

**FIRCREST CITY COUNCIL
REGULAR MEETING
AGENDA**

**TUESDAY, JANUARY 14, 2025
7:00 P.M.**

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

Pg.#

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PRESIDING OFFICER'S REPORT

- A. [Proclamation: Martin Luther King Jr. Day](#) 2
- B. [Proclamation: Centennial Celebration Year](#) 3
- C. [Motion: Confirmation of Middle Housing Ad Hoc Committee Appointment](#) 4
- D. 2025 Liaison Assignments
- E. 2025 Committee Assignments

5. CITY MANAGER COMMENTS

- A. Introduction of Finance Director Allison Deskins

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 Environmental, Planning, and Building
- C. Finance, Information Technology, and Facilities
- D. Other Reports

10. CONSENT CALENDAR

- A. Approval of [vouchers](#)/payroll checks 5
- B. Setting the 2025 City Council Study Session meetings on January 21, February 18, March 17, April 21, May 19, June 16, July 14, August 18, September 15, October 20, November 17, and December 15 starting at 6:00 pm at Fircrest City Hall.
- C. Setting a Joint Meeting of the City Council and the Planning Commission on February 4, 2025, at 6:00 pm at Fircrest City Hall.
- D. Setting a Public Hearing on January 28, 2025, at 7:15 pm or shortly thereafter to receive comments on a proposed Solid Waste rate adjustment.

11. PUBLIC HEARING

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- A. [Motion: Authorizing Signers on City Banking and Credit Card Accounts](#) 11

14. CALL FOR FINAL COMMENTS

15. EXECUTIVE SESSION

To Discuss Labor Negotiations, pursuant to RCW 42.30.140(4)(b), and to Review the Performance of a Public Employee, pursuant to RCW 42.30.110(1)(g)

16. ADJOURNMENT

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



PROCLAMATION OF THE CITY COUNCIL

WHEREAS, Dr. Martin Luther King Jr. dedicated his life to the pursuit of equality, social justice, and opportunity for all, while tirelessly working to eliminate racism through non-violent social change and challenging all Americans to participate in the never-ending work of building a more perfect nation; and

WHEREAS, Dr. King became the eloquent and unwavering voice of the American civil rights movement, whose powerful speeches and peaceful activism brought about monumental progress toward racial equality and justice, contributing to the passage of the Civil Rights Act of 1964 and the Voting Rights Act of 1965; and

WHEREAS, Dr. King's teachings continue to inspire and guide us in addressing challenges in our communities and reminding us of our nation's fundamental belief that all people "are created equal and should be judged not by the color of their skin, but by the content of their character"; and

WHEREAS, on November 2, 1983, federal legislation established the third Monday in January as a legal holiday to honor the life of civil rights leader Martin Luther King Jr.; and

WHEREAS, the King Holiday and Service Act, enacted in 1994, established this day not only as a time of reflection but also as the only federal holiday designated as a National Day of Volunteer Service, encouraging citizens to honor Dr. King's legacy through acts of service to others.

NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS of the City of Fircrest, do hereby proclaim Monday, January 20, 2025, as

Dr. Martin Luther King Jr. Day

in the City of Fircrest and encourage our community to honor his legacy through acts of service, promoting peace, and continuing to live his dream daily by striving to work towards a world where everyone is treated with dignity, respect, and equality.

Passed this 14th day of January 2025

Shannon Reynolds, Mayor



PROCLAMATION OF THE CITY COUNCIL

WHEREAS, in 1907, a group of financiers from San Francisco purchased a parcel of land in Western Washington and named the subdivision Regents Park, envisioning it as a “residential park, an enchanting spot to enjoy life and raise a family;” and

WHEREAS, on September 14, 1925, the community and its 306 residents incorporated as the Town of Fircrest, to ensure financial stability, continue the development of infrastructure and services, and preserve its strong sense of community; and

WHEREAS, in May 1990, the Town of Fircrest transitioned to a non-charter code city to continue enhancing services to its residents; and

WHEREAS, the City of Fircrest, fondly referred to as the “Jewel of Pierce County,” has upheld the vision of a residential park as it blends natural beauty with healthy recreational activities, vibrant community events, peaceful neighborhoods, excellent community policing, charming small businesses, and over 27 acres of beautiful parks; and

WHEREAS, 2025 marks the 100th anniversary of Fircrest’s incorporation; and

WHEREAS, a variety of community events and activities are planned throughout the year to celebrate the City of Fircrest’s Centennial and honor its great history; and

WHEREAS, the City of Fircrest invites all community organizations, businesses, and residents to participate in the Centennial celebration and the festivities throughout 2025.

NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS of the City of Fircrest, do hereby proclaim the year 2025 as the

City of Fircrest’s 100th Anniversary

We congratulate the community on achieving this significant milestone in our history, and we encourage all residents to join us in celebrating the City of Fircrest’s Centennial anniversary.

Passed this 14th day of January 2025

Shannon Reynolds, Mayor

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Confirmation of Middle Housing Ad Hoc Committee Appointment
ITEM: 4C
DATE: January 14, 2025
FROM: Mayor Shannon Reynolds

RECOMMENDED MOTION: I move to confirm the Mayor's appointment of Eric Lane to the Middle Housing Ad Hoc Committee.

PROPOSAL: The City Council is being asked to confirm the Mayor's appointment of Eric Lane to the Special Middle Housing Ad Hoc Citizen Advisory Committee. Mr. Lane is a current member of the City's Planning Commission. The City Council established the Middle Housing Ad Hoc Committee to assist City staff in gathering and preparing materials and supporting documentation to apply for an extension with the Department of Commerce for an alternative to or timeline extension for full implementation of [House Bill \(HB\) 1110](#).

The Middle Housing Committee serves as an advisory committee to the City Council. Its primary role is to assist City staff in preparing the application materials for Council consideration for an alternative to or timeline extension to delay the implementation of [HB 1110](#). While the Committee does not have the authority to submit the application to the Department of Commerce or authorize expenditures for consultants, studies, or other related costs, it will provide recommendations to the City Council regarding the application and any related financial outlays.

All Committee members are expected to attend and actively participate in scheduled meetings, offer guidance in their areas of expertise, be open and respectful, be inclusive and accessible, foster collaboration toward completing the task, and remain responsive to both legal obligations and the needs of the community.

The Committee will dissolve after the extension materials are completed for City Council consideration or by June 30, 2025, whichever comes first.

ACCOUNTS PAYABLE

City Of Fircrest

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
34009	01/08/2025	01/14/2025	1642 Anderson, Catherine	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
33970	12/30/2024	01/14/2025	10648 Andrews Technology HMS, Inc.	4,933.00	Time & Attendance Program - Annual Maintenance - 01/01/25-12/31/25
	514 23 41 00	Prof Svcs - Finance	001 000 514 General Fund	4,933.00	Time & Attendance Program - Annual Maintenance - 01/01/25-12/31/25
33995	01/06/2025	01/14/2025	8933 Barragan, Juan	256.17	07-00190.1 - 1560 TWINBERRY AVE
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-56.17	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-64.20	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-135.80	
34004	01/08/2025	01/14/2025	10333 Beal, Abbey	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
33964	12/30/2024	01/14/2025	10970 Britt, Gale	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
34001	01/06/2025	01/14/2025	9637 Chavira, Ricardo	61.85	07-00160.1 - 1520 TWINBERRY AVE
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-17.97	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-20.05	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-23.83	
34003	01/08/2025	01/14/2025	8188 Comcast Business Communications LLC	462.37	Internet Access Fee - January 2025
	518 81 42 00	Communication/Internet - I/	001 000 518 General Fund	462.37	Internet Access Fee - January 2025
33967	12/30/2024	01/14/2025	3589 Databar Inc	10,150.79	2025 Calendars Printing, Postage and Mailing
	531 50 31 03	NPDES Public Outreach	415 000 531 Storm Drain	10,150.79	2025 Calendars Printing, Postage and Mailing
33996	01/06/2025	01/14/2025	5214 Farley, Robert	117.31	07-00253.1 - 122 SPRUCE ST
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-25.72	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-29.40	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-62.19	
33994	01/06/2025	01/14/2025	10862 Fewkes, Jason	140.90	07-00334.7 - 305 BIRCH ST
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-30.90	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-35.31	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-74.69	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
33971	12/30/2024	01/14/2025	3638 Fircrest Golf Club	1,387.31	Land Rental for Water Tank on Golf Course Property - January 2025
	591 34 70 00	Lease Payments - Water Adr	425 000 591	1,387.31	Water Fund (de Land Rental for Water Tank on Golf Course Property - January 2025
33987	12/31/2024	01/14/2025	6216 Gentile, Aaron	78.00	Library Reimbursement - 1 Year (Kerri)
	572 21 49 00	Library Services	001 000 572	78.00	General Fund Library Reimbursement - 1 Year (Kerri)
34016	01/08/2025	01/14/2025	6774 Greenleaf Landscaping 1 Inc	7,642.79	Monthly Landscape Service - January 2025
	518 30 41 01	Contract Maintenance	001 000 518	3,442.18	General Fund Monthly Landscape Service - January 2025
	542 80 48 00	Street Tree Maintenance (co	101 000 542	1,359.74	City Street Fund Monthly Landscape Service - January 2025
	542 80 49 03	Beautification Services (cont	101 000 542	2,840.87	City Street Fund Monthly Landscape Service - January 2025
33997	01/06/2025	01/14/2025	10697 H&H Creative Home Design LLC	69.12	06-01540.0 - 1556 WOODSIDE CT
	343 10 00 00	Storm Drain Revenues	415 000 340	-22.83	Storm Drain
	343 40 00 00	Sale Of Water	425 000 340	-25.68	Water Fund (de
	343 50 00 00	Sewer Revenues	430 000 340	-20.61	Sewer Fund (de
33989	01/02/2025	01/14/2025	9934 Howitt, Deborah	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572	78.00	General Fund Library Reimbursement - 1 Year
34021	01/08/2025	01/14/2025	4131 Humane Society - Tacoma	789.21	January 2025 Boarding Contract
	554 30 41 00	Animal Control	001 000 554	789.21	General Fund January 2025 Boarding Contract
33962	12/30/2024	01/14/2025	3704 International Assoc Of Chiefs Of Police	220.00	2025 Membership Dues - R Schaub
	521 22 49 03	Dues/Member/Subscriptions	001 000 521	220.00	General Fund 2025 Membership Dues - R Schaub
33961	12/30/2024	01/14/2025	9955 Isenhour, Micheal Willard	39.00	Library Reimbursement - 1/2 Year
	572 21 49 00	Library Services	001 000 572	39.00	General Fund Library Reimbursement - 1/2 Year
34000	01/06/2025	01/14/2025	9874 Keane, Kristopher	274.58	07-00035.7 - 1513 EDWARDS AVE
	343 10 00 00	Storm Drain Revenues	415 000 340	-79.82	Storm Drain
	343 40 00 00	Sale Of Water	425 000 340	-75.56	Water Fund (de
	343 50 00 00	Sewer Revenues	430 000 340	-119.20	Sewer Fund (de
34010	01/08/2025	01/14/2025	3776 Lemay Mobile Shredding	54.00	Shredding 12/2024 - Court
	512 51 49 00	Miscellaneous - Court	001 000 512	54.00	General Fund Shredding 12/2024 - Court
33968	12/30/2024	01/14/2025	2454 Lewis, John	78.00	Library Reimbursement - 1 Year (John)

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572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year (John)
33992	01/02/2025	01/14/2025 10459	Locke Systems Inc.	4,954.50	IT Managed Services - January 2025 (for December Services)
518 81 41 01	Prof Svcs - I/S	001 000 518	General Fund	4,954.50	IT Managed Services - January 2025 (for December Services)
33966	12/30/2024	01/14/2025 3789	Lovelace, Linda Kay	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year
33999	01/06/2025	01/14/2025 7967	Moffett, Daniel	35.85	11-00865.0 - 1550 RAINIER DR
343 10 00 00	Storm Drain Revenues	415 000 340	Storm Drain	-35.85	
33998	01/06/2025	01/14/2025 6395	Muse, Beritt	337.76	01-00028.0 - 2726 ORCHARD ST W
343 10 00 00	Storm Drain Revenues	415 000 340	Storm Drain	-79.25	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (dep	-89.98	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (dep	-168.53	
33965	12/30/2024	01/14/2025 7760	Neshem, Derrick	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year
33963	12/30/2024	01/14/2025 3937	Pape & Sons Construction Inc	6,380.35	P#85 Orchard Street Water Main Replacment - Retainage
594 34 63 01	Other Improvements - Wate	426 000 594	Water Improver	6,380.35	P#85 Orchard Street Water Main Replacment - Retainage
34012	01/08/2025	01/14/2025 8651	Parikesit, Ruly	78.00	Library Reimbursement - 1 Year (Ruly)
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year (Ruly)
34022	01/09/2025	01/14/2025 3955	Petrocard Systems Inc	500.76	Gas/Fuel - 12/2024
548 65 31 11	Gas - Parks/Rec	501 000 548	Equipment Rent:	21.48	Parks- 12/2024
548 65 31 12	Gas - Street	501 000 548	Equipment Rent:	34.20	Street - 12/2024
548 65 31 13	Gas - Storm	501 000 548	Equipment Rent:	258.16	Storm - 12/2024
548 65 31 14	Gas - Water/Sewer	501 000 548	Equipment Rent:	186.92	W/S - 12/2024
33991	01/02/2025	01/14/2025 3986	Puget Sound Energy, BOT-01H	245.62	Natural Gas - Pool/Bathhouse - December 2024
576 20 47 00	Public Utility Services - Pool	001 000 576	General Fund	245.62	Natural Gas - Pool/Bathhouse - December 2024
34007	01/08/2025	01/14/2025 1752	Retzloff, Brian J.	78.00	Library Reimbursement - 1 Year (Tammy)

ACCOUNTS PAYABLE

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572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Tammy)
34018	01/08/2025	01/14/2025 10302	Rollosson, Paul	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
33993	01/02/2025	01/14/2025 4707	Springbrook Holding Company LLC	24,282.45	Springbrook Software Annual Support - 2025
514 23 41 00	Prof Svcs - Finance		001 000 514 General Fund	1,335.77	Software Annual Support - Tax on Lease - Finance 2025
524 20 41 03	Prof Svcs - Building		001 000 524 General Fund	182.64	Software Annual Support - Tax on Lease - Building 2025
531 50 41 00	Prof Svcs - Storm		415 000 531 Storm Drain	175.50	Software Annual Support - Tax on Lease - Storm 2025
534 10 41 00	Prof Svcs - Water Admin		425 000 534 Water Fund (dep	175.50	Software Annual Support - Tax on Lease - Water 2025
535 10 41 00	Prof Svcs - Sewer Admin		430 000 535 Sewer Fund (dep	175.50	Software Annual Support - Tax on Lease - Sewer 2025
542 30 41 00	Prof Svcs - Street Reg		101 000 542 City Street Fund	182.64	Software Annual Support - Tax on Lease - Street 2025
591 14 70 00	SBITA Payments - Finance		001 000 591 General Fund	13,225.35	Software Annual Support - SBITA Lease - Finance 2025
591 24 70 00	SBITA Payments - Building		001 000 591 General Fund	1,808.30	Software Annual Support - SBITA Lease - Building 2025
591 31 70 01	SBITA Payments - Storm		415 000 531 Storm Drain	1,737.65	Software Annual Support - SBITA Lease - Storm 2025
591 34 70 01	SBITA Payments - Water Adr		425 000 591 Water Fund (dep	1,737.65	Software Annual Support - SBITA Lease - Water 2025
591 35 70 01	SBITA Payments - Sewer Adr		430 000 535 Sewer Fund (dep	1,737.65	Software Annual Support - SBITA Lease - Sewer 2025
591 95 70 01	SBITA Payments - Street Reg		101 000 591 City Street Fund	1,808.30	Software Annual Support - SBITA Lease - Street 2025
34020	01/08/2025	01/14/2025 6459	Syverson, Michael J	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
33969	12/30/2024	01/14/2025 4133	Tacoma Rubber Stamp	36.62	Signature Stamp - A Deskins
514 23 31 00	Office & Oper Sup - Finance		001 000 514 General Fund	36.62	Signature Stamp - A Deskins
34013	01/08/2025	01/14/2025 4133	Tacoma Rubber Stamp	21.23	Name Plate - A Deskins
514 23 31 00	Office & Oper Sup - Finance		001 000 514 General Fund	21.23	Name Plate - A Deskins
Total Tacoma Rubber Stamp				57.85	
34019	01/08/2025	01/14/2025 4322	Tacoma, City of - POWER	4,942.05	Power - Various Locations - 11/2024 & 12/2024
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (dep	237.04	PW Golf Course Weathervane Booser - 11/2024 & 12/2024
535 80 47 01	Utility Services/Pumping		430 000 535 Sewer Fund (dep	563.90	Pumps/LS Power - 11/2024 & 12/2024
542 63 47 00	Electricity/Street Lights		101 000 542 City Street Fund	12.35	Street Lights - 12/2024
571 10 47 00	Public Utility Services - Rec		001 000 571 General Fund	1,718.03	Rec Center Power - 11/2024

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576 20 47 00	Public Utility Services - Pool	001 000 576	General Fund	1,390.69	Pool Power - 11/2024
576 80 47 00	Public Utility Services - Parks	001 000 576	General Fund	1,020.04	Parks Power - 11/2024
34008 01/08/2025	01/14/2025	5934	US Bank, City Hall Account	156.24	P-Card Charges thru 01/06/25
518 10 42 01	Postage - Non Dept	001 000 518	General Fund	156.24	Postage - Passports
34002 01/08/2025	01/14/2025	8484	US Bank, Recreation Dept Account	519.83	P-Card Charges thru 01/06/25
573 90 49 01	Community Events	001 000 573	General Fund	375.61	Daddy Daughter Dance Supplies, Supplies for Murphy Bear Costume
573 90 49 02	Centennial Celebration	001 000 573	General Fund	144.22	Banner for Centennial Celebration
33960 12/30/2024	01/14/2025	4179	Unum Life Insurance Company of America	69.20	Retired Benefits - January 2025
521 22 20 02	LEOFF I Long Term Care Prei	001 000 521	General Fund	69.20	Retired Benefits - January 2025
34017 01/08/2025	01/14/2025	4180	Utilities Underground	28.60	Locates 12/2024
534 10 49 00	Miscellaneous - Water Admi	425 000 534	Water Fund (dep	14.30	Locates 12/2024
535 10 49 00	Miscellaneous - Sewer Admi	430 000 535	Sewer Fund (dep	14.30	Locates 12/2024
34011 01/08/2025	01/14/2025	4237	WCP Solutions	1,588.08	Copy Machine Paper (240 Reams)
518 10 34 01	Office Supplies - Central	001 000 518	General Fund	1,588.08	Copy Machine Paper (240 Reams)
33990 01/02/2025	01/14/2025	3645	WEX BANK, Wright Express FSC	3,785.87	Gas/Fuel - 12/2024
548 65 31 06	Gas - Facilities	501 000 548	Equipment Rent:	75.82	F&E 12/2024
548 65 31 08	Gas - Police	501 000 548	Equipment Rent:	2,932.25	Police 12/2024
548 65 31 11	Gas - Parks/Rec	501 000 548	Equipment Rent:	325.05	Parks 12/2024
548 65 31 12	Gas - Street	501 000 548	Equipment Rent:	124.25	Street 12/2024
548 65 31 14	Gas - Water/Sewer	501 000 548	Equipment Rent:	328.50	W/S 12/2024
34005 01/08/2025	01/14/2025	1257	Wilson, Phillip	78.00	Library Reimbursement - 1 Year (Phillip)
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year (Phillip)
34006 01/08/2025	01/14/2025	1257	Wilson, Phillip	78.00	Library Reimbursement - 1 Year (Melinda)
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year (Melinda)
Total Wilson, Phillip				156.00	
33959 12/30/2024	01/14/2025	5851	Yasenak*, Patrick	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year

ACCOUNTS PAYABLE

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33988	12/31/2024	01/14/2025	10035 Zoom Video Communications	1,427.66	Monthly Phone Rental 12/31/24-01/30/25
513	10 42 00	Communication - Admin	001 000 513 General Fund	84.04	Meeting Webinar & Recording - 12/31/24-01/30/25
518	10 42 00	Communication - Non Dept	001 000 518 General Fund	1,041.66	Monthly Phone Service - 12/31/24-01/30/25
591	18 70 10	Lease Payments - Non-Dept	001 000 591 General Fund	301.96	Monthly Phone Rental - 12/31/24-01/30/25

Report Total: 77,081.07

Fund

001 General Fund	40,809.56
101 City Street Fund	6,203.90
415 Storm Drain	12,412.45
425 Water Fund (department)	3,891.98
426 Water Improvement Fund	6,380.35
430 Sewer Fund (department)	3,096.20
501 Equipment Rental Fund	4,286.63

This report has been reviewed by:

REMARKS:

Signature & Title

Date

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Update Authorized Signers on all City Bank Accounts and City Credit Cards

ITEM: 13A

DATE: January 14, 2025

FROM: Dawn Masko, City Manager

RECOMMENDED MOTION: I move to authorize the City Manager to add Allison Deskins, Finance Director, to all City of Fircrest financial accounts.

PROPOSAL: The Council is being asked to authorize the City Manager to add newly hired Finance Director Allison Deskins to all City bank account and credit card accounts.

FISCAL IMPACT: None.

ADVANTAGE: This motion meets the criteria that financial institutions are seeking to authorize this change.

DISADVANTAGES: None.

ALTERNATIVES: None.

HISTORY: City banking institutions, including TAPCO Credit Union and Umpqua Bank, require approved Council minutes to add or delete signers from City accounts. Allison Deskins started employment with the City on January 2, 2025, and now needs to be added to City accounts.

ATTACHMENTS: