

**FIRCREST CITY COUNCIL
REGULAR MEETING
AGENDA**

**TUESDAY, JUNE 24, 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: Ride Transit Month	2
B. Proclamation: Independence Day	3
5. CITY MANAGER COMMENTS	
6. DEPARTMENT HEAD COMMENTS	
7. COUNCILMEMBER COMMENTS	
8. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA (If you would like to make a public comment, you may speak at the appropriate time using the raise your hand feature or by pressing *9 on your phone.)	
9. COMMITTEE, COMMISSION & LIAISON REPORTS	
A. Parks, Recreation, and Sustainability	
B. Police/Public Safety and Court	
C. Public Works and Facilities	
D. Pierce County Regional Council	
E. Other Liaison Reports – Centennial Committee	
10. CONSENT CALENDAR	
A. Approval of vouchers /payroll checks	4
B. Approval of Minutes: June 10, 2025, Regular Meeting	16
11. PUBLIC HEARING	
12. UNFINISHED BUSINESS	
13. NEW BUSINESS	
A. Pierce Transit Long Range Plan Presentation	21
B. Resolution: Approval of the City's 6-Year Comprehensive Transportation Improvement Program	32
C. Resolution: Emerson Construction Management Services Amendment #1	44
D. Resolution: StreetScan Contract Approval	48
14. CALL FOR FINAL COMMENTS	
15. EXECUTIVE SESSION	
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, the City of Fircrest is served by Pierce Transit, which provides essential public transportation services by way of bus, SHUTTLE paratransit, and Rideshare services; and

WHEREAS, in 2024, Pierce Transit provided almost 6.8 million passenger trips by bus, 308,021 SHUTTLE trips, and 362,661 Rideshare trips – of which 1 million bus rides were free trips for youth 18 years and younger; and

WHEREAS, 55% of Pierce Transit riders do not have access to a personal vehicle, 32% have annual incomes under \$30,000, over half rely on transit to get to work or to look for work, and nearly 40% use transit to get to healthcare appointments; and

WHEREAS, for the past 45 years, Pierce Transit has served as the South Sound's primary, locally-based public transportation system – providing over 473 million bus trips in the Public Transportation Benefit Area since 1980, and connecting people to work, school, medical appointments, errands, and social and community events; and

WHEREAS, since 1980, Pierce Transit has delivered approximately 16 million paratransit trips to individuals who qualify under the Americans with Disabilities Act, and more than 24 million Rideshare trips, offering accessible and cost-effective travel options across the region; and

WHEREAS, public transportation in Washington State reduces carbon emissions by an estimated 371,000 metric tons annually, and if all single-occupancy drivers shifted to transit, we could save an additional 130,000 metric tons per year, equivalent to removing about 28,272 passenger vehicles from the road for one year; and

WHEREAS, public transportation investments generate 31% more jobs per dollar than new road and bridge construction, supporting approximately 49,700 jobs per \$1 billion invested, with an economic return on investment of five to one; and

WHEREAS, greater transit use is associated with higher physical activity levels, better health outcomes, and reduced health risks, while also providing essential transportation and employment access for communities of color, low-income individuals, and people with disabilities.

NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS OF THE CITY OF FIRCREST, do hereby proclaim the month of June 2025 as **Ride Transit Month** in the City of Fircrest, Washington, and encourage residents to ride, promote, and celebrate public transportation as a key aspect of mobility in our community.

Passed this 24th day of June 2025

Shannon Reynolds, Mayor



PROCLAMATION OF THE CITY COUNCIL

WHEREAS, on July 4, 1776, our Founding Fathers ratified the Declaration of Independence, proclaiming our unalienable rights to Life, Liberty, and the Pursuit of Happiness; and

WHEREAS, with the adoption of this historic document, the thirteen colonies declared the formation of a new, independent nation – the United States of America – founded on the principles of individual liberty, natural rights, and the rule of law; and

WHEREAS, we recognize that ideals were not initially extended to all people, and generations of Americans have fought and sacrificed to bring our nation closer to the promise of freedom and equality for all; and

WHEREAS, Independence Day is a time to honor the enduring truths of the Declaration of Independence and reaffirm the continued duty of all Americans to preserve the freedoms and values that define our nation; and

WHEREAS, we pay tribute to the courageous service of our Armed Forces, past and present, who have defended the freedoms established at the birth of our nation; and

WHEREAS, each year on July 4th, we celebrate the birth of our nation, the signing of the Declaration of Independence, and the United States as a lasting symbol of hope, opportunity, and democracy, and in 2025, we commemorate 249 years of American independence; and

WHEREAS, the City of Fircrest – known as the Jewel of Pierce County – is proud to join in this national celebration as a community committed to unity, opportunity, and civic pride.

NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS OF THE CITY OF FIRCREST, do hereby proclaim July 4th, 2025, as **Independence Day**, in the City of Fircrest, Washington, and encourage all residents to celebrate the birth of our nation, and recognize the importance of our independence and freedom.

Passed this 24th day of June 2025

Shannon Reynolds, Mayor

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
35286	06/12/2025	06/24/2025	4298 AWC Employee Benefit Trust	856.10	07/2025 Retired Medical
	521 22 20 01	LEOFF I Medical Premiums	001 000 521 General Fund	856.10	07/2025 Retired Medical
35298	06/13/2025	06/24/2025	10562 Amazon Capital Services	394.79	Hanging File Folders & Laptop Case; Wireless Mouse Purchase & Credit for Return of Wireless Mouse Purchase
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	-22.00	Credit Return for Laptop Case - D Masko
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	336.89	Brother Toner Cartridge Set - D Masko
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	19.41	Wireless Mouse - D Masko
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	-19.41	Credit Return for Wireless Mouse - D Masko
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	79.90	Hanging File Folders & Laptop Case
35335	06/17/2025	06/24/2025	11135 American Red Cross	470.00	Lifeguard Training - Pool Certification (Qty 10)
	571 10 49 02	Reg & Tuition - Rec	001 000 571 General Fund	470.00	Lifeguard Training - Pool Certification (Qty 10)
35318	06/16/2025	06/24/2025	10829 Anthony Gregory	1,450.00	Youth Basketball Officiating - 06/01/25-06/18/25
	571 10 41 02	Prof Svcs - Rec - Officiating	001 000 571 General Fund	1,450.00	Youth Basketball Officiating - 06/01/25-06/18/25
35249	06/05/2025	06/24/2025	6692 Baz, Dmitri	2.00	01-00470.3 - 428 HARVARD AVE
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-25.35	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	23.52	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-0.17	
35250	06/05/2025	06/24/2025	10793 Blowers, Bradley	23.33	01-02300.8 - 540 FARALLONE AVE
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-5.08	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-5.98	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-12.27	
35247	06/05/2025	06/24/2025	1113 Cail, Cynthia	57.71	01-01070.2 - 346 GOLDEN GATE AV
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-27.94	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-29.06	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-0.71	
35314	06/16/2025	06/24/2025	4294 Center Electric Inc	6,661.77	Princeton Liftstation: Disassemble Pump, Test Windings, Wash & Bake Stator, Clean Parts, Install new Bearings & Seals and Reassemble
	594 35 63 01	Other Improvements - Sewe	432 000 594 Sewer Improver	6,661.77	Princeton Liftstation: Disassemble Pump, Test Windings, Wash & Bake Stator, Clean Parts, Install new Bearings & Seals and Reassemble

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35315	06/16/2025	06/24/2025	4294 Center Electric Inc	3,649.10	Princeton Liftstation: Disassemble Pump, Rewind Stator, Dip & Bake Twice, Clean Parts, Install new Power & Control Cord, Install new Bearings & Seals, Reassemble, Fill with Oil
	594 35 63 01	Other Improvements - Sewe	432 000 594	3,649.10	Princeton Liftstation: Disassemble Pump, Rewind Stator, Dip & Bake Twice, Clean Parts, Install new Power & Control Cord, Install new Bearings & Seals, Reassemble, Fill with Oil
35316	06/16/2025	06/24/2025	4294 Center Electric Inc	1,002.32	Princeton Liftstation: Disassemble Pump, Test, Change Impeller, Reassemble, Fill with Oil & Test
	594 35 63 01	Other Improvements - Sewe	432 000 594	1,002.32	Princeton Liftstation: Disassemble Pump, Test, Change Impeller, Reassemble, Fill with Oil & Test
Total Center Electric Inc				11,313.19	
35326	06/16/2025	06/24/2025	5805 CenturyLink (Lumen LD)	10.16	Long Distance Access & Usage 06/2025
	518 10 42 00	Communication - Non Dept	001 000 518	10.16	Long Distance Access & Usage 06/2025
35327	06/16/2025	06/24/2025	3994 CenturyLink	449.70	Telecommunications - 06/2024
	518 10 42 00	Communication - Non Dept	001 000 518	137.96	City Hall Alarm & Fax (2) - 06/2025
	521 22 42 00	Communication - Police	001 000 521	265.76	Police BA/Modem & Fax - 06/2025
	531 50 42 00	Communication - Storm	415 000 531	11.50	PW Alarm - 06/2025
	534 10 42 00	Communication - Water Adr	425 000 534	11.50	PW Alarm - 06/2025
	535 10 42 01	Communication - Sewer Adr	430 000 535	11.49	PW Alarm - 06/2025
	542 30 42 00	Communication - Street Reg	101 000 542	11.49	PW Alarm - 06/2025
35275	06/11/2025	06/24/2025	4324 City Treasurer-Tacoma	71,713.47	Fire/EMS - 07/2025
	522 20 40 00	Tacoma Contract - Fire	001 000 522	22,674.67	Fire - 07/2025
	522 20 41 00	Tacoma Contract - EMS	001 000 522	49,038.80	EMS - 07/2025
35251	06/05/2025	06/24/2025	10048 Cooper, Jeff	34.83	12-00110.0 - 6309 36TH ST W
	343 50 00 00	Sewer Revenues	430 000 340	-34.83	Sewer Fund (de
35296	06/13/2025	06/24/2025	2632 Craft, Warren	42.54	05-03350.0 - 1106 MAGNOLIA DR
	343 10 00 00	Storm Drain Revenues	415 000 340	-11.14	Storm Drain
	343 40 00 00	Sale Of Water	425 000 340	-10.24	Water Fund (de
	343 50 00 00	Sewer Revenues	430 000 340	-21.16	Sewer Fund (de

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35301	06/13/2025	06/24/2025	3589 Databar Inc	198.18	Round Decal Stickers for Centennial Celebration (Qty 150)
	573 90 49 02	Centennial Celebration	001 000 573	198.18	Round Decal Stickers for Centennial Celebration (Qty 150)
35303	06/13/2025	06/24/2025	3589 Databar Inc	2,436.89	June 2025 Town Topics Insert; Aquatic Center & Happy B-Day Fircrest Insert - June 2025
	518 10 49 01	Town Topics/Citizen Commu	001 000 518	1,611.14	June 2025 Town Topics Insert
	542 80 31 04	Oper Supplies - Beautificatio	101 000 542	825.75	Aquatic Center & Happy B-Day Fircrest Insert - June 2025
35310	06/13/2025	06/24/2025	3589 Databar Inc	1,873.84	2024 Annual Water Quality Report & Composition Water Quality Report
	534 10 49 04	Printing & Binding - Water /	425 000 534	1,873.84	2024 Annual Water Quality Report & Composition Water Quality Report
Total Databar Inc				4,508.91	
35287	06/12/2025	06/24/2025	10913 David Evans and Associates, Inc.	5,615.09	P#74 Regents West Grind & Overlay - Professional Services 05/04/25-05/31/25
	595 10 63 06	Project Engineering - Street	101 000 594	5,615.09	P#74 Regents West Grind & Overlay - Professional Services 05/04/25-05/31/25
35317	06/16/2025	06/24/2025	11096 DeForrest, Joel	145.10	Reimbursement for Gas for Watering Truck - Gas Station was not Open yet to charge City Card
	548 65 31 12	Gas - Street	501 000 548	145.10	Reimbursement for Gas for Watering Truck - Gas Station was not Open yet to charge City Card
35278	06/12/2025	06/24/2025	9303 Deal, Robert L.	787.00	Police Background Checks (19.5 Hrs) & Mileage 05/12/25-05/23/25
	521 22 41 00	Prof Svcs - Police	001 000 521	787.00	Police Background Checks (19.5 Hrs) & Mileage 05/12/25-05/23/25
35279	06/12/2025	06/24/2025	9303 Deal, Robert L.	608.40	Police Background Checks (15 Hrs) & Mileage 05/12/25-05/25/25
	521 22 41 00	Prof Svcs - Police	001 000 521	608.40	Police Background Checks (15 Hrs) & Mileage 05/12/25-05/25/25

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			Total Deal, Robert L.	1,395.40	
35274	06/11/2025	06/24/2025	2037 Delisle, Mary	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
35337	06/17/2025	06/24/2025	4310 Dept Of Revenue-EXCISE TAX	5,076.60	May 2025 Excise Taxes
	518 20 43 01	Excise Tax - Time/Temp Ren	001 000 518 General Fund	3.30	May 2025 Excise Taxes
	531 50 44 00	Excise Tax - Storm	415 000 531 Storm Drain	20.25	May 2025 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (dep	22.06	May 2025 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (dep	80.04	May 2025 Excise Taxes
	535 10 44 00	Excise Tax - Sewer	430 000 535 Sewer Fund (dep	53.68	May 2025 Excise Taxes
	571 10 49 00	Miscellaneous - Rec	001 000 571 General Fund	14.34	May 2025 Excise Taxes
	571 20 43 00	Excise Tax - Participation Fee	001 000 571 General Fund	81.76	May 2025 Excise Taxes
	573 90 49 01	Community Events	001 000 573 General Fund	14.65	May 2025 Excise Taxes
	573 90 49 02	Centennial Celebration	001 000 573 General Fund	87.26	May 2025 Excise Taxes
	576 20 31 03	Oper Supplies - Pool	001 000 576 General Fund	123.47	May 2025 Excise Taxes
	576 20 43 00	Excise Tax - Pool Revenue	001 000 576 General Fund	4,571.20	May 2025 Excise Taxes
	589 30 00 00	Retail Sales Tax	655 000 580 Agency Fund/Bd	4.59	May 2025 Excise Taxes
35330	06/17/2025	06/24/2025	6801 Display Sales Co	2,033.00	Tailgate Package for Community Events - Used for Informational Displays for PW
	531 50 35 00	Small Tools & Equip - Storm	415 000 531 Storm Drain	508.25	Tailgate Package for Community Events - Used for Informational Displays for PW
	534 80 35 00	Small Tools & Equip - Water	425 000 534 Water Fund (dep	508.25	Tailgate Package for Community Events - Used for Informational Displays for PW
	535 80 35 00	Small Tools & Equip - Sewer	430 000 535 Sewer Fund (dep	508.25	Tailgate Package for Community Events - Used for Informational Displays for PW
	542 30 35 00	Small Tools & Equip - Street	101 000 542 City Street Fund	508.25	Tailgate Package for Community Events - Used for Informational Displays for PW
35262	06/11/2025	06/24/2025	4858 Ewing Irrigation Products Inc	20.12	Irrigation Repair Parts - Parks
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	20.12	Irrigation Repair Parts - Parks
35263	06/11/2025	06/24/2025	4858 Ewing Irrigation Products Inc	410.16	Irrigaton Repair Parts - Parks
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	410.16	Irrigaton Repair Parts - Parks
35268	06/11/2025	06/24/2025	4858 Ewing Irrigation Products Inc	202.15	Sprinkler Heads for Fircrest Park
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	202.15	Sprinkler Heads for Fircrest Park

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			Total Ewing Irrigation Products Inc	632.43	
35299	06/13/2025	06/24/2025	4679 Fast Water Heater Company	55.00	Refund for Quadruplicate Payment on 05/29/25 for Invoice #8080
	322 10 00 02	Plumbing Permit	001 000 320 General Fund	-55.00	Refund for Quadruplicate Payment on 05/29/25 for Invoice #8080
35257	06/11/2025	06/24/2025	3636 Ferguson Enterprises, LLC, #417592	1,331.85	Service Line Parts, Cordless Cutoff Saw with Battery
	531 50 35 00	Small Tools & Equip - Storm	415 000 531 Storm Drain	347.61	Service Line Parts, Cordless Cutoff Saw with Battery
	534 10 35 00	Small Tools & Equip - Water	425 000 534 Water Fund (de	347.62	Service Line Parts, Cordless Cutoff Saw with Battery
	534 50 31 01	Oper Supplies - Water Main	425 000 534 Water Fund (de	289.01	Service Line Parts, Cordless Cutoff Saw with Battery
	535 80 35 00	Small Tools & Equip - Sewer	430 000 535 Sewer Fund (de	347.61	Service Line Parts, Cordless Cutoff Saw with Battery
35277	06/12/2025	06/24/2025	4318 Fircrest City of - Interfund (Treasur	11,996.90	June 2025 Interfund
	518 30 47 00	Public Utility Services - City I	001 000 518 General Fund	668.95	June 2025 Interfund
	531 50 47 02	Public Utility Services - Bldg	415 000 531 Storm Drain	278.67	June 2025 Interfund
	531 50 47 02	Public Utility Services - Bldg	415 000 531 Storm Drain	8.34	June 2025 Interfund
	534 10 47 00	Utility Services/Building - W	425 000 534 Water Fund (de	278.68	June 2025 Interfund
	534 80 47 01	Utility Services/Pumping	425 000 534 Water Fund (de	265.98	June 2025 Interfund
	534 80 47 03	Public Utility Services - Mete	425 000 534 Water Fund (de	8.34	June 2025 Interfund
	535 10 47 00	Utility Services/Building - Se	430 000 535 Sewer Fund (de	278.68	June 2025 Interfund
	535 80 47 04	Public Utility Services - Mete	430 000 535 Sewer Fund (de	8.34	June 2025 Interfund
	542 30 47 02	Electricity & Gas/Bldg - Stree	101 000 542 City Street Fund	278.67	June 2025 Interfund
	542 30 47 02	Electricity & Gas/Bldg - Stree	101 000 542 City Street Fund	8.35	June 2025 Interfund
	542 80 47 00	Public Utility Services - St Be	101 000 542 City Street Fund	170.98	June 2025 Interfund
	548 65 47 00	Utility Services/Building - Sh	501 000 548 Equipment Rent	34.50	June 2025 Interfund
	571 10 47 00	Public Utility Services - Rec	001 000 571 General Fund	307.92	June 2025 Interfund
	576 20 47 00	Public Utility Services - Pool	001 000 576 General Fund	528.69	June 2025 Interfund
	576 80 47 00	Public Utility Services - Parks	001 000 576 General Fund	8,871.81	June 2025 Interfund
35285	06/12/2025	06/24/2025	3638 Fircrest Golf Club	48.07	Business Meeting - City Manager & Municipal Court Judge
	513 10 49 00	Miscellaneous - Admin	001 000 513 General Fund	48.07	Business Meeting - City Manager & Municipal Court Judge
35264	06/11/2025	06/24/2025	10618 First Responder Outfitters, Inc.	140.06	Uniform Alterations - Miguel Bugarin
	521 22 49 01	Uniforms/Clothing/Laundry	001 000 521 General Fund	140.06	Uniform Alterations - Miguel Bugarin

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35338	06/17/2025	06/24/2025	10618 First Responder Outfitters, Inc.	16.53	Uniform Alterations - C Thompson
	521 22 49 01	Uniforms/Clothing/Laundry	001 000 521 General Fund	16.53	Uniform Alterations - C Thompson
			Total First Responder Outfitters, Inc.	156.59	
35297	06/13/2025	06/24/2025	9810 Gil, Ellen	23.38	02-01140.0 - 338 CONTRA COSTA AVE
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-6.11	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (dep	-7.09	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (dep	-10.18	
35267	06/11/2025	06/24/2025	3668 Gray Lumber Company Inc	259.31	Post for New Tot Lot Sign (Qty 2)
	594 76 63 01	Other Improvements - Parks	001 000 576 General Fund	259.31	Post for New Tot Lot Sign (Qty 2)
35254	06/11/2025	06/24/2025	10838 Hageman, Joseph	10.77	12-00630.2 - 4708 60TH AVE W
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (dep	-10.77	
35307	06/13/2025	06/24/2025	3690 Holroyd Co Inc	168.36	Asphalt Disposal from Street Repairs in the City
	542 30 47 01	Dumping Fees - Street	101 000 542 City Street Fund	168.36	Asphalt Disposal from Street Repairs in the City
35259	06/11/2025	06/24/2025	3692 Home Depot Credit Services	36.37	Driver Set for Shop
	518 30 35 00	Small Tools & Equip - Facilit	001 000 518 General Fund	36.37	Driver Set for Shop
35260	06/11/2025	06/24/2025	3692 Home Depot Credit Services	32.24	Drinking Fountain Parts - Parks
	594 76 63 01	Other Improvements - Parks	001 000 576 General Fund	32.24	Drinking Fountain Parts - Parks
35261	06/11/2025	06/24/2025	3692 Home Depot Credit Services	19.80	Hooks for Pictures - City Hall
	518 30 31 04	Oper Supplies - CH	001 000 518 General Fund	19.80	Hooks for Pictures - City Hall
35266	06/11/2025	06/24/2025	3692 Home Depot Credit Services	1.62	Screws for Tot Pool
	576 20 31 04	Repair Supplies - Pool	001 000 576 General Fund	1.62	Screws for Tot Pool
35304	06/13/2025	06/24/2025	3692 Home Depot Credit Services	6.12	Capped Flagpole Receiver on Big Island
	542 80 31 01	Oper Supplies - St Beaut	101 000 542 City Street Fund	6.12	Capped Flagpole Receiver on Big Island
35305	06/13/2025	06/24/2025	3692 Home Depot Credit Services	39.66	Electrical Tape
	542 63 31 00	Oper Supplies - St Light	101 000 542 City Street Fund	39.66	Electrical Tape
35333	06/17/2025	06/24/2025	3692 Home Depot Credit Services	144.82	Plywood for Derby Days Ramp

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573 90 49 01	Community Events		001 000 573 General Fund	144.82	Plywood for Derby Days Ramp
35334	06/17/2025	06/24/2025	3692 Home Depot Credit Services	50.24	Plywood for Derby Days Ramp
573 90 49 01	Community Events		001 000 573 General Fund	50.24	Plywood for Derby Days Ramp
Total Home Depot Credit Services				330.87	
35271	06/11/2025	06/24/2025	9955 Isenhour, Micheal Willard	39.00	Library Reimbursement - 1/2 Year
572 21 49 00	Library Services		001 000 572 General Fund	39.00	Library Reimbursement - 1/2 Year
35253	06/05/2025	06/24/2025	10115 Johnson, Karin	80.29	04-02350.4 - 815 MAYWOOD LANE
343 10 00 00	Storm Drain Revenues		415 000 340 Storm Drain	-17.47	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (dep	-20.58	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (dep	-42.24	
35272	06/11/2025	06/24/2025	11126 Jones, Susan	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
35255	06/11/2025	06/24/2025	9817 Kenyon Disend	160.00	Attorney Services - May 2025
515 41 41 02	Special Legal Counsel		001 000 515 General Fund	160.00	Attorney Services - May 2025
35256	06/11/2025	06/24/2025	9817 Kenyon Disend	7,420.77	Attorney Services - May 2025
515 41 41 01	City Attorney		001 000 515 General Fund	4,473.00	Attorney Services - May 2025
515 41 41 02	Special Legal Counsel		001 000 515 General Fund	2,947.77	Attorney Services - May 2025
Total Kenyon Disend				7,580.77	
35283	06/12/2025	06/24/2025	11132 Kieszling, Emily	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
35341	06/18/2025	06/24/2025	10129 Kropelnicki, Amber	104.77	Tetris Game for Events & Activities
573 90 49 01	Community Events		001 000 573 General Fund	104.77	Tetris Game for Events & Activities
35300	06/13/2025	06/24/2025	10082 Lewis, Kalina	78.00	Library Reimbursement - 1 Year (Ezekiel)
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Ezekiel)
35270	06/11/2025	06/24/2025	10113 Maris, Lindsey	78.00	Library Reimbursement - 1 Year (Lindsey)
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Lindsey)

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
35295	06/13/2025	06/24/2025	2835 Martin, Mike	89.26	06-01615.0 - 1287 ALPINE LANE
	343 10 00 00	Storm Drain Revenues	415 000 340	Storm Drain	-20.43
	343 40 00 00	Sale Of Water	425 000 340	Water Fund (dep	-24.05
	343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (dep	-44.78
35284	06/12/2025	06/24/2025	10447 Masko, Dawn	313.77	AWC Annual Conference - Airfare; PCCAO Monthly Meeting, Wireless Mouse for Laptop
	513 10 35 00	Small Tools & Equip - Admir	001 000 513	General Fund	22.01
	513 10 43 00	Travel - Admin	001 000 513	General Fund	291.76
					AWC Annual Conference - Airfare; PCCAO Monthly Meeting
35312	06/13/2025	06/24/2025	9415 Miles Resources LLC	206,332.58	P#81 Claremont Grind & Overlay Construction Progress Payment #1
	595 32 63 08	Street Improvements - Clare	101 000 594	City Street Fund	206,332.58
					P#81 Claremont Grind & Overlay Construction Progress Payment #1
35269	06/11/2025	06/24/2025	3923 Orca Pacific Inc	199.50	Rapid Clear for Pool (4 Gallons)
	576 20 31 01	Oper Supplies - Pool Chemic	001 000 576	General Fund	199.50
					Rapid Clear for Pool (4 Gallons)
35308	06/13/2025	06/24/2025	3923 Orca Pacific Inc	924.12	Chlorine for Wells (181 gallons)
	534 80 31 03	Oper Supplies - Chlorine	425 000 534	Water Fund (dep	924.12
					Chlorine for Wells (181 gallons)
			Total Orca Pacific Inc	1,123.62	
35331	06/17/2025	06/24/2025	3958 PC Budget & Finance - Jail	4,467.87	Jail Services - May 2025
	523 60 40 01	Jail	001 000 523	General Fund	4,467.87
					Jail Services - May 2025
35328	06/17/2025	06/24/2025	3955 Petrocard Systems Inc	476.94	Gas/Fuel - 06/2025
	548 65 31 11	Gas - Parks/Rec	501 000 548	Equipment Rent:	110.43
	548 65 31 12	Gas - Street	501 000 548	Equipment Rent:	22.57
	548 65 31 13	Gas - Storm	501 000 548	Equipment Rent:	264.29
	548 65 31 14	Gas - Water/Sewer	501 000 548	Equipment Rent:	79.65
					Water/Sewer - 06/2025
35313	06/16/2025	06/24/2025	10221 Petty Cash-ParksRec	89.50	Petty Cash Reimbursement 06/24/25
	571 10 31 02	Senior Program Supplies	001 000 571	General Fund	84.00
	571 10 41 00	Senior Trips	001 000 571	General Fund	5.50
					Senior Trip - Toll for Bridge

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35282	06/12/2025	06/24/2025	11131 Pollard, Andrea F.	320.00	Flagging Class - J DeForrest, S Marez, T Scholer, R Parsons
531 50 49 04	Reg & Tuition - Storm	415 000	531 Storm Drain	80.00	Flagging Class - J DeForrest, S Marez, T Scholer, R Parsons
534 10 49 02	Reg & Tuition - Water Admi	425 000	534 Water Fund (de	80.00	Flagging Class - J DeForrest, S Marez, T Scholer, R Parsons
535 10 49 01	Reg & Tuition - Sewer Admi	430 000	535 Sewer Fund (de	80.00	Flagging Class - J DeForrest, S Marez, T Scholer, R Parsons
542 30 49 04	Reg & Tuition - Street Reg	101 000	542 City Street Fund	80.00	Flagging Class - J DeForrest, S Marez, T Scholer, R Parsons
35342	06/18/2025	06/24/2025	10161 Print NW	183.23	2025 Fircrest Fun Days Banner Coverup Decal
573 90 49 01	Community Events	001 000	573 General Fund	183.23	2025 Fircrest Fun Days Banner Coverup Decal
35306	06/13/2025	06/24/2025	3751 Psomas, DBA KPG Psomas	12,147.00	P#88 Alameda Avenue West Sidewalk Project - 04/25/25-05/29/25
595 10 63 06	Project Engineering - Street	101 000	594 City Street Fund	12,147.00	P#88 Alameda Avenue West Sidewalk Project - 04/25/25-05/29/25
35309	06/13/2025	06/24/2025	3751 Psomas, DBA KPG Psomas	12,249.25	P#81 Claremont St Grind & Overlay - 01/01/25-01/30/25
595 10 63 08	Claremont Overlay #81 - De	101 000	594 City Street Fund	12,249.25	P#81 Claremont St Grind & Overlay - 01/01/25-01/30/25
35311	06/13/2025	06/24/2025	3751 Psomas, DBA KPG Psomas	17,328.00	P#81 Claremont St Grind & Overlay Construction Management - 03/28/25-04/24/25
595 32 63 08	Street Improvements - Clare	101 000	594 City Street Fund	17,328.00	P#81 Claremont St Grind & Overlay Construction Management - 03/28/25-04/24/25
Total Psomas, DBA KPG Psomas				41,724.25	
35281	06/12/2025	06/24/2025	3986 Puget Sound Energy, BOT-01H	87.42	Natural Gas - City Hall - May 2025
518 30 47 00	Public Utility Services - City I	001 000	518 General Fund	87.42	Natural Gas - City Hall - May 2025
35340	06/17/2025	06/24/2025	3986 Puget Sound Energy, BOT-01H	153.96	Natural Gas - PW - May 2025
531 50 47 02	Public Utility Services - Bldg	415 000	531 Storm Drain	38.49	Natural Gas - PW - May 2025
534 10 47 00	Utility Services/Building - W	425 000	534 Water Fund (de	38.49	Natural Gas - PW - May 2025
535 10 47 00	Utility Services/Building - Se	430 000	535 Sewer Fund (de	38.49	Natural Gas - PW - May 2025
542 30 47 02	Electricity & Gas/Bldg - Stree	101 000	542 City Street Fund	38.49	Natural Gas - PW - May 2025

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			Total Puget Sound Energy, BOT-01H	241.38	
35332	06/17/2025	06/24/2025	4683 Puyallup, City of	507.60	Jail Services - May 2025
	523 60 40 01 Jail		001 000 523 General Fund	507.60	Jail Services - May 2025
35252	06/05/2025	06/24/2025	6856 Reeve, Will	65.70	02-02941.5 - 502 VASSAR ST
	343 10 00 00 Storm Drain Revenues		415 000 340 Storm Drain	-27.29	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (dep	-31.24	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (dep	-7.17	
35265	06/11/2025	06/24/2025	6823 Robblee's Total Security Inc	15.33	File Cabinet Keys - City Hall
	518 30 31 04 Oper Supplies - CH		001 000 518 General Fund	15.33	File Cabinet Keys - City Hall
35273	06/11/2025	06/24/2025	4084 Staples Business Advantage	171.82	Toner Cartridge - Finance Office Copy Machine
	514 23 31 00 Office & Oper Sup - Finance		001 000 514 General Fund	171.82	Toner Cartridge - Finance Office Copy Machine
35280	06/12/2025	06/24/2025	4084 Staples Business Advantage	48.14	Supplies - Sponges, Staples, Binder Clips, Whiteout, and Manila Folders
	518 10 31 00 Office & Oper Sup - Non De		001 000 518 General Fund	21.11	Binder Clips & Whiteout
	518 10 34 01 Office Supplies - Central		001 000 518 General Fund	13.19	Sponges & Staples
	521 22 31 00 Office & Oper Sup - Police		001 000 521 General Fund	13.84	Manila Folders (Qty 100)
			Total Staples Business Advantage	219.96	
35248	06/05/2025	06/24/2025	1582 Stebner, Pamela	4.45	02-02870.0 - 311 STANFORD ST
	343 10 00 00 Storm Drain Revenues		415 000 340 Storm Drain	-20.19	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (dep	14.40	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (dep	1.34	
35276	06/11/2025	06/24/2025	4120 Tacoma Daily Index	194.22	May 2025 Publications
	511 60 41 01 Advertising - Legisl		001 000 511 General Fund	136.11	Public Hearing - TIP; Notice of Cancelled Study Session Meeting - 6/16/25; Public Hearing on Middle Housing Code Amendment - 06/10/25; Notice of Special Council Meeting on Middle Housing - 06/16/25
	558 60 41 01 Advertising - Planning		001 000 558 General Fund	58.11	Notice of Environmental Determination
35329	06/17/2025	06/24/2025	4133 Tacoma Rubber Stamp	22.50	Door Sign - Information Systems

ACCOUNTS PAYABLE

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	518 30 31 04 Oper Supplies - CH		001 000 518 General Fund	22.50	Door Sign - Information Systems
35339	06/17/2025	06/24/2025	4322 Tacoma, City of - POWER	13,424.67	Power - Various Locations - 05/2025
	518 30 47 00 Public Utility Services - City I		001 000 518 General Fund	695.67	City Hall Power - 05/2025
	531 50 47 02 Public Utility Services - Bldg		415 000 531 Storm Drain	67.41	PW Power - 05/2025
	534 10 47 00 Utility Services/Building - W:		425 000 534 Water Fund (dep	67.41	PW Power - 05/2025
	534 80 47 01 Utility Services/Pumping		425 000 534 Water Fund (dep	6,615.87	PW, Well #4, #8, #9, Golf Course, Weathervane Booster - 05/2025
	535 10 47 00 Utility Services/Building - Se		430 000 535 Sewer Fund (dep	67.42	PW Power - 05/2025
	535 80 47 01 Utility Services/Pumping		430 000 535 Sewer Fund (dep	1,232.12	Pumps/LS Power - 05/2025
	542 30 47 02 Electricity & Gas/Bldg - Stree		101 000 542 City Street Fund	67.41	PW Power - 05/2025
	542 30 47 03 Electricity/Traffic Lights		101 000 542 City Street Fund	54.78	Traffic Control - 05/2025
	542 63 47 00 Electricity/Street Lights		101 000 542 City Street Fund	1,457.86	Street Lights - 05/2025
	548 65 47 00 Utility Services/Building - Sh		501 000 548 Equipment Rent:	43.30	F&E Garage Power - 05/2025
	571 10 47 00 Public Utility Services - Rec		001 000 571 General Fund	996.52	Rec Center Power - 05/2025
	576 20 47 00 Public Utility Services - Pool		001 000 576 General Fund	1,320.25	Pool Power - 05/2025
	576 80 47 00 Public Utility Services - Parks		001 000 576 General Fund	738.65	Parks Power - 05/2025
35258	06/11/2025	06/24/2025	2836 Taylor, Jack	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
35320	06/16/2025	06/24/2025	10777 The TSM SHOP, Willie Combs	462.00	Community Volunteer Shirts (Qty 33)
	573 90 49 01 Community Events		001 000 573 General Fund	462.00	Community Volunteer Shirts (Qty 33)
35336	06/17/2025	06/24/2025	8484 US Bank, Recreation Dept Account	1,108.80	P-Card charges thru 06/11/25
	571 10 31 02 Senior Program Supplies		001 000 571 General Fund	231.08	Senior Morning Supplies
	571 10 31 06 Program Supplies - Youth		001 000 571 General Fund	239.22	Youth Baseball Supplies - Baseball & Bases, Cart, Kneeling Pad
	571 10 49 02 Reg & Tuition - Rec		001 000 571 General Fund	193.92	SAIL Training - "Staying Active & Independent for Life" - C Stacy
	573 90 49 01 Community Events		001 000 573 General Fund	67.93	Derby Car Supplies
	573 90 49 02 Centennial Celebration		001 000 573 General Fund	152.47	Centennial Celebration Supplies & Youth Shirts
	576 20 31 00 Office Supplies - Pool		001 000 576 General Fund	49.09	Pool Office Toner Cartridge, Dry Erase Markers
	576 20 31 03 Oper Supplies - Pool		001 000 576 General Fund	54.53	Lifeguard Fanny Pack (Qty 6)
	576 20 31 05 Swim Team Supplies		001 000 576 General Fund	120.56	Buoy for Pool (Qty 10)
35319	06/16/2025	06/24/2025	7676 WWBUA	260.00	Youth Baseball Umpiring (05/10/25-05/31/25) - Western Washington Baseball Umpires Association
	571 10 41 02 Prof Svcs - Rec - Officiating		001 000 571 General Fund	260.00	Youth Baseball Umpiring (05/10/25-05/31/25) - Western Washington Baseball Umpires Association

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35302	06/13/2025	06/24/2025	4231 Water Mgmt Labs Inc	270.00	Coliform Testing - 05/21/25
	534 80 41 00	Water Testing	425 000 534	270.00	Water Fund (dep Coliform Testing - 05/21/25
35325	06/16/2025	06/24/2025	9716 Watermen, Inc	342.10	Lifeguard Bathing Suits (9)
	576 20 31 03	Oper Supplies - Pool	001 000 576	342.10	General Fund Lifeguard Bathing Suits (9)
35321	06/16/2025	06/24/2025	4256 Winning Seasons	557.11	Lifeguard Sweatshirts (22)
	576 20 31 03	Oper Supplies - Pool	001 000 576	557.11	General Fund Lifeguard Sweatshirts (22)
35322	06/16/2025	06/24/2025	4256 Winning Seasons	251.58	Pool Cashier T-Shirts & Sweatshirts (Qty 21)
	576 20 31 03	Oper Supplies - Pool	001 000 576	251.58	General Fund Pool Cashier T-Shirts & Sweatshirts (Qty 21)
35323	06/16/2025	06/24/2025	4256 Winning Seasons	514.72	Lifeguard T-Shirts (Qty 55)
	576 20 31 03	Oper Supplies - Pool	001 000 576	514.72	General Fund Lifeguard T-Shirts (Qty 55)
35324	06/16/2025	06/24/2025	4256 Winning Seasons	193.60	Lifeguard T-Shirts (Qty 12) - Invoice from 2024
	576 20 31 03	Oper Supplies - Pool	001 000 576	193.60	General Fund Lifeguard T-Shirts (Qty 12) - Invoice from 2024
Total Winning Seasons				1,517.01	

Report Total: 402,655.02

Fund	
001 General Fund	117,147.24
101 City Street Fund	257,388.09
415 Storm Drain	1,521.52
425 Water Fund (department)	11,771.53
430 Sewer Fund (department)	2,809.02
432 Sewer Improvement Fund	11,313.19
501 Equipment Rental Fund	699.84
655 Agency Fund/Bdg Permit	4.59

This report has been reviewed by:

REMARKS:

Signature & Title

Date

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

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

PRESIDING OFFICER’S REPORT

Mayor Reynolds acknowledged and welcomed former Councilmember and Planning Commissioner Jerry Foss.

A. Proclamation: Flag Day

Councilmember Andrews read the proclamation titled Flag Day into the record. **Councilmember Wittner MOVED to authorize the Mayor’s signature on the proclamation proclaiming Saturday, June 14th, 2025, as Flag Day, in the City of Fircrest; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comment; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

B. Motion: Confirming Planning Commissioner Schultz’s Reappointment

Councilmember Viafore MOVED to confirm the Mayor’s appointment of Shirley Schultz to the City of Fircrest Planning Commission, Position No. 5, effective June 16, 2025, through June 15, 2031; seconded by Councilmember Bufford. Mayor Reynolds invited Councilmember comment; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

CITY MANAGER COMMENTS

City Manager Masko reported on several items, including the first Whittier Elementary Design Advisory Committee meeting, which is gathering feedback on the new school design. The City is reviewing potential impacts to Whittier Park, and at this time, Tacoma Public Schools has not submitted any land use permit applications or site plans. The City’s website will have up-to-date information regarding the Whittier Elementary Replacement Project. City Manager Masko reported that a neighboring city is assisting with a voluntary code compliance agreement, and an interlocal agreement for on-call code enforcement support will be brought back to the Council for consideration. Lastly, City Manager Masko reported that the City is in the process of obtaining insurance quotes, following its December 2024 notice of potential withdrawal from its current insurance provider.

AWC Annual Business Meeting – Voting Delegate

City Manager Masko briefed the Council on changing the City’s voting delegate at the AWC Annual Business Meeting. Councilmember Andrews stated he is unable to travel and attend the meeting. **Councilmember Wittner MOVED to appoint Councilmember Hunter T. George as a voting delegate, replacing Councilmember Andrews, to represent the City of Fircrest at the AWC Annual Business Meeting on June 26, 2025; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comment; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).

DEPARTMENT HEAD COMMENTS

There were no Department Head comments.

COUNCILMEMBER COMMENTS

- Councilmember Viafore; no comment.
- Councilmember Mauer-Smith; no comment.
- Councilmember Wittner thanked meeting attendees for participating.
- Councilmember George commented on the recent Whittier Elementary reunion event, expressed excitement for the Whittier Elementary Replacement Project and wished Councilmember Andrews well on his upcoming surgery.
- Councilmember Bufford thanked Public Works for their beautification efforts and highlighted June 12th as Women Veterans Recognition Day and June 19th as Juneteenth.
- Councilmember Andrews thanked Parks and Recreation staff for their programming and stated that his grandchildren are enjoying the baseball program.
- Mayor Reynolds; no comment.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Mayor Reynolds invited public comment. There were none.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Administration

Councilmember Viafore reported on recruitment efforts to fill vacant positions.

B. Built Environmental, Planning, and Building

Councilmember Wittner reported on recently passed legislation regarding housing and land-use bills and stated he would provide more information during his next liaison report.

C. Finance, and Information Technology

Councilmember Bufford reported that the Finance Department is working on process improvements.

D. Other Liaison Reports

Centennial Committee

Councilmember Bufford provided a Centennial Committee report to include the Council's participation in the Centennial Parade and the Strawberry Festival.

SSHA³P

Councilmember George reported that SSHA³P adopted their budget, and there were no rate increases.

Middle Housing Ad Hoc Advisory Committee

The Committee reported that the City's application for an extension to comply with House Bill 1110 and 1337 was denied by the Department of Commerce. The Committee recommended

applying for an appeal; however, it would require Council authorization and a statement outlining the basis for an appeal. The Committee also stated that there was no procedural guidance from Commerce. Additionally, the Committee stated that Pierce County's Executive Office has provided a letter of support to address infrastructure issues. **Councilmember Viafore MOVED to direct the City Manager to file an appeal of the Department of Commerce's denial of the City's extension application for House Bill 1110 and 1337; seconded by Councilmember Andrews.** Mayor Reynolds invited Councilmembers' comments. Council discussions included potential costs, legal services, infrastructure issues, and the appeal process.

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

The Motion Carried (4-3), with Councilmembers Bufford, George, and Mauer-Smith dissenting.

Pierce Transit

Mayor Reynolds reported on recent contract authority increases, bus shelter replacements, and the chair elections.

Mayor Reynolds invited public comment for the City's extension application appeal motion.

- Vince Navarre, 1205 Del Monte Ave, stated that the appeal is for an implementation extension only.

CONSENT CALENDAR

Mayor Reynolds requested the City Clerk read the Consent Calendar:

- A. Approval of Check Nos. 14493 through 14494 in the amount of \$9,794.70
Approval of Check Nos. 14495 through 14502 in the amount of \$8,732.92
Approval of Check Nos. 222981 through 223057 in the amount of \$137,286.08
Approval of payroll electronic funds transfer in the amount of \$180,115.34
- B. Approval of May 19, 2025, Study Session minutes
Approval of May 27, 2025, Regular Meeting minutes as corrected

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

Councilmember Viafore requested to withdraw the corrected May 27, 2025, Regular Meeting minutes from the Consent Calendar.

The Motion Carried (7-0).

There was a brief discussion regarding meeting minute amendment procedures.

Councilmember Viafore MOVED to approve the corrected May 27, 2025, Regular Meeting minutes; seconded by Councilmember Mauer-Smith.

The Motion Carried (7-0).**PUBLIC HEARING****A. To receive comments on the proposed Middle Housing Code Amendments**

At 8:20 P.M., Mayor Reynolds opened the public hearing. City Manager Masko introduced Kimley-Horn Principal Nick Chen, who presented a summary of proposed code amendments to implement House Bills 1110 and 1337. Mayor Reynolds stated that the public hearing was to receive comments on the proposed Middle Housing Code Amendments. Mayor Reynolds invited Councilmembers' comments. There was a brief discussion thanking the staff and Planning Commissioners for their efforts.

Mayor Reynolds invited public testimony.

- Frank Landenberg requested a comparison between the state model ordinance and the City's proposed code amendments.

At 8:42 P.M., Mayor Reynolds closed the public hearing.

UNFINISHED BUSINESS**A. Ordinance No. 1739: 2025 Budget Amendment #1 – Adoption**

City Manager Masko briefed the Council on the proposed ordinance and highlighted that it carries forward fund balances and ARPA project allocations from 2024, and includes staff salary and benefit adjustments, and minor budget revisions. **Councilmember Mauer-Smith MOVED to adopt Ordinance No. 1739, amending the 2025 Adopted Budget to authorize additional expenditures and revise estimated revenues and fund balances across various funds; seconded by Councilmember Viafore.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (7-0).**NEW BUSINESS****A. Letter of Understanding: City Manager Employment Agreement**

City Manager Masko briefed the Council on the proposed Letter of Understanding (LOU) and highlighted that the LOU voluntarily extends the deadline for completing the City Manager's annual performance evaluation and salary review to no later than September 30, 2025. **Councilmember Wittner MOVED to authorize the Mayor to execute a Letter of Understanding to the City Manager's Employment Agreement to voluntarily extend the timeline for completing the City Manager's annual performance evaluation and salary review; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comment. Council discussions included City Manager's retroactive pay and fulfilling contractual obligations. Mayor Reynolds invited public comment; none were provided.

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

There were none.

EXECUTIVE SESSION

There was no executive session scheduled.

ADJOURNMENT

Councilmember Wittner MOVED to adjourn the meeting at 8:49 P.M., seconded by Councilmember Mauer-Smith.

The Motion Carried (7-0).

Shannon Reynolds, Mayor

Arlette Burkhart, City Clerk

DESTINATION 2045

LONG RANGE PLAN



2ND DRAFT
Revised June 18, 2025



Community Input

4 

Open Houses/
Town Halls

8 

Special
Coordination
Meetings

10 

Jurisdiction Meetings
for Comprehensive
Plan Update

16 

City Council/Planning
Commission Meetings

27 

Community
Group Events



700

Survey responses
received (Phase 1)



**JULY 2024-
JUNE 2025**

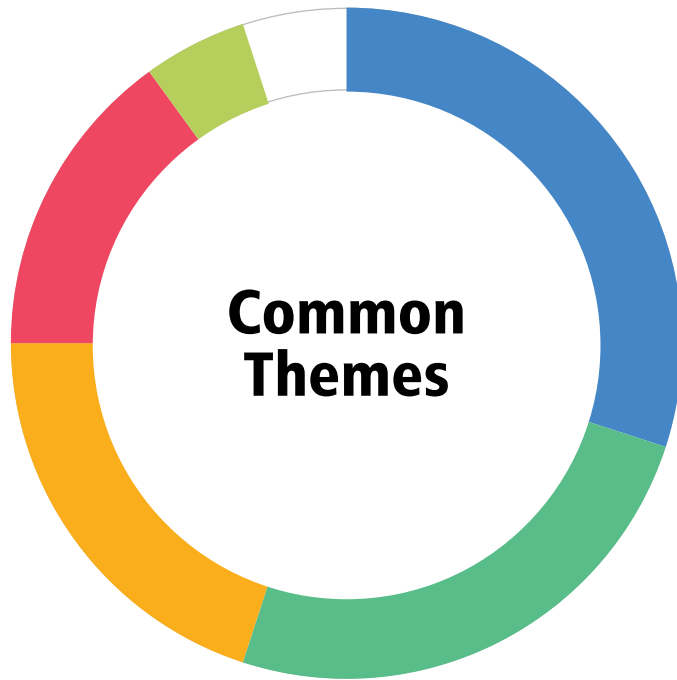
Outreach time frame



75%

Of survey respondents
are current riders

Community Input



- **More Frequent Service** 30%
- **New Routes** 25%
- **Extended Hours** 20%
- **Improved Connections** 15%
- **Bus Rapid Transit** 5%

"More buses, on more routes, running more frequently, and later into the evening."

"I hope transit benefits the community by bridging walkable areas to each other and supporting centers of growth."

"I think it should have additional stream rapid routes. This can be done by upgrading and modifying much of the existing routes and having them run very frequently."

"I run into the problem that bus schedules on weekend don't run frequent enough and late enough I either have to show up really early to work and have to walk home because of the schedules."

"Better coverage, both in service hours and locations."

"More frequent trips to make transit a viable option for daily travel in Pierce County."

"Focus on bus routes and timely connection."

"More frequent service would encourage people to try transit and become regular transit users."

What's New in the 2nd Draft



Grounded in long-range financial forecasts to ensure feasibility

Up to 482,000 service hours possible with existing funding

Service growth scenarios simplified to show what's realistically achievable

BRT removed from core plan but may still be grant-funded

Our Plan is Two-Fold

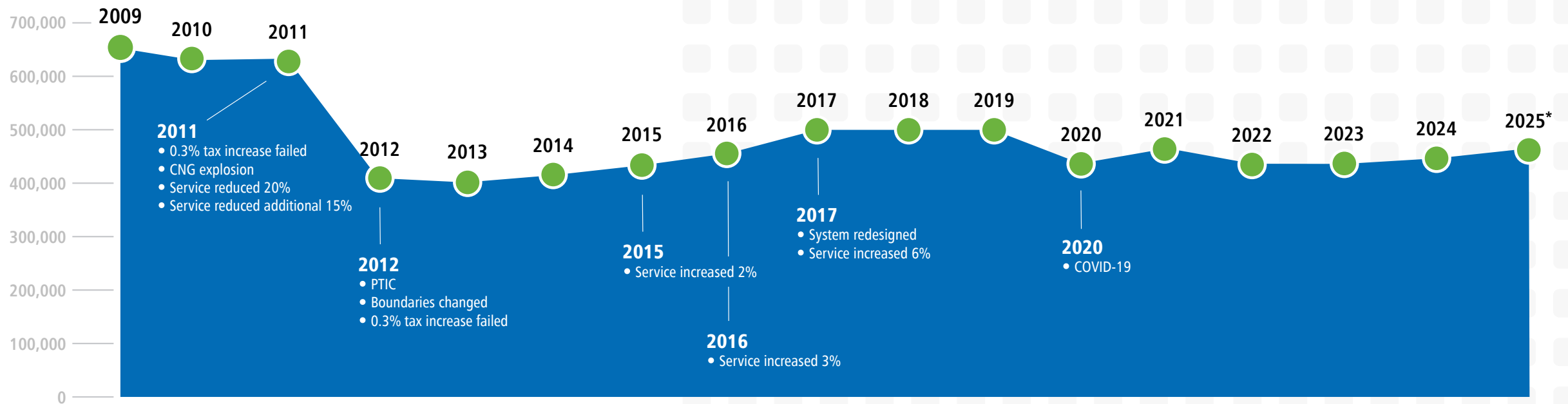
Strengthen Connections

- Connect routes to major regional projects
- Busiest routes run every 15 minutes
- Routes run until 10:00pm

Enhance Access

- Elevate more routes to high-capacity level of service
- More frequent bus trips
- New routes to serve Ruston Way, Tacoma, and Puyallup

Service Hours Over Time



*approximately
26

Baseline Scenario

0.6%

Sales Tax

482,000

Annual Service Hours

More Frequent Trips

- Routes 1 & 3 upgraded to 15-minute weekday service from 6:00 AM to 7:00 PM

Route Adjustments

- Spanaway Transit Center served by both the Stream Community Line and Route 1
- Stream Community Line extended to reach Commerce Street Station
- Routes 2, 41, 42, 400, 402, 500, and 501 modified to connect with new Sound Transit Link stations

Scenario A

Includes all service enhancements from Baseline

0.9%

Sales Tax

600,000

Annual Service Hours

24%

Service Hour Increase

More Frequent Trips

- The Stream Community Line and Routes 2 and 3 operate every 15 minutes on weekdays
- Increased weekday and/or weekend frequency for 16 routes
- Most routes operate every 30 minutes or better on weekdays

Increase Operating Hours

- Extended weekend service for 15 routes, ending at 8 p.m., 10 p.m., or 12 a.m.
- Stream Community Line, Routes 2, 3, 4, and 25 operate until 12:00 a.m. on weekdays

Route Adjustments

- Route 1 retired; replaced by Stream Community Line (Spanaway–Commerce) and Route 25 (TCC–Commerce)
- Routes 52 and 55 combined into new Route 5 with same path and frequency

current 0.6% sales tax = 482,000 annual service hours

Scenario B

Includes all service enhancements from Scenario A • Requires RCW Change

1.1%

Sales Tax

750,000

Annual Service Hours

55%

Service Hour Increase

More Frequent Trips

- High capacity Stream Lines: Stream Community Line, Routes 2 and 3 operate every 15-minutes on weekdays, 20-min evenings/weekends
- 20-minute weekday frequency on Routes 4, 41, 48, 54, and 202
- 30 minute weekend frequency for most routes

Increase Operating Hours

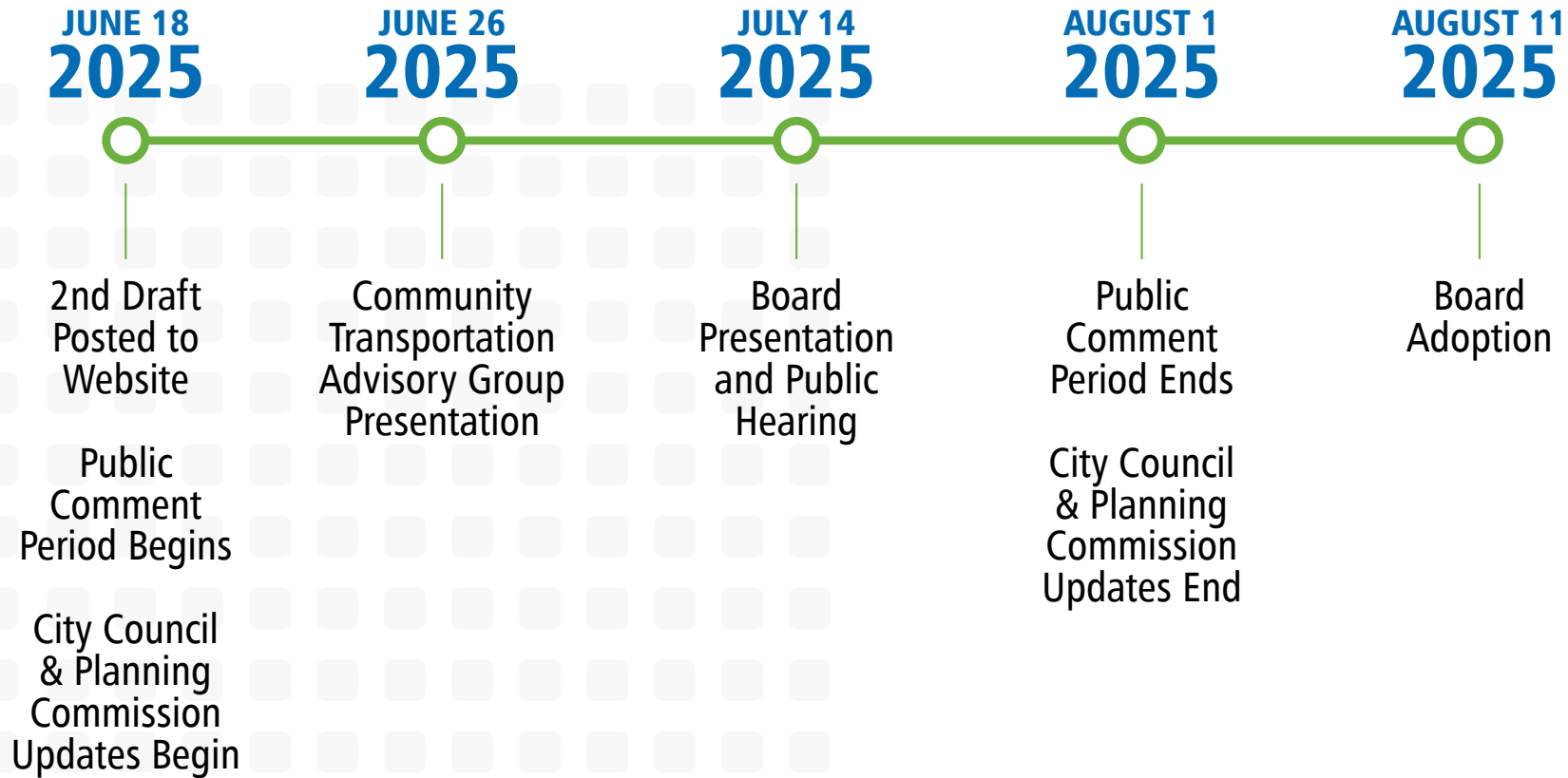
- Extended service span on 13 routes
- Most routes run until at least 10 p.m. Saturday and 8 p.m. Sunday

New Routes

- Rt 40: Serves the Port of Tacoma and East Tacoma
- Rt 15: Serves Ruston Way
- Rt 51: Serves Tacoma
- Rt 491: Serves Puyallup

current 0.6% sales tax = 482,000 annual service hours

Next Steps



DESTINATION 2045

LONG RANGE PLAN



2ND DRAFT
Revised June 18, 2025



FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Adoption of 2026-2031 Six-Year Comprehensive Transportation Improvement Program

ITEM: 13B

DATE: June 24, 2025

FROM: Tyler Bemis, Public Works Director

RECOMMENDED MOTION: I move to adopt Resolution No. ____, approving the City of Fircrest's Six-Year Comprehensive Transportation Improvement Program for the period of 2026-2031.

PROPOSAL: The Council is being asked to approve the updated Six-Year Comprehensive Transportation Improvement Program (TIP) for the period of 2026-2031. Leveraging local dollars through grant applications is crucial to the City. The TIP is not only intended to identify projects for funding, but to establish City Council approval to submit grant applications on those programs within the TIP. It should be noted that for a project to obtain State or Federal funding, it must be included in the City's Six-Year Transportation Improvement Program.

FISCAL IMPACT: The adoption of the TIP has no direct fiscal impact, as it serves as a planning document. However, the projects included in the TIP carry significant future fiscal implications. Each project will be evaluated separately through the City's budget process and project review and approval processes. Adoption of the TIP also makes the identified projects eligible for grant funding.

ADVANTAGES: The adoption of a Six-Year Comprehensive Transportation Improvement Program (TIP) will ensure compliance with the requirements for an annual, public participatory transportation improvement planning process, as mandated by State statute. The TIP will serve as a guidance document throughout the budgetary planning process and will also function as the adopted priority array of projects to be completed in the future. The TIP will be referenced by other jurisdictions and will be included in regional and State planning documents as well. The TIP will also provide staff with a guidance document to apply for grant opportunities and loans in the future as opportunities arise. The TIP can be modified at any time during the year by Council resolution as conditions and priorities change.

DISADVANTAGES: None known.

ALTERNATIVES: The City Council has the authority to revise the priority ranking of any project. The Council may also add, delete, or modify projects contained within the TIP.

BACKGROUND: Each year, all cities, towns, and other jurisdictions are required to review and update their respective transportation improvement plans. This requirement provides the framework for the jurisdictional coordination of planning documents, as well as the ability to compile individual plans into regional plans, for the purpose of determining State, regional, and local transportation needs. Prior to the adoption of a new TIP, jurisdictions are required to conduct a public hearing on this subject, allowing for public input. A public hearing on the City's TIP was held at the regular City Council meeting on May 27, 2025.

Additionally, as required under the State Environmental Policy Act (SEPA), the City prepared an Environmental Checklist and issued a Determination of Nonsignificance (DNS) for the proposed Transportation Improvement Program (TIP) on June 4, 2025. No public comments were received.

Chapter [35.77.010](#) of the Revised Code of Washington (RCW) provides that each city shall annually update its Six-Year Comprehensive Transportation Program (TIP) and file a copy of the adopted TIP with the Secretary of the Washington State Department of Transportation (WSDOT) each year. The TIP is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding from the State, it must be included in the agency's current TIP. Because the State also disperses federal highway funds, this requirement applies to federally funded projects as well.

[RCW 35.77.010](#) also requires each city to specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program for that region. No projects included in this TIP are considered regionally significant.

The TIP is based on anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the TIP is to integrate the two to produce a comprehensive, realistic program for the orderly development and maintenance of our street system.

Several important points must be considered during the review of the proposed TIP. The early years of the TIP are fairly definite, as it can be assumed that those projects will be constructed as scheduled, pending receipt of anticipated funding. Projects in the later years are more flexible and may be accelerated, delayed, or canceled as funding and conditions change.

It is also important to note that the adoption of the TIP does not irreversibly commit the City of Fircrest to construct the projects. A project may be canceled at any time during the study or design phase. The usual reasons for canceling a project are that it is environmentally unacceptable or contrary to the community's best interests. Lack of funding is another reason why a project may not move forward. The TIP may be revised at any time by a majority vote of the City Council, provided that a public hearing has been held.

ATTACHMENTS: [Resolution](#)
[2026-2031 Six-Year TIP Brochure](#)
[SEPA Public Comment Period Notice](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, ADOPTING THE 2026-2031 SIX-
YEAR COMPREHENSIVE TRANSPORTATION IMPROVEMENT
PROGRAM.**

WHEREAS, the City of Fircrest, pursuant to RCW 35.77.010, is required to annually update its Six-Year Comprehensive Transportation Improvement Program (“Program”) and file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation; and

WHEREAS, a duly noticed public hearing on the proposed Program was held on May 27, 2025, and no comments on the proposed Program were received; and

WHEREAS, the City Council has reviewed the proposed Program, including the prioritization of projects, and has determined that the Program is consistent with the City’s goals and serves the best interest of the City and its residents;

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

Section 1. The 2026-2031 Six-Year Comprehensive Transportation Improvement Program, dated June 24, 2025, is hereby adopted as the Six-Year Comprehensive Transportation Improvement Program for the City of Fircrest from and after January 1, 2026, and until amended by subsequent action of the City Council.

Section 2. The City Clerk or designee is hereby authorized and directed to transmit copies of the adopted Program to the appropriate State, regional, and local agencies and to file the same in the official City records.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 24th day of June 2025.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Joanna Eide, City Attorney



CITY OF FIRCREST

2026-2031

Transportation Improvement Program

ACKNOWLEDGEMENTS

Fircrest City Council

Shannon Reynolds, Mayor
Nikki Bufford, Mayor Pro Tempore
David M. Viafore
Brett L. Wittner
Hunter T. George
Karen Mauer-Smith
Jim Andrews

City Manager

Dawn Masko

Public Works Department

Tyler Bemis, Director
Jeff Davis, Utility Foreman
Russ Parsons, Utility Service Person II
Tim Piercy, Utility Service Person II
Salvador Marez, Utility Service Person II
Trina Scholer, Utility Service Person II
Sherry Canavan, Office Coordinator
Holly Veliz, Utility Billing Assistant

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PREFACE

Chapters 35.77.010 and 35.77.015 of the Revised Code of Washington (RCW) provide that each city shall annually update its Six-Year Comprehensive Transportation Program and, after a public hearing thereon, file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) by July 1 of each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding from the State, it must appear in the agency's current Program. Because the state also disperses federal highway funds, this requirement applies to federally funded projects as well.

RCW 35.77.010 also requires each city to specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement plan for that region. There are no projects included in this Program that are considered regionally significant.

The Program is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the Program is to integrate the two to produce a comprehensive, realistic program for the orderly development and maintenance of our street system.

Several important points must be considered during the review of the proposed Program. The early years of the Program are fairly definite; that is, it can be assumed that those projects will be constructed as scheduled. Projects in the later years are more flexible and may be accelerated, delayed, or canceled as funding and conditions change.

It is also important to note that the adoption of the Program does not irreversibly commit the City of Fircrest to construct the projects. A project may be canceled at any time during study or design. The usual reasons for canceling a project are that it is environmentally unacceptable or contrary to the best interests of the community. The Program may be revised at any time by a majority vote of the City Council, but only after a public hearing.

NON-DISCRIMINATION

The City of Fircrest assures that no person shall, on the grounds of race, color, national origin, handicap, sex, age, or income status as provided by Title VI of the Civil Rights Act of 1964 and subsequent authorities, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program or activity.

GRANT APPLICATIONS AND LEVERAGING LOCAL DOLLARS

The City recognizes the critical need to maximize the use of local funds through grant applications, particularly given the reduction in available funding for transportation-related capital improvements. This program aims not only to identify and schedule projects for funding but also to secure City Council approval for submitting grant applications for projects included in the program. By doing so, the City ensures a strategic approach to obtaining necessary financial resources for vital transportation infrastructure improvements.

ABOUT THE CITY OF FIRCREST

Fircrest is a non-charter code city operating under a Council-Manager form of government. The city manages an annual General Fund budget of **\$12.1 million** and a total budget exceeding **\$32.6 million**. As a full-service city, Fircrest provides a wide array of services, including police and fire protection, animal control, emergency medical aid, building safety regulation and inspection, and comprehensive land use planning and zoning. The city also supports housing and community development, as well as recreational and cultural programs. Additionally, Fircrest is responsible for traffic safety and improvements, along with the maintenance and enhancement of streets, and water, sewer, and stormwater systems.

Incorporated initially as a town in **1925** and later recognized as a city in 1990, Fircrest covers an area of 1.58 square miles. It is strategically located 32 miles south of Seattle and 31 miles north of the state capital, making it a prime residential area for those working in these major urban centers. Fircrest is celebrated as **“The Jewel of Pierce County”** and is known for its suburban charm, master-planned community origins, and vibrant local life. The city features six parks, an urban forest of fir trees, and the private Fircrest Golf Club.

Home to **6,774 residents**, Fircrest maintains a strong local history and an engaged community. The city manages 27.1 acres of land, offering diverse recreational opportunities and hosting a variety of community events. Fircrest is known for its quiet, residential character, livable neighborhoods, and high-quality recreational facilities. The city is committed to community-oriented policing and is actively planning for future growth while preserving its green spaces, safe and friendly atmosphere, sustainability, and historical charm.



FUNDING SOURCES

MOTOR VEHICLE FUEL TAX FUNDS

By law, each city receives a proportionate share of the total state motor vehicle fuel tax. Money received is a monthly allocation based on population. In the City's 2025 budget it is anticipated that revenue received from the state gas tax for the Street Fund will be \$131,000. This is the same that is anticipated to be received in 2026 and therefore should be relatively accurate.

TRANSPORTATION IMPROVEMENT BOARD

The Washington State Transportation Improvement Board (TIB) funds high-priority transportation projects in communities throughout the state to enhance the movement of people, goods, and services. TIB is an independent state agency, created by the Legislature, that distributes and manages street construction and maintenance grants to 320 cities and urban counties throughout Washington State. Funding for TIB's grant programs comes from revenue generated by three cents of the statewide gas tax. The TIB has several statewide competitive programs which use criteria developed by the TIB for the prioritization of projects. The TIB programs in which the City of Fircrest can compete are as follows:

Urban Arterial Program (UAP)

The Urban Arterial Program funds projects that enhance arterial safety, support growth and development, improve mobility and physical condition. Projects are also rated on sustainability and constructibility. The program requires sidewalks on both sides of the streets and funds bike lanes when included in a local transportation plan.

Active Transportation Program (ATP)

The Active Transportation Program establishes highly connected human scale transportation networks in downtowns and activity centers. The program constructs and replaces sidewalks and bike lanes to improve safety, create system continuity, link generators, extend the system and complete gaps on federally classified routes. Projects must be transportation related and not for recreation only.

Arterial Preservation Program (APP) (For urban cities with assessed valuation below \$3 billion)

The Arterial Preservation Program enables larger scale preservation projects at lower unit costs. The program provides funding for overlay or seal coat treatments of federally classified arterial streets. The APP also funds required ADA ramp upgrades, and minor associated sidewalk repairs.

Complete Streets Program (CSP)

The Complete Streets Program incentivizes roadway design for all users including bicyclists, pedestrians, and transit. All cities and counties with an adopted complete streets ordinance are eligible for this program.

ADDITIONAL FUNDING SOURCES

In years past, proceeds from the sale of the City's power utility were used to fund capital street projects. However, these funds have not been sufficient to fully execute all the projects included in the Six-Year Transportation Improvement Program. The City will continue to actively pursue grant funding in an effort to minimize the use of these limited funds and to maintain a healthy reserve that can help sustain operations during challenging economic times.

Real Estate Excise Taxes

The City can also use the Real Estate Excise Tax (REET) it receives to fund, in whole or in part, any capital project associated with the work identified in this plan.

Washington State Department of Transportation (WSDOT)

Puget Sound Regional Council (PSRC) Regional Planning Agency

Safe Routes to School / Pedestrian Bicyclist Program

The Purpose of the SRTS Program is to improve safety and mobility for children by enabling and encouraging them to walk and bicycle to school. Funding for this program is for projects within two miles of primary, middle and high schools (K-12).

Surface Transportation Block Grant (STBG)

WSDOT allocates STBG funds to Metropolitan Planning Organizations (MPO's) and County Lead Agencies for prioritizing and selecting projects that align with their regional priorities involving all entities eligible to participate in a public process. In addition, WSDOT sets annual delivery targets for each MPO and county lead agency. Eligible projects include highway/bridge construction/repair; transit capital projects; bicycle, pedestrian and recreational trails; and construction of ferry boats and terminals.

Surface Water Management Program

The City's Stormwater Management Program (SWMP) pays for all drainage facilities constructed in conjunction with street improvements. The revenue from SWM is directly related to the number of capital improvement projects constructed. Because there will be little impact to storm drainage facilities resulting from the projects proposed in the Six-Year Transportation Improvement Program, only a minor amount of funding is expected from this source.

Consistency with Land Use Management Plan

The State's Growth Management Act (GMA) requires local governments to develop and adopt comprehensive plans covering land use, housing, capital facilities, utilities, and transportation. These comprehensive plans must balance the demands of growth with the provision of public facilities and services and transportation facilities and services. The City of Fircrest was required to develop and adopt a comprehensive plan that is in conformance with the requirements of the GMA.

The City of Fircrest has, as part of its Comprehensive Plan, Transportation Goals and Policies. The projects in the Six-Year Comprehensive Transportation Improvement Program are intended to conform to the goals and policies within the City's Comprehensive Plan.

TABLE 1: 2026-2031 TRANSPORTATION FACILITY IMPROVEMENTS

City of Fircrest Six-Year Comprehensive Transportation Improvement Program (2026 to 2031)

Transportation Facility Improvements		2026	2027	2028	2029	2030	2031	TOTAL
Capital Appropriations								
1	Major Pavement Patching: Citywide	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000.00
Grind and Overlays								
2	Regents Blvd: Alameda Ave to 67th Ave W (Design Complete)	\$ 1,100,000						\$ 1,100,000.00
3	South Orchard St from Columbia Ave to Regents Blvd					\$ 800,000		\$ 800,000.00
Pedestrian, Non-Motorized / Active Transportation Program								
4	Alameda Ave: 44th St W to Emerson St (curb/gutter, bike lane, sidewalk - east side of ROW)			\$ 1,200,000				\$ 1,200,000.00
5	44th St: 67th Ave to 60th Ave (TIB funded for construction in the 2027-2028 cycle) (curb/gutter, bike lane, sidewalk - north side) (\$3.5 Million - 50/50 split with University Place)		\$ 1,750,000					\$ 1,750,000.00
6	Alameda Ave: Emerson St to Rosewood Ln (curb/gutter, bike lane, sidewalk - east side)				\$ 1,900,000			\$ 1,900,000.00
Total Capital Appropriations								
		\$ 1,200,000	\$ 1,850,000	\$ 1,300,000	\$ 2,000,000	\$ 900,000	\$ 100,000	\$ 7,350,000.00

As listed in Table 1, Map 1 illustrates the transportation facility improvements for the 2026-2031 Six-Year Transportation Improvement Program planned for the City of Fircrest. Below is a brief description of the work for these projects.

Grind and overlay is a process used in road construction and maintenance to rehabilitate an existing asphalt pavement surface by removing the top layer of asphalt (known as the “grind”) and then replacing it with a new layer of asphalt (known as the “overlay”). The milling process involves the use of a large machine that grinds off the existing surface layer of the pavement to a specified depth, typically between 1 and 4 inches. The grinding machine removes the old asphalt and any damaged or deteriorated sections of the underlying pavement.

After the grinding is completed, the surface is cleaned and inspected for any additional repairs that may be necessary. Once the surface is deemed ready, a new layer of asphalt is applied, which typically ranges in thickness from 2 to 4 inches. The new layer of asphalt is then compacted using heavy equipment to create a smooth, even surface.

Grind and overlay is a cost-effective method for extending the life of an existing asphalt pavement surface, particularly when the underlying pavement is still in good condition but the surface layer has become worn, cracked, or damaged. It can also be used to correct surface irregularities or improve the skid resistance of the pavement.

This improvement typically involves the construction of new curbs, gutters, and sidewalk enhancements. It aims to add new sidewalks where none currently exist and to complete gaps in existing sidewalks. Additionally, this improvement can potentially provide bike lanes along designated routes, enhancing safety and accessibility for pedestrians and cyclists.





DETERMINATION OF NONSIGNIFICANCE AND PUBLIC COMMENT PERIOD

Date of Issuance: June 4, 2025

Description of Proposal: Six-Year Transportation Improvement Program (2026-2031)

Project Location: City of Fircrest, Non-Project Action

Lead Agency: City of Fircrest

Agency Contact: Tyler Bemis, Public Works Director
City of Fircrest
115 Ramsdell Street
Fircrest, WA 98466
(253) 238-4134
tbemis@cityoffircrest.net

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under [RCW 43.21C.030\(2\)\(c\)](#). This decision was made after review of a completed SEPA environmental checklist and other information on file with the lead agency. This information is available to the public on request by contacting the Agency Contact or by using the link provided below.

View Files: [2026-2031-Six-Year-TIP-Draft.pdf](#)

Comment Period: This DNS is issued under [WAC 197-11-340\(2\)](#); the lead agency will not act on this proposal for 14 days from the date of issuance. Comments must be submitted by 5:00 PM on Wednesday, June 18, 2025.

Appeal Period: Any person wishing to appeal this determination may do so by submitting a written appeal to the SEPA Responsible Official, in accordance with FMC 22.86.030. Appeals must be filed no later than 5:00 PM on June 18, 2025, and must be accompanied by the required \$100 filing fee. Appeals should include specific factual objections related to the proposed action and the associated SEPA checklist.

SEPA Responsible Official: Dawn Masko, City Manager
115 Ramsdell Street
Fircrest, WA 98466

Dawn Masko

Signature of SEPA Responsible Official

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Emerson West Sidewalk Project Construction Management Services Contract Amendment

ITEM: 13C

DATE: June 24, 2025

FROM: Tyler Bemis, Public Works Director

RECOMMENDED MOTION: I move to adopt Resolution No. ____, authorizing the City Manager to execute Amendment #1 to the Professional Services Agreement with Akana for construction management services for the Emerson West Sidewalk Project.

PROPOSAL: The Council is being asked to authorize the City Manager to execute Amendment #1 to the Professional Services Agreement with Akana for construction management services related to the Emerson West Sidewalk Project. This amendment updates the contract term to state “upon completion of the project,” ensuring alignment with the project completion timeline.

FISCAL IMPACT: There is no fiscal impact associated with this amendment. The construction management costs for this project, previously approved by Council, total \$82,853 and will be funded by Real Estate Excise Tax (REET 2) revenues.

ADVANTAGES: It is in the City’s best interest to have a representative on site throughout the construction process to help mitigate risk and create consistency in quality control and timely reporting. On-site presence also ensures immediate coordination for material testing and issue resolution, which are critical for maintaining project standards and schedules.

DISADVANTAGES: None.

ALTERNATIVES: None.

BACKGROUND: The City was awarded \$395,325 in construction funding for this project from the Washington State Department of Transportation (WSDOT). As a non-Certification Acceptance (CA) agency, the City of Fircrest is required to utilize WSDOT as the City’s CA. WSDOT has been involved in all aspects of this project. Construction management services are a requirement under the Local Agency Agreement with WSDOT.

ATTACHMENTS: [Resolution](#)
[Contract Amendment #1](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO EXECUTE AMENDMENT #1 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH AKANA FOR
CONSTRUCTION MANAGEMENT SERVICES FOR THE
EMERSON WEST SIDEWALK PROJECT.**

WHEREAS, the City of Fircrest (City) identified the Emerson West Sidewalk Project (Project) as a priority project in the City's Six-Year Transportation Improvement Program; and

WHEREAS, the City was awarded a Surface Transportation Block Grant from the Washington State Department of Transportation (WSDOT) to fund construction of the Project; and

WHEREAS, under the WSDOT Local Agency Agreement, the City is required to retain a construction management consultant for the duration of the Project; and

WHEREAS, on February 25, 2025, the City entered into a Professional Services Agreement with Akana to provide construction management services for the Project in the amount of \$82,853, including applicable taxes; and

WHEREAS, the City now desires to amend the agreement to revise the contract term to state "upon completion of the project" to align with the project completion timeline;

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

Section 1. The City Manager is hereby authorized and directed to execute Amendment #1 to the Professional Services Agreement with Akana for construction management services for the Emerson West Sidewalk Project.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, at a regular meeting thereof this 24th day of June 2025.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhardt, City Clerk

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APPROVED AS TO FORM:

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Joanna Eide, City Attorney

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**AMENDMENT #1
TO THE CITY OF FIRCREST
PROFESSIONAL SERVICES AGREEMENT
WITH AKANA FOR CONSTRUCTION MANAGEMENT SERVICES
FOR THE EMERSON WEST SIDEWALK PROJECT**

This First Amendment is hereby made and entered into this 24th day of June 2025, by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the "City", and Akana, hereinafter referred to as "Consultant".

WITNESSETH:

1. Purpose

The purpose of this First Amendment is to amend the February 25, 2025 agreement. This amendment is limited to the amendments as set forth herein. All of the remaining terms and conditions of the February 25, 2025 agreement shall remain in full force and effect. The amendments are as follows:

2. Section 3 is hereby amended to read as follows:

TERMS OF AGREEMENT. Notwithstanding the date of execution hereof, this Agreement shall be in full force and effect for a period commencing February 25, 2025, and ending upon completion of the project. Either party may terminate this Agreement upon thirty (30) days' written notice to the other party.

IN WITNESS WHEREOF, the parties have executed this contract amendment in three counterparts, each of which shall be deemed an original, in the year and day first above mentioned.

CITY OF FIRCREST

AKANA

By: _____
Dawn Masko, City Manager

By: _____

Printed Name: _____

Title: _____

APPROVED AS TO FORM:

By: _____
Joanna Eide, City Attorney

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Professional Services Agreement with StreetScan USA, Inc., for Pavement Asset Management Services

ITEM: 13D

DATE: June 24, 2025

FROM: Tyler Bemis, Public Works Director

RECOMMENDED MOTION: I move to adopt Resolution No. ____, authorizing the City Manager to execute a Professional Services Agreement with StreetScan USA, Inc. for pavement asset management services.

PROPOSAL: The Council is being asked to authorize the City Manager to execute a Professional Services Agreement with StreetScan USA, Inc. for pavement asset management services. These services will include a comprehensive assessment and analysis of the City's street infrastructure. The resulting asset management plan will help identify current pavement conditions, prioritize maintenance and rehabilitation efforts, and support long-term capital planning. This data-driven approach will enhance the City's ability to make informed decisions regarding infrastructure investments and contribute to improved overall transportation safety and accessibility.

FISCAL IMPACT: The agreement establishes a not-to-exceed budget of \$27,016. This cost was included in the 2025 Budget under Professional Services, as previously approved by the City Council. The City will make payments in three annual installments: \$9,006 in the first year, followed by two equal payments of \$9,005 in each of the next two years. This structured payment schedule enables the City to manage costs across multiple fiscal years while securing the full range of services outlined in the Agreement.

ADVANTAGES: This project will provide Public Works with valuable, data-driven insights into the current condition of the City's streets. The information will support the development of a prioritized maintenance and improvement schedule based on objective needs and conditions. Additionally, the data will enhance the City's ability to pursue grants and other funding opportunities by providing detailed documentation to justify proposed infrastructure investments.

DISADVANTAGES: None.

ALTERNATIVES: Do not proceed with the contract and base street maintenance decisions solely on visual inspections.

BACKGROUND: The City last conducted a pavement condition assessment in 2020, utilizing the expertise of StreetScan. Best practices recommend conducting this type of assessment every 3 to 5 years. StreetScan utilizes advanced asset management tools that support comprehensive pavement evaluations. Their proprietary equipment and software are fully compatible with the City's existing GIS system, allowing for seamless integration and efficient data analysis.

StreetScan's services will enable the City to identify and prioritize needed street improvements more effectively. The results of the evaluation will inform updates to the Six-Year Transportation Improvement Program (TIP) and help ensure that limited resources are directed toward the highest-priority needs.

ATTACHMENTS: [Resolution](#)
[Professional Services Agreement](#)
[Exhibit A – Scope of Services](#)
[Exhibit B – Annual Payments](#)
[Exhibit C – Proposal](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO EXECUTE A PROFESSIONAL SERVICES
AGREEMENT WITH STREETSCAN USA, INC. FOR PAVEMENT
ASSET MANAGEMENT SERVICES.**

WHEREAS, the City of Fircrest (City) has identified the need for updated pavement asset management services to support long-term street maintenance and capital planning; and

WHEREAS, StreetScan USA, Inc. has been selected to provide these services based on its qualifications and prior successful work with the City; and

WHEREAS, the City has budgeted the necessary funding to finance the pavement asset management services; and

WHEREAS, the City desires to enter into a Professional Services Agreement with StreetScan USA, Inc., to perform comprehensive pavement condition assessments and related pavement asset management services;

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

Section 1. The City Manager is hereby authorized and directed to execute a Professional Services Agreement with StreetScan USA, Inc. for pavement asset management services.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 24th day of June 2025.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Joanna Eide, City Attorney

**CITY OF FIRCREST
PROFESSIONAL SERVICES AGREEMENT**

THIS PROFESSIONAL SERVICES AGREEMENT, hereinafter referred to as “Agreement” is entered into this 24th day of June, 2025, by and between the City of Fircrest, a political subdivision of the State of Washington and hereinafter referred to as the “City” and StreetScan USA, Inc., hereinafter referred to as “Consultant,” collectively “Parties.”

In consideration of the terms and conditions contained herein, and attached and made a part of this agreement, the Parties hereto covenant and agree as follows:

1. **PROJECT DESIGNATION.** The Consultant is retained by the City to provide pavement asset management services in connection with the Pavement Assessment and Asset Management Program, hereinafter referred to as the “Project.”
2. **SCOPE OF SERVICES.** The Consultant agrees to perform in a good and professional manner the tasks described in Exhibit A - Scope of Work, attached hereto and incorporated herein by this reference. The Consultant agrees to perform the services, including the provision of all labor, materials, equipment, and supplies as identified in Exhibit A. The Consultant shall perform the services as an independent contractor and shall not be deemed, by virtue of this Agreement and the performance thereof, to have entered into any partnership, joint venture, employment, or other relationship with the City.
3. **TERMS OF AGREEMENT.** Notwithstanding the date of execution hereof, this Agreement shall be in full force and effect for a period commencing June 25th, 2025, and ending June 24th, 2028, and may be renewed yearly thereafter. Either party may terminate this Agreement upon thirty (30) days’ written notice to the other party.
4. **PAYMENT.** Upon receipt of an invoice from the Consultant, progress payments may be made on a monthly basis for work completed. Each invoice shall itemize the work performed. The total cost for services, outlined in Exhibit B – Annual Payments, shall not exceed \$27,016.00, including any applicable tax, without written modification of this Agreement signed by the City.
5. **ASSIGNMENT.** The Consultant shall not sublet or assign any of the services covered by this Agreement without the express written consent of the City.
6. **COMPLIANCE WITH CITY POLICY.** The Consultant shall comply with approved City policies concerning the administration of City-owned property, and the provisions of the policy shall have the same force and effect as provisions of this agreement to the extent not inconsistent herewith.
7. **COMPLIANCE WITH LAWS.** The Consultant shall be duly licensed and shall comply with all applicable laws, ordinances, and codes of the Federal, State, and local governments. Per [Fircrest Municipal Code 5.04.020](#), the Consultant agrees to obtain a City of Fircrest business license prior to performing any work pursuant to this Agreement.
8. **CONFIDENTIALITY OF INFORMATION.** All information and data furnished to the Consultant by the City, and all other documents to which the Consultant’s employees have access during the term of the Agreement, shall be treated as confidential to the City. Any oral or written disclosure to unauthorized individuals is prohibited.

9. **CONSULTANT’S REPRESENTATIONS.** The Consultant hereby represents that it has all necessary licenses and certifications to perform the services provided for herein and is qualified to perform such services.
10. **DEBARMENT.** The Consultant must certify that it and its subcontractors have not been and are not currently on the [Federal](#) or [Washington State Debarment List](#). If the Consultant or its subcontractors become listed on the Federal or State Debarment List, the City must be notified immediately.
11. **DELAYS AND EXTENSIONS OF TIME.** If the Consultant is delayed at any time in the progress of providing services covered by this Agreement by any causes beyond the Consultant’s control, the time for performance may be extended by such time as shall be mutually agreed upon by the Consultant and the City and shall be incorporated in a written amendment to this Agreement. Any request for an extension of time shall be made in writing to the City.
12. **HOLD HARMLESS, DEFENSE, AND INDEMNITY.**
- A. **Consultant Indemnification.** Consultant shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from claims, injuries, damages, losses, or suits, including attorney fees, arising out of, in connection with, or incident to any negligent or intentional acts, errors or omissions, or conduct of the Consultant (or its employees, agents, representatives, subcontractors, or subconsultants) in the performance of this Agreement, whether such claims sound in contract, tort, or other legal theory, except for injuries and damages caused by the sole negligence of the City. The Consultant’s duty to defend and indemnify pursuant to this Section is not in any way limited to, or by the extent of, insurance obtained by, obtainable by, or required of the Consultant.
- Should a court of competent jurisdiction determine that this Agreement is subject to [RCW 4.24.115](#), then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant’s liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant’s negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant’s waiver of immunity under Industrial Insurance, [Title 51 RCW](#), solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties. As used in this Section, “City” includes the City, the City officers, employees, agents, and representatives. If, and to the extent, Consultant employs or engages subcontractors or subconsultants, then Consultant shall ensure that each such subcontractor and subconsultant (and subsequent tiers of subcontractors and subconsultants) shall expressly agree to defend and indemnify the City to the extent and on the same terms and conditions as the Consultant pursuant to this section. The provisions of this Section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.
- B. **Industrial Insurance Act Waiver.** It is specifically and expressly understood that the Consultant waives any immunity that may be granted to it under the Washington State Industrial Insurance Act, [Title 51 RCW](#), solely for the purposes of this indemnification. Consultant’s indemnification shall not be limited in any way by any limitation on the amount of damages, compensation, or benefits payable to or by any third party under workers’ compensation acts, disability benefit acts, or any other benefits acts or programs. The Parties acknowledge that they have mutually negotiated this waiver.
- C. **Survival.** The provisions of this Section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

13. INSURANCE. The Consultant will obtain and maintain, for the duration of this Agreement, insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the Consultant's liability to the coverage provided by such insurance or otherwise limit the City's recourse to any remedy available at law or in equity. The Consultant shall maintain at least the following minimum insurance coverage covering all activity under this agreement, and as to which the City shall be named as primary non-contributory additional insured on the Liability insurance:

- | | |
|--|-----------------------------------|
| a. Workers' Compensation Coverage | Statutory |
| b. Commercial General Liability | \$1,000,000/\$2,000,000 aggregate |
| c. Comprehensive Automobile Liability | \$1,000,000 per accident |
| d. \$100,000 Employee Fidelity coverage that extends to the City and City employee property. | |

A Certificate of Insurance showing the foregoing will be submitted to the City for approval 14 days prior to work commencing.

The minimum limits above do not limit the Consultant's liability to the City or the public.

14. INTEGRATED AGREEMENT. This agreement, together with any attachments or addenda, represents the entire and integrated agreement between the parties, whether written or oral. This agreement may be amended only by a written instrument signed by both the City and the Consultant.

15. NON-DISCRIMINATION. The Consultant agrees not to discriminate against any customer, employee, or applicant for employment, subcontractor, supplier, or materialman, because of race, religion, creed, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital status, familial status, veteran or military status, or the presence of any sensory, mental, or physical disability, except for a bona fide occupational qualification. The Consultant understands that if it violates this provision, the Agreement may be terminated by the City, and the Consultant may be barred from performing any service for the City, now or in the future.

16. NON-WAIVER. A waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provisions.

17. NOTICES. Except for routine, operational communications, which may be delivered personally or transmitted by electronic mail, all notices required hereunder shall be in writing and shall be deemed to have been duly given if delivered personally or mailed first-class mail, postage prepaid, to the parties at the following addresses:

<i>Notice to the City of Fircrest shall be sent to:</i>	<i>Notice to the Consultant shall be sent to:</i>
City of Fircrest Attn: Tyler Bemis, Public Works Director 115 Ramsdell Street Fircrest, WA 98466 Phone: 253-564-8900 E-Mail: tbemis@cityoffircrest.net	StreetScan USA, Inc. Attn: Kim Roemer, Sr. Account Manager 605 Salem Street Wakefield, MA 01880 Phone: 248-660-0749 E-Mail: kim@streetlogix.com

18. OWNERSHIP, FORM, AND USE OF DOCUMENTS. All documents, drawings, specifications, and other materials produced by the Consultant in connection with the services rendered under this Agreement shall be the property of the City, whether the project for which they are made is executed or not. Except as otherwise stated in Exhibit A, the Consultant shall provide the City with all final documents, reports, or studies in printed and electronic form. Unless otherwise directed in writing by the City, all final documents, reports, or studies shall be provided to the City in both a PDF and Word format. Where applicable, all Complete Plan Set Drawings shall include all Specifications and shall be submitted to the City in the most updated version of AutoCAD in an unrestricted format and in accordance with the City Code. The Consultant shall not be responsible for any use or modifications of said documents, drawings, specifications, or other materials by the City or its representatives for any purpose other than the project specified in this Agreement.

19. PERFORMANCE AND STANDARDS. The Consultant shall perform its work to conform to generally accepted professional standards. The Consultant shall be responsible for the professional quality, technical adequacy and accuracy, timely completion, and coordination of all plans, designs, drawings, and specifications prepared under this Agreement. The Consultant shall, without additional compensation, correct or reverse any errors or omissions in such work. The City has a right to withhold a part or all of the monthly payments if, in the judgment of the City, the Consultant has not performed or has unsatisfactorily performed any of the services outlined in this contract, provided that the City shall promptly notify the Consultant in writing of the specific items of non-performance or unsatisfactory performance. It is further provided that any such payments withheld shall reasonably relate to the estimated value of the work not performed.

20. PREVAILING WAGES. Prevailing wages are not required for this Agreement.

21. RECORDKEEPING. The Consultant shall maintain accounts, records, and documents related to the performance of this Agreement and shall make them available for the City's inspection, auditing, or evaluation during normal business hours as reasonably needed by the City to assess performance, compliance, and quality assurance under this Agreement.

The Consultant acknowledges that all records created or used by the Consultant in the performance of this Agreement may be subject to the Public Records Act, [RCW 42.46](#). Except as otherwise authorized by the City, the Consultant shall retain such records for a period of seven (7) years after receipt of the final payment under this Agreement or termination of this Agreement. "Record" includes but is not limited to all written and electronic documents, photographs, drawings, and maps.

22. SAFETY REQUIREMENT. All work performed under the terms of this agreement shall be performed in a manner that provides maximum safety to the public and employees of the City of Fircrest.

23. SEVERABLE PROVISIONS. Each provision of this Agreement is intended to be severable. If any provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement, which remains in full force and effect.

24. STATUS OF CONSULTANT. Neither the Consultant nor personnel employed by the Consultant shall acquire any rights or status in City employment, nor shall they be deemed employees or agents of the City for any purpose. The Consultant shall be deemed an independent contractor and shall be responsible in full for payment of its employees, including prevailing wages, workers' compensation, insurance, payroll deductions, and all related costs.

25. TAXES. Consultant shall comply with federal, state, and local tax laws, Social Security Acts, Unemployment Compensation, and Workers' Compensation Acts insofar as applicable to the performance of this Agreement.

26. TERMINATION. If the Consultant violates any of the covenants undertaken herein or any of the duties imposed upon it by the Agreement, this Agreement may be terminated by either party immediately with cause. Alternatively, either Party may terminate this Agreement without cause upon thirty (30) days' written notice, served to the other Party by certified mail. In such a case, the Consultant shall be compensated by the City for all work performed to the date of termination. In the event of termination, all finished and unfinished work prepared by the Consultant pursuant to this Agreement shall be provided to the City.

27. VENUE STIPULATION. This Agreement has been and shall be considered as having been made and delivered within the State of Washington, both as to interpretation and performance. Any action in law or equity or judicial proceeding for the enforcement of this Agreement, or any of the provisions contained therein, shall be instituted and maintained only in Pierce County Superior Court, Tacoma, Washington.

BY THEIR SIGNATURES BELOW, the parties hereto have accepted and executed this Agreement, as of the Effective Date stated above, which shall be the Effective Date for bonding purposes as applicable. The undersigned Consultant representative, by signature below, represents and warrants they are duly authorized to execute this legally binding Agreement for and on behalf of the Consultant and further represents and warrants that the Consultant is not suspended, debarred, or otherwise disqualified under federal, state, or local law from participating in this Agreement.

CITY OF FIRCREST

STREETSCAN USA, INC.

By: _____
Dawn Masko, City Manager

By: _____

Printed Name: _____

Title: _____

APPROVED AS TO FORM:

ATTEST:

By: _____
Joanna Eide, City Attorney

By: _____
Arlette Burkhart, City Clerk

Exhibit A – Scope of Services

Professional Services Agreement Between the City of Fircrest And StreetScan USA, Inc.

Pavement Assessment and Asset Management Program

StreetScan USA, Inc. (StreetScan) shall provide pavement asset management services to the City of Fircrest, WA, as described below. The scope includes a comprehensive assessment of the City's public roadway network using StreetScan's proprietary technology and software, followed by analysis and reporting to support pavement management planning and capital improvement decisions.

1. Pavement Data Collection

- Perform non-destructive pavement condition assessments using vehicle-mounted multi-sensor technology, including Ground Penetrating Radar (GPR), cameras, and GPS for spatial accuracy and surface condition recording.
- Survey all public roadways and sidewalks identified by the City.
- Collect data on surface distresses, ride quality, and structural condition where applicable.

2. GIS Integration

- Integrate pavement condition data with the City's Geographic Information System (GIS).
- Use the City's existing GIS road layer or develop a GIS segmentation based on available data and roadway lists if needed.
- Deliver all data and shapefiles in standard GIS file formats compatible with the City's systems.

3. Project Coordination

- Work closely with the City's designated project manager to ensure data accuracy and completeness.
- Participate in kickoff and follow-up meetings as needed.

4. Pavement Management Software Access

- Provide access to the Streetlogix web-based asset management platform for a period of three (3) years.
- Upload processed pavement condition data, analysis, and asset management recommendations to the platform, enabling interactive mapping and planning.
- Maintain backup storage of data and ensure accessibility throughout the subscription term.
- Provide training to City staff on the use of the Streetlogix platform and interpretation of data, and provide technical support.

5. Data Processing, Analysis, and Reporting

- Analyze collected pavement condition data to determine distresses, severity levels, and overall pavement health.
- Review and validate data for consistency and quality.
- Calculate Pavement Condition Index (PCI) scores and other metrics for each assessed roadway segment.
- Develop a prioritized pavement maintenance and rehabilitation (M&R) plan based on data.
- Deliver a final report summarizing findings, methodology, and recommended strategies.

6. Asset Management Planning

- Develop a customized Pavement Asset Management Plan based on the data collected.
- Identify and prioritize maintenance, preservation, and rehabilitation treatments using predictive modeling.
- Provide life-cycle cost analysis and recommended annual treatment plans.

7. Deliverables

- Digital files containing all raw and processed data, analysis results, and mapping layers.
- Access credentials for the Streetlogix platform.
- Final written report in both PDF and Word format.
- GIS-compatible data files, including shapefiles and associated metadata.
- Optional data export tools for internal reporting or future grant applications.
- Summary report of findings, including maps, charts, and PCI scores.
- Delivery of digital files and maps in both PDF and editable formats (Word, Excel, and shapefiles).
- Annual updates to the StreetLogix platform as part of the three-year subscription.

8. City Responsibilities

The City, without cost to the Consultant, agrees to do the following in a timely manner so as not to delay the services of the Consultant:

- a. Designate in writing a person to act as the City's representative with respect to work to be performed under this Agreement, such person to have complete authority to transmit instructions, receive information, interpret, and define the City's policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this Agreement.
- b. The City's representative will coordinate with officials and other City employees who have knowledge of pertinent conditions and will confer with the Consultant regarding both general and special considerations relating to the Project.

- c. Assist the Consultant by placing at the Consultant's disposal all available information pertinent to the Project or requested by the Consultant, including previous reports and other historical data relative to the design or construction of the roadways in the City.
- d. Arrange for access to and make all provisions for the Consultant to enter upon public and private lands as required for the Consultant to perform its work under this Agreement. If the selected service contains sidewalks, the City is responsible for clear access. Objects such as debris, trash, and trash cans must be removed to ensure clear access, as this will affect the quality of the service.
- e. Furnish the Consultant all needed topographic, property, boundary, and right-of-way maps. Data provided in standard GIS file formats is preferred.

The Consultant requires a target road GIS layer with segmentation, either from the City or from the State Department of Transportation. If neither is available, the Consultant can create it from a list of target roads, from intersection to intersection, or as otherwise directed, charging the Consultant's standard engineering billing rates, as outlined in Exhibit B. If the City requests a different segmentation after the processing has begun, results will be delayed, and the Consultant will charge the engineering rate for implementing the segmentation change.

The Consultant will use the City's pavement maintenance methods and pricing for the pavement maintenance plan, if it is provided by the end of the data collection. Otherwise, the Consultant will use their default pavement maintenance methods and pricing. Subsequent changes are billed at the Consultant's standard engineering billing rates.

- f. Cooperate with and assist the Consultant in all additional work that is mutually agreed upon.

Additional information on the Road and Sidewalk Assessment Service scope of work and deliverables can be found in **Appendix A** of the Pavement and Asset Management Proposal, attached to **Exhibit A – Scope of Services**.

APPENDIX A – SCOPE OF WORK AND DELIVERABLES

ROAD AND SIDEWALK ASSESSMENT SERVICE

StreetScan offers a technology-based Pavement Management approach for continuous health monitoring of your road network. Combining years of R&D at Northeastern University, StreetScan's vehicles and cloud-based software, Streetlogix, save you time and make your repair dollars go further. We have developed a four-step process to effectively Scan, Process and Manage your road data.

STEP 1: DATA COLLECTION

Roads

Vehicle Deployed: ScanCar



StreetScan collects LiDAR/imagery data and utilizes 360° imaging technology to measure road defects, such as cracking, bumps, and potholes. The 360° imaging camera provides a 10' of lateral road coverage and seamless road scanning in the direction of travel at speeds up to 65 mph., supplying imagery of the road surface and Right-of-Way assets. An Inertial Measurement Unit (IMU) enabled GNSS position system provides position location, even in the event of intermittent GPS satellite coverage.

Data collected is processed to assign an overall condition rating for each road (PCI). The rating ranges from 0-100, where 0 is the worst possible road and 100 is the best.

Sidewalks

Vehicle Deployed: E-Scooter



StreetScan has developed a scooter-based approach which captures all the necessary distresses. StreetScan utilizes high resolution 2D imaging technology to collect sidewalk video, and identify distresses such as cracks, surface distortions, general uplifts, and tree uplifts. A mobile phone and high-grade GPS device are used for controlling data collection.

Data collected is processed to assign an overall condition rating for each sidewalk. The rating ranges from 0-100, where 0 is the worst possible sidewalk and 100 is the best.

STEP 2: DATA EXTRACTION

Roads

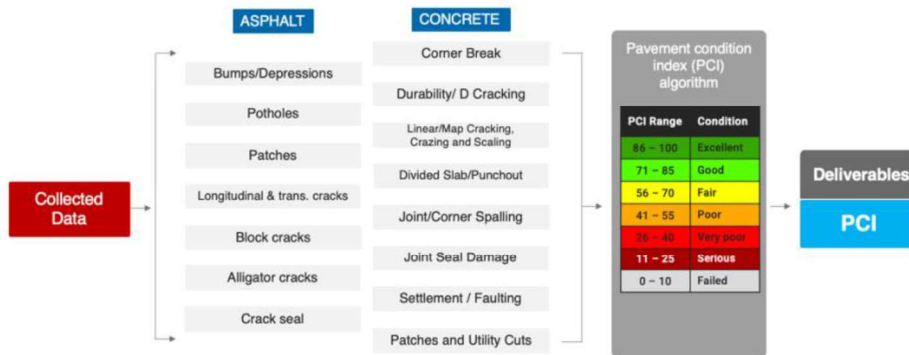
The collected data (TBs/day) is uploaded to the StreetScan server, where automated software processes the raw sensor data. Using advanced processing algorithms, the sensors' raw data is converted into meaningful parameters representing different aspects of pavement condition. Several of our key indicators are fused to determine the **StreetScan Pavement Condition Index (PCI)** for each road segment. StreetScan's GIS specialists segment the pavement evaluation data based of our clients historical street segmentation or from intersection to intersection in the absence of that data.

Sidewalks

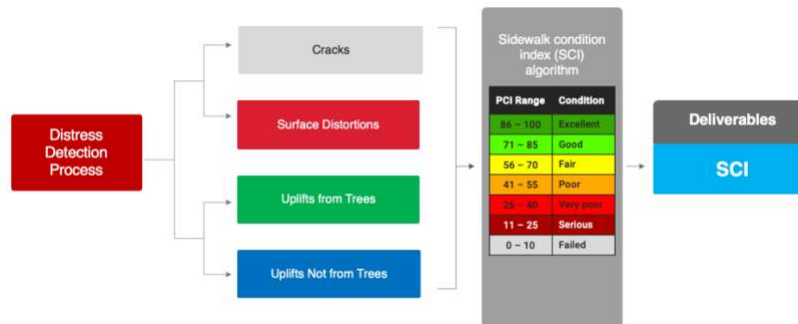
Data collected from the E-Scooter system is processed to identify the following for each sidewalk: material, quantity, location, and severity of distresses such as cracks, surface distortions, general uplifts, and tree uplifts. The distress information for each sidewalk is input to StreetScan's proprietary algorithm to calculate the sidewalk's condition rating.

StreetScan's basic approach uses a weighted failures scheme per linear distance for a given sidewalk segment. Individual failure or feature types are given various weightings depending on their contribution to perceived sidewalk condition. As an example, an uplift is considered to have more impact to the sidewalk quality than grass, so it is given a greater weighting in the rating formula.

Roads Algorithm



Sidewalk Algorithm



STEP 3: DATA VISUALIZATION AND ANALYTICS

Roads

Municipal staff will be given access to Streetlogix, our GIS web-based application, to view and analyze all collected survey data in addition to data from other sources to assist in decision making.

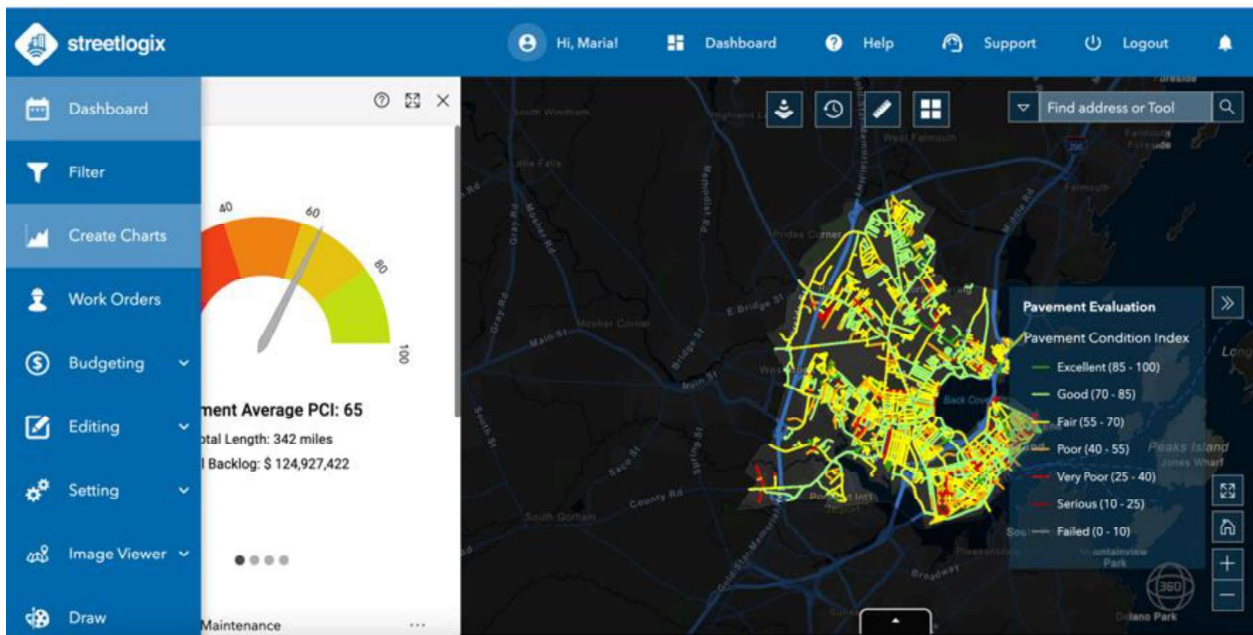
This provides staff an easy-to-use tool to quickly review PCI results, distress data and 360° images along with pavement history and other data that the municipality wants to be integrated. All data is hosted in the cloud, allowing users to login from anywhere on any computer to view the results. Streetlogix has many data import and export features making it compatible with any existing GIS solution concerning asset management. Streetlogix provides powerful data visualization and management tools including 360° viewer and extensive charts and dashboards (example below).

Sidewalks

Municipalities are given access to our GIS web-based application, Streetlogix, to view and analyze all collected survey data in addition to data from other sources to assist in decision making.

This provides clients an easy-to-use tool to quickly review sidewalk condition results, distresses, and sidewalk images. All data is hosted in the cloud allowing users to login from anywhere on any computer to view the results. Streetlogix has many data import and export features making it compatible with any existing GIS solution. Streetlogix provides powerful data visualization and management tools including 360 viewer and extensive charts and dashboards (example below).

Portal view: Overall stats and available layers



STEP 4: MAINTENANCE PLANNING

Roads

Once the inventory condition database and GIS web-app have been finalized, the work on implementing the pavement management side of the software begins. While pavement condition indicators are concerned with the current condition of the network, the management side of the process concerns itself with the analysis of condition, prediction of future condition, generation of

Sidewalks

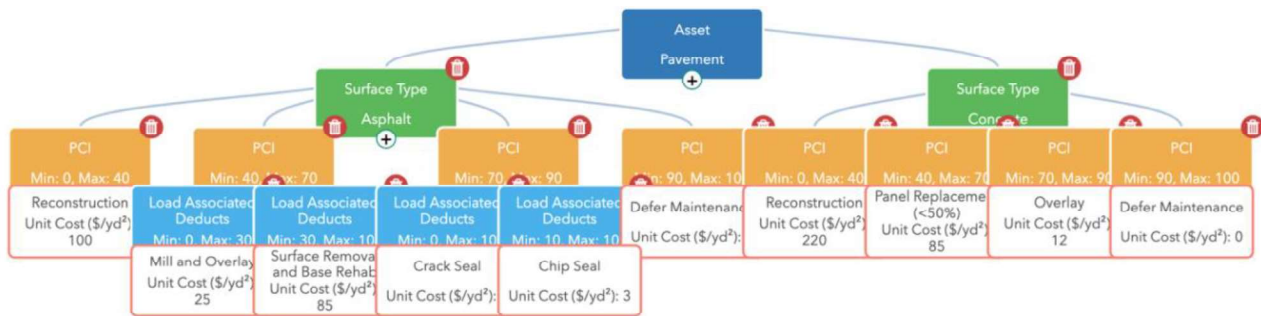
Once the inventory condition database and GIS web-app have been finalized, the work on implementing the sidewalk management side of the software begins. While sidewalk condition indicators are concerned with the current condition of the network, the management side of the process concerns itself with the analysis of conditions, prediction of future conditions, generation of maintenance

maintenance options and pavement management scenarios. At this stage, the Client's preferred repair methods and associated costs are used to customize our Streetlogix asset management module. The results are compiled and reported to the client in our Streetlogix software and as a digital storymap.

options and sidewalk management scenarios. At this stage, the Client's preferred repair methods and associated costs are used to customize our sidewalk management modules. The results are compiled and reported to the client in our Streetlogix software & digital storymap.

Our decision-trees are highly configurable and we work with staff to tailor it to ensure our AI will provide the necessary maintenance and repair suggestions. All decision trees & underlying data will be editable by staff.

Roads:



Sidewalks:

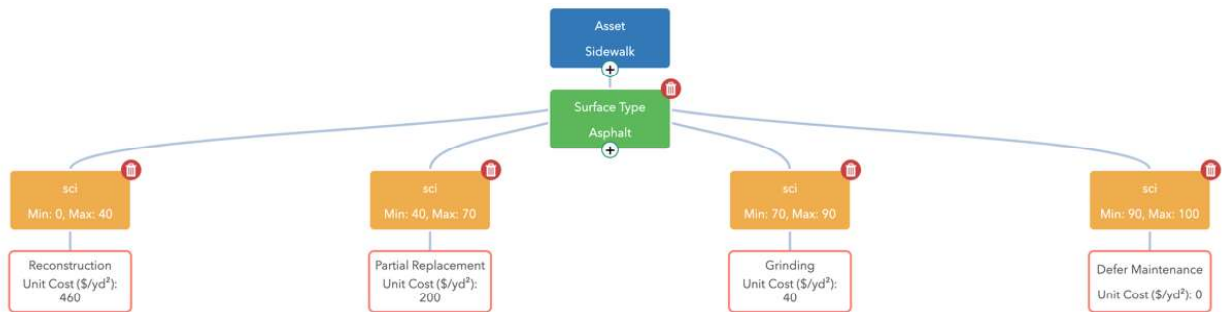


EXHIBIT B

TOTALSTREETS ANNUAL PAYMENTS				
Roads Data Collection, Data Processing, (3) years of Citylogix Essentials Software, (3) years of 360 Imagery Viewer				
YEAR	1	2	3	Total
Pavement Management	\$8,250			\$8,250
Citylogix Essentials Software	\$7,672	\$3,672	\$3,672	\$15,016
360 Imagery Viewer	\$1,750	\$1,000	\$1,000	\$3,750
Total Annual Cost	\$17,672	\$4,672	\$4,672	\$27,016
Annual Payment	\$9,006	\$9,005	\$9,005	\$27,016
Early Termination Fee (Calculated at time of annual renewal)	\$8,666	\$4,332	\$0	

ENGINEERING BILL RATES

TITLE	RATES
Senior Leadership	\$300.00
Project Sponsor	\$250.00
Project Manager	\$250.00
Senior Engineering Manager	\$250.00
Data Collection - Team Leader	\$150.00
Data Processing - Team Leader	\$150.00
GIS Services - Team Leader	\$150.00
Quality Control - Team Leader	\$150.00
Quality Control Technician	\$110.00
Senior Field Technician	\$95.00

Exhibit C



Pavement and Asset Management Proposal Fircrest, WA March 26, 2025

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To Whom It May Concern:

Thank you for your interest in StreetScan. Municipalities worldwide are faced with aging infrastructure and limited budget resources to repair and maintain them. Having the ability to monitor the health of your street network utilizing comprehensive and repeatable data, collected via vehicles equipped with imaging systems allows your staff to optimally allocate repair and maintenance budgets. This is now made possible in an affordable, objective way utilizing StreetScan's advanced mobile sensing vehicles and Streetlogix cloud-based asset management software.

Our service offering includes:

- Data Collection: automated vehicle survey of paved CL miles.
- Data Processing of Right-of-Way transportation infrastructure condition.
- Data Visualization: pavement monitoring system including StreetScan's Pavement Rating (PCI).
- Pavement Management Planning: maintenance and budget options, suggestions and scenarios; via our optional cloud-based software Streetlogix.

Also available (see Appendices for more details):

- 360° Imagery Viewer
- Optional asset extractions including pavement markings, traffic signs, sidewalks, curbs, trees, etc.

On behalf of the team at StreetScan, we are pleased to submit this proposal for your review. We strive to be as accurate as possible in our initial projections and cost estimates and look forward to meeting with you soon to discuss any questions you may have.

Yours truly,



Kim Roemer
Senior Account Manager

1. ABOUT US

At StreetScan/Streetlogix, we come to work each day because we want to solve our clients' biggest problems when it comes to managing their street assets. We have a Smart City Service Offering that provides clients with an intelligent, objective, and affordable way to manage those assets.

Throughout the history of business, people have used data to make more informed decisions. Streetlogix enables exactly this for our municipal clients.

Municipalities no longer must spend months working within complicated excel spreadsheets. Now, they can leverage the power of AI to improve their decision-making abilities with a few clicks of the mouse.

StreetScan made a name for itself when it received an \$18 Million dollar U.S. federal grant to develop a new sensing and analytics platform to monitor roads. At the time, this was a 5-year Research project overseen by Northeastern University. Throughout this five-year process, the group worked with numerous Boston area municipalities in perfecting the service offering. In 2015, StreetScan spun out of Northeastern and since then has been offered commercially across the U.S. & Canada.

The StreetScan Smart City Service Offering combines critical transportation infrastructure assessments with the leading industry pavement and asset management platform, saving our clients time and money. Our data collection vehicles, ScanCars and E-scooters, enable municipalities to extract and monitor critical assets such as sidewalks, streets, traffic signage, pavement markings, and other transportation infrastructure assets.

The robust and highly customizable, AI and web-based GIS asset management platform, Streetlogix, has changed the landscape in the industry. Municipalities can now optimize their budget within a user-friendly GIS environment. The system provides objective information on the current state of their infrastructure and makes maintenance and repair recommendations, including prioritization of sidewalk projects. Using unparalleled data visualization and budget optimization tools, our clients have created defensible data-driven Capital Improvement Plans while successfully justifying their budgeting requests. Plus, our Work Order Module has helped municipalities go from inefficient in-house emailing systems and spreadsheets to an easy-to-use platform that allows users to effectively schedule, track, and manage all work orders at the office and in the field.

StreetScan has grown to service nearly 300 customers throughout the U.S. and Canada. To date, we have assessed approximately 48,500 centerline miles of road, 9,750 miles of sidewalk, and 55,000 ramps. With a team of 50+ professionals stationed throughout two countries, we continue to expand and grow, bringing on new municipal customers all over North America.

As our customers' needs evolve, so do our services and resources. StreetScan will change how you maintain your infrastructure assets – for the better and for the future.

2. OUR TEAM



Kim Roemer – Sr. Account Manager – Kim holds a Bachelor of Science degree in Business Management from the University of Missouri Columbia and is passionate about working with organizations to get more bang for their buck. Before joining Streetlogix, Kim was an advocate for organizational design efficiency via automation software, SmartDesignServer. Her deeply rooted interest in advocating for efficient organizations stems from an early and robust alignment with Bizlibrary, a then start-up organization in St. Louis, MO, established to meet the specific training and budgetary needs of small and mid-sized organizations in both the public and private sectors. At Streetlogix, Kim strives to provide innovative software solutions to local government, creating long-term positive impact.



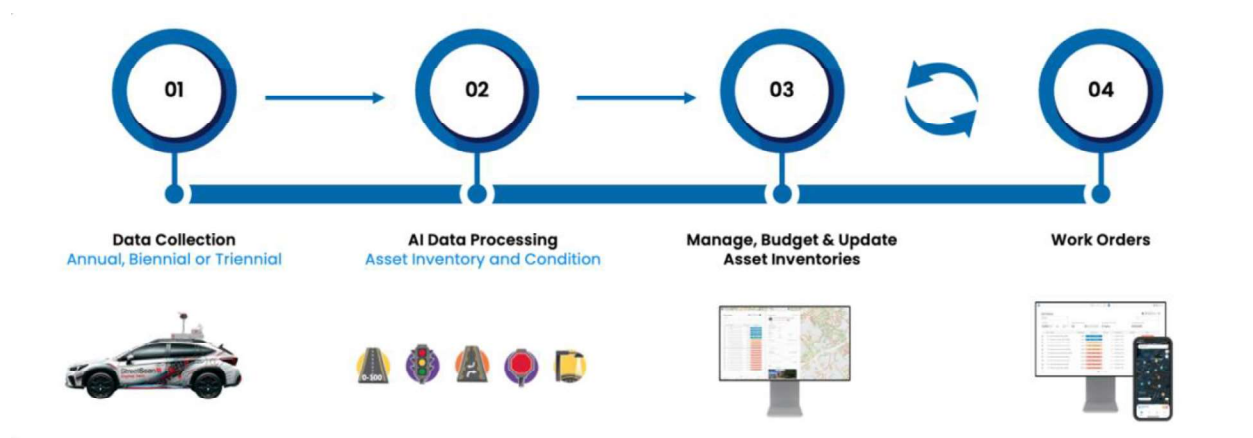
Ahmad Hassan – Director of Operations – At StreetScan, Ahmad is responsible for overseeing our North American operations and ensuring our customers' needs are met. Ahmad graduated from The Lebanese American University with an MBA in Business Management as well as a BS in Computer Science and gathered over 20 years of experience in the world of IT, most of which was in the GIS field. He co-founded Orion Middle East, a leader in the GIS mapping industry working throughout the Middle East region and consulted for several IT and GIS projects. Prior to joining StreetScan, Ahmad created iCare, a management system designed for schools and daycares currently in use in 15 countries around the world.



Chris Hahn – Director of Customer Success – Chris works closely with our customers throughout their implementation of Streetlogix and on-going customer care, helping to ensure that clients reach their goals for integrating asset management technologies to enhance their operations. Chris brings over 16 years of progressive experience in the software industry, most recently focusing on municipal enterprise level software solutions. Chris is primarily responsible for streamlining business operations, using his vast experience to ensure that consistent delivery and client satisfaction are the cornerstones of our customer's experience. Using his business analyst background, Chris is well positioned to understand customers' needs and goals to help tailor solutions that optimize their operations and workflows.

3. THE STREETSCAN/STREETLOGIX SYSTEM

StreetScan's vehicle-based data collection and cloud-based asset and work order management platform optimize your road budget and provide user-friendly analytics about the status of your street assets.



Data Collection/Processing

StreetScan's vehicles equipped with imaging systems detect pavement & sidewalk surface distresses without interrupting traffic flow.

Optimized algorithms evaluate and prioritize repairs of assets, including pavement, sidewalks, traffic signs, and more.

See Annex for more details on Data Collection.

Data Management

Collected data goes into Streetlogix, our unique **cloud-based software**, allowing municipalities to visualize and manage road assets to schedule maintenance within a user-friendly GIS environment.

Our Work Order module, with its easy-to-use interface, allows municipalities to schedule, track and manage work orders, both in the office and in the field.

4. ASSET MANAGEMENT SOFTWARE

Streetlogix's **Asset/Pavement Management Module** is a cloud-based mapping, analysis, and decision-making tool for the public sector. Use it to create maps, analyze data and plan road repairs, sidewalk projects, traffic signs and right-of-way budgeting decisions. Your data and maps are stored in a secure and private infrastructure and can be configured to meet your mapping and IT requirements.

Asset Management Key Features:

Powerful Decision-Making Tools

User-Friendly Dashboard

Editing Capabilities

360° Video & Imagery Support

Web-Based

esri Partner Network

OPTIMIZE YOUR BUDGET

BUILD DECISION TREES

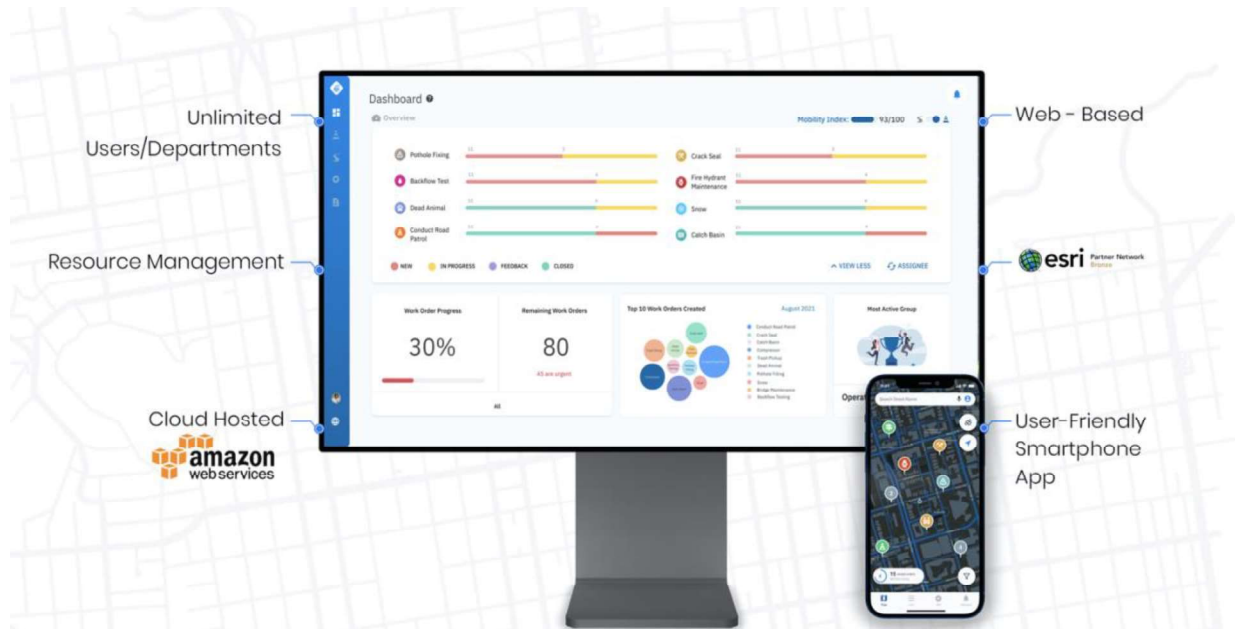
SOFTWARE INTEGRATION

Streetlogix uses a RESTful API to integrate with your other asset management, accounting, or financial systems and ensures a seamless information flow between different systems.

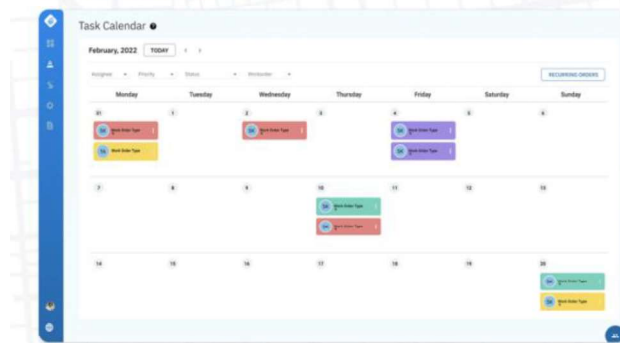
5. WORK ORDER MANAGEMENT SYSTEM

Streetlogix's **Work Order Management System** brings greater organization, efficiency, and accountability to your task management planning, allowing you to effectively schedule, track and manage all work orders, as well as monitor work order performance metrics in a centralized dashboard. Plus, you can track and complete work orders in the field using our app on your mobile device.

Work Order Key Features:



TASK CALENDAR



MOBILE APPLICATION




6. CITIZEN ENGAGEMENT APP

Streetlogix's **Citizen Engagement App** empowers your residents to submit service requests while enabling you to easily monitor the submissions. Our 311 application ensures your residents that each request is heard, acknowledged, and tracked. It is simple to use, easy to set up, and allows automatic updates for residents on efforts to keep their community functioning. Streetlogix Citizen Engagement app helps you build a collaborative, transparent and stronger community.




7. PRICING OVERVIEW

7.1 DATA COLLECTION (STREETSCAN)

PAVEMENT MANAGEMENT				
	SERVICES INCLUDED	CENTERLINE MILES	\$/CL	TOTAL
StreetScan 	ScanCar Data Collection	25	\$250	\$6,250
	Data Processing			
	Pavement Project Management		\$20	\$500
	GIS Coordination Fee - Fixed	Fixed		\$1,000
Mobilization and Setup Cost (if combined with Pierce County, WA 2025 Scan)				\$500
TOTAL				\$8,250

7.2 SOFTWARE (STREETLOGIX)

STREETLOGIX SOFTWARE MODULE PRICING						
 MODULES	POPULATION	ANNUAL LICENSE	ANNUAL DATA	IMPLEMENTATION FEE	TOTALS	
Streetlogix Essentials Enterprise	5,000	\$3,060	\$612	\$4,000	\$7,672	
360° IMAGERY VIEWER		\$750	\$250	\$750	\$1,750	
UNLIMITED USERS						

*Prices quoted are good for 60 days.

Asset Types	10
Service Requests	✓
Work Orders/Inspections	✓
GIS Integration for Asset Mapping	✓
Reporting	✓
Streetlogix Mobile App	✓
Single Asset Decision Tree	✓
311/Citizen Engagement	✓

7.3 OPTIONAL SERVICES AND ASSETS

One of our unique advantages is the ability for our clients to extract, assess and obtain actionable data from other Municipal assets utilizing the same data collected for the Pavement Management Survey. Below is a list of additional assets we can process from the collected data. This is set up as an a-la-carte menu so you can pick and choose the assets to meet your asset management needs.



PRODUCT	ASSETS	UNIT	QTY (EST.)	PRICE (\$/UNIT)	PRICE
Assets Extracted from Imagery & Additional Field Measurements					
Catch Basins	Location	Catch basins	500	\$2	\$1,000
Manholes	Location	Manholes	750	\$2	\$1,500
Traffic Signs	All Signs + 4 Attributes	Sign	625	\$4	\$2,500
Pavement Markings	All Markings + 3 Attributes	CL-M	25	\$65	\$1,625
Trees	Trees – Curb to Sidewalk	Trees	500	\$4	\$2,000
Roads GIS Database	Road Inventory	CL-M	25	\$30	\$750
Sidewalk GIS Database	Sidewalk Inventory	CL-M	25	\$50	\$1,250
Curb GIS Database	Curb Inventory	CL-M	25	\$50	\$1,250
Other Right of Way Assets	Inquire with our Team for: Traffic Signals, Fire Hydrants, Street Lights etc.				

- All assets will be uploaded as individual GIS layers within Streetlogix
- All quantities are estimated. Final billing is based on actual quantities collected.

8. TOTALSTREETS

It's a struggle to keep up with maintenance & repairs when upfront costs are prohibitive and often leave you with short-term fixes rather than a long-term strategy. With **TotalStreets**, your community can now benefit from a cost-effective, end-to-end pavement management solution while spreading the cost in equal payments over three years.

How much does it cost?

SERVICE	YEAR 1	YEAR 2	YEAR 3	TOTAL
StreetScan 	\$8,250			\$8,250
 streetlogix	\$7,672	\$3,672	\$3,672	\$15,016
360 Image Viewer	\$1,750	\$1,000	\$1,000	\$3,750
Total Cost	\$17,672	\$4,672	\$4,672	\$27,016
TotalStreets Solution	\$9,006	\$9,005	\$9,005	\$27,016

*Other StreetScan and Streetlogix assets and modules can be added upon request. Contact us for information and pricing.

What's included?

1. Data Collected every 3 Years*



Standard PCI Rating Scale	
85-100	Good
70-85	Satisfactory
55-70	Fair
40-55	Poor
25-40	Very Poor
10-25	Serious
0-10	Failed

2. PCI Score



3. 360 HD Imagery



4. Maintenance & Repair Strategies



5. Asset Management Software
Data Hosting, Support,
Advanced Analytics (3 years)

 **streetlogix**

APPENDIX A – SCOPE OF WORK AND DELIVERABLES

ROAD AND SIDEWALK ASSESSMENT SERVICE

StreetScan offers a technology-based Pavement Management approach for continuous health monitoring of your road network. Combining years of R&D at Northeastern University, StreetScan's vehicles and cloud-based software, Streetlogix, save you time and make your repair dollars go further. We have developed a four-step process to effectively Scan, Process and Manage your road data.

STEP 1: DATA COLLECTION

Roads

Vehicle Deployed: ScanCar



StreetScan collects LiDAR/imagery data and utilizes 360° imaging technology to measure road defects, such as cracking, bumps, and potholes. The 360° imaging camera provides a 10' of lateral road coverage and seamless road scanning in the direction of travel at speeds up to 65 mph., supplying imagery of the road surface and Right-of-Way assets. An Inertial Measurement Unit (IMU) enabled GNSS position system provides position location, even in the event of intermittent GPS satellite coverage.

Data collected is processed to assign an overall condition rating for each road (PCI). The rating ranges from 0-100, where 0 is the worst possible road and 100 is the best.

Sidewalks

Vehicle Deployed: E-Scooter



StreetScan has developed a scooter-based approach which captures all the necessary distresses. StreetScan utilizes high resolution 2D imaging technology to collect sidewalk video, and identify distresses such as cracks, surface distortions, general uplifts, and tree uplifts. A mobile phone and high-grade GPS device are used for controlling data collection.

Data collected is processed to assign an overall condition rating for each sidewalk. The rating ranges from 0-100, where 0 is the worst possible sidewalk and 100 is the best.

STEP 2: DATA EXTRACTION

Roads

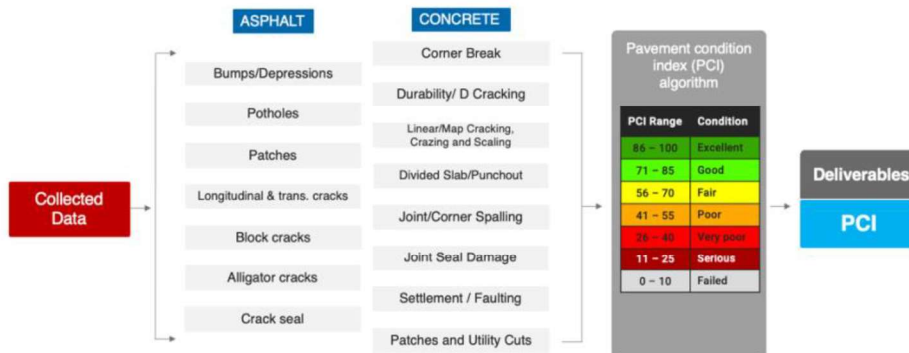
The collected data (TBs/day) is uploaded to the StreetScan server, where automated software processes the raw sensor data. Using advanced processing algorithms, the sensors' raw data is converted into meaningful parameters representing different aspects of pavement condition. Several of our key indicators are fused to determine the **StreetScan Pavement Condition Index (PCI)** for each road segment. StreetScan's GIS specialists segment the pavement evaluation data based of our clients historical street segmentation or from intersection to intersection in the absence of that data.

Sidewalks

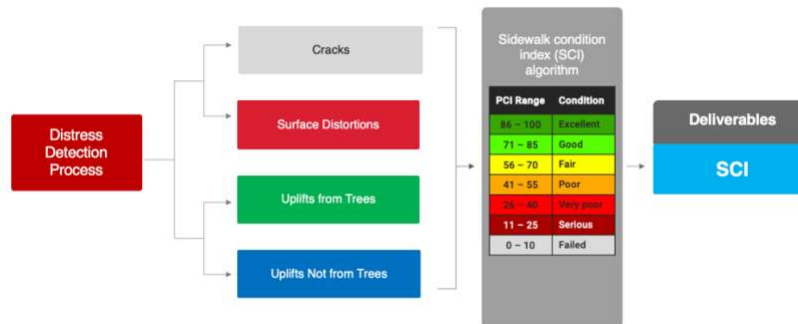
Data collected from the E-Scooter system is processed to identify the following for each sidewalk: material, quantity, location, and severity of distresses such as cracks, surface distortions, general uplifts, and tree uplifts. The distress information for each sidewalk is input to StreetScan's proprietary algorithm to calculate the sidewalk's condition rating.

StreetScan's basic approach uses a weighted failures scheme per linear distance for a given sidewalk segment. Individual failure or feature types are given various weightings depending on their contribution to perceived sidewalk condition. As an example, an uplift is considered to have more impact to the sidewalk quality than grass, so it is given a greater weighting in the rating formula.

Roads Algorithm



Sidewalk Algorithm



STEP 3: DATA VISUALIZATION AND ANALYTICS

Roads

Municipal staff will be given access to Streetlogix, our GIS web-based application, to view and analyze all collected survey data in addition to data from other sources to assist in decision making.

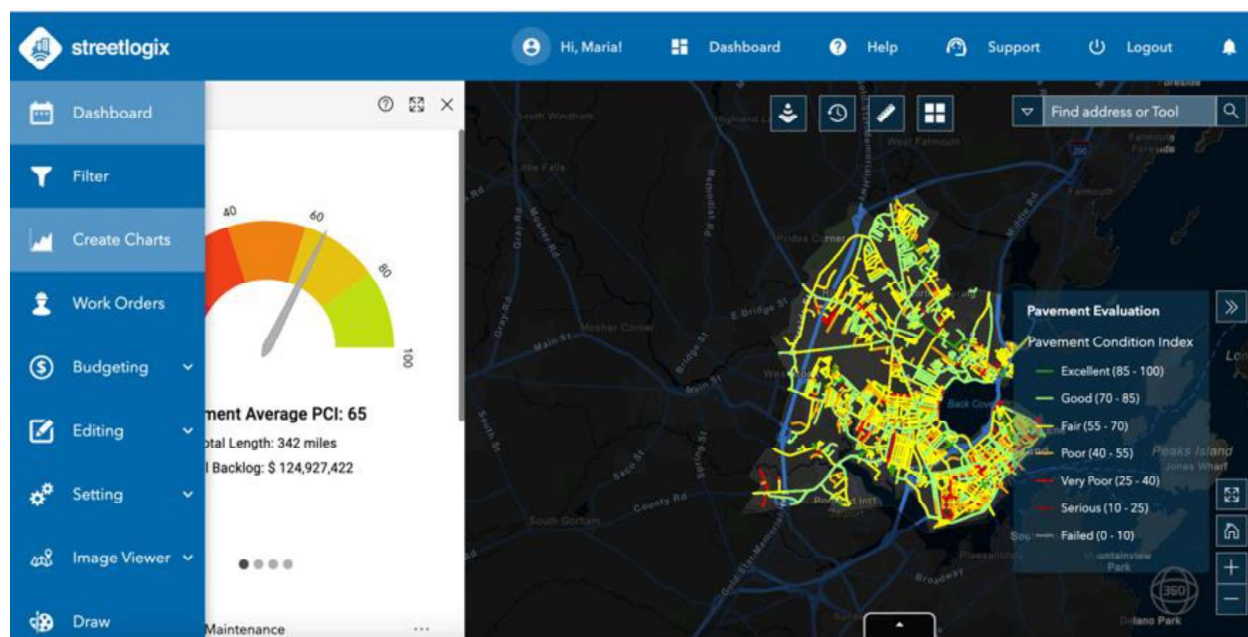
This provides staff an easy-to-use tool to quickly review PCI results, distress data and 360° images along with pavement history and other data that the municipality wants to be integrated. All data is hosted in the cloud, allowing users to login from anywhere on any computer to view the results. Streetlogix has many data import and export features making it compatible with any existing GIS solution concerning asset management. Streetlogix provides powerful data visualization and management tools including 360° viewer and extensive charts and dashboards (example below).

Sidewalks

Municipalities are given access to our GIS web-based application, Streetlogix, to view and analyze all collected survey data in addition to data from other sources to assist in decision making.

This provides clients an easy-to-use tool to quickly review sidewalk condition results, distresses, and sidewalk images. All data is hosted in the cloud allowing users to login from anywhere on any computer to view the results. Streetlogix has many data import and export features making it compatible with any existing GIS solution. Streetlogix provides powerful data visualization and management tools including 360 viewer and extensive charts and dashboards (example below).

Portal view: Overall stats and available layers



STEP 4: MAINTENANCE PLANNING

Roads

Once the inventory condition database and GIS web-app have been finalized, the work on implementing the pavement management side of the software begins. While pavement condition indicators are concerned with the current condition of the network, the management side of the process concerns itself with the analysis of condition, prediction of future condition, generation of

Sidewalks

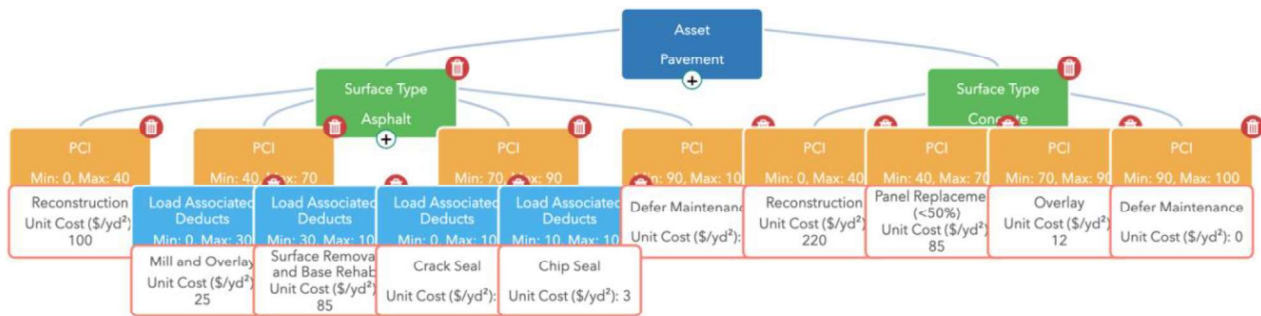
Once the inventory condition database and GIS web-app have been finalized, the work on implementing the sidewalk management side of the software begins. While sidewalk condition indicators are concerned with the current condition of the network, the management side of the process concerns itself with the analysis of conditions, prediction of future conditions, generation of maintenance

maintenance options and pavement management scenarios. At this stage, the Client's preferred repair methods and associated costs are used to customize our Streetlogix asset management module. The results are compiled and reported to the client in our Streetlogix software and as a digital storymap.

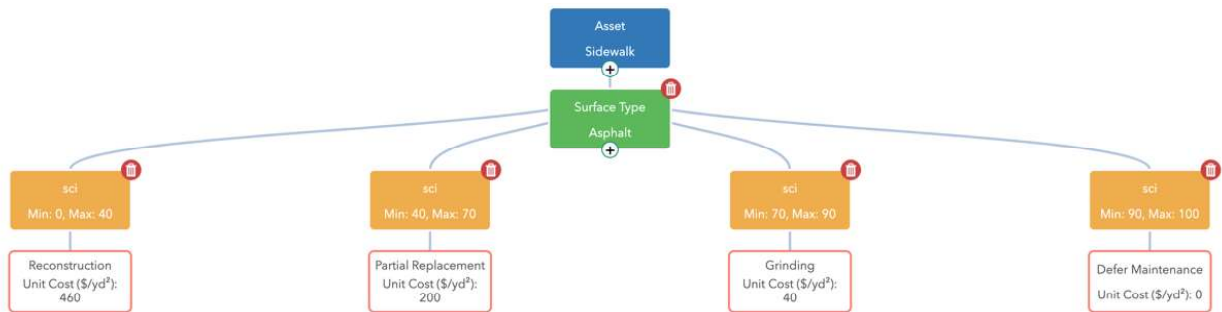
options and sidewalk management scenarios. At this stage, the Client's preferred repair methods and associated costs are used to customize our sidewalk management modules. The results are compiled and reported to the client in our Streetlogix software & digital storymap.

Our decision-trees are highly configurable and we work with staff to tailor it to ensure our AI will provide the necessary maintenance and repair suggestions. All decision trees & underlying data will be editable by staff.

Roads:



Sidewalks:



APPENDIX B – OPTIONAL SERVICES AND ASSET COLLECTION

360° Imagery

Asset	Description
360° Imagery	<ul style="list-style-type: none"> • Georeferenced 360 panoramic images • Esri-Compatible • .jpg format

Traffic Signage

Attributes	Description
Sign Category	Regulatory, Warning, Guide, School, Recreation, Information, General
Sign Name	Federal or State MUTCD designation or custom designation for specialized signs
GPS Location	Global Positioning System (GPS) location (+/- 5 meters)
Sign Condition	Good, Fair, Critical rating assessed through review of daytime digital images

Pavement Markings

Attributes	Description
Category	Point Layer: Left Turn, Right Turn, Crosswalk, Lane Divider, etc. Line layer: Shoulder, Centerline, etc.
Location	Global Positioning System (GPS) location (+/- 5 meters)
Condition	<ul style="list-style-type: none"> • Assessment through review of daytime digital images • Based on remaining visibility of marking • Customer segmentation is used or default as intersection to intersection • Rating <p>"Good" No noticeable wear on paint "Fair" Wear on paint with moderate line visibility "Critical" Substantial and impactful wear on paint with low level of marking visibility</p>

Catch Basins

StreetScan provides catch basin locations, determined from existing data sources (satellite imagery, Google StreetView or ScanCar images) if available. All data is provided as a GIS layer.

Deliverable:

- GIS Layer of catch basins

Manholes

StreetScan provides location of circular manhole access points which are visible in the road imagery data. All data is provided as a GIS layer.

Deliverable:

- GIS layer of manhole locations

Trees

StreetScan provides tree locations which are situated in the right of way (between Curb of Street to Edge of Sidewalk), determined from existing data sources satellite imagery, Google StreetView or ScanCar images if available. All data is provided as a GIS Layer.

Deliverable:

- GIS layer of tree location

Roads GIS Database

StreetScan creates a Roads GIS Database by using a list of target roads or any State DOT database. Road segmentation will be intersection to intersection unless directed otherwise by the client. All data is provided as a GIS layer.

Deliverable:

- GIS layer of Roads segmented intersection to intersection

Sidewalk GIS Database

StreetScan provides sidewalk locations, determined from existing data sources (satellite imagery, Google StreetView or ScanCar images) if available. All data is provided as a GIS layer.

Deliverable:

- GIS layer of sidewalk locations

Curb GIS Database

StreetScan provides curb locations, determined from front or side facing imagery. Data is provided as a GIS layer.

Deliverable:

- GIS layer of the linear features where curbs are present

Sidewalk Width

StreetScan will take 2 measurements for every sidewalk (Start & End Point) and average the width for the entire segment.

ADA Ramp Compliance Survey

StreetScan's ADA ramp compliance criteria is based on both the 2010 Americans with Disabilities Act (ADA) standards

and on discussions between StreetScan and engineers from the municipality. StreetScan measures all ADA ramp slopes associated with compliance using the digital level M-D Building Products 93975 Smart Tool Adam Digital Slope Walker. In addition, StreetScan uses its E-Scooter system, equipped with a high-resolution video camera and a mobile phone with Global Positioning System (GPS). Dimension measurements, such as the width of the ADA ramp and landing area are measured using a handheld Lufkin Wheel measurement tool. All measurements are reviewed by quality control technicians and compliance is determined.

StreetScan determines ADA ramp compliance based on the measurements shown below:

Attributes	Compliance
Presence of Detectable Warning Surface	Yes/No
Surface Condition	(Good/Fair/Poor)
Ramp Obstruction	Yes/No
Slope – Running	< 4.8° (8.3%)
Slope – Cross	< 1.2° (2.08%)
Slope – Left Flare	< 5.7° (10%)
Slope – Right Flare	< 5.7° (10%)
Slope – Street Running	< 2.9° (5%)
Ramp Width	> 36" wide
Landing compliance	Landing must be present*

If any of the above criteria is not met, the ramp is considered ADA non-compliant.

**If a ramp landing is absent, it is typically not compliant. However, there is an exception to this rule. Specifically, if both ramps flares exist and their slopes are 10% or less, then it's acceptable for the landing to be absent and it's possible for the ramp to be COMPLIANT even though it's missing a landing.*

Deliverables:

- GIS Layer with ramp location & missing ramps
- Image of ramps/missing ramp:
- Compliance as per attributes above

Additional measurements beyond the scope of work for ADA compliance can be taken, if requested. Contact us for information and pricing.

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