

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an update on the Regents Boulevard intersection and stated that the traffic signal remains in flashing red due to outdated equipment that is more than 50 years old.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 12th, 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 23rd, 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

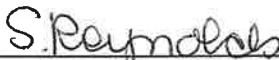
of a public employee, pursuant to RCW 42.30.110(1)(g). City Attorney Eide was invited into the executive session.

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).



Shannon Reynolds, Mayor



Arlette Burkhardt, City Clerk