calendar:

- A. Approval of Check No. 221803 through 221866 in the amount of \$237,871.63
Approval of payroll electronic funds transfer in the amount of \$162,319.32
- B. Approval of the August 27, 2024, Regular meeting minutes
Approval of the September 10, 2024, Regular meeting minutes

Councilmember Wittner MOVED to approve the Consent Calendar; 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. 1728: Endangerment with a Controlled Substance

Acting City Attorney Eide briefed the Council on the proposed ordinance and highlighted that the ordinance defines the reckless exposure of a child or dependent adult to a controlled substance. **Councilmember Wittner MOVED to adopt Ordinance No. 1728, adopting a new Chapter 9.50 of the Fircrest Municipal Code, “Endangerment with a Controlled Substance,” seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments. Council discussions included cannabis regulations, the definition of a controlled

substance, differentiating how controlled substances are obtained, and the failed passage of Washington Senate Bill 5010. Mayor Reynolds invited public comment; there were none.

The Motion Carried (7-0).

B. Resolution: Leavitt Group Insurance Broker Contract Amendment

This agenda item was removed.

C. 2025 Preliminary Budget Presentation

Interim Finance Director Dunbar presented the 2025 proposed budget to the Council. Ms. Dunbar highlighted the 2025 budget session schedule and impacts on the budget to include a Consumer Price Index of 3.6%, a Tacoma Fire contract increase of 3.6%, a 7.3% increase for medical premiums, and that it does not include revenues or expenses for the Mildred Street property project.

CALL FOR FINAL COMMENTS

Councilmember Viafore stated that September 26th, 2024 is the City's 99th anniversary of incorporation.

EXECUTIVE SESSION

At 7:26 P.M., Mayor Reynolds reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed sixty (60) minutes, to review the performance of a public employee pursuant to RCW 42.30.110(g).

ADJOURNMENT

Councilmember Wittner MOVED to adjourn the meeting at 8:00 P.M., seconded by Councilmember Bufford.

The Motion Carried (7-0).

Shannon Reynolds, Mayor

Arlette Burkhart, City Clerk

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Public Hearing for Amendments to the Comprehensive Plan

ITEM: 11A

DATE: October 8, 2024

FROM: Mark Newman, Community Development Director

RECOMMENDED MOTION: No motion. Public Hearing only.

PROPOSAL: The purpose of the Public Hearing is to receive public comments related to the 2024 Draft Comprehensive Plan. Following the Public Hearing, the Council is requested to consider the public comments and propose any final changes, edits, or requests to staff. City staff intend to bring a proposed ordinance to Council on December 15, 2024, to adopt amendments to the Comprehensive Plan as part of the 2024 Comprehensive Plan periodic update required by [RCW 36.70A.130\(5\)\(a\)](#). The City must adopt the Comprehensive Plan no later than December 31, 2024.

BACKGROUND: The City embarked on the update process starting in January 2023. The initial draft was completed by BHC Consultants. The draft included in this packet is provided after incorporating many edits. Such edits include adding language to achieve compliance with Puget Sound Regional Council's (PSRC) review comments, adding community-based photos, updating demographic data, acknowledging the need to plan for housing types for all demographics based on race and income, and updating transportation data based on the 2025-2030 Transportation Improvement Program. PSRC's review letter is included for reference. A website dedicated to the project has been maintained and is viewable here: <https://www.cityoffircrest.net/2024-comp-plan/>. Since project inception, the City Council, Planning Commission, and the public have had opportunities to both review and comment on the draft plan via community surveys, mailers, open house meetings, study sessions, and public hearings. Hard copies of the Plan are available in the City Hall lobby and at the Community Center for public review. Additional copies are also available this evening.

The public hearings have been scheduled in October to allow for two months of buffer time in case additional requirements are found, or the City Council wishes to make edits or provide alternative direction to staff. On October 1, 2024, the Planning Commission adopted the attached Resolution No. 2024-01 by a unanimous vote of 5-0. The resolution recommends adoption of the 2024 Comprehensive Plan to the City Council.

FISCAL IMPACT: None

ADVANTAGES: Adopting the 2024 Comprehensive Plan will meet the statutory deadline requirements set in place, which require adoption by December 31, 2024. This will allow the Plan to continue on its path to PSRC certification and Department of Commerce approval. The City will have the opportunity to amend the Comprehensive Plan in 2025 with middle housing regulations. The public will have the opportunity to propose amendments in 2025 for City Council review in 2026.

Adoption of the 2024 Comprehensive Plan provides the City with a long-range planning horizon

for the next twenty years. Its goals and policies allow the City to review development proposals and apply for grants that support these objectives.

Failure to comply with Countywide planning policies and PRSC policies may jeopardize receiving Transportation Improvement Board and other grants that the City relies on to fund infrastructure improvement projects. The consequences of not adopting the Plan are outlined below:

If a plan or required development regulations are not adopted, jurisdictions can lose eligibility for state grants. The Washington State Department of Commerce emphasizes that it is important to clearly document when the jurisdiction is taking final action on plan adoption. Commerce tracks plan adoptions on their website. If PSRC does not certify the plan, jurisdictions can lose eligibility for PSRC-managed federal transportation funds and for adding projects to the Regional Transportation Improvement Program (TIP). Jurisdictions with conditionally certified plans are eligible to compete for funds. Jurisdictions that have not adopted a plan in a timely manner or followed conditions are not eligible for funding or adding projects to the TIP. Plans could be appealed to the Growth Management Hearings Board by interested parties for failure to act or inconsistencies with the Growth Management Act, the multicounty planning policies, or countywide planning policies.

In the last five years, the City has relied on many grants to fund its projects. Strong grant applications are based on clearly defined goals and policies in the Comprehensive Plan. A list of grants the City has successfully been awarded totaling \$5,506,979 is attached.

DISADVANTAGES: None known.

ALTERNATIVES: Do not adopt the 2024 Comprehensive Plan as proposed. Provide staff instruction or specific edits for the 2024 Comprehensive Plan for another discussion.

ATTACHMENTS: [Draft 2024 Comprehensive Plan \(Updated 9/3/2024\) – Link to Site Planning Commission – Resolution No. 2024-01](#)
[Comprehensive Plan April 2024 Survey Results and Q&A](#)
[Puget Sound Regional Council Review Comment Letter](#)
[List of Grant-Funded Projects](#)

**CITY OF FIRCREST
RESOLUTION NO. 24-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE
CITY OF FIRCREST, WASHINGTON, RECOMMENDING THE
ADOPTION OF AMENDMENTS TO THE COMPREHENSIVE
PLAN AND ADOPTION OF THE 2024 COMPREHENSIVE PLAN.**

WHEREAS, the Planning Commission of the City of Fircrest is appointed by the Mayor and confirmed by the Council to act as a research and fact-finding agency for the city, as requested or required by the city council, to participate in the activities of regional planning commissions, and to study, promulgate, develop and make recommendations on updates to the comprehensive plan; and

WHEREAS, the Planning Commission of the City of Fircrest has undertaken review of the 2024 Comprehensive Plan by providing comments, suggestions, redlines and historical subject matter expertise to staff regarding this periodic update; and

WHEREAS, the City embarked on this process in January 2023 with the Planning Commission reviewing the Plan and its progress since then; and

WHEREAS, the Planning Commission is committed to amendments to the Plan that further more housing choices, policies and goals for climate resilience, excellent levels of service for its residents, and preservation of existing open space; and

WHEREAS, the Planning Commission has had the opportunity to review public comments on the draft plan via community surveys, mailers, pen houses meetings, study sessions, public hearings.

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

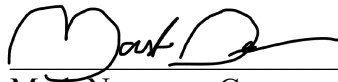
Section 1. The Planning Commission recommends its approval of the 2024 Comprehensive Plan.

APPROVED AND ADOPTED BY THE PLANNING COMMISSION OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 1st day of October 2024.

APPROVED:



Shirley Schultz, Chair



Mark Newman, Community Development Director

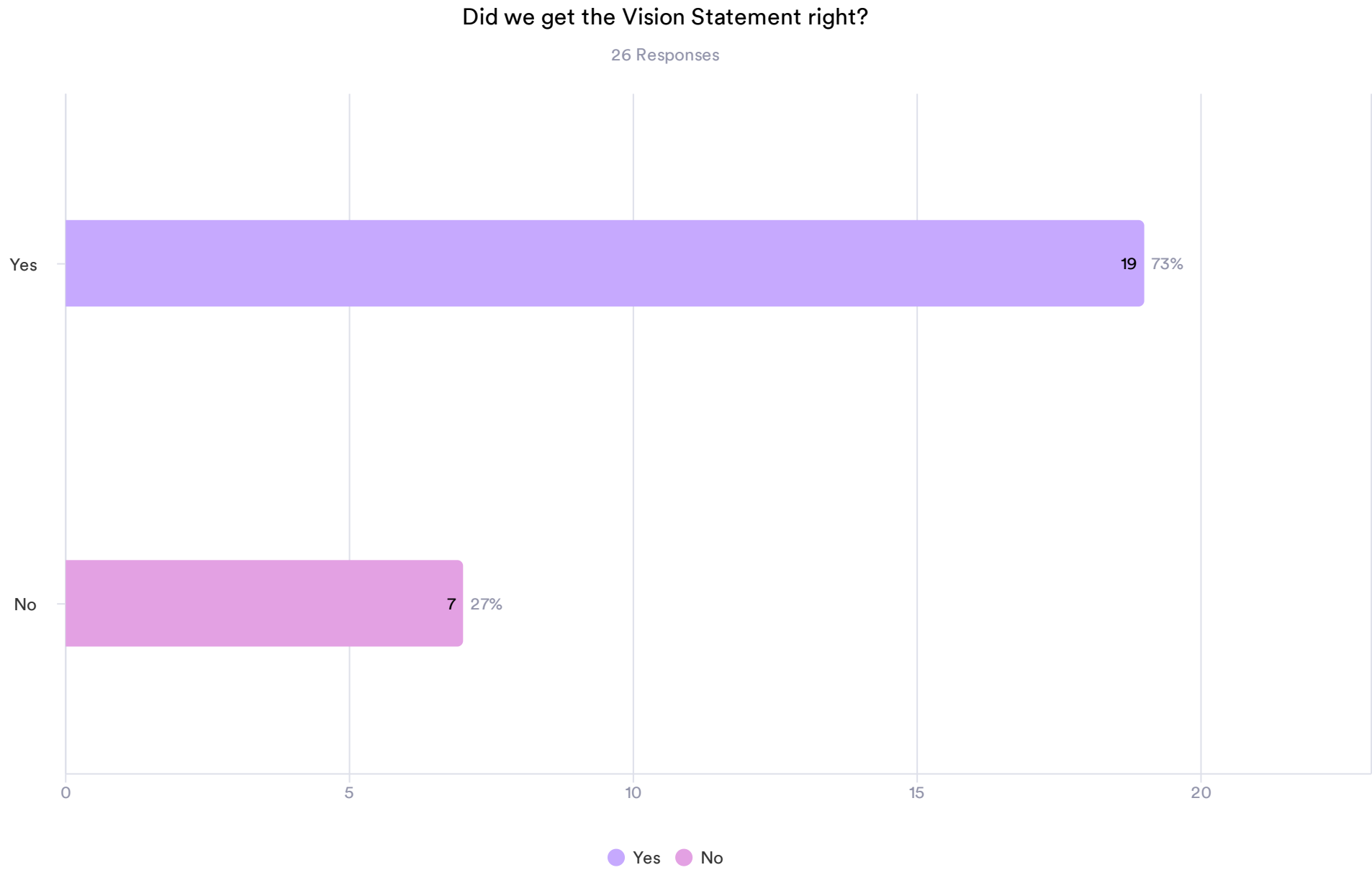
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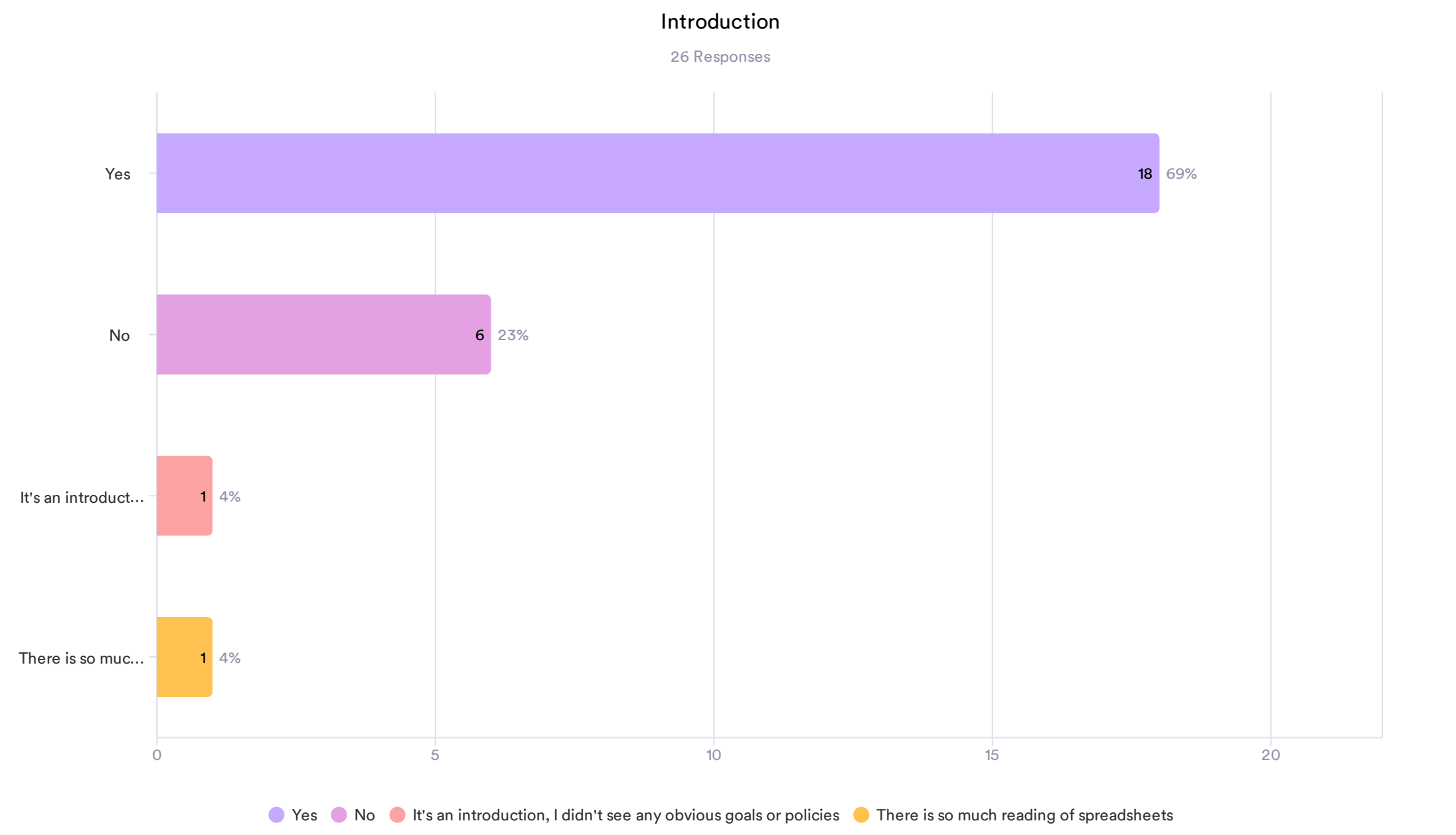


2024 Draft Comprehensive Plan

Public Survey Results - June 25, 2024

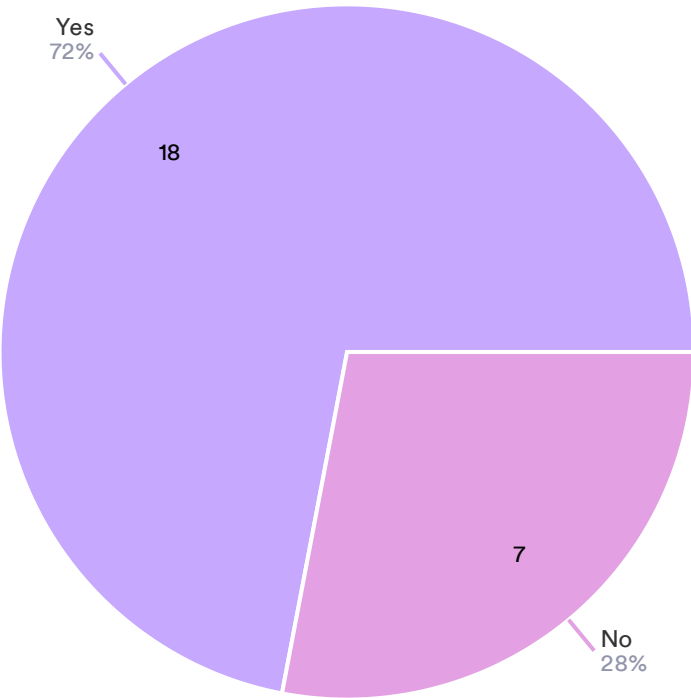
DISCLAIMER: THESE RESULTS REFLECT A TOTAL OF 26 PARTICIPANTS/SURVEY RESPONDENTS. ALTHOUGH THE CITY MADE EVERY ATTEMPT TO ENCOURAGE PARTICIPATION AND A LARGE SAMPLE SIZE, THESE RESULTS SHOULD NOT BE INTERPRETED AS A STATISTICALLY-SIGNIFICANT SAMPLE.



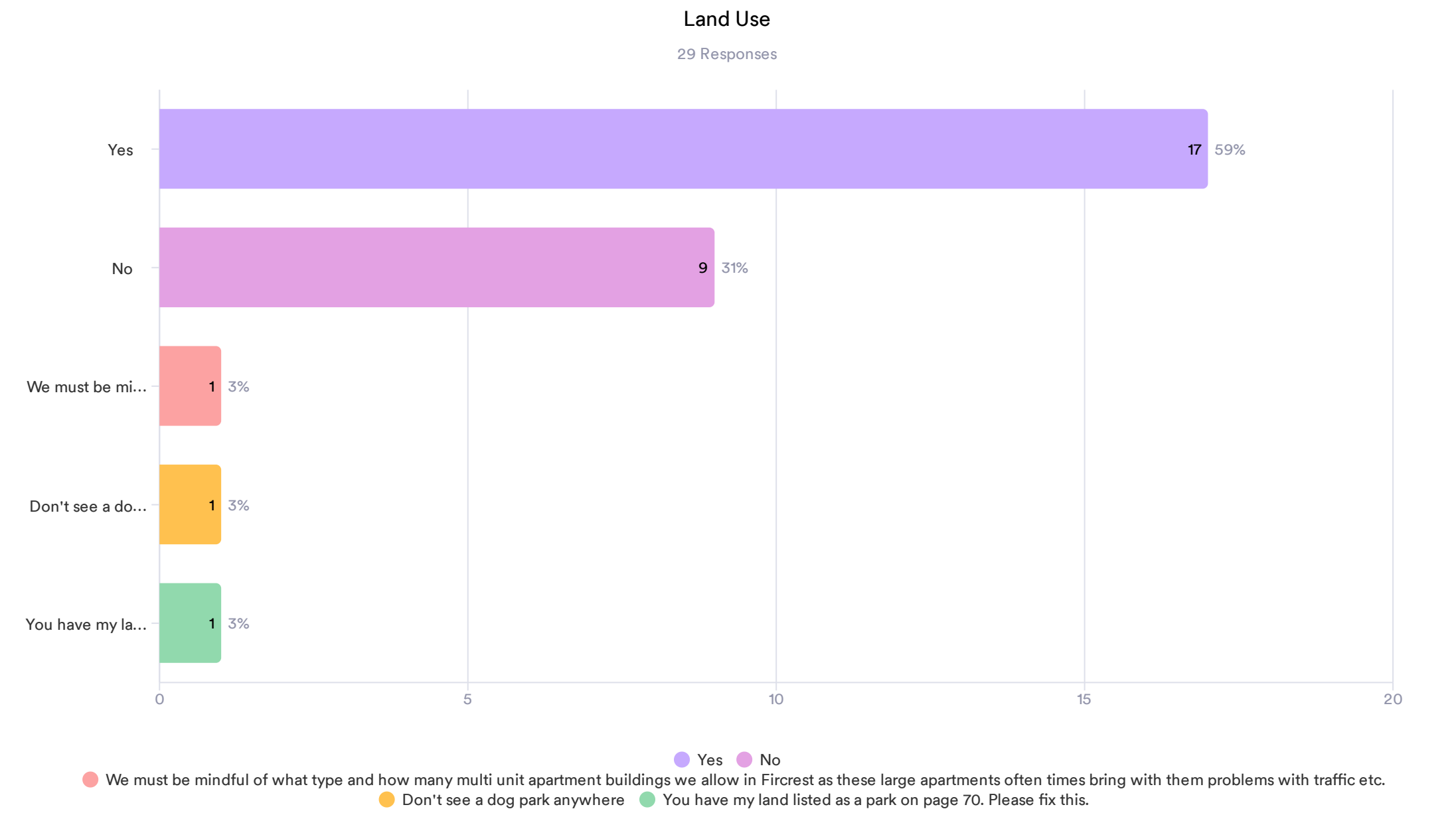


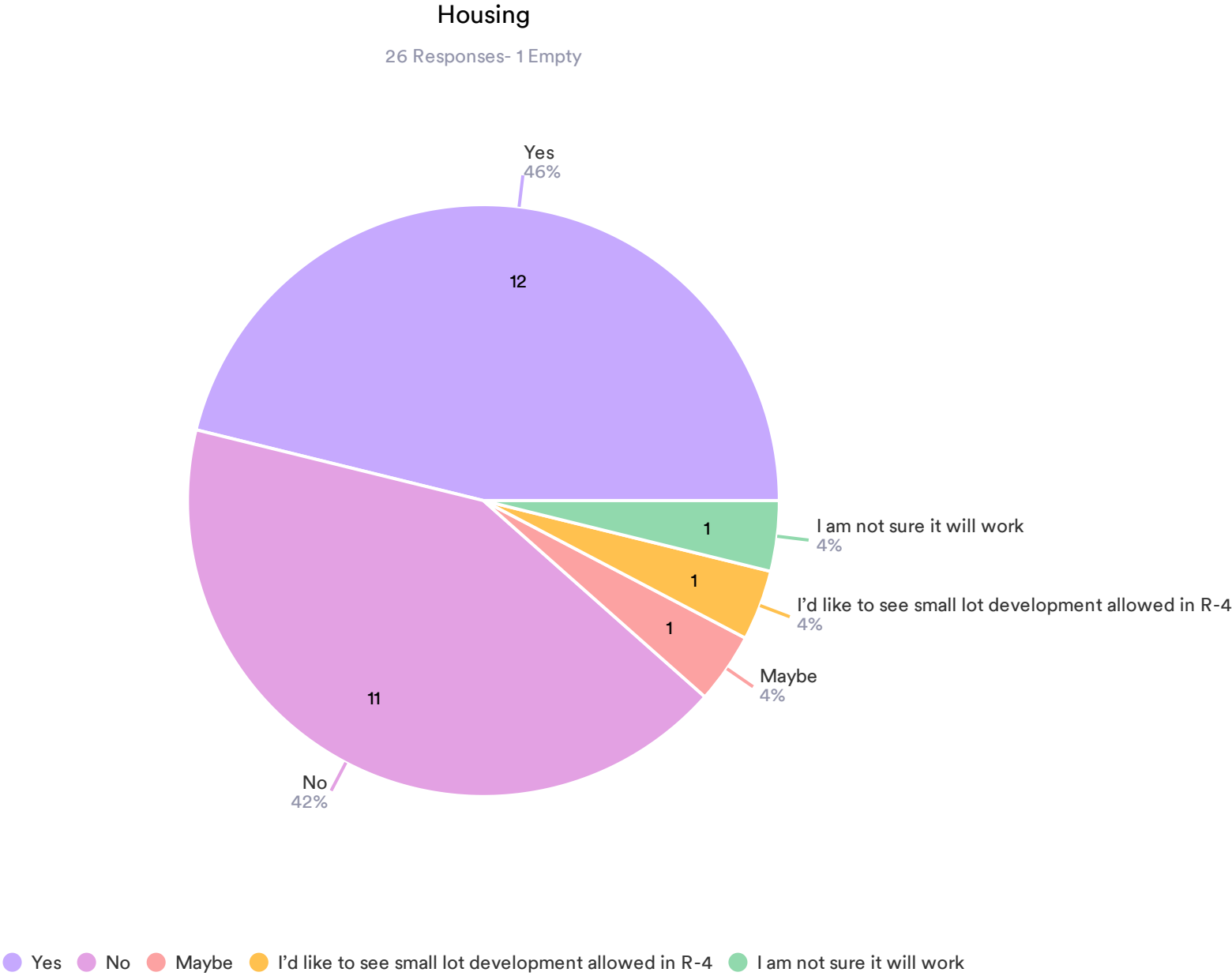
Community Development

25 Responses- 1 Empty

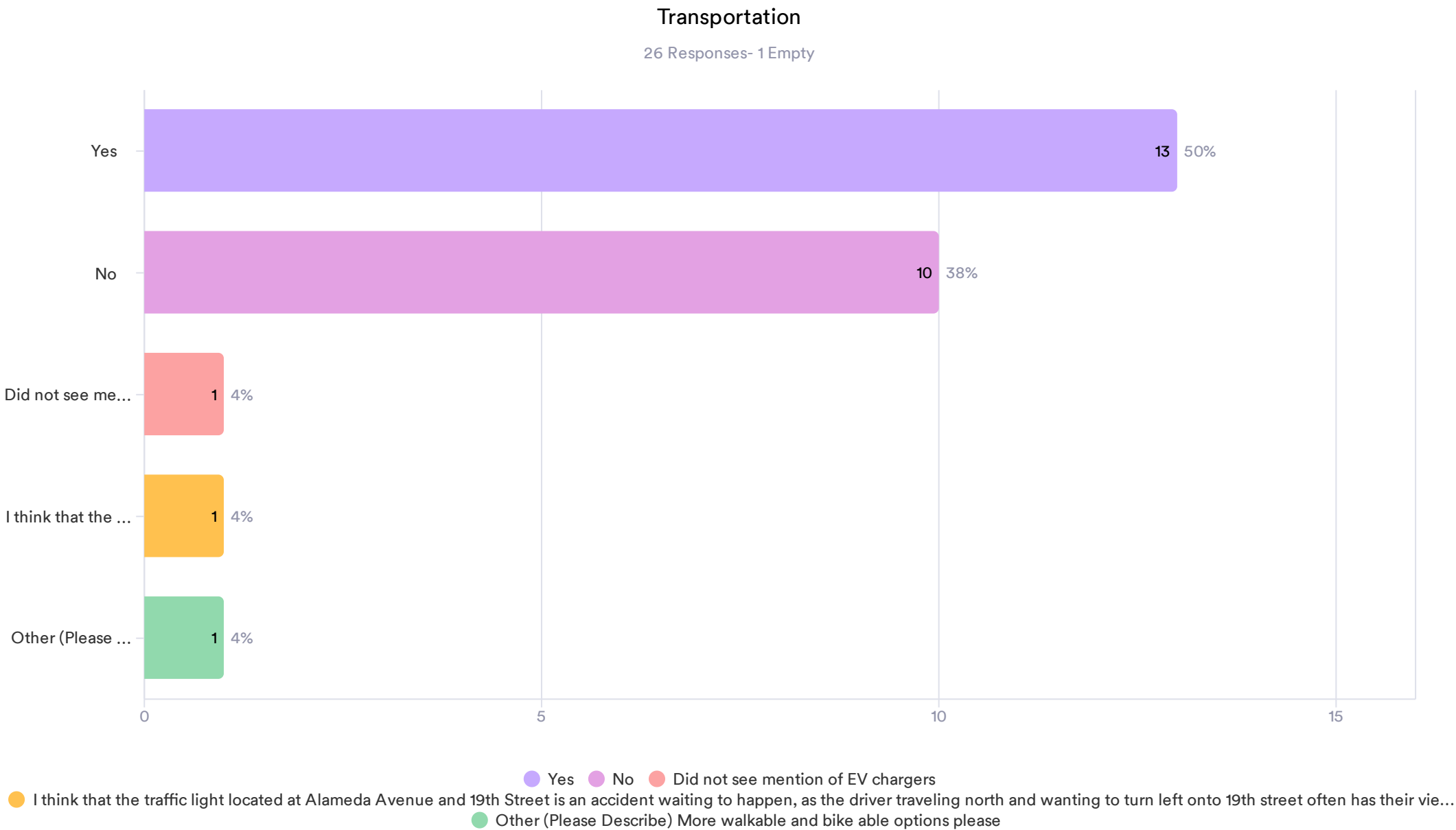


● Yes ● No



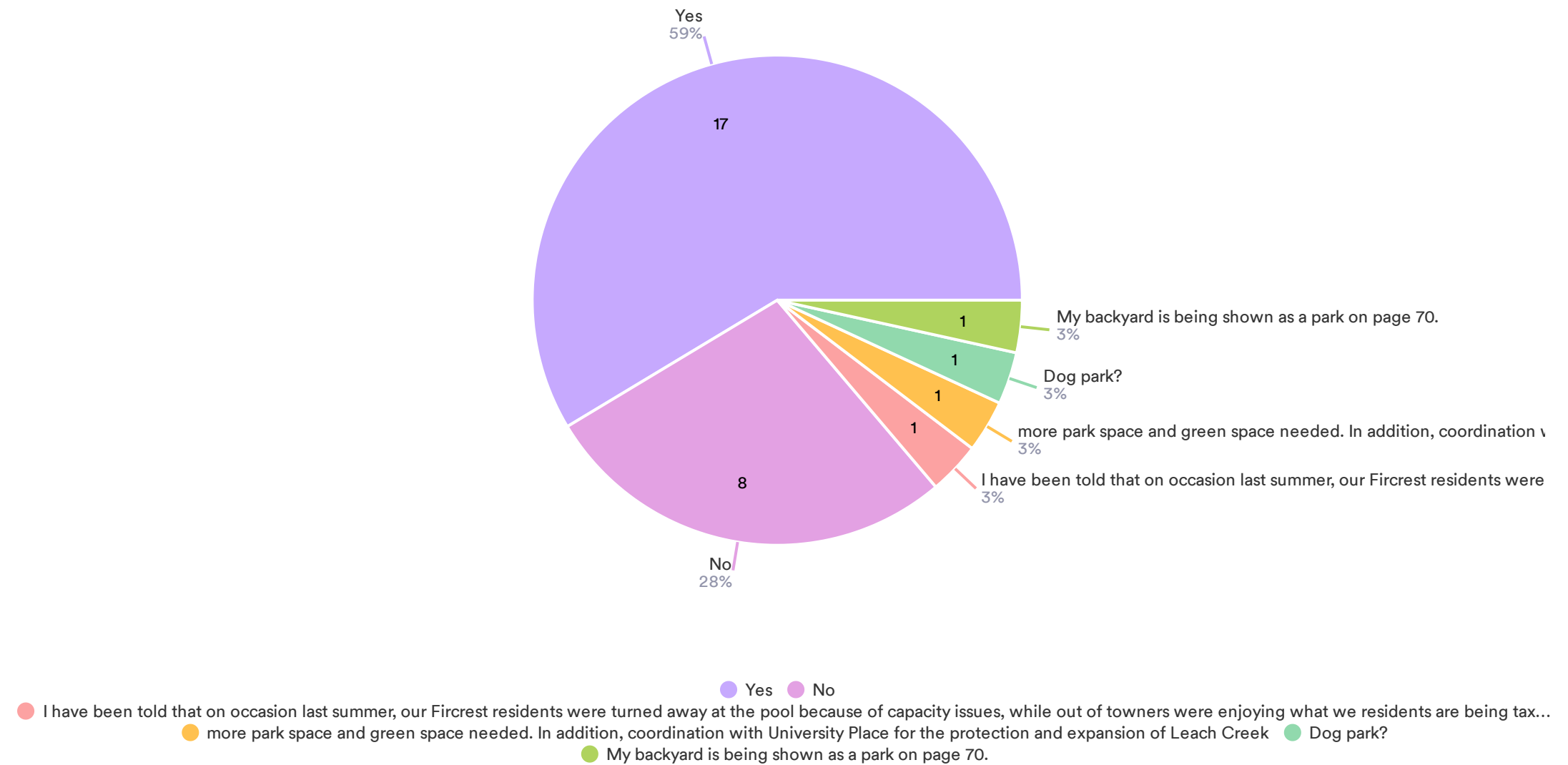


Submit Your Feedback on the 2024 Draft Comprehensive Plan



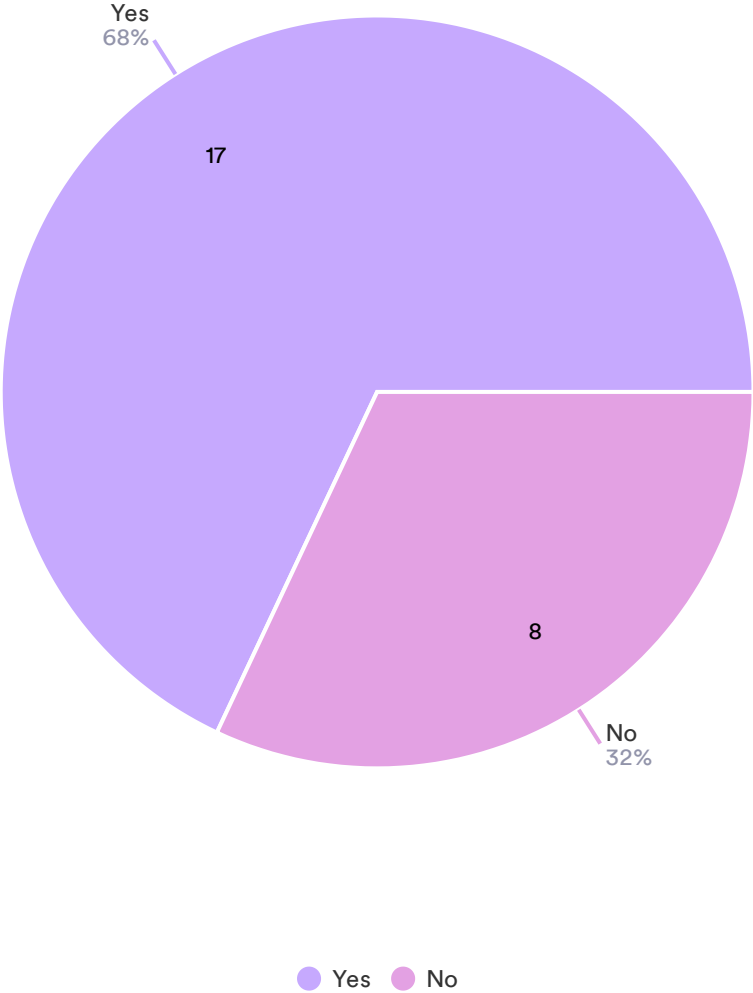
Parks, Recreation, and Open Space

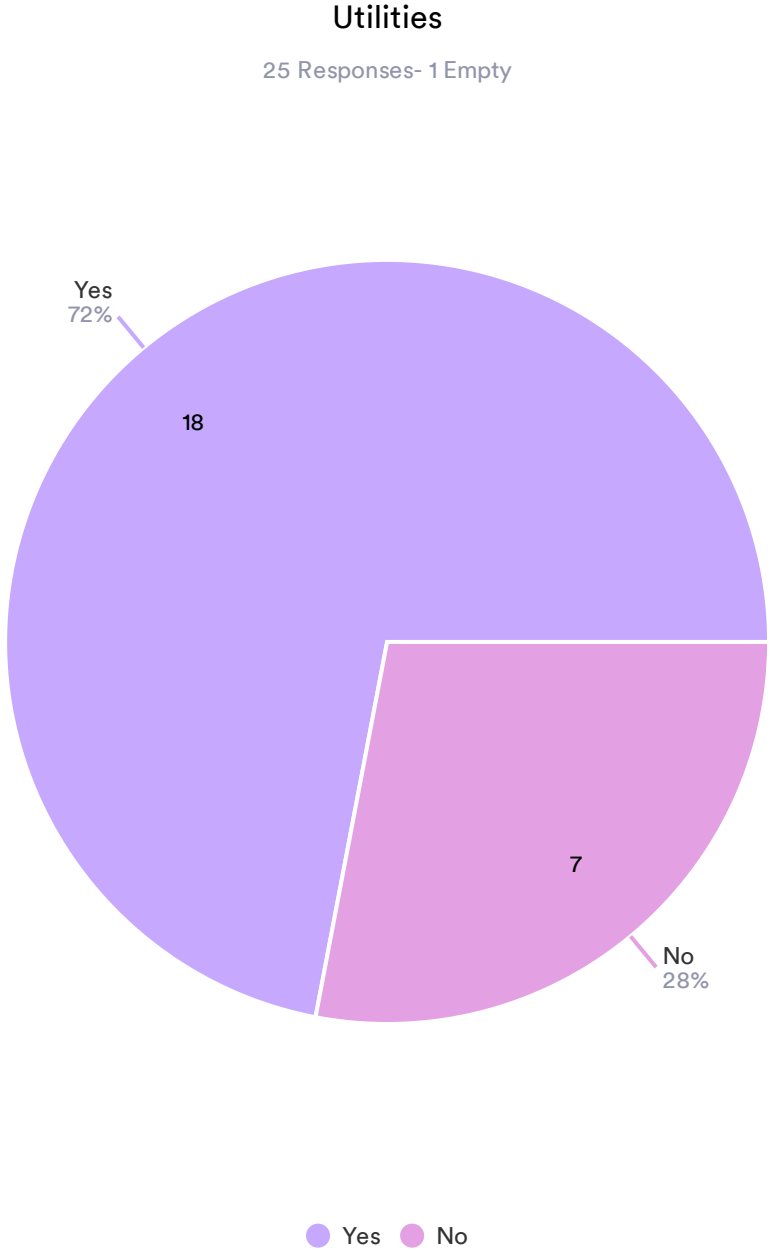
29 Responses

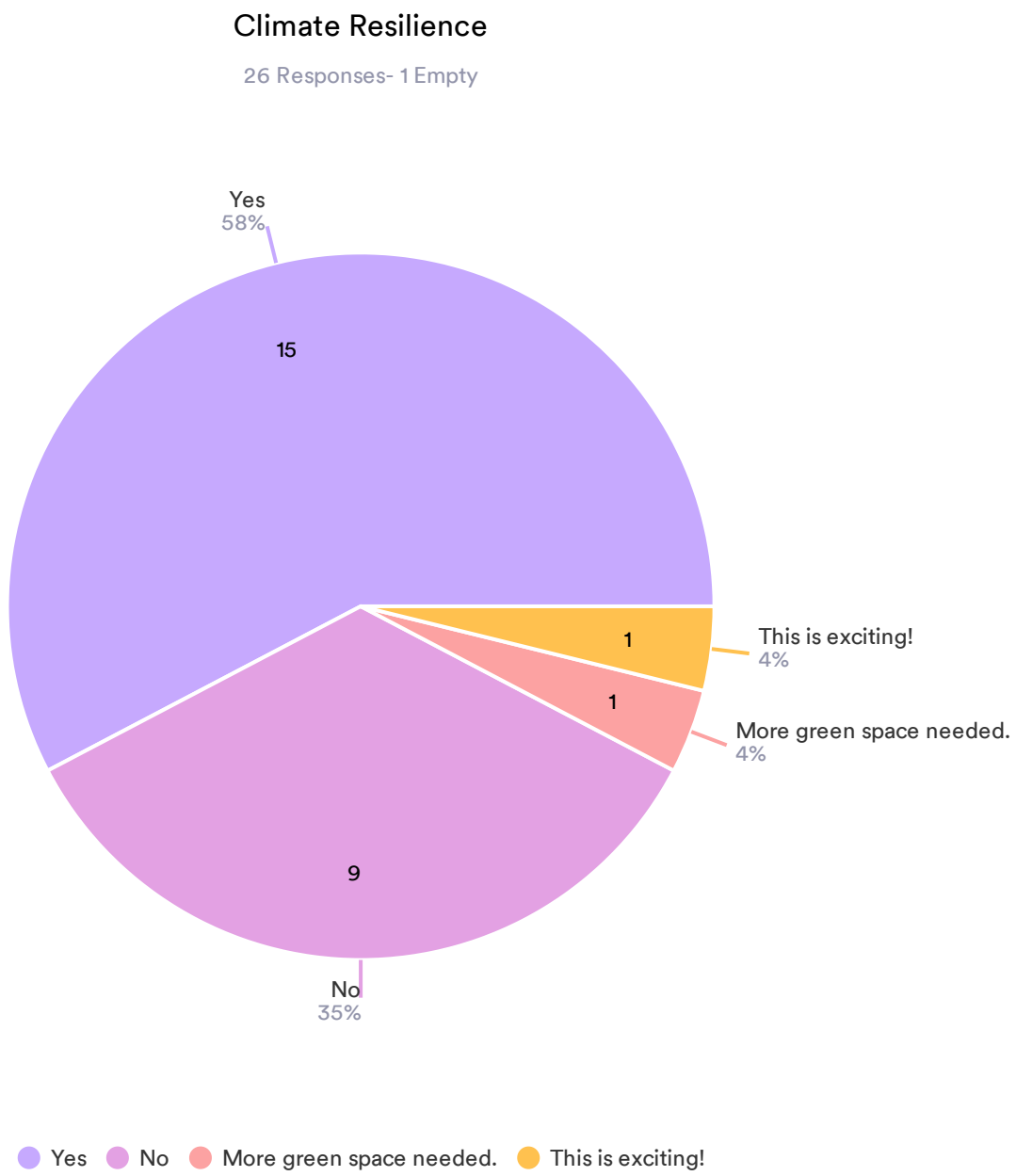


Capital Facilities

25 Responses- 1 Empty







Submit Your Feedback on the 2024 Draft Comprehensive Plan

What are we missing? Do you have any other feedback to share?

17 Responses- 9 Empty

| Data | Responses |
|--|-----------|
| Excellently crafted plan. This is why we love Fircrest. I did not see anything about EV charging. Is this going to be something we will see in the community? | 1 |
| I'm pleased to see a focus on preserving the tree in our community. They are such a critical resource for our community! | 1 |
| A lot of the items notated with a "New" or "Revised" indicator seem like they will add unnecessary burdens to our City Council and staff. A bit too much identity politics in some places. Electric vehicles do not need to be explicitly mentioned anywhere, and it comes off as if someone is getting a kickback from EV manufactures - "cleaner fuel" and "low emissions" is all that is needed. Sorry for not listing specifics on each section - we're a full-time employed household with little free time. Seeing what's been added to the plan reinforces our frustration that we can't trust our council to act with our best interests in mind. | 1 |
| I appreciate the focus on walkability - our community is very healthy and I think we should focus on supporting local businesses by making them easily accessible for pedestrians - even those businesses on the edges of the city. I would also like to see continued commitment to reserving the trees of Fircrest. Sadly the sound of chainsaws is near daily when the weather is nice. I also appreciate the focus on greenspace - having a robust and longer trail system starting in Fircrest would be a crown jewel of the city. | 1 |
| There does not seem to be recognition in the plan that something with great mixed use designation could be done to what is currently showing as commercial only land designation by Umpqua bank. That land could be created into a wonderful mixed use space with cottage housing, parks, seniors living, transit access/hub spot, yet is being ignored because the right business hasn't been found in years to do something with such a large tract of land. This land is away from the Wetlands, yet can be an easy walk to local businesses IF additional natural pathways and sidewalks could be developed around the housing. This should also incorporate coordinating with UP on proper sidewalk and bike lane alongside the golf course on 67th/Mildred to allow safe access to enjoy the Paradise Pond Park on the edge of Fircrest. More specific protection to ALL the existing Wetlands and creek areas also seems weak, yet done correctly, could become a very desirable extension of climate contribution and some safe park space - particularly the tract of land on the corner of Orchard and Emerson/40th down to Leach Creek. Purchase of this land instead of it continuing to be a real estate for sale sign would be a excellent step towards more protection of the small-town feel City of Fircrest wants to maintain and give residents a natural path/park between their homes and the new businesses at 40th and Orchard, rather than trying to not be hit by cars trying to walk along Orchard....continuing to complement the new sidewalk work done on 40th/Emerson to these businesses all while assisting in climate control/water protection for Leach Creek and the Wetlands to the northwest of this tract of land. | 1 |
| I got bored of reading the entirety of this spreadsheet... way to much info! | 1 |
| We do not need to double the population of the city by 2050. | 1 |

How satisfied are you with the City's efforts in public outreach?

25 Responses- 1 Empty



3.16

Avg. Response

25

Responses



Thank You!

Submit Your Feedback on the 2024 Draft Comprehensive Plan

Where do we go from here?

- Make changes based on the public feedback we have received.
- Make changes based on the stakeholder feedback we have received from WDFW, SSHA3P, PSE, and PSRC.
- Make changes based on Planning Commission/City Council feedback.
- Go through document to check for spelling errors, grammar, inconsistencies, and a QA.
- Complete through the summer/fall.
- Submit to State for review.
- Public Hearing at City Council Meeting, Adoption by City Council by December 2024

Do the goals and policies in the Introduction support the Vision Statement?

#1

It's an introduction, I didn't see any obvious goals or policies

Staff Response to #1

Thank you for the comment. The goals and policies include the Vision Statement and 3 Principles (Pages 8-9).

Proposed Vision

Fircrest treasures its walkable and forested environment, its peaceful and quiet nature, while embracing a variety of more housing choices for all people. Fircrest is a unique community in the region. We will remain safe, resilient, flexible, and connected to our neighbors. We value community spaces and events that bring us together.

Principle 1: Community-oriented

Principle 2: Peaceful and connected to nature

Principle 3: Housing choices available for all

#2

There is so much reading of spreadsheets

Staff Response to #2

Thank you for the comment. We understand that this is an incredibly large document and have tried to make use of infographics in lieu of spreadsheets where possible. Survey applicants were encouraged to only read what they are interested in or had the option to pause the survey and come back to it at a later date by revising their responses after submitting.

Do the goals and policies in the Land Use Element support the Vision Statement?

#1

Yes

We must be mindful of what type and how many multi unit apartment buildings we allow in Fircrest as these large apartments often times bring with them problems with traffic etc.

Staff Response to #1

Thank you for your comment. The development of new multifamily buildings is a lengthy process that involves many chances for the community to weigh in and provide input. A typical process will include:

1. A Notice of Application with a State Environmental Protection Act (SEPA) analysis. This is a fourteen-day public comment period where the public can review the draft plans, comment on proposed mitigation measures, and propose mitigation measures of their own.
2. After public comment is taken into consideration, the applicant will update the plans to take these comments into consideration and propose revised plans ready for a public hearing. City staff will produce a staff report and the public will have an opportunity to provide public comment during the public hearing and review the latest plans. An independent Hearing Examiner will make final conditions of approval after reviewing the staff report and exhibits such as a traffic study, parking study, environmental/geotechnical studies, landscape plans, and more.
3. Changing the land use of a property and the zoning of a property requires even more steps and input from the public. This is in addition to meetings between the developer and City staff to make sure that all design, zoning, building, and development standards are met and that the public is happy with the new development.

#2

No

Don't see a dog park anywhere

Staff Response to #2

Thank you for the comment. It is true that we do not have an existing dog park in the city. Your comment has been noted and passed onto our Parks and Recreation Department Director Jeff Grover for consideration. Additionally, the City is completing its Whittier Park Master Plan process and many comments indicated a preference for a dog park. Please stay tuned to the Whittier Park Master Plan process.

#3

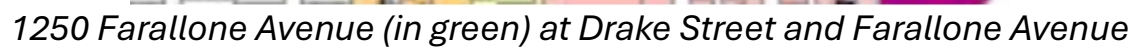
Yes

You have my land listed as a park on page 70. Please fix this.

Staff Response to #3

Thank you for the comment. To clarify, there are two separate designations for land in the City. The base or underlying designation is a land use designation which is a generalized description of what the land should be used for. Ideally, both the land use and the zoning should match up, i.e. low-density residential land use should match up with single-family zoning. However, this is not always the case.

Due to the two vacant adjacent properties containing Leach Creek, these lots have been designated as a potential site for open space or park. That does not mean that it is a park, but it does have the potential to become one in the future, should someone wish to pursue that option and rezones the property to Parks, Recreation, and Open Space. The house is zoned R-6 for single-family residential meaning that a house is permitted to be built on the lot. Currently, the land use supports a park, but the zoning does not. You would have to file a Comprehensive Plan Map Amendment or request a change during the docket process in 2025 for the City to change those areas back to residential land use.



Do the goals and policies in the Housing Element support the Vision Statement?

#1

Yes

I'd like to see small lot development allowed in R-4

Staff Response to #1

Thank you for submitting a comment. You are correct that the adopted Design Standards and Guidelines for Small Lot Development are currently only allowed in the in the R-4-C and GC zones and new multi-family developments in R-20, R-30 and CMU zones.

We are beginning work on our Middle Housing update. Our consultant and City staff are working hard to make sure these new rules preserve as much Fircrest character as possible in our traditional single-family neighborhoods. We are working to balance these new housing laws that will allow duplexes and ADUs within single-family residential and infill lots, but they must also meet our strict development and design standards while integrating into existing neighborhoods. As a result of this change, beginning in July 2025, there will be some additional housing choice available in the R-4 zoning district. We will also bring up the idea of allowing small lot development in R-4 with our consultant to include in a public feedback survey.

#2

I am not sure it will work

Staff Response to #2

Thank you for the comment. The aim of the Housing Element is to meet state housing law obligations to provide more housing choices in areas where they can be supported by infrastructure and zoning while preserving the traditional character of Fircrest which is made up substantially of single-family homes. We are required by law to put policy decisions in place to meet regional growth targets and countywide planning policies provided by Pierce County and Puget

Sound Regional Council. It is up to the market whether these additional homes will get built. If you have any specific questions or comments on the feasibility of the Housing Element, please do not hesitate to contact me at mnewman@cityoffircrest.net or (253) 238-4129.

Do the goals and policies in the Transportation Element support the Vision Statement?

| |
|---|
| #1 |
| Did not see mention of EV chargers |
| <p>Staff Response to #1</p> <p>Thank you for flagging this. We do have several mentions of EV charging in the Comprehensive Plan which I have pasted below:</p> <p><u>Policy CR-7.5 (Policy T-12.1)</u> <i>Enhance strategies that improve air quality and reduce greenhouse gas emissions. Build green streets to improve air and water quality, and coordinate with transit agencies. Support the development of infrastructure to encourage the use of electric and low emission vehicles by including electric vehicle charging stations in new and substantially redeveloped public facilities and in public commercial areas, and revise regulations as technology advances.</i></p> <p><u>NEW, MPP-T-29, CPP TR-9, and MPP-T-30 Policy T-12.4</u> <i>Pursue transportation projects that include energy conservation, alternative energy sources, and promote the use of cleaner fuels and electric vehicles. This includes identifying grants for and developing infrastructure that supports a widespread shift to electrification.</i></p> <p><u>Goal U-4:</u> <i>Support and expand electric vehicle infrastructure by including public charging stations.</i></p> |
| #2 |
| <p>No</p> <p>I think that the traffic light located at Alameda Avenue and 19th Street is an accident waiting to happen, as the driver traveling north and wanting to turn left onto 19th street often has their view of oncoming traffic totally hidden by trucks and/or vans in the south bound lanes waiting to turn left!</p> |

Staff Response to #2

Thank you for bringing this matter up. We are aware of the issues at this intersection. The light is operated and controlled by the City of Tacoma. Our Public Works Director, Tyler Bemis, has reached out to the City of Tacoma to address the situation. The Public Works Department, Police, and City Manager are working on a long-term Pedestrian Safety Plan to address issues at this intersection and at other areas around the City.

#3

Other (Please Describe) More walkable and bike able options please

Staff Response to #3

We hear your desire for more walkability and bikeability. The City has successfully pursued several grant opportunities to make this happen. The projects are identified in the 2024-2029 Six-Year Comprehensive Transportation Improvement Program (TIP) which is located in Appendix C (Page 174).

TABLE 1: 2024-2029 TRANSPORTATION FACILITY IMPROVEMENTS

City of Fircrest Six-Year Comprehensive Transportation Improvement Program (2024 to 2029)

| Transportation Facility Improvements | | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | TOTAL |
|--|---|------------|------------|--------------|--------------|------|--------------|-----------------|
| Pedestrian, Non-Motorized / Active Transportation Program | | | | | | | | |
| 7 | Alameda Ave (Emerson St to Cypress Point) (curb/gutter, sidewalk - west side) | | \$ 255,000 | | | | | \$ 255,000.00 |
| 8 | 44th St (67th Ave W to 60th Ave) (curb/gutter, sidewalk - north side) | | | \$ 1,129,000 | | | | \$ 1,129,000.00 |
| 9 | Alameda Ave (Emerson St to Rosewood Lane) (curb/gutter, sidewalk - east side) | | | | | | \$ 1,480,000 | \$ 1,480,000.00 |
| 10 | Emerson St (Woodside Dr to 67th Ave W) (designed in 2023) (sidewalks, retaining walls) | \$ 451,000 | | | | | | \$ 451,000.00 |
| 4 | Southbound South Orchard St (Columbia Ave to Regents Blvd) | | | | \$ 1,100,000 | | | \$ 1,100,000.00 |

Puget Sound Regional Council has also provided comments that we need to include multimodal level of service standards (meaning other choices of transportation besides cars).

Do the goals and policies in the Parks, Recreation, and Open Space Element support the Vision Statement?

#1

No

I have been told that on occasion last summer, our Fircrest residents were turned away at the pool because of capacity issues, while out of towners were enjoying what we residents are being taxed for.

Staff Response to #1

Thank you for bringing this to our attention. I have forwarded this comment to our Parks and Recreation Director Jeff Grover for review and an equity analysis of citizens versus non-citizens.

#2

more park space and green space needed. In addition, coordination with University Place for the protection and expansion of Leach Creek

Staff Response to #2

Thank you for bringing this to our attention. I have forwarded this comment to our Parks and Recreation Director Jeff Grover for review. The City is aware of several grant opportunities such as RCO and Pierce County Conservation Futures. Should a willing seller of vacant or environmentally-sensitive land approach the City, we are able to apply for these grants to preserve open space such as wetlands, streams, and tree canopy. In 2022, the City did attempt negotiations at purchasing vacant properties along Orchard Street, commonly referred to as the Bourgaize Properties, which are adjacent to Leach Creek, but the seller decided to pursue another offer.

Fircrest Wetlands acquisition w dev envelope



Bourgaize Properties with wetlands

Finally, the City of Fircrest was awarded Climate Change Planning grant funding to pursue an urban tree canopy study. The study would document urban tree canopy percentages around the city to show where more is needed and areas of opportunity to promote more shade and replanting, such as parks and walking routes. Due to short-staffing, we have not been able to start on this project just yet, but we will be sure to advertise it so that the public can stay involved.

| |
|--|
| #3 |
| No |
| Dog park? |
| <p>Staff Response to #3</p> <p>Thank you for the comment. It is true that we do not have an existing dog park in the city. Your comment has been noted and passed onto our Parks and Recreation Department Director Jeff Grover for consideration. Additionally, the City is completing its Whittier Park Master Plan process and many comments indicated a preference for a dog park. Please stay tuned to the Whittier Park Master Plan process.</p> |

| |
|--|
| #4 |
| No |
| My backyard is being shown as a park on page 70. |
| <p>Staff Response to #4</p> <p>Thank you for the comment. To clarify, there are two separate designations for land in the City. The base or underlying designation is a land use designation which is a generalized description of what the land should be used for. Ideally, both the land use and the zoning should match up, i.e. low-density residential land use should match up with single-family zoning. However, this is not always the case.</p> <p>Due to the two vacant adjacent properties containing Leach Creek, these lots have been designated as a potential site for open space or park. That does not mean that it is a park, but it does have the potential to become one in the future, should someone wish to pursue that option and rezones the property to Parks, Recreation, and Open Space. The house is zoned R-6 for single-family residential meaning that a house is permitted to be built on the lot. Currently, the land use supports a park, but the zoning does not. You would have to file a Comprehensive Plan Map Amendment or request a change during the docket process in 2025 for the City to change those areas back to residential land use.</p> |



1250 Farallone Avenue (in green) at Drake Street and Farallone Avenue

Do the goals and policies in the Climate Resilience Element support the Vision Statement?

#1

More green space needed.

Thank you for bringing this to our attention. I have forwarded this comment to our Parks and Recreation Director Jeff Grover for review. The City is aware of several grant opportunities such as RCO and Pierce County Conservation Futures. Should a willing seller of vacant or environmentally-sensitive land approach the City, we are able to apply for these grants to preserve open space such as wetlands, streams, and tree canopy. In 2022, the City did attempt negotiations at purchasing vacant properties along Orchard Street, commonly referred to as the Bourgaize Properties, which are adjacent to Leach Creek, but the seller decided to pursue another offer.

Fircrest Wetlands acquisition w dev envelope



Bourgaize Properties with wetlands

Finally, the City of Fircrest was awarded Climate Change Planning grant funding to pursue an urban tree canopy study. The study would document urban tree canopy percentages around the city to show where more is needed and areas of opportunity to promote more shade and replanting, such as parks and walking routes.

#2

Yes

This is exciting!

Staff Response to #2

We agree and are glad you think so as well! Please continue to stay involved as we wrap up the final Comprehensive Plan adoption process by the end of 2024.

What are we missing? Do you have any other feedback to share?

#1

Excellent crafted plan. This is why we love Fircrest. I did not see anything about EV charging. Is this going to be something we will see in the community?

Staff Response to #1

Thank you for flagging this. We do have several mentions of EV charging in the Comprehensive Plan which I have pasted below:

Policy CR-7.5 (Policy T-12.1)

Enhance strategies that improve air quality and reduce greenhouse gas emissions. Build green streets to improve air and water quality, and coordinate with transit agencies. Support the development of infrastructure to encourage the use of electric and low emission vehicles by including electric vehicle charging stations in new and substantially redeveloped public facilities and in public commercial areas, and revise regulations as technology advances.

NEW, MPP-T-29, CPP TR-9, and MPP-T-30 Policy T-12.4

Pursue transportation projects that include energy conservation, alternative energy sources, and promote the use of cleaner fuels and electric vehicles. This includes identifying grants for and developing infrastructure that supports a widespread shift to electrification.

Goal U-4:

Support and expand electric vehicle infrastructure by including public charging stations.

#2

I'm pleased to see a focus on preserving the tree in our community. They are such a critical resource for our community!

Staff Response to #2

Thank you for your comment. We are just as excited as you are! The City of Fircrest was awarded Climate Change Planning grant funding to pursue an urban tree canopy study. The study would document urban tree canopy percentages around

the city to show where more is needed and areas of opportunity to promote more shade and replanting, such as parks and walking routes. Due to short-staffing, we have not been able to start on this project just yet, but we will be sure to advertise it so that the public can stay involved.

#3

A lot of the items notated with a "New" or "Revised" indicator seem like they will add unnecessary burdens to our City Council and staff. A bit too much identity politics in some places. Electric vehicles do not need to be explicitly mentioned anywhere, and it comes off as if someone is getting a kickback from EV manufactures - "cleaner fuel" and "low emissions" is all that is needed. Sorry for not listing specifics on each section - we're a full-time employed household with little free time. Seeing what's been added to the plan reinforces our frustration that we can't trust our council to act with our best interests in mind.

Staff Response to #3

Thank you for your comment. Again, these policies and goals are ambitious and they are something the City will aspire to, but we may not necessarily implement every single goal or policy as that does not often match economic reality and resources. However, it is very important to have established goals and policies in place as they guide decisions in staff reports for land use applications, code changes, discretionary permits, and strengthen grant applications. It is up to the community to decide which goals and policies they want to support.

HB 1181 is a state law that mandates the City of Fircrest plan for climate change by reducing greenhouse gas emissions. Reductions must be provided for in a new climate change element in the Comprehensive Plan. Additionally, the City's Comprehensive Plan must align with Pierce County's Countywide Planning Policies. Both this law and the Countywide policies encourage electric and alternative fuel vehicle infrastructure in private and public development projects and long-range planning efforts. This is why they are mentioned in our Comprehensive Plan. Failure to abide by these regulations risks being out of compliance with County and state policies, meaning we would lose important grant funding for road and infrastructure projects that the City depends on to maintain the quality of life for its residents.

#4

I appreciate the focus on walkability - our community is very healthy and I think we should focus on supporting local businesses by making them easily accessible for pedestrians - even those businesses on the edges of the city. I would also like to see continued commitment to reserving the trees of Fircrest. Sadly the sound of chainsaws is near daily when the weather is nice. I also appreciate the focus on greenspace - having a robust and longer trail system starting in Fircrest would be a crown jewel of the city.

Staff Response to #4

I appreciate your comments that clearly show why Fircrest is the “Jewel of Pierce County.” The City is looking at several pedestrian and bicycle infrastructure projects to promote walkability.

The City has successfully pursued several grant opportunities to make this happen. The projects are identified in the 2024-2029 Six-Year Comprehensive Transportation Improvement Program (TIP) which is located in Appendix C (Page 174).

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Finally, the City of Fircrest was awarded Climate Change Planning grant funding to pursue an urban tree canopy study. The study would document urban tree canopy percentages around the city to show where more is needed and areas of opportunity to promote more shade and replanting, such as parks and walking

routes. Due to short-staffing, we have not been able to start on this project just yet, but we will be sure to advertise it so that the public can stay involved.

#5

There does not seem to be recognition in the plan that something with great mixed use designation could be done to what is currently showing as commercial only land designation by Umpqua bank. That land could be created into a wonderful mixed use space with cottage housing, parks, seniors living, transit access/hub spot, yet is being ignored because the right business hasn't been found in years to do something with such a large tract of land. This land is away from the Wetlands, yet can be an easy walk to local businesses IF additional natural pathways and sidewalks could be developed around the housing. This should also incorporate coordinating with UP on proper sidewalk and bike lane alongside the golf course on 67th/Mildred to allow safe access to enjoy the Paradise Pond Park on the edge of Fircrest. More specific protection to ALL the existing Wetlands and creek areas also seems weak, yet done correctly, could become a very desirable extension of climate contribution and some safe park space - particularly the tract of land on the corner of Orchard and Emerson/40th down to Leach Creek. Purchase of this land instead of it continuing to be a real estate for sale sign would be a excellent step towards more protection of the small-town feel City of Fircrest wants to maintain and give residents a natural path/park between their homes and the new businesses at 40th and Orchard, rather than trying to not be hit by cars trying to walk along Orchard....continuing to complement the new sidewalk work done on 40th/Emerson to these businesses all while assisting in climate control/water protection for Leach Creek and the Wetlands to the northwest of this tract of land.

Staff Response to #5

We appreciate your detailed feedback. Community Development Director Mark Newman would be happy to set up a meeting to discuss this more with you.

The Umpqua Bank property at 2401 Mildred Street West – believe it or not – is actually zoned Mixed-Use Neighborhood and could support a development, such as live/work space or apartments with ground floor retail. A developer interested

in this idea, similar to the goat property, would have to approach the City as the City does not have any current plans to create a master plan for that area.

I have forwarded your comments about better sidewalk infrastructure on 67th Avenue to our Public Works Director, Tyler Bemis.

The City is aware of several grant opportunities such as RCO and Pierce County Conservation Futures. Should a willing seller of vacant or environmentally-sensitive land approach the City, we are able to apply for these grants to preserve open space such as wetlands, streams, and tree canopy. In 2022, the City did attempt negotiations at purchasing vacant properties along Orchard Street, commonly referred to as the Bourgaize Properties, which are adjacent to Leach Creek, but the seller decided to pursue another offer.

Fircrest Wetlands acquisition w dev envelope



Bourgaize Properties with wetlands

Finally, the City of Fircrest was awarded Climate Change Planning grant funding to pursue an urban tree canopy study. The study would document urban tree canopy percentages around the city to show where more is needed and areas of opportunity to promote more shade and replanting, such as parks and walking routes. The City was also awarded funding to update its critical areas ordinance (CAO) to make sure that wetlands, streams, and other sensitive areas are adequately protected. Due to short-staffing, we have not been able to start on this project just yet, but we will be sure to advertise it so that the public can stay involved.

We do coordinate closely with Pierce County to make sure Leach Creek is protected from runoff. You might also be interested in learning about the [Chambers-Clover Creek Watershed Council](#).

ABOUT

The mission of the Chambers-Clover Creek Watershed Council is to promote the protection and enhancement of the Chambers-Clover Creek Watershed.

The Council (CCWC) provides an opportunity for local agencies and citizen groups to coordinate their efforts to benefit the watershed. The council is committed to improving the health of the watershed by working to improve fish habitat, water quality and foster a sense of stewardship among watershed residents.

The watershed extends from the town of Ruston on Commencement Bay south to DuPont, and east to Frederickson, covering about 149 square miles. Major lakes include American, Spanaway, Steilacoom, Gravelly, and Tule. Major streams are Chambers, Clover, Spanaway, Morey, Murray, Flett, Leach, Puget and Peach.

NEW - Stay up to date on the latest CCWC news via the [Council's blog](#).

#6

I got bored of reading the entirety of this spreadsheet... way to much info!

Staff Response to #6

Thank you for the comment. We understand that this is an incredibly large document and have tried to make use of infographics in lieu of spreadsheets where possible. Survey applicants were encouraged to only read what they are interested in or had the option to pause the survey and come back to it at a later date by revising their responses after submitting.

#7

We do not need to double the population of the city by 2050.

Staff Response to #7

Thanks for the comment. We do not plan to double our population by 2050. Our 2022 population estimate from the WA State Office of Financial Management is 7,215. The projected population (growth target) for 2050 is 9,565 which is an additional 2,350 residents or a 32.6% increase. However, these targets are only targets to aspire to and not mandates. Our policies need to show that our city's zoning and land use could handle the potential growth.

#8

The plan says to make Fircrest a walkable city and forested for enjoyment of all. the city enhances sidewalks in some areas BEFORE installing basic sidewalks in others. Please provide basic city functions to all residents evenly. before you enhance a service please provide that basic to others.

Staff Response to #8

Thank you for this comment. I have sent this along to our Public Works Director, Tyler Bemis, for review. You are correct that certain projects are funded before others. For instance, grant funding that connects parks and schools is often easier to obtain than areas without those community assets. You are welcome to provide public comment during the upcoming Transportation Improvement Program public hearing which typically takes place in June or July each year.

#9

You have woke agendas and policies taken into vision and strategy

Staff Response to #9

Thank you for your comments. Could you please reach out to city staff to clarify what you mean?

#10

Not what the Fircrest citizens said at all the meetings.

Staff Response to #10

Thank you for your comment. Please review the survey response feedback which indicates citizen approval or disapproval with the Comprehensive Plan and each of the Elements. I would be happy to answer any specific questions you have.

#11

The city has paraphrased the Pierce county and state laws, trying to get them to fit this horrible document that says what the consultants what it to say not the citizens of Fircrest. Shame on you all.

Staff Response to #11

Thank you for your comment. The City's Comprehensive Plan must align with Pierce County's Countywide Planning Policies. This is why many policies and goals overlap between Pierce County cities and the County itself and are mentioned in our Comprehensive Plan. Failure to abide by these regulations risks being out of compliance with County and state policies, meaning we would lose important grant funding for road and infrastructure projects that the City depends on to maintain the quality of life for its residents.

#12

In the housing section, it talks about the importance of maintenance of older houses. The statement "encourage repair & maintenance of older houses" is vague enough to not have much meaning. In the transportation section, it discusses the importance of walkability & sidewalks; yet the sidewalks (where they exist) are in terrible shape & certainly not ADA compliant. I know the plan is not meant to be too specific with how to achieve these goals; however, the current method of having neighbors put in a concern & have the city notify the "offending party" (for lack of a better descriptor) is a no-win situation. It puts neighbors in positions of not only having to notify the city but also the position of being a "tattle tale" (which no one likes) & can make for bad blood between neighbors. Also, the city does not check to make sure the problem is

resolved. Usually folks will comply for a week or two & then stop. Most residents do not know that the sidewalk is their responsibility & realtors & sellers do not fix them or let the buyer know about their responsibility (along with the vegetation overgrowth). So this system does not work & renters also feel that it doesn't, as landlords are not responsible with upkeep of the property either (as been relayed to me by renters). I do not feel as I grow older that Fircrest is as safe as it used to be (crime & speeders), nor are the sidewalks safe to use. Unfortunately, all the good things about Fircrest (& there are many) do not outweigh these issues for me & I have been considering moving away (which I really do not want to do)

Staff Response to #12

I am sorry to hear your concerns about safety and hope we can work together to solve them. We do have a position that oversees Code Enforcement, but in addition to that role, they are also the Permit Coordinator and Assistant Planner which does make it a challenge to proactively go out and monitor all issues in the City. That is why we are a response-based agency and respond to citizen-initiated requests. Requests can be submitted anonymously on our online form or dropped anonymously at City Hall either through mail or the drop box. We do believe in strong private property rights and seek to strike a balance to preserve community character, resolve public nuisances, but let people enjoy their property as they want to. We are exploring the possibility of using the International Property Maintenance Code to help with these concerns. The IPMC is a maintenance document intended to establish minimum maintenance standards for basic equipment, light, ventilation, heating, sanitation, and fire safety. Responsibility is fixed among owners, operators, and occupants for code compliance. The IPMC provides for the regulation and safe use of existing structures in the interest of the social and economic welfare of the community.

Your comments about crime and speeders have been forwarded to our Police Department for review.

#13

I think small lot development of single family being allowed in R-4 zone better suits overall goals of more density and diversity than only allowing it in R-4C.

Staff Response to #13

Thank you for submitting a comment. You are correct that the adopted Design Standards and Guidelines for Small Lot Development are currently only allowed in the in the R-4-C and GC zones and new multi-family developments in R-20, R-30 and CMU zones.

We are beginning work on our Middle Housing update. Our consultant and City staff are working hard to make sure these new rules preserve as much Fircrest character as possible in our traditional single-family neighborhoods. We are working to balance these new housing laws that will allow duplexes and ADUs within single-family residential and infill lots, but they must also meet our strict development and design standards while integrating into existing neighborhoods. As a result of this change, beginning in July 2025, there will be some additional housing choice available in the R-4 zoning district. We will also bring up the idea of allowing small lot development in R-4 with our consultant to include in a public feedback survey.

#14

Your website doe ls NOT provide your vision in any way shape or form. Get a person who knows how to do correct web design to dilo your design. I have no idea what your vision is, so I do not agree with it and have been a resident for 40 years.

Staff Response to #14

The vision statement is shown on some of the very first slides in this survey. You would have had to click past it to finish the survey. We will make a note for next time to make it larger and bolder.

#15

You missed the mark

Staff Response to #15

Thank you. Could you please provide more context to your comment so that City staff can reply?

#16

Form-Based Code is NOT compatible with the Fircrest ideal. That is, preserving the city's character cannot be done with any more expansion of FBC.

Staff Response to #16

The City has not indicated in the 2024 Draft Comprehensive Plan that it will further expand the footprint of the Form Based Code/Mixed Use zoning districts. Any expansion would require a Comprehensive Plan land use map amendment and/or rezoning, subject to City Council approval.

#17

I think the Comp Plan is definitely on the right track. There are many areas that seem to be vague, e.g., we're going to lower the carbon in the air, but no mention of how. (I just made this up--don't feel like going back & checking my notes for something specific.)

Here are a few of the things I would definitely like to see:

All City vehicles be switched to electric as they are replaced.

All City tools be changed to battery-operated as soon as possible.

Encouragement to Fircrest residents to use battery-operated garden tools--eventually a code requiring it.

My real question is: When do we start talking about these particulars? I didn't know if these kinds of details are supposed to be included in the Comp Plan or not.

Lastly, I don't like to criticize anyone in the City because I admire all of you & know you are working hard. However, I do have to say that I feel the outreach to residents has been poor, but that's a topic for another email. I'm sorry to say that, but you probably want to know.

Staff Response to #17

I appreciate your comments. Regarding your questions on sustainability/zero emissions technology, we have a Climate Change Element with goals and policies as you know, but we will not start the actual work until we receive Grant Funding from the Department of Commerce. We did receive the grant funding to start, but have not officially kicked-off the project due to short staffing. The actual

Element needs to be completed in 2029 so I expect we will get the grant award by 2027. Then we will have to go and find consultants to do the actual work. It is a process. It will include things like a greenhouse gas emissions inventory, a fleet electrification study and more.

I do apologize that the initial kick-off to the Comprehensive Plan had challenges, especially with the JotForm and QR Code not working. We have learned from our mistakes by testing QR codes, providing extensive public outreach via postcard mailers, weekly updates, and social media updates to spread the word.

#18

Hi Mike,

I'm really wondering if I should even take the time to respond to the survey. Clearly it seems that the residents of Fircrest's opinion doesn't really matter.

Y'all are gonna do what you want regardless.

Just wanted to share my opinion with you.

Certainly not the one who feels this way.

Staff Response to #18

Thank you for the comments. Unfortunately, this is not specific enough for me to address your concerns. Please do not hesitate to reach out to Community Development Director Mark Newman at 253-238-4129 or mnewman@cityoffircrest.net to voice your concerns.



Puget Sound Regional Council

1201 Third Avenue, Suite 500 Seattle, WA 98101-3055 | psrc.org | 206-464-7090

April 17, 2024

Mark Newman, Community Development Director
City of Fircrest
115 Ramsdell Street
Fircrest, WA 98466

Subject: PSRC Comments on City of Fircrest Draft Comprehensive Plan

Dear Mr. Newman,

Thank you for providing an opportunity for the Puget Sound Regional Council (PSRC) to review a draft of the City of Fircrest draft comprehensive plan. We appreciate that the city has invested a substantial amount of time and effort in developing the draft plan and appreciate the chance to review while in draft form. This timely collaboration provides an opportunity to review plan elements for the 2024 comprehensive plan and prepares the city well for [certification](#) by PSRC once the full plan has been adopted.

We suggest the city consider the following comments as further work is completed for the comprehensive plan update to align with [VISION 2050](#) and the Growth Management Act. We encourage the city to work towards a final draft that identifies policies and strategies to support the development of affordable housing throughout the jurisdiction and emphasizes the coordinated investment in the 19th and Mildred Countywide Center. We look forward to continuing to work with you as you complete the Comprehensive Plan Update.

We reviewed the draft plan using the PSRC Plan Review Consistency Tool. Key sections of the consistency tool are listed below on the left along with relevant comments on the draft plan on the right:

Housing

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|--|---|
| Identify and begin to undo local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including zoning that may have a discriminatory effect and areas of disinvestment and infrastructure availability | <p>Analysis of racially disparate impacts, exclusion, and displacement must be included in the draft plan or accompanying housing analysis. Commerce provides guidance on how to approach analysis of racially disparate impacts.</p> <p>For data on Racially Disparate Impacts, see PSRC's Community Profiles and Commerce's RDI Data Toolkit.</p> |
| Expand the diversity of housing types for all income levels and demographic groups, including low, very low, extremely low, and moderate-income households (MPP-H-2-6, H-9) | The Housing Appendix notes a deficit of projected housing for the 0-30% AMI category. Commerce guidance (see Exhibit 7, p. 19) indicates the need to implement actions to increase capacity if a deficit is identified. |
| Increase housing supply and densities to meet the region's current and projected needs at all income levels consistent with the Regional Growth Strategy (MPP-H-1) | The Housing Appendix notes a shortfall in housing production in the last ten years. The plan should provide greater detail on the identification of specific barriers and solutions to housing development in Fircrest. Commerce's Adequate Provisions Checklist can help document this work. |
| Identify potential physical, economic, and cultural displacement of low-income households and marginalized populations and work with communities to develop anti-displacement strategies in when planning for growth (MPP-H-12, H-Action-6) | <p>The plan acknowledges the possibility of displacement as market changes occur. The city should add a policy to identify potential displacement and to implement strategies to reduce and prevent displacement.</p> <p>PSRC's typology of Housing Opportunities by Place and accompanying policy recommendations can be useful tools.</p> |

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|---|---|
| Address affordable housing needs by developing a housing needs assessment and evaluating the effectiveness of existing housing policies, and documenting strategies to achieve housing targets and affordability goals. This includes documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations (H-Action-4) | <p>Goal H-4 and associated policies provide a strong policy support for special needs housing. The Housing Appendix could be improved by including a discussion of the existing and projected need for special needs housing (including permanent supportive housing and emergency housing as well as elder housing).</p> <p>Commerce guidance on Updating your Housing Element can be useful for this process.</p> |
| Expand housing capacity for moderate density housing, i.e., “missing middle” (MPP-H-9) | <p>The draft comprehensive plan notes several policies related to middle housing. Under HB 1110, cities must adopt compliant development regulations by June 30, 2025. Additional policies to support middle housing would be beneficial to the plan.</p> <p>Refer to Commerce guidance on Planning for Middle Housing.</p> |

Transportation

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|--|---|
| Include a 20-year financing plan, as well as an analysis of funding capability for all transportation modes (RCW 36.70A.070(3), RCW 36.70A.070(6)(a)(iv), WAC 365-196-415, WAC 365-196-430, MPP-RC-11-12, T-6, T-15) | <p>The Transportation Appendix must include an estimate of revenues available to the city through the planning horizon and an analysis of the sufficiency of funding resources compared to estimated costs identified.</p> <p>Further guidance on how to address the financial analysis in the plan can be found in the Commerce’s Transportation Element Guidebook, pages 202-212.</p> |

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|--|---|
| Provide travel demand forecasts and identify state and local system projects, programs, and management necessary to meet current and future demands and to improve safety and human health (RCW 36.70A.070, MPP-T-4-5) | The values used for Travel Forecasting included in the Citywide Land Use Assumptions Table (p. 196) do not match Housing Units (p. 160) or jobs (p. 155). These numbers must agree across plan elements and be substantially consistent with the targets adopted in the Pierce County CPPs . |
| Develop a comprehensive concurrency program that addresses level-of-service standards for multimodal types of transportation and include implementation strategies (RCW 36.70A.070, RCW 36.70A.108, MPP-DP-52-54) | VISION 2050 calls for multimodal level of service standards, and the Growth Management Act will also require these standards by 2029 (MPP-DP-52-53). PSRC's Transportation Element Guide provides guidance for multimodal level of service standards. |
| Focus system improvements to connect centers and support existing and planned development as allocated by the Regional Growth Strategy (MPP-RC-7-9, T-7-8, T-15) | The plan would be improved by emphasizing how the proposed short- and long-term transportation investments will support connection to the Countywide Center. |
| Identify racial and social equity as a core objective when planning and implementing transportation improvements, programs, and services (MPP-T-9) | The plan should include a brief discussion of the locations where mobility barriers may exist and a policy to improve mobility equity. PSRC's Equity Planning Resources for Comprehensive Plans may be a useful tool. As a reminder, Fircrest's ADA Transition Plan must be adopted by 2029. |

Public Services

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|---|---|
| Locate community facilities and services, including civic places like parks, schools, and other public spaces, in centers and near transit, with consideration for climate change, economic, social and health impacts (MPP-PS-18, PS-20, PS-29, DP-11) | The Capital Facilities and/or Utilities elements should acknowledge, and support planned, compact growth, in coordination with Countywide Center development. |

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|--|--|
| Promote affordable and equitable access of public services, including drinking water and telecommunication infrastructure, to provide access to all communities, especially underserved communities (MPP-PS-2, PS-16, PS-22) | Consider incorporating a discussion and/or visualization of the locations where infrastructure gaps exist, in support of Policy U-1.8. |

Environment

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|--|---|
| Identify open space, trail, and park resources and needs, and develop programs for protecting and enhancing these areas (MPP-En-11-12, En-15, En-Action-4) | <p>PSRC recommends including a policy and parks level-of-service to provide parks within a 10-minute walk of all residents.</p> <p>PSRC uses the Trust for Public Land's ParkServe mapping tool to identify park gaps, which shows that 79% of Fircrest's residents live within a 10-minute walk of a park.</p> |
| Protect critical areas, habitat, and water quality and coordinate planning with adjacent jurisdictions, tribes, countywide planning groups, and watershed groups (MPP-En-1, En-6, En-11-12, En-14, En-16, En-Action-3) | The plan should include discussion or a policy ensuring coordination with adjacent jurisdictions on critical area protection. |

Climate Change

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|--|---|
| Identify and address the impacts of climate change and natural hazards on the region to increase resilience (MPP-CC-7-10, CC-Action-4) | Consider incorporating a broader policy to coordinate emergency management with county, regional, or federal agencies (in addition to the transportation infrastructure identified in Policy T-14.1). |

Land Use

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|---|---|
| Support inclusive engagement to ensure land use decisions do not negatively impact historically marginalized communities (MPP-DP-8) | Consider including a policy committing to ongoing community engagement opportunities for future land use decision making. |

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|---|---|
| Jurisdictions with or planning for light rail stations: Support the adoption of subarea plans for light rail station areas (DP-Action-8) | Fircrest should consider strategies to support cooperative planning for the 19 th and Mildred countywide center alongside University Place and Tacoma. |

Economy

| Plan Review Consistency Tool | PSRC Comment on Fircrest Draft Plan |
|--|--|
| Identify and enhance industry clusters, including those recognized in the Regional Economic Strategy that provide goods and services for export (MPP-Ec-3, Ec-4) | The plan should provide some background on existing industry clusters as they relate to the plan's economic development policies. |
| Develop a range of employment opportunities to create a closer balance between jobs and housing (MPP-Ec-18) | Consider including a discussion of the current jobs and housing distribution. The Census Bureau's On the Map tool provides information on commute and employment patterns. |

PSRC has resources available to assist the city in addressing these comments and inform development of the draft plan. We have provided links to online documents in this letter, and additional resources related to the plan review process can also be found at <https://www.psrc.org/planning-2050/vision/vision-2050-planning-resources>.

We appreciate all the work the city is doing and the opportunity to review and provide comments. We are happy to continue working with you as the draft progresses through the adoption process. If you have any questions or need additional information, please contact me at 206-464-6172 or ddixon@psrc.org.

Sincerely,



David Dixon, Associate Planner
Puget Sound Regional Council

cc: Review Team, Growth Management Services, Department of Commerce

Grants Awarded to the City of Fircrest 2019 - 2024

| Date Authorized | Resolution No. | Grant Name | Dollar Amount |
|-----------------|----------------|---|--------------------|
| 8/13/2019 | 1604 | Department of Commerce Grant (Community Pool) | \$750,000 |
| 12/10/2019 | 1632 | Alameda Avenue Overlay TIB Agreement | \$574,447 |
| 12/10/2019 | 1633 | Emerson Sidewalk Extension Project TIB Agreement | \$430,190 |
| 7/28/2020 | 1664 | Department of Commerce Grant (Community Center) | \$1,000,000 |
| 11/10/2020 | 1685 | Department of Commerce Water Meter Replacement Grant | \$194,000 |
| 12/08/2020 | 1702 | Department of Ecology Pretreatment Stormwater Grant | \$313,051 |
| 11/23/2021 | 1739 | WA State Archives Historical Records Grant | \$14,680 |
| 2/08/2022 | 1754 | Department of Commerce Water Meter Replacement Grant | \$165,870 |
| 9/06/2024 | 1759 | Forterra Property Acquisition Grant | \$25,000 |
| 11/22/2022 | 1794 | Department of Ecology Pretreatment Stormwater Grant | \$110,451 |
| 11/08/2022 | 1795 | Department of Commerce Comprehensive Plan Grant Y1 | \$62,500 |
| 2/13/2023 | 1821 | TIB Grant for South Orchard Street Overlay Project | \$678,471 |
| 1/09/2024 | 1882 | Department of Commerce Middle Housing Grant | \$50,000 |
| 2/13/2024 | 1883 | Department of Commerce Comprehensive Plan Grant Y2 | \$62,500 |
| 5/12/2024 | 1886 | TIB Claremont Street Grind and Overlay Grant | \$677,409 |
| 9/06/2024 | 1893 | Department of Commerce Electron Way/Contra Costa Intersection Improvement Grant | \$148,410 |
| 9/06/2024 | 1895 | Climate Planning Grant Agreement | \$120,000 |
| 9/06/2024 | 1898 | Municipal Stormwater Capacity Grant | \$130,000 |
| Total | | | \$5,506,979 |

Destination 2045

LONG RANGE PLAN

Anna Petersen, Senior Planner
Darin Stavish, Principal Planner



City of Fircrest
8 October 2024



The Long Range Plan



- Portrays long-term vision, goals and objectives through the horizon year 2045
- Estimates costs and staff resources for long-term investment needs
- Focuses on performance-based planning for long-term service outcomes
- References previous Destination 2040 Long Range Plan (2016, update 2020)

Destination 2045 LRP

Focus Areas





Key Trends

Outreach Numbers

12

Special Jurisdictional Coordination
Meetings Regarding Nexus To Their 2024-
2025 Comprehensive Plan Updates

16

Scheduled Special Jurisdictional (Focused)
Presentations to City/Town Councils
and Planning Commissions

26

Special Events
farmers markets, neighborhood councils, etc.

3

Open Houses
in-person

1

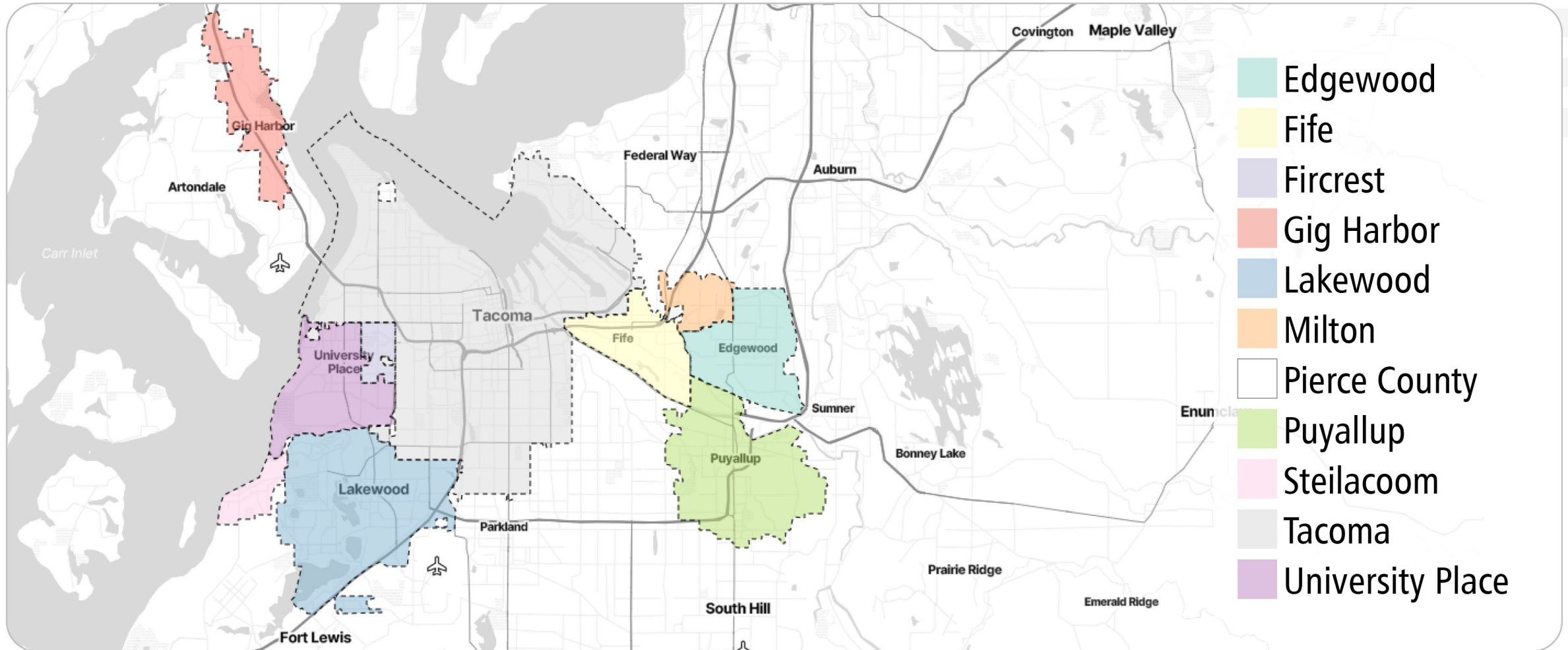
Town Hall
virtual/online

Common Themes for Transit in 2045

- Need for New Bus Routes and Services
- Frequency and Scheduling Improvements
- Transit Service to Growing and Underserved Areas and Populations
- Better Regional Integration
- Environmental and Economic Considerations
- Improved Infrastructure at Transit Locations



Partner Coordination



Service Expansion Scenarios

Scenarios A and B

600-650K Annual Service Hours

- Later service for more productive routes
- 30-minute all day weekday frequency for select routes that operate 30-minute only in the peak periods

Scenario C

735K Annual Service Hours

- Improvements from A and B
- Route 2 or 3: Bus Rapid Transit
- Route 4: Fast, Frequent and Reliable Network
- 20-minute weekday frequency for the more productive routes
- Later service and more frequent service for other local routes

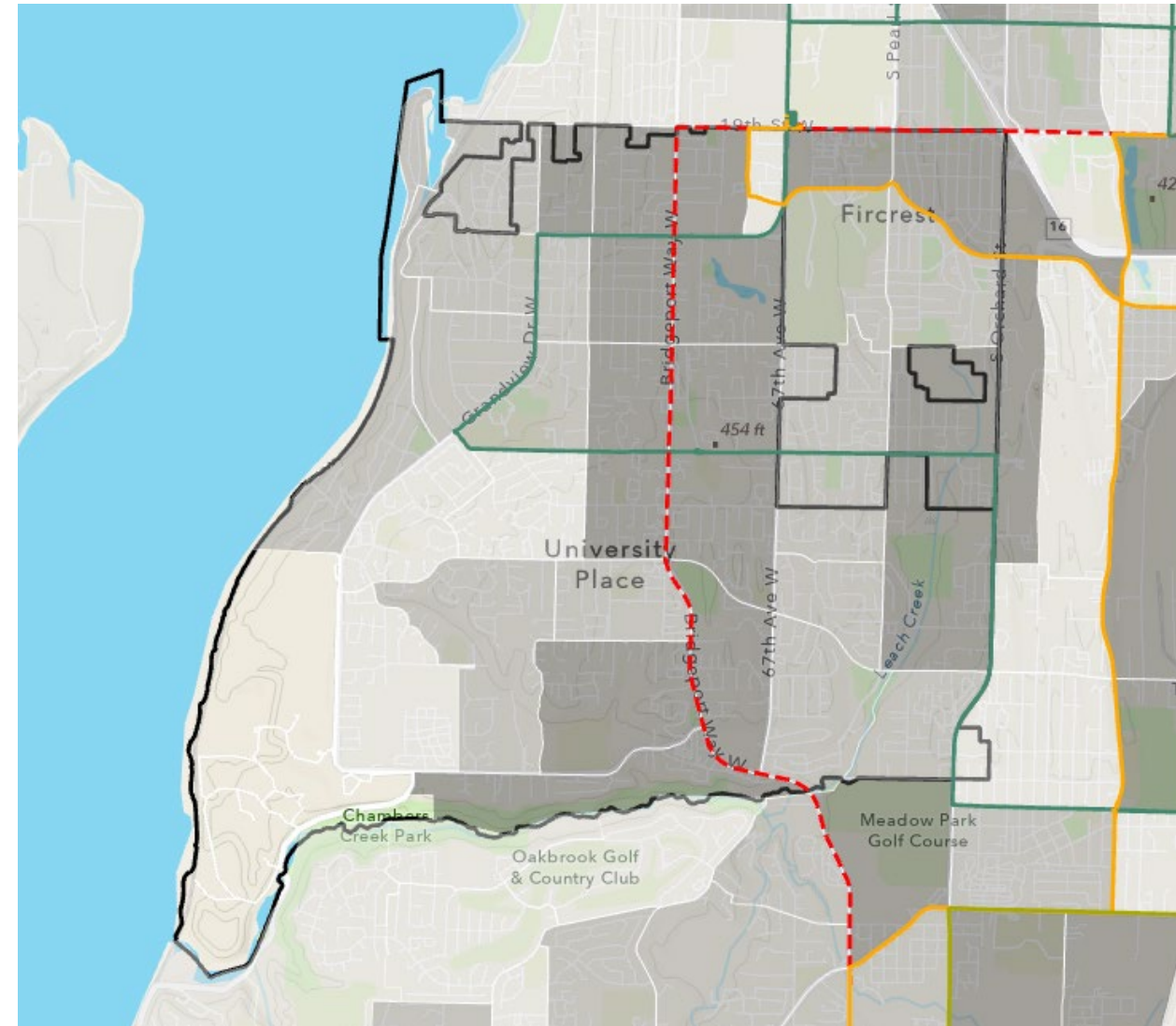
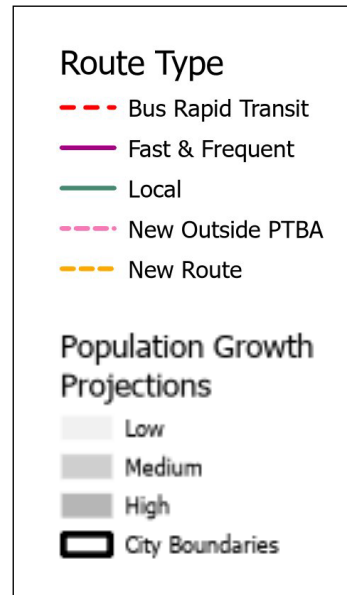
Scenario D

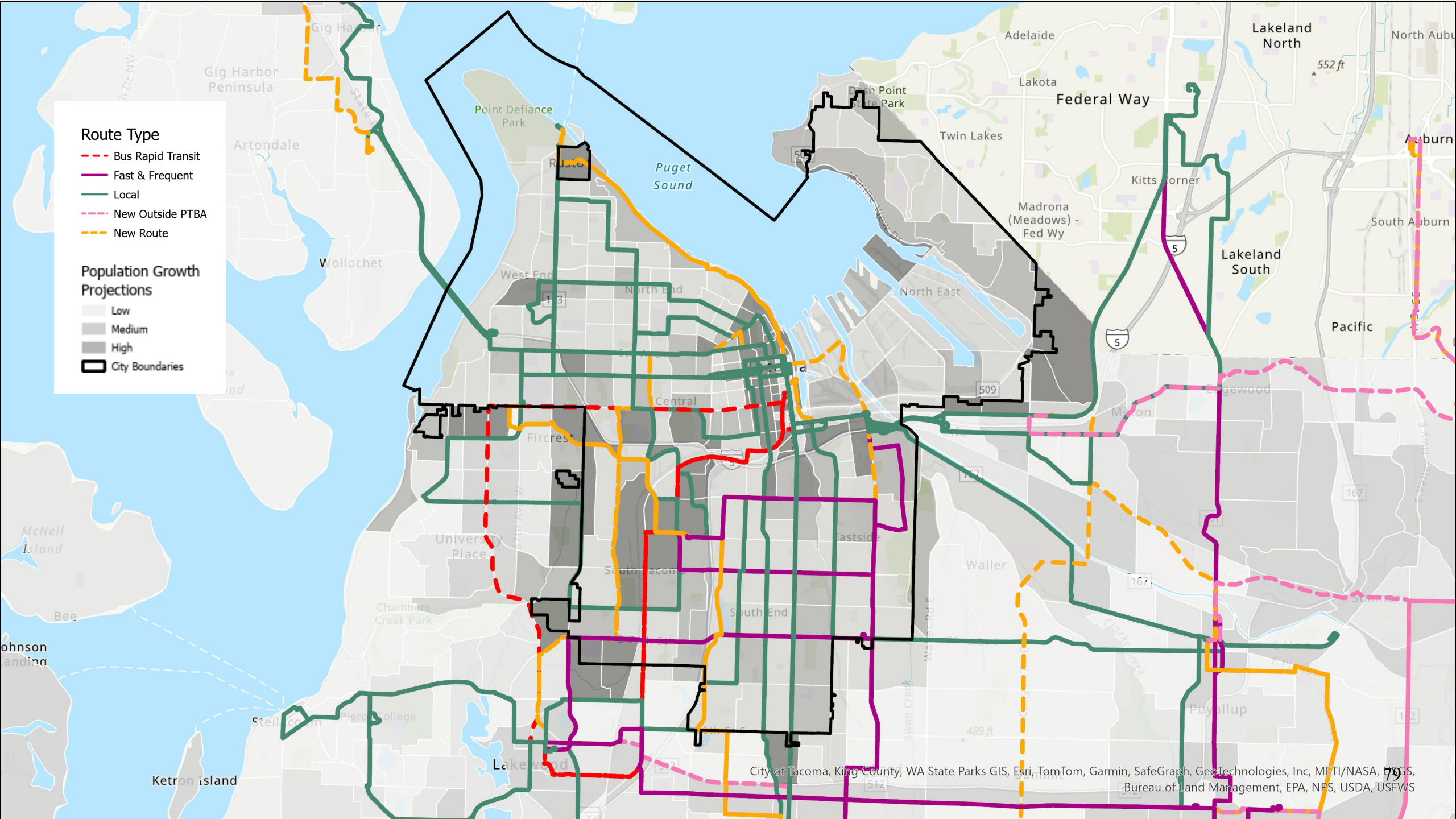
900K Annual Service Hours

- Improvements from A, B, and C
- Assumes expansion of the Pierce Transit service area
- New service to Auburn, Bonney Lake, Frederickson, Graham, Orting, Sumner, plus Fife Light Rail station
- Routes 2 and 3: Bus Rapid Transit
- Route 202: Fast, Frequent and Reliable Network

Basing System Expansion Scenarios on Land Use Changes – **University Place / Fircrest**

- Focused service improvements where population growth is forecast





Route Type

- Bus Rapid Transit
- Fast & Frequent
- Local
- New Outside PTBA
- New Route

Population Growth Projections

- Low
- Medium
- High
- City Boundaries



Discussion

- From your perspective, what do you think are the biggest challenges for Pierce Transit in obtaining the vision of the proposed service improvements in Scenario A?
- From what you know about population and employment projections for your jurisdiction, do you feel the proposed Scenario A sufficiently serves the areas your city predicts greatest future transit demand?
 - Do you know of specific areas where population and employment growth are projected that seem underserved by the routes shown in the 2045 Network Map (Scenario A)?
- If you alone were designing the 2045 network, would you make changes to any of the routes? If so, please add a brief note indicating where and why.

NEXT STEPS

COMMUNITY EVENTS • SOCIAL MEDIA • ARC GIS STORYMAP • SUBSCRIBE



PierceTransit.org/LongRangePlans



Connect With Local and Regional Plans: Make sure this all-new plan works well with other local and Puget Sound Regional Council long range plans.

Provide More Diverse Transit Options: Work towards more frequent and expanded fixed route service and new high-capacity transit options over the next 20 years.

Improve Existing Routes: Focus on improving the reliability of existing high-performing routes and reducing travel time through speed and reliability investments that can be implemented faster and cheaper than Bus Rapid Transit.

Focus on Equity: Use equity as a key part of planning, aimed at those customers who need the services the most.

Learn From the Pandemic: Use what we learned during COVID-19 to better help essential workers get around.

Prepare for Climate Changes: Make plans to handle changes in the climate and other resiliency efforts.

Spot Future Problems: Figure out what might go wrong or could be challenging as we start to implement this plan.



FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Whittier Park Master Plan Presentation

ITEM: 13B

DATE: October 8, 2024

FROM: Jeff Grover, Parks & Recreation Director

RECOMMENDED MOTION: None. Presentation only.

SUMMARY: Staff will be presenting the final Whittier Park Master Plan to the City Council for discussion. The City has been working with our consultant, AHBL, to develop a master plan for Whittier Park to guide future improvements. The final plan is the culmination of three community engagement meetings, a community survey, AHBL's research and exploration of park master plans, and comments provided by the Council at the July 15, 2024, Study Session.

ATTACHMENTS: [Preferred Master Plan Concept](#)
[AHBL Presentation Excerpts – 7/15/24](#)

PREFERRED CONCEPT



LEGEND

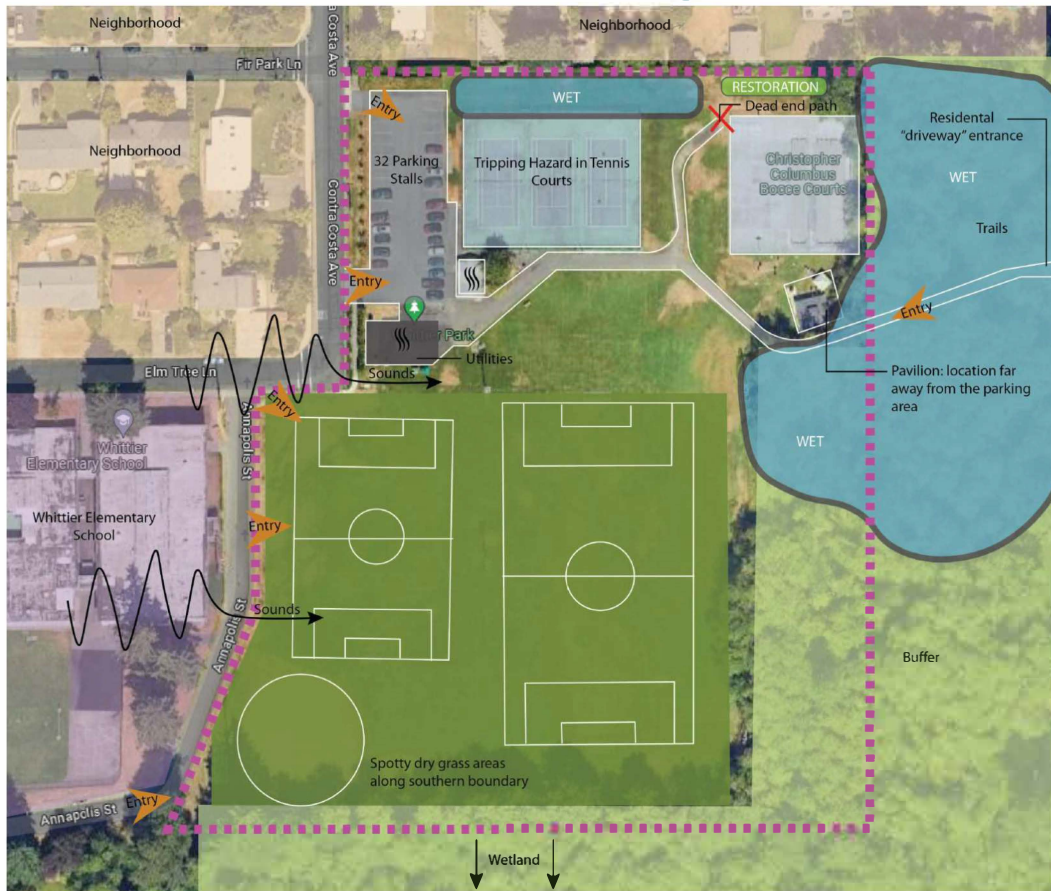
- | | | | |
|---|--|---|---|
| 1 Parking, Maintain Existing | 4 Accessible Pathways | 7 Revealed Creek and Nature Play | 10 Sport Courts: 1x Tennis, 3x Pickleball, 1x Basketball |
| 2 Work Out Stations and Benches | 5 Spectator Seating | 8 Expanded Trails | 11 Picnic Shelters |
| 3 Soccer Field Width: 165' min - 240' max x Length: 300' min x 360' max | 6 Baseball / Softball Field Little League: 200' min Softball: 250' - 275' | 9 Boardwalk | 12 Restroom, Storage and Concessions Area |



WHITTIER PARK MASTER PLAN PROJECT



Whittier Park Existing Conditions



History of Place

Whittier Park is centrally located within the city of Fircrest east of Contra Cost Ave. It has long been used as a sports recreation center

Current

Whittier Park contains environmental significance because of its adjacent watershed system, which connecting Leach Creek, Flett Creek, Clover Creek, and Chambers Creek to the Tacoma Narrows

Future

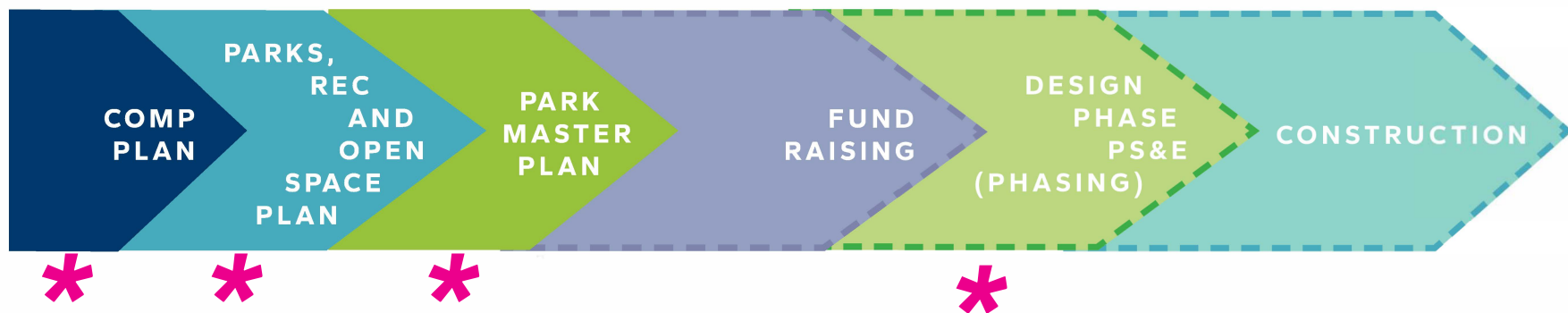
Improving existing amenities for equitable use, flexibility of programming, safety and sustainability is being driven by a participatory design process

WHITTIER PARK MASTER PLAN PROJECT



Project Overview

“What guides parks development?”

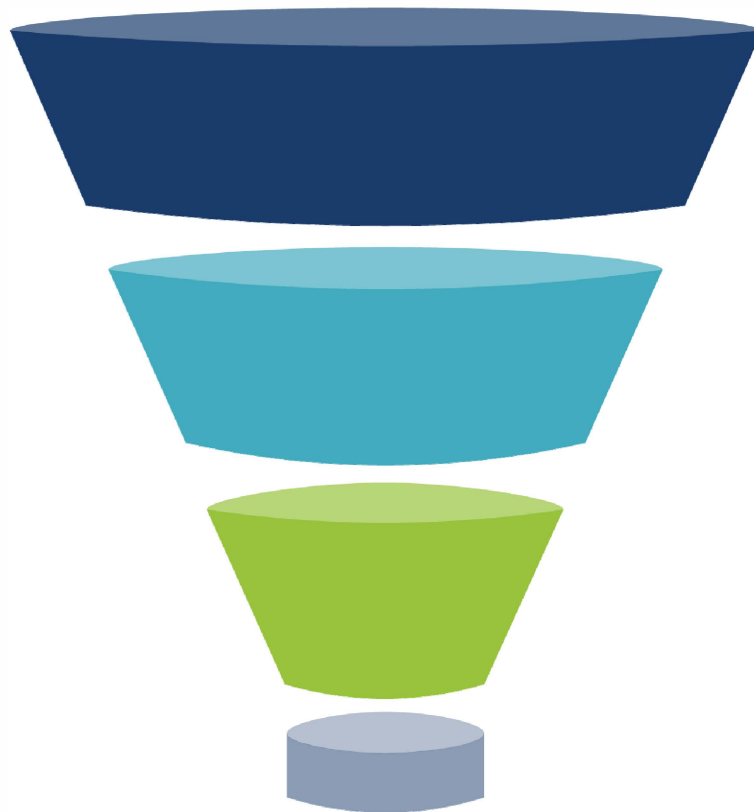


*** = community input opportunity**

WHITTIER PARK MASTER PLAN PROJECT



Receiving Feedback



Programming

Community Meeting 1

- What has occurred at Whittier Park.
- What is happening now.
- What changes will make the park experience better.

Online Survey

Site Plan Options

- Design team will review comments / feedback to develop three different concepts.

Community Meeting 2

- Reviewing concepts & selecting amenities / layout preferences.

Preferred Plan

- Design team reviews dot exercise, comments, and counts voting.

Community Meeting 3

- Review two site options and vote for your preferred design

Final Plan

- Design team will review voting ballots / comments and develop a final site plan.

WHITTIER PARK MASTER PLAN PROJECT

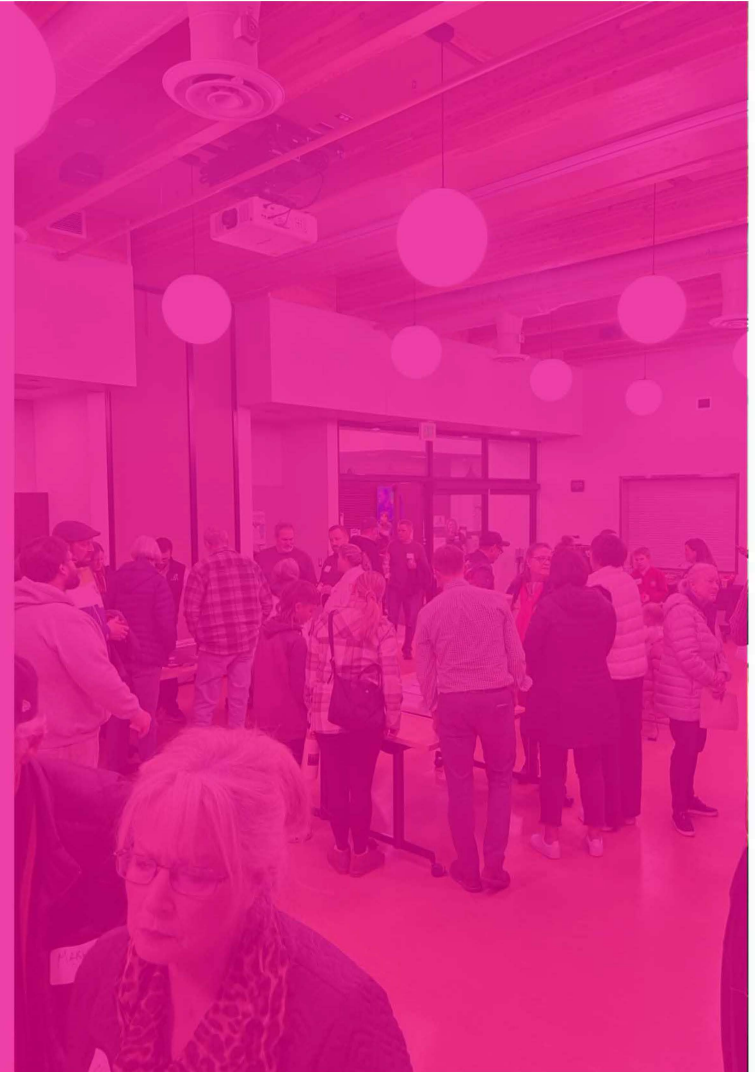


“WHAT WE HEARD”

FIRST COMMUNITY MEETING

DESIRED PROGRAMMING

KEY TAKEAWAYS / OPPORTUNITIES



WHITTIER PARK MASTER PLAN PROJECT

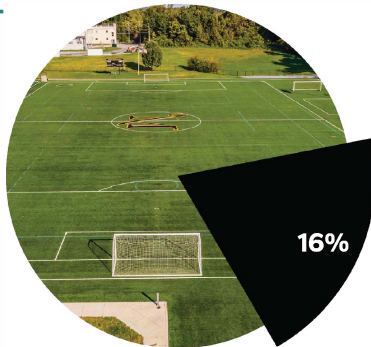


Answers to...

What would you like to see at the park?

Top Six Results:

Soccer



Trails



Restroom



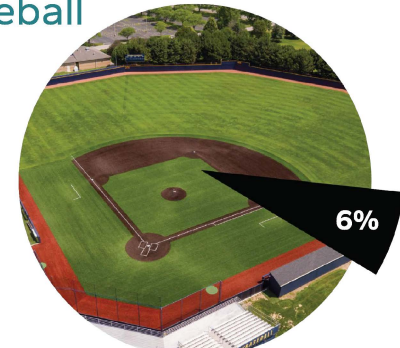
Covered Areas



Trees



Baseball



WHITTIER PARK MASTER PLAN PROJECT



Comments to...

What concerns or questions do you have?

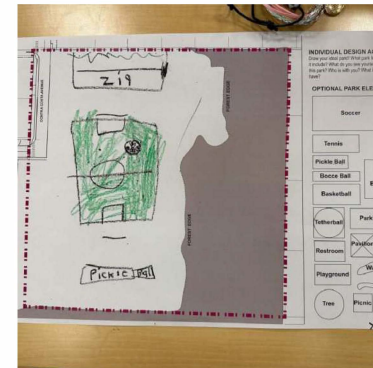
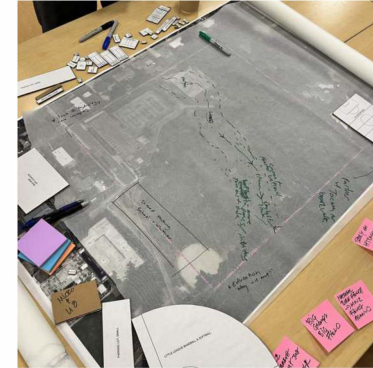
Results:



WHITTIER PARK MASTER PLAN PROJECT



Public Meeting #1 Summary - Design Exercise



WHITTIER PARK MASTER PLAN PROJECT



“WHAT WE STUDIED”

SECOND COMMUNITY MEETING

DEVELOPED THREE CONCEPTS

ASKED FOR FEEDBACK ON AMENITIES / LAYOUT



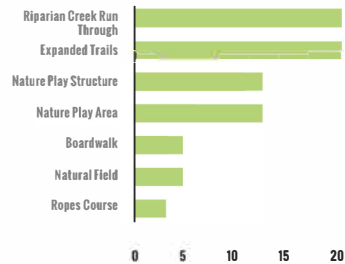
WHITTIER PARK MASTER PLAN PROJECT



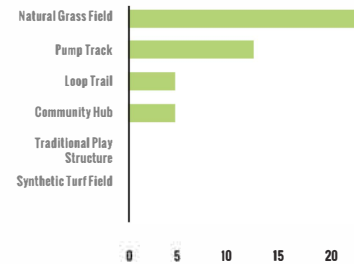
Public Meeting #2 Summary - Dot Exercise



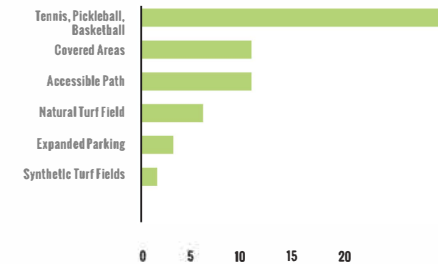
Concept 1: Leach Creek Runs Through it



Concept 2: Community Anchor



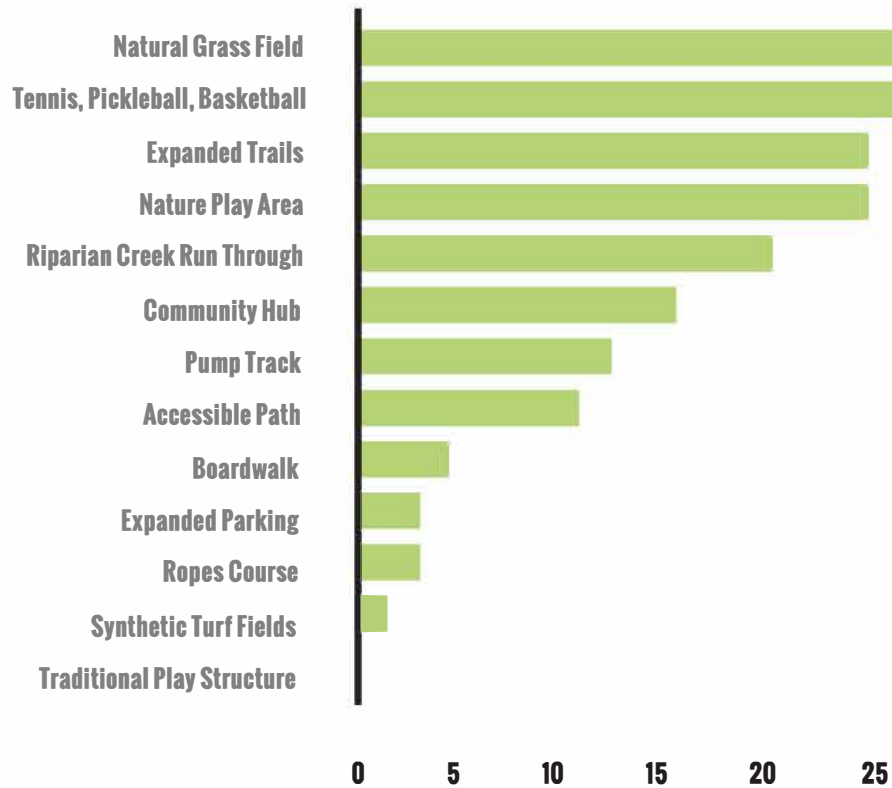
Concept 3: Sports Complex



WHITTIER PARK MASTER PLAN PROJECT



Preferred Amenities Combined - Dot Exercise



WHITTIER PARK MASTER PLAN PROJECT



Verbal Feedback

This includes feedback that was verbally spoken to our team but was not reflected in the comment boards or dot activities.



WHITTIER PARK MASTER PLAN PROJECT



Online Survey Results

PROJECT MEMO



TO: Jeff Grover
Parks & Recreation Director
City of Fircrest

DATE: February 28, 2024

FROM: Craig Skipton
Kiera Eason
Seattle - (206) 267-2425

PROJECT NO.: 2230272

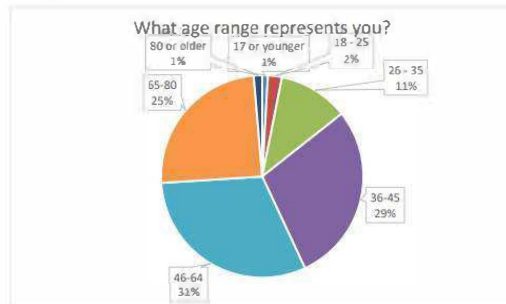
PROJECT NAME: Whittier Park Master Plan

SUBJECT: Community Survey Summary

Fircrest Community Survey Summary

As a part of the Whittier Park Master Plan Project, the City of Fircrest's consultants, AHBL, developed a Community Survey. The survey consisted of three main groups of questions: background, existing Whittier Park use, and community impressions. The following is a summary of responses and a compilation of written feedback.

Respondent Age Range



Capturing the Community

We understand that voices outside of the public meetings deserve to be heard in equal measure. The total respondents were:

219 Survey Responses

- What do you like to do at Whittier Park?
- What is missing in Whittier Park?
- What can enhance your experience and make you want to come more?

The full survey results helped drive our team in the design process

WHITTIER PARK MASTER PLAN PROJECT



“WHAT WAS SELECTED”

THIRD COMMUNITY MEETING

FOCUSED FEEDBACK - TWO DESIGN STATIONS

VOTING ON PREFERRED DESIGN



WHITTIER PARK MASTER PLAN PROJECT



Final Two Designs



Option A



Option B

WHITTIER PARK MASTER PLAN PROJECT



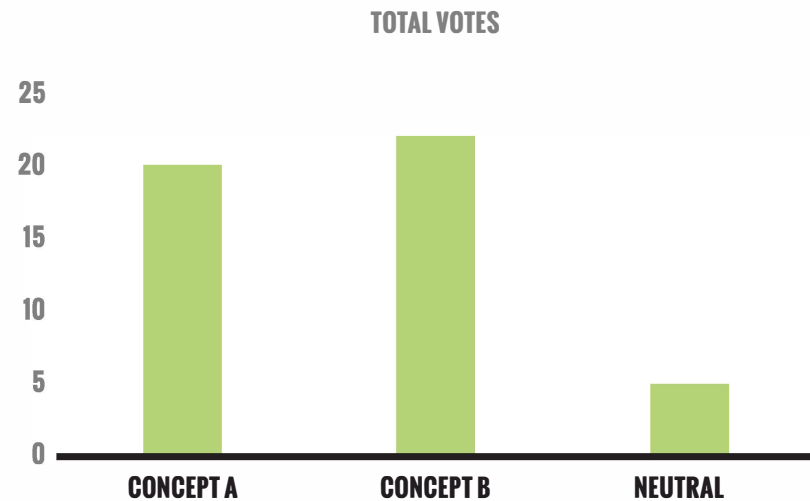
Voting Results

Community Comments

Alongside the voting processes, our team recorded verbal feedback and community trends. The voting ballot also asked for the following responses:

What aspects of the concept you chose did you find most appealing?

We welcome any additional feedback you may have regarding specific design elements.



WHITTIER PARK MASTER PLAN PROJECT



Preferred Concept



LEGEND

- ① Parking, Maintain Existing
- ② Work Out Stations and Benches
- ③ Soccer Field, Synthetic Turf
Width: 165' min - 240' max x Length: 300' min x 360' max
- ④ Accessible Pathways
- ⑤ Spectator Seating
- ⑥ Baseball / Softball Field, Natural Grass
Little League: 200' min Softball: 250' - 275'
- ⑦ Revealed Creek and Nature Play
- ⑧ Expanded Trails
- ⑨ Boardwalk
- ⑩ Sport Courts: 1x Tennis, 3x Pickleball, 1x Basketball
- ⑪ Picnic Shelters
- ⑫ Restroom, Storage and Concessions Area

WHITTIER PARK MASTER PLAN PROJECT



Redesign Comparison



Preferred Concept



Existing Conditions

WHITTIER PARK MASTER PLAN PROJECT



FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Pierce Transit Board Election

ITEM: 13C

DATE: October 8, 2024

FROM: Dawn Masko, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, casting the City of Fircrest's vote for 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 and fill a three-year term ending by November 2027.

PROPOSAL: As a result of the recent composition change of the Pierce Transit Board, the cities of University Place, Fircrest, and Gig Harbor will now share a seat on the Board. The City of Fircrest currently shares a seat with the City of University Place and is currently represented by Mayor Shannon Reynolds. Each city formally nominated a candidate to run for the position on the Pierce Transit Board. Pierce Transit is now requesting the City vote for one of the three candidates to fill the Board position representing the cities of University Place, Fircrest, and Gig Harbor.

BACKGROUND: By statute, Pierce Transit is required to conduct a Board Composition Review meeting once every four years. At the June 26, 2024, Board Composition Review Meeting, the members present unanimously voted to change the composition of the Pierce Transit Board.

Previously, the cities of Fircrest and University Place shared a seat on the Board, alternating representation based on a 2020 Memorandum of Understanding (MOU) adopted by the two cities. Under the new composition, the cities of University Place, Fircrest, and Gig Harbor will now share a single seat. As a result, the MOU is no longer applicable, and the three cities must elect one representative to serve on the Board on behalf of all three jurisdictions. In accordance with Pierce Transit regulations, a Commissioner serves a three-year term.

Each city has nominated a candidate for the shared Board seat. Pierce Transit has distributed a final ballot and is requesting that each city select one nominee from the list to serve as the Board Commissioner. Once all ballots are submitted, Pierce Transit will announce the elected Commissioner. In the event of a tie, the City Councils will have an additional thirty days to reconsider, followed by another vote. This ballot procedure will continue until a winner is selected.

FISCAL IMPACT: None.

ADVANTAGES: N/A

DISADVANTAGES: None.

ALTERNATIVES: None.

ATTACHMENTS: [Resolution](#)
[Pierce Transit Board Election Letter](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF FIRCREST, WASHINGTON, NOMINATING A
REPRESENTATIVE TO SERVE AS A MEMBER OF THE
BOARD OF COMMISSIONERS FOR PIERCE TRANSIT.**

WHEREAS, on June 26, 2024, at the Pierce Transit Board Composition Review meeting, the members present unanimously voted to change the composition of the Board; and

WHEREAS, prior to the June 26, 2024, Board Composition Review meeting, the City of Fircrest and the City of University Place shared a seat on the Board; and

WHEREAS, under the new Board composition, the cities of University Place, Fircrest, and Gig Harbor will now share a seat and will need to elect a representative to serve on the Pierce Transit Board to represent the cities; and

WHEREAS, on September 10, 2024, the Fircrest City Council nominated Mayor Shannon Reynolds as the City's nomination to the Board; and

WHEREAS, Pierce Transit is now asking the City to select their nominee for Board Commissioner from the final list of nominees.

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

Section 1. The City of Fircrest casts its vote for Mayor Shannon Reynolds of the City of Fircrest to serve as a member of the Board of Commissioners for Pierce Transit who will represent the cities of University Place, Fircrest, and Gig Harbor and will fill a three-year term ending by November 18, 2027.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 8th day of October 2024.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Robert Zeinemann, City Attorney



September 19, 2024

Ms. Arlette Burkhart, Acting City Clerk
City of Fircrest
115 Ramsdell St.
Fircrest, WA 98466

(distributed via email)

Subject: Election to the Pierce Transit Board

Dear Ms. Burkhart,

Due to the recent composition change to the Pierce Transit Board that occurred as a result of the Pierce Transit Board Composition Review Meeting that was convened on June 26, 2024, the cities of Fircrest, University Place, and Gig Harbor were recently sent a letter from Pierce Transit requesting nominations of an elected representative to represent these three cities on the Pierce Transit Board.

Nominations received as of September 13, 2024, submittal date were as follows:

- Shannon Reynolds, Mayor of Fircrest
- Denise McCluskey, University Place Councilmember
- Ben Coronado, Gig Harbor Councilmember

At your NEXT regular council meeting, please select one nominee from the list provided. A certified copy of the council resolution or motion must accompany the enclosed ballot. Please forward the ballot and appropriate verification to me immediately following your council meeting.

In accordance with Pierce Transit Bylaws Section 2.02.020 E and F, the plurality of ballots cast shall determine the winner. In the event of a tie, the city and town councils shall have an additional thirty days to reconsider. The ballot procedure will be repeated until a winner is selected by a plurality of vote.

If you have any questions, please email me at djacobson@piercetransit.org or call me at 253-581-8066.

Sincerely,

A handwritten signature in black ink that reads "Deanne Jacobson".

Deanne Jacobson
Clerk of the Board



FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Interlocal Agreement for Command Duty Services

ITEM: 13D

DATE: October 8, 2024

FROM: Ron Schaub, Chief of Police

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute an Interlocal Cooperation Agreement with the Town of Steilacoom for Command Duty Services.

PROPOSAL: The Council is being asked to authorize the City Manager to execute an Interlocal Cooperation Agreement (ILA) with the Town of Steilacoom for command duty services. The ILA would allow the Town of Steilacoom and the City of Fircrest to share command staff during periods of absence or unavailability.

BACKGROUND: The Town of Steilacoom's Public Safety Director recently initiated discussions with Police Chief Ron Schaub regarding the possibility of sharing command duty services during periods of absence. Small police departments often face challenges related to limited personnel and resources. Sharing senior leadership resources, such as command staff, during these absences can offer several advantages, as outlined below.

The current organizational structure of Steilacoom's public safety department consists of one director, two first-level supervisors, a detective, and a team of patrol responders. This is similar to the structure of our police department. Historically, only the Chief and first-level supervisors have undergone command duty training, which equips them to coordinate major crime scene investigations and manage tactical unit responses to high-risk incidents. Typically, these duties are performed by the Public Safety Director in Steilacoom or the Police Chief in Fircrest, with first-level supervisors (Sergeants) stepping in during the Chief's absence.

Recently, Steilacoom has faced increasing strain on its command duty resources, making it necessary to establish redundancy in command availability during anticipated absences of the Public Safety Director. To address this, Steilacoom is pursuing a mutual partnership with Fircrest to enhance the public safety department's capabilities incident command capabilities. The ILA would facilitate the sharing of leadership during critical times while also ensuring that such arrangements do not impose an undue burden on the department providing assistance. This approach aims to provide stability, improve efficiency, and strengthen the collaboration between neighboring departments with a history of mutual aid.

The agreement has been reviewed and approved by WCIA (Washington Cities Insurance Authority). The Steilacoom Town Council approved the ILA on the consent agenda of their October 1, 2024, Council meeting.

FISCAL IMPACT: None.

ADVANTAGES:

- **Continuity of Leadership:** Ensures ongoing leadership and decision-making in the absence of a chief, preventing operational delays.
- **Collaboration:** Fosters stronger ties and collaboration between local police departments, encouraging resource sharing and mutual support.
- **Increased Flexibility:** Provides flexibility in managing emergencies, major events, or investigations that require cross-jurisdictional coordination.
- **Efficiency:** Minimizes disruptions in law enforcement operations by quickly filling temporary leadership gaps.

DISADVANTAGES:

- **Coordination Challenges:** Differences in policies, procedures, and priorities between departments could lead to coordination issues.
- **Accountability Concerns:** Shared command may create confusion regarding accountability and oversight during critical incidents.
- **Potential for Conflict:** Varying leadership styles could lead to conflicts in decision-making, particularly during high-stress situations.
- **Training Requirements:** Officers and leaders may need additional training to ensure seamless integration between departments when responsibilities are shared.

ALTERNATIVES: Not enter the ILA with the Town of Steilacoom.

ATTACHMENTS: [Resolution](#)
[Interlocal Cooperation Agreement](#)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT
WITH THE TOWN OF STEILACOOM FOR THE PROVISION
OF COMMAND DUTY SERVICES.**

WHEREAS, the parties to this Agreement each possess the relevant experience and capabilities to assume command responsibilities for significant incidents, regardless of jurisdictional boundaries; and

WHEREAS, the parties to this Agreement are willing to provide mutual assistance for command staff services as needed and when available to respond to incidents within each jurisdiction that exceed current resources and capabilities; and

WHEREAS, such agreements are authorized pursuant to the Interlocal Cooperation Act, [Chapter 39.34 RCW](#), and the Washington Mutual Aid Peace Powers Act, [Chapter 10.93 RCW](#).

Section 1. The City Manager is hereby authorized and directed to execute an Interlocal Agreement between the Town of Steilacoom and City of Fircrest for command staff services.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON,** at a regular meeting thereof this 8th day of October
2024.

Shannon Reynolds, Mayor

Arlette Burkhardt, City Clerk

Robert Zeinemann, City Attorney

**INTERLOCAL AGREEMENT
BETWEEN
THE CITY OF FIRCREST AND THE TOWN OF STEILACOOM
FOR THE PROVISION OF COMMAND DUTY SERVICES**

THIS INTERLOCAL AGREEMENT (“Agreement”) is entered into by and between **THE CITY OF FIRCREST**, a municipal corporation of the State of Washington (“Fircrest”) and **THE TOWN OF STEILACOOM**, a municipal corporation of the State of Washington (“Steilacoom”) (together, “Parties”) as follows:

WHEREAS, command duty availability is required pursuant to other agreements for specialized law enforcement services; and

WHEREAS, unpredictability in command staffing availability has presented challenges to operational efficiency; and

WHEREAS, other attempts to ensure command staffing availability have been unsuccessful; and

WHEREAS, the parties are authorized to enter into such agreements by virtue of RCW Chapter 39.34, the Interlocal Cooperation Act.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, it is mutually agreed by and between Fircrest and Steilacoom as follows:

SECTION 1. PURPOSE.

The purpose of this agreement is for the Parties to provide mutual assistance in command duty availability when other means have been exhausted. The Parties to this agreement have the responsibility to provide police protection within their respective boundaries. The Parties reserve the right to decline command duty services if doing so would compromise the ability to maintain services within their respective jurisdictions. The Parties mutually possess the relevant experience and capabilities to assume command duty responsibility for significant incidents, regardless of jurisdictional boundary. The Parties mutually possess necessary agreements for additional specialized services to process complex investigations. This Agreement sets forth the respective rights and duties of each of the Parties in the provision of mutual command duty services.

SECTION 2. JOINT DUTIES/RESPONSIBILITIES.

- A. To provide up to continuous 24-hour command duty availability, when requested and as available, including but not limited to:

- i. Telephone consultation from patrol officers and patrol supervisors
 - ii. In-person response and incident command for significant incidents, as necessary
- B. To provide pertinent information and progress updates to designated government officials, including elected and appointed local government leadership.
- C. To provide media information releases, as requested by either party.
- D. To provide area command oversight when such regional incidents may arise.
- E. To coordinate emergency mass notification, when necessary.
- F. To provide mission-critical communication to department staff, when necessary.
- G. To provide joint law enforcement response as necessary to keep and restore the peace.
- H. To complete and submit all necessary reports, documents, and other needed information in a timely manner for any law enforcement or prosecution need.
- I. To mutually cooperate to assure the success of any and all law enforcement missions.

SECTION 3. INDEMNIFICATION AND DEFENSE.

To the extent permitted by law, each Party agrees to protect, defend, indemnify, and save harmless the other Party, its elected and appointed officials, officers, employees, agents, and volunteers, from and against any and all claims, damages, losses, judgments, and expenses, including but not limited to court costs, attorney's fees, and alternative dispute resolution costs, for any injury or damage of any kind which are alleged or proven to be caused by an act or omission related to the actions under this Agreement, negligent or otherwise, of the Party, its elected and appointed officials, officers, employees, agents, and volunteers.

A Party shall not be required to indemnify, defend, or hold the other Party harmless if the claim, damage, loss, judgment, or expense for any injury or damage of any kind is caused by the sole act or omission of the other Party or its elected and appointed officials, officers, employees, agents, or volunteers.

In executing this Agreement, neither Party shall assume liability or responsibility for or in any way release the other Party from any liability or responsibility which arises in whole or in part from the existence or effect of the other Party's ordinances, rules, regulations, resolutions, customs, policies or practices. If any cause, claim, suit, action, or administrative proceeding is commenced in which the enforceability and/or validity of any such ordinance, rule, regulation, resolution, custom, policy, or practice is at issue, the appropriate Party shall defend the same at its sole expense, and if judgment specifically attributable to such Party's provisions is entered and damages are awarded against either or both Parties, the appropriate Party shall satisfy the same, including all reasonable attorney's fees and costs.

The Parties agree that where such claims, suits, or actions result from the concurrent negligence of the Parties, the indemnity provisions herein shall be valid and enforceable only to the extent of a Party's own negligence.

It is further understood that no liability shall attach to either Party by reason of entering into this Agreement except as expressly provided herein.

Obligations under this section shall survive the expiration or termination of this Agreement.

SECTION 4. INSURANCE.

It is the responsibility of each Party to provide to the other a valid certificate of insurance or evidence of coverage letter from their respective risk pool, with a minimum of \$10 million in general liability insurance, and said coverage is maintained and in effect at all times throughout the course of this Agreement.

SECTION 5. MODIFICATION.

Any amendments to this agreement must be in writing and signed by all parties.

SECTION 6. ENTIRE AGREEMENT.

This written agreement constitutes the entire agreement between the parties and supersedes any prior oral statements, discussions, or understandings between the parties.

SECTION 7. TERM OF AGREEMENT.

This agreement shall become effective upon mutual signature and remain in effect through September 30, 2025, unless either party chooses to terminate the agreement by providing thirty (30) days' written notice of termination.

IN WITNESS WHEREOF, the parties have executed this Agreement this ____ day of _____, 2024.

For: City of Fircrest

For: Town of Steilacoom

Ron Schaub, Police Chief

Tom Yabe, Police Chief

Dawn Masko, City Manager

Richard "Dick" Muri, Mayor

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Steilacoom Holiday Sleigh Equipment Use and Hold Harmless Agreement

ITEM: 13E

DATE: October 8, 2024

FROM: Dawn Masko, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute an Equipment Use and Hold Harmless Agreement between the Town of Steilacoom and the City of Fircrest for the use of the motorized Holiday Sleigh.

PROPOSAL: The Council is being asked to authorize the City Manager to execute an Equipment Use and Hold Harmless Agreement with the Town of Steilacoom for the use of the motorized Holiday Sleigh.

BACKGROUND: The Town of Steilacoom owns a motorized vehicle that can best be described as a Holiday Sleigh. Fircrest has utilized the sleigh for twenty-three years to spread holiday joy throughout the city. City employees and volunteers have dressed up in costumes of elves, reindeer, a snowman, and even Mr. and Mrs. Claus, and ride the “sleigh” throughout the City, handing out holiday wishes and candy to our residents. Volunteers prepare, decorate, and clean the sleigh.

In addition to the Annual Tree Lighting on December 1st, we will also be traveling throughout the community, accompanied by the Fire Department, for two evenings on December 11th and 12th. We will provide maps showing the anticipated travel route that will be available to the public.

The Holiday Sleigh tradition has been a huge success for many years and provides an excellent opportunity for City employees, volunteers, and our community to celebrate the holidays!

FISCAL IMPACT: Minimal.

ADVANTAGES: This is a fantastic event for our community and our employees.

DISADVANTAGES: None.

ALTERNATIVES: None that are feasible.

ATTACHMENTS: [Resolution](#)
[Equipment Use and Hold Harmless Agreement](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO SIGN AN EQUIPMENT USE AND HOLD
HARMLESS AGREEMENT BETWEEN THE TOWN OF
STEILACOOM AND THE CITY OF FIRCREST FOR THE USE
OF A MOTORIZED HOLIDAY SLEIGH.**

WHEREAS, RCW [39.34.030](#) authorizes municipal corporations to enter into agreements with one another for joint or cooperative action; and

WHEREAS, the parties to this Agreement each have the need of the use of the motorized Holiday Sleigh; and

WHEREAS, the parties to this agreement believe it is in the best interest of both parties to enter into a joint agreement to share the use of the motorized Holiday Sleigh.

**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 the Equipment Use and Hold Harmless Agreement between the Town of Steilacoom and the City of Fircrest for the use of a motorized Holiday Sleigh.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 8th day of October 2024.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhart, City Clerk

APPROVED AS TO FORM:

Robert Zeinemann, City Attorney

EQUIPMENT USE AND HOLD HARMLESS AGREEMENT

This agreement is made and entered into by Fircrest, hereafter referred to as user, and the Town of Steilacoom, hereafter referred to as owner.

RECITALS

1. The Town of Steilacoom owns a motorized vehicle best described as a holiday season sleigh which it uses in various Town holiday activities; and
2. Fircrest wishes to use the Town of Steilacoom holiday season sleigh for holiday activities in Fircrest; and
3. The Town of Steilacoom is willing to allow Fircrest to make use of its holiday season sleigh on certain terms and conditions; and
4. The parties set forth below the terms and conditions on which such use shall be permitted.

AGREEMENT

- A. Owner agrees to allow user to use its holiday season sleigh, and user agrees to use owner's holiday season sleigh according to and in compliance with the terms and conditions set forth below.
- B. Owner shall reserve the right to first choice for all dates and times of use of the holiday season sleigh. User shall be entitled to use the holiday season sleigh at all other times not previously scheduled for use by owner. User shall make all requests for use of the holiday season sleigh in writing directed to the Town Administrator.
- C. User agrees to allow only validly licensed and insured drivers to operate the holiday season sleigh.
- D. Before user makes any use of the holiday season sleigh, user shall provide to owner a certificate of vehicle liability insurance of a minimum of \$1,000,000.00 demonstrating that user has hired and non-owned auto coverage. Further, user agrees that its vehicle insurance coverage shall be the primary insurance in respect to owner. Any insurance, self-insurance, or insurance pool coverage maintained by owner shall be in excess of the user's insurance and shall not contribute with it. User also agrees to pay owner's physical damage deductible for any damage to the vehicle while in user's care and control pursuant to this agreement.
- E. User indemnifies, defends and holds harmless, owner, its officers, officials, employees, volunteers, successors and assigns from any and all claims, injuries, damages, losses, suits, actions or liabilities for injury or death of any person, or for the loss or damage to property which arises out of user's use of the owner's holiday season sleigh, or from any activity, work or thing done, permitted or allowed by user in or about the holiday season sleigh, except for injuries and damages caused by the sole negligence of the owner.
- F. User shall be fully financially responsible for all costs of use, operation and maintenance of the holiday season sleigh while it is in the user's care and control pursuant to this agreement.
- G. This agreement constitutes the full and entire agreement of the parties. Any changes, additions or other modifications of this agreement shall be in writing and signed by both parties.
- H. If any provision of this agreement shall be found by a court of competent jurisdiction to be invalid and/or unenforceable, the remainder of this agreement shall be given full force and effect by the parties.
- I. This agreement covers the period December 1, 2024, through December 31, 2024.

Fircrest:

By: _____
City Manager

Date: _____

Town of Steilacoom

By: 
Mayor

Date: 10/01/2024