

**FIRCREST CITY COUNCIL  
REGULAR MEETING  
AGENDA**

**TUESDAY, SEPTEMBER 23, 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.** Centennial Proclamation – Presentation from Pierce County Councilmember Rosie Ayala
- 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 2
  - B.** Approval of Minutes: [September 9, 2025, Regular Meeting](#) 11  
[September 15, 2025, Special Meeting](#) 16
- 11. PUBLIC HEARING**
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
  - A.** Cottages at Fircrest Development Presentation
  - B.** 2026 Preliminary Budget Presentation
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**
- 16. ADJOURNMENT**

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

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# ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
36004	09/09/2025	09/23/2025	4298 AWC Employee Benefit Trust	856.10	10/2025 Retired Medical
	521 22 20 01	LEOFF I Medical Premiums	001 000 521 General Fund	856.10	10/2025 Retired Medical
36032	09/11/2025	09/23/2025	3647 Agrishop, Inc	54.01	Weedeater Spool
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	54.01	Weedeater Spool
36043	09/12/2025	09/23/2025	3647 Agrishop, Inc	86.02	Blower Repair
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fund	86.02	Blower Repair
Total Agrishop, Inc				140.03	
36051	09/17/2025	09/23/2025	10562 Amazon Capital Services	19.14	Turntable for Monitor
	524 20 31 00	Office & Oper Sup - Building	001 000 524 General Fund	9.57	Turntable for Monitor
	558 60 31 00	Office & Oper Sup - Plannin	001 000 558 General Fund	9.57	Turntable for Monitor
36052	09/17/2025	09/23/2025	10562 Amazon Capital Services	73.98	Adjustable Traffic Mirror (Qty 2)
	518 10 31 00	Office & Oper Sup - Non De	001 000 518 General Fund	73.98	Adjustable Traffic Mirror (Qty 2)
Total Amazon Capital Services				93.12	
36010	09/09/2025	09/23/2025	11013 Aramsco, Inc.	644.72	Paint Thinner; Stop Signs for Traffic Control (Qty 6)
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fund	644.72	Paint Thinner; Stop Signs for Traffic Control (Qty 6)
36011	09/09/2025	09/23/2025	11013 Aramsco, Inc.	760.52	White Paint (20 Gal), Glass Beads
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fund	760.52	White Paint (20 Gal), Glass Beads
Total Aramsco, Inc.				1,405.24	
36048	09/17/2025	09/23/2025	7201 Audio Innovations	400.00	Sound for Centennial Family Dance
	573 90 49 02	Centennial Celebration	001 000 573 General Fund	400.00	Sound for Centennial Family Dance
36005	09/09/2025	09/23/2025	11087 Berry, Wendy Anneke	281.25	Pro Temp Judge - 09/04/25 - RMC
	512 52 41 02	Prof Svcs - Pro Tem Judges -	001 000 512 General Fund	281.25	Pro Temp Judge - 09/04/25 - RMC
35994	09/09/2025	09/23/2025	6197 Brannon*, Michael Scott	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year

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35987	09/09/2025	09/23/2025	10831 Bugarin, Melina	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36041	09/12/2025	09/23/2025	9496 Burkhart, Arlette	165.93	Council Special Meeting - Centennial Supplies - Commemorative Boxes, Flutes, Crinkle Paper
	573 90 49 02	Centennial Celebration	001 000 573 General Fund	165.93	Council Special Meeting - Centennial Supplies - Commemorative Boxes, Flutes, Crinkle Paper
36070	09/18/2025	09/23/2025	9496 Burkhart, Arlette	61.30	Council Special Meeting - Crinkle Paper & Ribbon for Commemorative Boxes
	573 90 49 02	Centennial Celebration	001 000 573 General Fund	61.30	Council Special Meeting - Crinkle Paper & Ribbon for Commemorative Boxes
Total Burkhart, Arlette				227.23	
36050	09/17/2025	09/23/2025	5805 CenturyLink (Lumen LD)	9.76	Long Distance Access & Usage 09/2025
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	9.76	Long Distance Access & Usage 09/2025
36049	09/17/2025	09/23/2025	3994 CenturyLink	474.45	Telecommunications - 09/2025
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	138.55	City Hall Alarm & Fax (2) - 09/2025
	521 22 42 00	Communication - Police	001 000 521 General Fund	289.72	Police BA/Modem & Fax - 09/2025
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	11.54	PW Alarm - 09/2025
	534 10 42 00	Communication - Water Adr	425 000 534 Water Fund (dep	11.54	PW Alarm - 09/2025
	535 10 42 01	Communication - Sewer Adr	430 000 535 Sewer Fund (dep	11.55	PW Alarm - 09/2025
	542 30 42 00	Communication - Street Reg	101 000 542 City Street Fund	11.55	PW Alarm - 09/2025
35998	09/09/2025	09/23/2025	4324 City Treasurer-Tacoma	71,713.47	Fire/EMS - 10/2025
	522 20 40 00	Tacoma Contract - Fire	001 000 522 General Fund	22,674.67	Fire - 10/2025
	522 20 41 00	Tacoma Contract - EMS	001 000 522 General Fund	49,038.80	EMS - 10/2025
36018	09/10/2025	09/23/2025	7918 Contreras, Alejandra	255.00	Spanish Interpreting (3 hrs) 25CR66801, 25IN50689, 25IN55494, 25IN57623
	512 51 41 03	Prof Srvs - Interpreter - FMC	001 000 512 General Fund	255.00	Spanish Interpreting (3 hrs) 25CR66801, 25IN50689, 25IN55494, 25IN57623
36002	09/09/2025	09/23/2025	3573 Copiers Northwest Inc	17.65	Copier Usage 08/01/25-08/31/25
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521 General Fund	17.65	Copier Usage 08/01/25-08/31/25

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36013	09/09/2025	09/23/2025	7802 Core & Main LP	341.81	Tapping Saddles for Water Service Connection to Water Main (Qty 2)
	534 50 31 01 Oper Supplies - Water Main		425 000 534 Water Fund (de	341.81	Tapping Saddles for Water Service Connection to Water Main (Qty 2)
36023	09/10/2025	09/23/2025	11209 Cregeur, Angella	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36019	09/10/2025	09/23/2025	10913 David Evans and Associates, Inc.	402.05	P#74 Regents West Grind & Overlay - Professional Services 08/03/25-08/30/25
	595 10 63 06 Project Engineering - Street		101 000 594 City Street Fund	402.05	P#74 Regents West Grind & Overlay - Professional Services 08/03/25-08/30/25
36045	09/17/2025	09/23/2025	365 Dept Of Labor & Industries	11.66	3rd Qtr LNI for Chaplain (20 Hrs)
	521 22 20 00 Personnel Benefits - Police		001 000 521 General Fund	11.66	3rd Qtr LNI for Chaplain (20 Hrs)
36060	09/18/2025	09/23/2025	4310 Dept Of Revenue-EXCISE TAX	27,630.62	August 2025 Excise Taxes
	369 91 04 25 Other Misc Revenue - Water		425 000 360 Water Fund (de	-199.89	August 2025 Excise Taxes
	518 20 43 01 Excise Tax - Time/Temp Ren		001 000 518 General Fund	3.30	August 2025 Excise Taxes
	531 50 44 00 Excise Tax - Storm		415 000 531 Storm Drain	1,508.75	August 2025 Excise Taxes
	534 10 44 00 Excise Tax - Water		425 000 534 Water Fund (de	9.32	August 2025 Excise Taxes
	534 10 44 00 Excise Tax - Water		425 000 534 Water Fund (de	59.53	August 2025 Excise Taxes
	534 10 44 00 Excise Tax - Water		425 000 534 Water Fund (de	14,811.29	August 2025 Excise Taxes
	535 10 44 00 Excise Tax - Sewer		430 000 535 Sewer Fund (de	7,025.68	August 2025 Excise Taxes
	571 20 43 00 Excise Tax - Participation Fee		001 000 571 General Fund	1.36	August 2025 Excise Taxes
	576 20 43 00 Excise Tax - Pool Revenue		001 000 576 General Fund	3,949.64	August 2025 Excise Taxes
	589 30 00 00 Retail Sales Tax		655 000 580 Agency Fund/Bd	4.59	August 2025 Excise Taxes
	589 30 00 00 Retail Sales Tax		655 000 580 Agency Fund/Bd	57.27	August 2025 Excise Taxes
35988	09/09/2025	09/23/2025	5952 Dinwiddie II, Thomas	78.00	Library Reimbursement - 1 Year (Heather)
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Heather)
36001	09/09/2025	09/23/2025	10618 First Responder Outfitters, Inc.	572.46	Uniform Alterations - V Celis
	521 22 49 01 Uniforms/Clothing/Laundry		001 000 521 General Fund	572.46	Uniform Alterations - V Celis
35986	09/09/2025	09/23/2025	10315 Forrest, Sydney	73.30	07-02470.1 - 4001 FLORA DR
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (de	-32.22	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	-41.08	

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36059	09/17/2025	09/23/2025 11214	George Daniel Villiers-Furze	150.00	Spanish Interpreting (2 hrs) 25CR78151 & 25IN78152
	512 52 41 03 Prof Svcs - Interpreter - RMC		001 000 512 General Fund	150.00	Spanish Interpreting (2 hrs) 25CR78151 & 25IN78152
36012	09/09/2025	09/23/2025 6774	Greenleaf Landscaping 1 Inc	7,917.93	Monthly Landscape Service - September 2025
	518 30 41 01 Contract Maintenance		001 000 518 General Fund	3,563.07	Monthly Landscape Service - September 2025
	542 80 48 00 Street Tree Maintenance (co		101 000 542 City Street Fund	1,425.23	Monthly Landscape Service - September 2025
	542 80 49 03 Beautification Services (cont		101 000 542 City Street Fund	2,929.63	Monthly Landscape Service - September 2025
35995	09/09/2025	09/23/2025 1540	Haire, Sandra	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36056	09/17/2025	09/23/2025 9984	Hankins, Bryant Ford	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36007	09/09/2025	09/23/2025 3692	Home Depot Credit Services	4.96	Concrete Saw Repair Supplies
	542 30 31 02 Oper Supplies - Street Reg		101 000 542 City Street Fund	4.96	Concrete Saw Repair Supplies
36008	09/09/2025	09/23/2025 3692	Home Depot Credit Services	18.72	Steel Edger Tool for Concrete Repairs
	542 30 35 00 Small Tools & Equip - Street		101 000 542 City Street Fund	18.72	Steel Edger Tool for Concrete Repairs
36033	09/11/2025	09/23/2025 3692	Home Depot Credit Services	102.72	Paint Supplies
	518 30 31 04 Oper Supplies - CH		001 000 518 General Fund	102.72	Paint Supplies
36034	09/11/2025	09/23/2025 3692	Home Depot Credit Services	57.82	Wall Repair Supplies - Rec Center
	518 30 31 01 Oper Supplies - Rec Bldg		001 000 518 General Fund	57.82	Wall Repair Supplies - Rec Center
36035	09/11/2025	09/23/2025 3692	Home Depot Credit Services	34.28	Irrigation Repair Parts
	576 80 31 02 Oper Supplies - Parks		001 000 576 General Fund	34.28	Irrigation Repair Parts
36036	09/11/2025	09/23/2025 3692	Home Depot Credit Services	87.04	Shop Supplies
	518 30 35 00 Small Tools & Equip - Facilit		001 000 518 General Fund	87.04	Shop Supplies
36042	09/12/2025	09/23/2025 3692	Home Depot Credit Services	44.09	Post Hole Digger Tool
	534 10 35 00 Small Tools & Equip - Water		425 000 534 Water Fund (dep	44.09	Post Hole Digger Tool
Total Home Depot Credit Services				349.63	

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36015	09/09/2025	09/23/2025	10940 JRM Enterprises, Inc	150.00	Russian Interpreting (2 hrs) 25IN40364
	512 51 41 03	Prof Svcs - Interpreter - FMC	001 000 512 General Fund	150.00	Russian Interpreting (2 hrs) 25IN40364
35996	09/09/2025	09/23/2025	9817 Kenyon Disend	1,060.50	Attorney Services - August 2025
	515 41 41 02	Special Legal Counsel	001 000 515 General Fund	451.00	Attorney Services - August 2025
	518 11 41 03	Legal Services - Personnel	001 000 518 General Fund	609.50	Attorney Services - August 2025
35997	09/09/2025	09/23/2025	9817 Kenyon Disend	4,134.00	Attorney Services - August 2025
	515 41 41 01	City Attorney	001 000 515 General Fund	2,941.50	Attorney Services - August 2025
	515 41 41 02	Special Legal Counsel	001 000 515 General Fund	1,007.00	Attorney Services - August 2025
	518 11 41 03	Legal Services - Personnel	001 000 518 General Fund	26.50	Attorney Services - August 2025
	534 10 41 02	Legal Services	425 000 534 Water Fund (dep	159.00	Attorney Services - August 2025
Total Kenyon Disend				5,194.50	
36055	09/17/2025	09/23/2025	2440 McCarthy, Mary	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
35992	09/09/2025	09/23/2025	11207 Morgan, Cherie Anne	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36020	09/10/2025	09/23/2025	3923 Orca Pacific Inc	874.96	Chlorine for Wells (171 gallons)
	534 80 31 03	Oper Supplies - Chlorine	425 000 534 Water Fund (dep	874.96	Chlorine for Wells (171 gallons)
36039	09/11/2025	09/23/2025	3923 Orca Pacific Inc	2,659.29	Hypochlorite Solution Sodium Hypochlorite 8 (400 Gal); Muriatic Acid-Hypochlorite 8 (45 Gal)
	576 20 31 01	Oper Supplies - Pool Chemic	001 000 576 General Fund	2,659.29	Hypochlorite Solution Sodium Hypochlorite 8 (400 Gal); Muriatic Acid-Hypochlorite 8 (45 Gal)
Total Orca Pacific Inc				3,534.25	
36017	09/09/2025	09/23/2025	11208 Orlando, James R.	225.00	Pro Temp Judge - 09/03/25 - FMC
	512 51 41 02	Prof Svcs - Pro Tem Judges -	001 000 512 General Fund	225.00	Pro Temp Judge - 09/03/25 - FMC
35991	09/09/2025	09/23/2025	5030 Ostmann, Stephanie	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36053	09/17/2025	09/23/2025	3958 PC Budget & Finance - Jail	5,515.02	Jail Services - August 2025

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523 60 40 01 Jail			001 000 523 General Fund	5,515.02	Jail Services - August 2025
36037 09/11/2025	09/23/2025	4108	Pape Machinery Inc.	62.80	Belt for 2023 X750 John Deere
548 65 48 11 O & M - Parks/Rec			501 000 548 Equipment Rent:	62.80	Belt for 2023 X750 John Deere
36047 09/17/2025	09/23/2025	3955	Petrocard Systems Inc	133.98	Gas/Fuel - 09/2025
548 65 31 13 Gas - Storm			501 000 548 Equipment Rent:	133.98	Storm - 09/2025
35990 09/09/2025	09/23/2025	1553	Porter, Ken	78.00	Library Reimbursement - 1 Year
572 21 49 00 Library Services			001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36038 09/11/2025	09/23/2025	4035	Sarco Supply	43.05	Operating Supplies - City Hall
518 30 31 04 Oper Supplies - CH			001 000 518 General Fund	43.05	Operating Supplies - City Hall
35993 09/09/2025	09/23/2025	8344	Sawahata, Takao David	78.00	Library Reimbursement - 1 Year (Chiaki)
572 21 49 00 Library Services			001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Chiaki)
36014 09/09/2025	09/23/2025	10867	Specialized Pavement Marking, LLC	12,816.80	City Wide Restriping - 2025
595 32 63 01 Street Improvements			101 000 594 City Street Fund	12,816.80	City Wide Restriping - 2025
36057 09/17/2025	09/23/2025	7804	Stanton, Meegan	78.00	Library Reimbursement - 1 Year
572 21 49 00 Library Services			001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
35999 09/09/2025	09/23/2025	4084	Staples Business Advantage	39.13	Office Supplies - Central, Planning, Building, Admin & Non Dept
513 10 31 00 Office & Oper Sup - Admin			001 000 513 General Fund	2.04	Office Supplies - Admin
518 10 31 00 Office & Oper Sup - Non De			001 000 518 General Fund	2.12	Office Supplies - Non Dept
518 10 34 01 Office Supplies - Central			001 000 518 General Fund	27.75	Office Supplies - Central
524 20 31 00 Office & Oper Sup - Building			001 000 524 General Fund	3.61	Office Supplies - Building
558 60 31 00 Office & Oper Sup - Plannin			001 000 558 General Fund	3.61	Office Supplies - Planning
36054 09/17/2025	09/23/2025	4084	Staples Business Advantage	98.18	Office Supplies - Court
512 51 31 00 Office & Oper Sup - Court			001 000 512 General Fund	98.18	Office Supplies - Court
Total Staples Business Advantage				137.31	
35989 09/09/2025	09/23/2025	9609	Stiles, Jessica	78.00	Library Reimbursement - 1 Year

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	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36024	09/11/2025	09/23/2025	4110 Superior Linen Service	52.42	Linen Service 08/20/25 - Pool Party Room
	576 20 49 02	Miscellaneous - Pool	001 000 576 General Fund	52.42	Linen Service 08/20/25 - Pool Party Room
36025	09/11/2025	09/23/2025	4110 Superior Linen Service	52.42	Linen Service 08/06/25 - Pool Party Room
	576 20 49 02	Miscellaneous - Pool	001 000 576 General Fund	52.42	Linen Service 08/06/25 - Pool Party Room
36026	09/11/2025	09/23/2025	4110 Superior Linen Service	119.69	Linen Service 08/20/25 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	119.69	Linen Service 08/20/25 - Rec Center
36027	09/11/2025	09/23/2025	4110 Superior Linen Service	119.69	Linen Service 08/06/25 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	119.69	Linen Service 08/06/25 - Rec Center
36028	09/11/2025	09/23/2025	4110 Superior Linen Service	81.41	Linen Service 08/22/25 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	81.41	Linen Service 08/22/25 - City Hall
36029	09/11/2025	09/23/2025	4110 Superior Linen Service	81.41	Linen Service 08/08/25 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	81.41	Linen Service 08/08/25 - City Hall
36030	09/11/2025	09/23/2025	4110 Superior Linen Service	66.68	Linen Service 08/22/25 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	66.68	Linen Service 08/22/25 - Public Works
36031	09/11/2025	09/23/2025	4110 Superior Linen Service	66.68	Linen Service 08/08/25 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	66.68	Linen Service 08/08/25 - Public Works
Total Superior Linen Service				640.40	
36044	09/15/2025	09/23/2025	4322 Tacoma, City of - POWER	15,773.74	Power - Various Locations - 08/2025
	518 30 47 00	Public Utility Services - City I	001 000 518 General Fund	813.55	City Hall Power - 08/2025
	531 50 47 02	Public Utility Services - Bldg	415 000 531 Storm Drain	68.69	PW Power - 08/2025
	534 10 47 00	Utility Services/Building - W:	425 000 534 Water Fund (de	68.69	PW Power - 08/2025
	534 80 47 01	Utility Services/Pumping	425 000 534 Water Fund (de	8,250.40	PW, Well #4, #6, #7, #8, #9, Golf Course, Weathervane Booster - 08/2025
	535 10 47 00	Utility Services/Building - Se	430 000 535 Sewer Fund (de	68.68	PW Power - 08/2025
	535 80 47 01	Utility Services/Pumping	430 000 535 Sewer Fund (de	1,225.41	Pumps/LS Power - 08/2025
	542 30 47 02	Electricity & Gas/Bldg - Stret	101 000 542 City Street Fund	68.69	PW Power - 08/2025
	542 30 47 03	Electricity/Traffic Lights	101 000 542 City Street Fund	85.23	Traffic Control - 08/2025



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542 63 47 00	Electricity/Street Lights	101 000 542	City Street Fund	1,470.25	Street Lights - 08/2025
548 65 47 00	Utility Services/Building - Sh	501 000 548	Equipment Rent	44.23	F&E Garage Power - 08/2025
571 10 47 00	Public Utility Services - Rec	001 000 571	General Fund	1,405.59	Rec Center Power - 08/2025
576 20 47 00	Public Utility Services - Pool	001 000 576	General Fund	1,459.65	Pool Power - 08/2025
576 80 47 00	Public Utility Services - Parks	001 000 576	General Fund	744.68	Parks Power - 08/2025
36000 09/09/2025	09/23/2025	4139	Tapco Visa Card	927.07	Tapco Charges thru 09/11/25
518 81 49 01	Software Licenses	001 000 518	General Fund	199.31	Software License - Court
573 90 49 02	Centennial Celebration	001 000 573	General Fund	364.43	Centennial Celebration - Challenge Coins
573 90 49 02	Centennial Celebration	001 000 573	General Fund	363.33	Centennial Celebration - Flowers Arrangement for Special Centennial Meeting
36046 09/17/2025	09/23/2025	8484	US Bank, Recreation Dept Account	1,053.32	P-Card Charges thu 09/10/25
571 10 31 02	Senior Program Supplies	001 000 571	General Fund	138.43	Senior Morning Supplies
571 10 41 00	Senior Trips	001 000 571	General Fund	171.63	Senior Trip - Hamilton
573 90 49 01	Community Events	001 000 573	General Fund	202.90	Community Event Supplies
573 90 49 02	Centennial Celebration	001 000 573	General Fund	540.36	Centennial Celebration Supplies - Banner, Balloons, Special Council Meeting Supplies & Treats
36040 09/11/2025	09/23/2025	10880	Utah International Services LLC	200.00	Arabic Interpreting (2 hrs) 25CR60271, 25IN60270
512 51 41 03	Prof Srvs - Interpreter - FMC	001 000 512	General Fund	200.00	Arabic Interpreting (2 hrs) 25CR60271, 25IN60270
36006 09/09/2025	09/23/2025	4180	Utilities Underground	46.11	Locates 08/2025
534 10 49 00	Miscellaneous - Water Admi	425 000 534	Water Fund (dep	23.05	Locates 08/2025
535 10 49 00	Miscellaneous - Sewer Admi	430 000 535	Sewer Fund (dep	23.06	Locates 08/2025
36022 09/10/2025	09/23/2025	10040	WECI	949.06	Alameda L/S Pump Repair - Parts, Labor and Travel
535 50 48 00	Rep & Maint - Sewer Maint	430 000 535	Sewer Fund (dep	949.06	Alameda L/S Pump Repair - Parts, Labor and Travel
36009 09/09/2025	09/23/2025	4231	Water Mgmt Labs Inc	1,350.00	SOC Testing - Well #7 & #8 - 07/24/25
534 80 41 00	Water Testing	425 000 534	Water Fund (dep	1,350.00	SOC Testing - Well #7 & #8 - 07/24/25
36021 09/10/2025	09/23/2025	5286	Winsupply	159.27	Weed Control for Right of Way's
542 30 31 02	Oper Supplies - Street Reg	101 000 542	City Street Fund	159.27	Weed Control for Right of Way's
36003 09/09/2025	09/23/2025	4273	Zumar Industries Inc	819.14	Sign Posts for Street Signs (Qty 12)
542 30 31 02	Oper Supplies - Street Reg	101 000 542	City Street Fund	819.14	Sign Posts for Street Signs (Qty 12)

ACCOUNTS PAYABLE

City Of Fircrest

Time: 10:58:00 Date: 09/19/2025  
Page: 9

As Of: 09/23/2025

Accts					
Pay #	Received	Date Due	Vendor	Amount	Memo
Report Total:				164,067.58	
		Fund			
		001 General Fund		104,892.64	
		101 City Street Fund		21,702.78	
		415 Storm Drain		1,588.98	
		425 Water Fund (department)		26,235.79	
		430 Sewer Fund (department)		9,344.52	
		501 Equipment Rental Fund		241.01	
		655 Agency Fund/Bdg Permit		61.86	

This report has been reviewed by:

REMARKS:

_____	_____
Signature & Title	Date

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Mayor Pro Tempore Nikki Bufford 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, Jim Andrews, and Mayor Shannon Reynolds were present. Mayor Shannon Reynolds attended the meeting virtually.

**PRESIDING OFFICER’S REPORT**

Mayor Pro Tempore Bufford invoked Rule 20. Order of Business from the Fircrest City Council Rules and requested to modify the Council agenda to add 13A. Motion: Second Letter of Understanding: City Manager Employment Agreement under New Business. There were no objections from the Council.

**A. Proclamation: Patriot Day**

Councilmember Andrews read the proclamation titled Patriot Day into the record. **Councilmember Viafore MOVED to authorize the Mayor’s signature on the proclamation proclaiming September 11, 2025, as Patriot Day and Day of Service and Remembrance in the City of Fircrest; seconded by Councilmember Mauer-Smith.** Mayor Pro Tempore Bufford invited Councilmember comments; none were provided. Mayor Pro Tempore Bufford invited public comment; none were provided.

**The Motion Carried (7-0).**

**CITY MANAGER COMMENTS**

Acting City Manager Grover requested Council consideration to cancel the September 15, 2025, Study Session to hold a special meeting for the Fircrest Centennial celebration.

**Councilmember Viafore MOVED to cancel the September 15, 2025, Study Session; seconded by Councilmember Mauer-Smith.** Mayor Pro Tempore Bufford invited Councilmember comments; none were provided. Mayor Pro Tempore Bufford invited public comment; none were provided.

**The Motion Carried (7-0).**

**Councilmember Viafore MOVED to schedule a Special Council Meeting for September 15, 2025, at 6:00 P.M. at Fircrest City Hall for the Fircrest Centennial Celebration; seconded by Councilmember Mauer-Smith.** Mayor Pro Tempore Bufford invited Councilmember comments; none were provided. Mayor Pro Tempore Bufford invited public comment; none were provided.

**The Motion Carried (7-0).**

Acting City Manager Grover thanked the Council and highlighted that City staff are looking forward to the event.

**DEPARTMENT HEAD COMMENTS**

- Public Works Director Bemis provided an update on the Regents Boulevard intersection and stated that the traffic signal remains in flashing red due to outdated equipment that is more than 50 years old. He highlighted that the replacement equipment and installation are estimated to cost \$50,000, and is exploring the use of the Small Works Roster. Director Bemis also reported on beautification efforts around the City and City Hall in preparation for the Centennial celebration. Council discussions included recent traffic signal changes at Emerson Street and Orchard Street, the City of Tacoma jurisdiction, and providing Council updates on other similarly outdated equipment.
- Police Chief Celis reported on several items, including the AXON body-worn camera replacements, and reported that they are expected to arrive within 3-4 weeks. The department also purchased two new tint meters to replace outdated equipment. Chief Celis also reported on Officer Chris Roberts' resignation, the Bloodworks Northwest blood drive on November 12<sup>th</sup>, 2025, school zone safety regarding "tattletale" lights, calls for service update, continued patrols in the 500 block of Golden Gate Ave, and traffic enforcement at the Regents Boulevard intersection. There was a brief discussion on the Regents Boulevard intersection traffic impacts.

### **COUNCILMEMBER COMMENTS**

- Councilmember Andrews commented on traffic-calming measures such as speed bumps in residential areas and whether the cost of required engineering studies would be absorbed by the City or the requesting neighborhood. There was a brief discussion on process requirements, such as no written policy on this issue, and not permitting speed bumps in residential areas due to safety and operational concerns.
- Councilmember George; no comment.
- Councilmember Wittner thanked meeting attendees for their participation. He commented on the budget preparation, given the transition in leadership. Finance Director Deskins stated that former Finance Director Corcoran will be assisting with the process and providing continued support.
- Councilmember Mauer-Smith; no comment.
- Councilmember Viafore stated that his thoughts are with the Masko family.
- Mayor Reynolds encouraged efforts to increase advertising and community outreach for the special commemorative Council meeting on September 15, 2025.
- Mayor Pro Tempore Bufford; no comment.

### **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

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

- Jack Fallat, Forrest Park Drive resident, requested the City address speeding in the Forrest Park Drive neighborhood and submitted a petition with 20 signatures for traffic calming measures.
- Brian Rybolt, a Fircrest resident, commented on the current four-way stop at Regents Boulevard and expressed support for maintaining the intersection as a four-way stop.
- Jim Gorley, 429 Golden Gate Avenue, commented on the IDEA Robotics Team and reported on funding challenges due to state-level budget cuts, Tacoma Public Schools' financial difficulties, and a recent break-in. The following students addressed the Council:
  - Bennett Christian

- Owen Gillett
- Abigail Bentrop

Mr. Gorley encouraged Council to support the upcoming Robotics Expo scheduled for February 21, 2026, at the Fircrest Community Center. There was a brief discussion on preparing a video presentation to share with technology companies, mentorship opportunities, and promoting the program.

## **COMMITTEE, COMMISSION, AND LIAISON REPORTS**

### **A. Administration**

There was no report.

### **B. Built Environment, Planning, and Building**

There was no report.

### **C. Finance, and Information Technology**

Councilmember Bufford reported that the preparations are underway for the 2026 preliminary budget. She also reported on IT strategies to strengthen cybersecurity regarding recent phishing attempts.

The 2026 preliminary budget will be presented to Council at the September 23<sup>rd</sup>, 2025, meeting. Council requested the budget review schedule. Councilmember Viafore noted that the statutory deadline for submission of the preliminary budget is September 30, 2025.

### **D. Other Liaison Reports**

#### **Centennial Committee**

Mayor Pro Tempore Bufford reported that the Council special meeting scheduled for September 15, 2025, encouraged participation and reported on the birthday week schedule. The Centennial Legacy Project was presented to Council, and it was noted that the unveiling event would not be completed in time for Birthday Week.

## **CONSENT CALENDAR**

Mayor Reynolds requested the City Clerk read the Consent Calendar:

- A. Approval of Check No. 14525 through 14532 in the amount of \$83,362.64.  
Approval of Check No. 223277 through 223358 in the amount of \$42,402.08  
Approval of payroll electronic funds transfer in the amount of \$9,038.62.  
Approval of payroll electronic funds transfer in the amount of \$192,932.82 .

- B. Approval of August 26, 2025, Regular Meeting minutes

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

**The Motion Carried (7-0).**

## **PUBLIC HEARING**

There was no public hearing scheduled.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

#### **A. Motion: Second Letter of Understanding: City Manager Employment Agreement**

Mayor Pro Tempore Bufford briefed the Council on the second proposed Letter of Understanding to the City Manager Employment Agreement with City Manager Dawn Masko and highlighted that the proposed amendment extends the deadline for the annual performance review by 30 days. **Councilmember Viafore MOVED to authorize the Mayor's signature on the Second Letter of Understanding to the City Manager Employment Agreement, by and between the City of Fircrest and City Manager Dawn Masko; seconded by Councilmember Wittner.** Mayor Pro Tempore Bufford invited Councilmember comments; none were provided. Mayor Pro Tempore Bufford invited public comment; none were provided.

#### **The Motion Carried (6-1), with Mayor Reynolds abstaining.**

#### **B. Resolution No. 1983: Steilacoom Holiday Sleigh Agreement**

Police Chief Celis briefed the Council on the proposed resolution and highlighted that the City uses a motorized holiday sleigh for the Santa's Sleigh Ride event every year. **Councilmember Wittner MOVED to adopt Resolution No. 1983, authorizing the City Manager to execute an Equipment Use and Hold Harmless Agreement between the Town of Steilacoom and the City of Fircrest for the use of the motorized Holiday Sleigh; seconded by Councilmember Mauer-Smith.** Mayor Pro Tempore Bufford invited Councilmember comment; none were provided. Mayor Pro Tempore Bufford invited Councilmember comment; none were provided.

#### **The Motion Carried (7-0)**

#### **C. 2nd Quarter 2025 Financial Report**

Finance Director Deskins briefed the Council on the second quarter review of 2025. Director Deskins indicated that General Fund revenues for the second quarter of 2025 were close to anticipated. She also stated that the total General Fund revenue was at 52.2% of the budget. She briefed the Council on General Fund expenditures, stating that the City should be at 50% or less in expenditures of the total General Fund budget by the end of the second quarter. Director Deskins provided a comparison of total Q2 2025 revenue to total Q2 2024 revenue, indicating Q2 2025 revenue had a 7.9% increase. Total Q2 2025 expenditures marked a 0.2% increase from monies spent in Q2 2024. There was a brief discussion on acknowledging the strong financial position compared to other jurisdictions and addressing upcoming needs such as building maintenance and infrastructure replacements.

### **CALL FOR FINAL COMMENTS**

There were no final comments.

### **EXECUTIVE SESSION**

At 8:21 P.M., Mayor Pro Tempore Bufford reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed twenty (20) minutes to review the performance

of a public employee, pursuant to RCW 42.30.110(1)(g). City Attorney Eide was invited into the executive session.

The Council reconvened at 8:46 P.M.

**ADJOURNMENT**

**Councilmember Wittner MOVED to adjourn the meeting at 8:48 P.M., seconded by Councilmember George.**

**The Motion Carried (7-0).**

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Shannon Reynolds, Mayor

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Arlette Burkhardt, City Clerk

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Mayor Shannon Reynolds called the special meeting to order at 6:00 P.M. and led the Pledge of Allegiance. Mayor Reynolds requested a moment of silence in remembrance of former Councilmember Rob Masko and extended the Council's condolences to the Masko family.

Councilmembers David M. Viafore, Brett L. Wittner, Karen Mauer-Smith, Nikki Bufford, and Jim Andrews were present. Councilmember Andrews attended the meeting virtually. Councilmember Hunter T. George was absent and excused.

**PRESIDING OFFICER'S REPORT**

**A. Proclamation: Centennial Birthday Week**

Mayor Reynolds read the proclamation titled Centennial Birthday Week into the record. **Councilmember Mauer-Smith MOVED to authorize the Mayor's signature on the proclamation proclaiming the week of September 14–20, 2025, as City of Fircrest Centennial Birthday Week Celebration; seconded by Councilmember Bufford.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

**The Motion Carried (6-0).**

**RECOGNITION OF PUBLIC OFFICIALS**

Councilmember Viafore welcomed and acknowledged former elected and appointed officials, and read into the record the following:

*"I would like to take a moment to first honor some of the elected and appointed officials that have laid the foundation for what is now known as the City of Fircrest.*

*Mayor, Larry Cavanagh*

*Police Chief, Ron Ames*

*Light Foreman/Fire Chief, Jan Chamberlain*

*Building official/Public Works Superintendent, Don Masko*

*Parks and Recreation Superintendent/Town Administrator, Roy Murphy*

*Town Administrator, Jim Valentine*

*And especially,*

*Susan Clough, City Clerk who assisted the town officials in the transition from a Town to a City*

*Once the transition started in the early 80's and the foundation was laid, progress moved rather quickly. This progress continued into the 90's. I like to refer to it as the business plan that Fircrest embraced. The City Council recognized the need for a new Public Works building which was then built and dedicated in 1993. Shortly thereafter, the vision of a new "business like" attitude spread and the Council annexed 3 new areas to square off the boundaries. These areas were known as the Fircrest Golf Course/Columbia Bank annexation in 1994, Valley Firs/West End addition in 1997, along with Mildred/19th Street business district later in 1997.*

*Next came a new Town Hall in 1998. Things cooled down and we adjusted to the new approach of City Government. One of our city's brightest moments was during the downtime of our nations economy in 2008. Fircrest weathered the storm without any major layoffs or cutbacks, while other*



*city's were struggling. Elected officials came and went and a new set of elected officials stepped in. The message was loud and clear, the citizens wanted something special and special it was. With strong support from the Names Foundation, the Edwards Foundation along with taxpayers strong support, a new state of the art Aquatic Center was built in 2021, followed by a new Recreation building in 2022.*

*The jewel of Pierce County was shining brighter than ever, thanks to the hard work and vision of our elected officials and their vision of a better Fircrest.*

*Today, during our Centennial week celebrations we pause and thank our previous elected officials and our long time appointed officials with a small token of appreciation, from the current Council, Staff and City Sponsors.”*

**Councilmember Viafore MOVED to recess for forty-five (45) minutes at 6:21 P.M.; seconded by Councilmember Mauer-Smith.**

**The Motion Carried (6-0).**

The Council reconvened at 7:05 P.M.

**FINAL COMMENTS**

Councilmember Bufford expressed her appreciation to staff for their efforts in preparing for the special meeting.

Councilmember Mauer-Smith also thanked staff for their dedication.

**ADJOURNMENT**

**Councilmember Viafore MOVED to adjourn the meeting at 7:07 P.M., seconded by Councilmember Mauer-Smith.**

**The Motion Carried (6-0).**

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Shannon Reynolds, Mayor

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Arlette Burkhart, City Clerk