

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

Mayor Reynolds requested that Agenda Item 15. Executive Session: To Review the Performance of a Public Employee pursuant to RCW 42.30.110(1)(g) be removed and rescheduled for the next regular meeting. There were no objections from the Council.

A. Proclamation: Utility Service Person II James Marzano Appreciation

Councilmember Andrews read the proclamation titled Utility Service Person II James Marzano Appreciation into the record. **Councilmember Mauer-Smith MOVED to authorize the Mayor's signature on the proclamation proclaiming the recognition of Utility Service Person II James Marzano's contributions and commitment to the City of Fircrest; seconded by Councilmember Wittner.** Mayor Reynolds invited Councilmember comments. The Council expressed their gratitude to Utility Service Person II James Marzano and his commitment to the City. Mayor Reynolds invited public comment.

- James Marzano, Fircrest Utility Service Person II, thanked the Council and City staff.

CITY MANAGER COMMENTS

City Manager Masko thanked Utility Service Person II James Marzano for his contributions to the City. Mrs. Masko reported on discussions with the City's insurance regarding the purchase of comprehensive and collision insurance for all City vehicles. She also provided a brief update on the Finance Director recruitment. Lastly, Mrs. Masko gave kudos to the Police Department for their efforts on the National Night Out event.

DEPARTMENT HEAD COMMENTS

- Public Works Director Bemis thanked Utility Service Person II James Marzano for his dedication and commitment to the Public Works Department. He provided an update on the South Orchard Street grind and overlay project. There was a brief discussion on the utility water billing issue and the cause of high residential billings. Mr. Bemis stated that the staff is working through the new metering system and software to find billing errors.
- Police Chief Schaub reported on the National Night Out event and thanked the Police Department. He also reported on the upcoming Civil Service Oral Boards, with four applicants slated to be interviewed. Chief Schaub stated that the City received an updated specialized Law Enforcement Service Agreement from Pierce County and it is under review. Lastly, he reported on the Department's desire to purchase surplus patrol vehicles for the 10th police officer and a pool vehicle. Council discussions included vehicle and maintenance records, servicing plans on surplus vehicles, use of ARPA funds to purchase a new patrol vehicle, engine idle time, waiting to purchase a pool vehicle due to staffing levels, current wait times for a new patrol vehicle, and cost of electric vehicles. Councilmember Viafore requested a list of current city-owned vehicles with their depreciation value and replacement year.
- City Clerk Burkhart thanked and congratulated Utility Service Person II James Marzano on his retirement.

COUNCILMEMBER COMMENTS

- Councilmember Andrews commented on the doors in the public right-of-way on a property off of Alameda Ave and stated that the property is deemed to be in violation per the sign code. He requested information on the City's code enforcement tracking system. City Manager Masko stated that the new code enforcement officer is working on a new system to track violations.
- Councilmember Bufford; no comment.
- Councilmember George thanked the Police Department for the National Night Out event.
- Councilmember Wittner stated that he missed the National Night Out event and will be in attendance next year.
- Councilmember Mauer-Smith provided kudos to the Police Department for the National Night Out event.
- Councilmember Viafore commented on the status of the Deputy City Clerk position and provided kudos to Pape & Sons for their professionalism with the water meter installation.
- Mayor Reynolds thanked the Police Department for the National Night Out event.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

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

- Vince Navarre, a Fircrest resident, commented on nationally recognized days and stated that the Fred Flinstone carving has been removed from the Tot Lot and that the Fircrest Kiwanis are exploring options for a Murphy Bear carving. There was a brief discussion on insuring City property and assets.
- Nancy Atwood, 1204 Farallone Ave, commented on discrepancies in the Middle Housing Open House presentation and expressed concern about the attention to detail. Substitute City Attorney Eide stated that the Washington Department of Commerce recently updated the Middle Housing model ordinance. Councilmember Viafore requested a list of agencies challenging the Middle Housing issue. There was a brief discussion regarding the Middle Housing Open House advertisement and its layout. Mayor Reynolds requested quality assurance checks with the Middle Housing consultant.
- Brian Rybolt, a Fircrest resident, commented on the Middle Housing Open House layout and the Fircrest Park backstops grant application. He also expressed concern about several payment vouchers and stated the need for fiscal discipline. City Manager Masko stated that the City is responsible for paying for repairs of the Wellhouse 7 damage, and the City has received reimbursement for the damage.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Administration

Councilmember Wittner reported on the Civil Service Rules update, current grant applications, and the Centennial Historical Subcommittee meeting.

B. Built Environment, Planning, and Building

Councilmember George reported on the Middle Housing Open House format and the Middle Housing survey.

C. Finance, Information Technology, and Facilities

Councilmember Mauer-Smith reported on the electronic timesheet project and stated that department directors are working on their expenditures. She also provided an update on the City server maintenance and cybersecurity training. Lastly, she gave a brief update on the Fircrest Parks Maintenance Facility project.

D. Other Liaison Reports

Mayor Reynolds stated that Pierce County Regional Council (PCRC) is in recess for August and provided a brief report on the Pierce Transit Board meeting. Lastly, she reported on the Investment Committee's upcoming meeting.

CONSENT CALENDAR

Mayor Reynolds requested the City Clerk read the Consent Calendar:

- A. Approval of Check No. 221590 through 221681 in the amount of \$624,933. 96
Approval of Check No. 14391 through 14391 in the amount of \$229,157.50
Approval of the Check No. 14392 through No. 14393 in the amount of \$9,100.33
Approval of the Check No. 14394 through No. 14401 in the amount of \$73,915.92
Approval of the payroll electronic funds transfer in the amount of \$208,152.46
- B. Approval of the July 15, 2024, Study Session minutes
Approval of the July 23, 2024, Regular Meeting minutes
- C. Setting special budget meetings on October 7, 14, and 29, 2024, at 6:00 P.M. for the sole purpose of reviewing the 2025 preliminary budget at Fircrest City Hall

Mayor Reynolds asked if any Councilmember wished to remove an item from the Consent Calendar. Councilmember Viafore requested that Item 10C be removed from the Consent Calendar.

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

The Motion Carried (7-0).

Councilmember Viafore stated that budget meetings should start the following Monday after the preliminary budget is presented to the Council. **Councilmember Viafore MOVED to set special budget meetings on September 30, October 7, 14, and 29, 2024 at 6 P.M. at Fircrest City Hall for the sole purpose of reviewing the 2025 preliminary budget; Councilmember Wittner.** Mayor Reynolds invited Councilmember comments. There was a brief discussion about if staff would be ready to present the budget by September 30th, 2024. Mayor Reynolds invited public comment; there were none.

The Motion Carried (7-0).

PUBLIC HEARING

There was no public hearing scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Resolution No. 1920: KPG Psomas - So. Orchard Overlay Contract Amendment

Public Works Director Bemis briefed the Council on the proposed resolution and highlighted that the contract includes project management, construction observation, and contract administration. **Councilmember Wittner MOVED to adopt Resolution No. 1920, authorizing the City Manager to execute an amendment to the Professional Services Agreement with KPG Psomas for construction management services for the South Orchard Street Grind and Overlay Project; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments; there were none. Mayor Reynolds invited public comment; there were none.

The Motion Carried (7-0).

B. Letter of Understanding: City Manager Contract

City Manager Masko stated that the administration recommends moving this agenda item to the following Council meeting. There were no objections from the Council.

C. Ordinance: 2nd Budget Amendment – 1st Reading

City Manager Masko briefed the Council on the first reading of the second budget amendment to the Adopted 2024 Budget and reported on the proposal for additional appropriations for anticipated revenues and expenditures not provided for in the Adopted 2024 Budget. Mayor Reynolds invited Councilmember comments; there were none.

D. Resolution No. 1921: Finance Consulting Contract

City Manager Masko briefed the Council on the proposed resolution and highlighted that the contract would not exceed \$15,000. **Councilmember Wittner MOVED to adopt Resolution No. 1921, authorizing the City Manager to execute a Professional Services Agreement with Colleen Corcoran for financial consulting services; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments; there were none. Mayor Reynolds invited public comment; there were none.

CALL FOR FINAL COMMENTS

There were none.

EXECUTIVE SESSION

The Executive Session was removed.

ADJOURNMENT

Councilmember George MOVED to adjourn the meeting at 8:16 P.M., seconded by Councilmember Bufford.

The Motion Carried (7-0).



Shannon Reynolds, Mayor



Arlette Burkhardt, City Clerk