

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, DECEMBER 23, 2025
4:00 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. [Resolution of Appreciation: Councilmember Andrews](#) 2
- 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
- 10. CONSENT CALENDAR**
 - A. Approval of [vouchers](#)/payroll checks 4
 - B. Approval of Minutes: [November 24, 2025, Special Meeting](#) 16
[November 25, 2025, Regular Meeting](#) 19
- 11. PUBLIC HEARING**
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
 - A. [Resolution: Pierce County Public Defense Services Agreement Amendment](#) 24
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**
- 16. ADJOURNMENT**

Join the Zoom Meeting: *Dial-in Information: 1-253-215-8782 Webinar ID: 850 6025 7564 Password: 412467*

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, EXPRESSING APPRECIATION
FOR OUTSTANDING PUBLIC SERVICE BY JIM ANDREWS AS
A COUNCILMEMBER.**

WHEREAS, Jim Andrews was duly elected to represent the people of Fircrest as a member of the Fircrest City Council from 2022 through 2025; and

WHEREAS, throughout his tenure, Councilmember Andrews demonstrated a strong commitment to public service and dedication to the residents of Fircrest; and

WHEREAS, Councilmember Andrews's commitment and loyalty to the people of Fircrest were reflected in his efforts to hold City staff to the highest professional standards, resulting in quality work and positive outcomes for the benefit of residents and employees alike; and

WHEREAS, during his service on the City Council, Councilmember Andrews demonstrated fiscal responsibility, advocated for senior residents, supported improved City communications, participated in policy development and strategic discussions, served on the Middle Housing Ad Hoc Citizen Advisory Committee, and served a term as the City's alternate representative to the Sound South Housing Affordability Partners;

WHEREAS, Councilmember Andrews served during a period of ongoing community needs and organizational change, providing thoughtful input and a steady voice in City governance; and

WHEREAS, after four (4) years of loyal service to the residents of Fircrest, Councilmember Andrews concludes his term on the Fircrest City Council;

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

Section 1. The Fircrest City Council, on behalf of the residents of the City of Fircrest, does hereby recognize and thank Councilmember Andrews for his contributions and commitment to the community and wishes him all the best in his future endeavors.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 23rd day of
December 2025.

APPROVED:

Shannon Reynolds, Mayor

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ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Joanna Eide, City Attorney

ACCOUNTS PAYABLE

City Of Fircrest

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
36641	12/10/2025	12/23/2025	4298 AWC Employee Benefit Trust	1,057.10	01/2026 Retired Medical
	521 22 20 01		LEOFF I Medical Premiums 001 000 521 General Fund	1,057.10	01/2026 Retired Medical
36654	12/10/2025	12/23/2025	11029 Aguon, Kathryn	63.00	Gym Fees Reimbursement - Sept - Nov 2025
	518 10 20 00		Personnel Benefits - Non De 001 000 518 General Fund	15.75	Gym Fees Reimbursement - Sept - Nov 2025
	531 50 20 00		Personnel Benefits - Storm 415 000 531 Storm Drain	15.75	Gym Fees Reimbursement - Sept - Nov 2025
	534 10 20 00		Personnel Benefits - Water A 425 000 534 Water Fund (dep	15.75	Gym Fees Reimbursement - Sept - Nov 2025
	535 10 20 00		Personnel Benefits - Sewer A 430 000 535 Sewer Fund (dep	15.75	Gym Fees Reimbursement - Sept - Nov 2025
36724	12/16/2025	12/23/2025	11029 Aguon, Kathryn	24.31	Candy for Employee Holiday Luncheon Bags
	517 90 31 01		Oper Supplies - Wellness Pro 001 000 517 General Fund	24.31	Candy for Employee Holiday Luncheon Bags
Total Aguon, Kathryn				87.31	
36650	12/10/2025	12/23/2025	10562 Amazon Capital Services	8.25	Supplies for Employee Holiday Luncheon
	517 90 31 01		Oper Supplies - Wellness Pro 001 000 517 General Fund	8.25	Supplies for Employee Holiday Luncheon
36655	12/11/2025	12/23/2025	10562 Amazon Capital Services	32.39	Frosted Privacy Window Covering & LED Holiday Lights
	518 30 31 04		Oper Supplies - CH 001 000 518 General Fund	32.39	Frosted Privacy Window Covering & LED Holiday Lights
36669	12/11/2025	12/23/2025	10562 Amazon Capital Services	153.79	Office Supplies - PW
	518 30 31 00		Oper Supplies - Facilities 001 000 518 General Fund	25.63	Office Supplies - PW
	531 50 31 02		Oper Supplies - Storm 415 000 531 Storm Drain	25.63	Office Supplies - PW
	534 50 31 01		Oper Supplies - Water Maini 425 000 534 Water Fund (dep	25.63	Office Supplies - PW
	535 50 31 01		Oper Supplies - Sewer Maini 430 000 535 Sewer Fund (dep	25.63	Office Supplies - PW
	542 30 31 02		Oper Supplies - Street Reg 101 000 542 City Street Fund	25.63	Office Supplies - PW
	576 80 31 02		Oper Supplies - Parks 001 000 576 General Fund	25.64	Office Supplies - PW
36671	12/11/2025	12/23/2025	10562 Amazon Capital Services	89.77	Holiday Tree & Ornaments
	518 30 31 00		Oper Supplies - Facilities 001 000 518 General Fund	14.96	Holiday Tree & Ornaments
	531 50 31 02		Oper Supplies - Storm 415 000 531 Storm Drain	14.96	Holiday Tree & Ornaments
	534 50 31 01		Oper Supplies - Water Maini 425 000 534 Water Fund (dep	14.96	Holiday Tree & Ornaments
	535 50 31 01		Oper Supplies - Sewer Maini 430 000 535 Sewer Fund (dep	14.96	Holiday Tree & Ornaments
	542 30 31 02		Oper Supplies - Street Reg 101 000 542 City Street Fund	14.96	Holiday Tree & Ornaments
	576 80 31 02		Oper Supplies - Parks 001 000 576 General Fund	14.97	Holiday Tree & Ornaments
36712	12/15/2025	12/23/2025	10562 Amazon Capital Services	134.75	Round Table

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	521 22 35 00 Small Tools & Equip - Police		001 000 521 General Fund	134.75	Round Table
36713	12/15/2025	12/23/2025 10562	Amazon Capital Services	11.00	Gun Cleaning Brush Kit
	521 22 35 00 Small Tools & Equip - Police		001 000 521 General Fund	11.00	Gun Cleaning Brush Kit
36719	12/16/2025	12/23/2025 10562	Amazon Capital Services	196.51	SAA 2108 - Brother HL-L2405W Laser Printer
	524 20 35 00 Small Tools & Equip - Buildi		001 000 524 General Fund	98.25	SAA 2108 - Brother HL-L2405W Laser Printer
	558 60 35 00 Small Tools & Equip - Planni		001 000 558 General Fund	98.26	SAA 2108 - Brother HL-L2405W Laser Printer
36722	12/16/2025	12/23/2025 10562	Amazon Capital Services	56.80	Crimper Tool & Connectors for Antenna Repairs (SCADA) for Lift Stations
	535 80 35 00 Small Tools & Equip - Sewer		430 000 535 Sewer Fund (dep	56.80	Crimper Tool & Connectors for Antenna Repairs (SCADA) for Lift Stations
36729	12/17/2025	12/23/2025 10562	Amazon Capital Services	20.56	Calendar
	518 30 31 00 Oper Supplies - Facilities		001 000 518 General Fund	3.43	Calendar
	531 50 31 02 Oper Supplies - Storm		415 000 531 Storm Drain	3.43	Calendar
	534 50 31 01 Oper Supplies - Water Maini		425 000 534 Water Fund (dep	3.42	Calendar
	535 50 31 01 Oper Supplies - Sewer Maini		430 000 535 Sewer Fund (dep	3.42	Calendar
	542 30 31 02 Oper Supplies - Street Reg		101 000 542 City Street Fund	3.43	Calendar
	576 80 31 02 Oper Supplies - Parks		001 000 576 General Fund	3.43	Calendar
36730	12/17/2025	12/23/2025 10562	Amazon Capital Services	63.30	Corkboard & Speakers for Desk
	521 22 35 00 Small Tools & Equip - Police		001 000 521 General Fund	63.30	Corkboard & Speakers for Desk
36731	12/17/2025	12/23/2025 10562	Amazon Capital Services	162.94	Office Supplies
	521 22 31 00 Office & Oper Sup - Police		001 000 521 General Fund	162.94	Office Supplies
			Total Amazon Capital Services	930.06	
36726	12/17/2025	12/23/2025 4278	Budget Batteries Inc	154.36	Battery for Man Lift at Rec Center
	571 10 35 00 Small Tools & Equip - Rec		001 000 571 General Fund	154.36	Battery for Man Lift at Rec Center
36736	12/18/2025	12/23/2025 10589	Bugarin, Miguel	300.00	Gym Fees Reimbursement - Jan-Dec 2025
	521 22 20 00 Personnel Benefits - Police		001 000 521 General Fund	300.00	Gym Fees Reimbursement - Jan-Dec 2025
36727	12/17/2025	12/23/2025 3572	CED	46.69	Lightbulbs for Cobra Head Streetlights (Qty 3)
	542 63 31 00 Oper Supplies - St Light		101 000 542 City Street Fund	46.69	Lightbulbs for Cobra Head Streetlights (Qty 3)

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36703	12/15/2025	12/23/2025 10229	Casey Civil	5,152.50	P#91 Wastewater System Inflow and Infiltration (I&I) Analysis Project - Professional Svcs. thru November 2025
	594 35 63 04 Project Engineering - Sewer		432 000 594 Sewer Improvem	5,152.50	P#91 Wastewater System Inflow and Infiltration (I&I) Analysis Project - Professional Svcs. thru November 2025
36714	12/16/2025	12/23/2025 10542	Castaneda, David	4.63	03-00310.4 - 725 REGENTS BLVD
	343 10 00 00 Storm Drain Revenues		415 000 340 Storm Drain	-1.01	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (dep	-1.18	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (dep	-2.44	
36705	12/15/2025	12/23/2025 5805	CenturyLink (Lumen LD)	10.06	Long Distance Access & Usage 12/2025
	518 10 42 00 Communication - Non Dept		001 000 518 General Fund	10.06	Long Distance Access & Usage 12/2025
36664	12/11/2025	12/23/2025 10941	CivicPlus, LLC	4,841.54	Social Media Archiving (11/20/25-11/19/26)
	518 81 41 02 Web Design & Maintenance		001 000 518 General Fund	4,841.54	Social Media Archiving (11/20/25-11/19/26)
36708	12/15/2025	12/23/2025 7064	Clother, Shannen	267.41	Gym Fees Reimbursement (Jan-Nov 2025) - S. Clother
	512 51 20 00 Personnel Benefits - Court		001 000 512 General Fund	267.41	Gym Fees Reimbursement (Jan-Nov 2025) - S. Clother
36723	12/16/2025	12/23/2025 10296	CodePros, LLC	17,877.24	Building Official/Inspection Services - September-November 2025
	524 20 41 01 Bldg Inspec/Plan Review		001 000 524 General Fund	17,877.24	Building Official/Inspection Services - September-November 2025
36716	12/16/2025	12/23/2025 8095	Commonin LLC	131.57	07-00022.0 - 1407 CHERRY AVE
	343 10 00 00 Storm Drain Revenues		415 000 340 Storm Drain	-30.65	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (dep	-36.06	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (dep	-64.86	
36728	12/17/2025	12/23/2025 3573	Copiers Northwest Inc	29.50	Printer Usage 10/28/25-11/28/25
	521 22 45 00 Oper Rentals - Copier - Polic		001 000 521 General Fund	29.50	Printer Usage 10/28/25-11/28/25
36691	12/12/2025	12/23/2025 3589	Databar Inc	2,391.49	Town Topics - Statement Production - December 2025, Postage, Town Topics
	518 10 49 01 Town Topics/Citizen Commu		001 000 518 General Fund	53.82	December 2025 Town Topics Insert
	531 50 42 01 Postage - Storm		415 000 531 Storm Drain	356.47	December 2025 UB Postage

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531 50 49 06	Mailing Service - Storm	415 000 531	Storm Drain	422.76	December 2025 UB Mailing Service
534 10 42 01	Postage - Water Admin	425 000 534	Water Fund (dep	356.46	December 2025 UB Postage
534 10 49 06	Mailing Service - Water Adm	425 000 534	Water Fund (dep	422.76	December 2025 UB Mailing Service
535 10 42 02	Postage - Sewer Admin	430 000 535	Sewer Fund (dep	356.46	December 2025 UB Postage
535 10 49 05	Mailing Service - Sewer Adm	430 000 535	Sewer Fund (dep	422.76	December 2025 UB Mailing Service
36692	12/12/2025 12/23/2025 3589		Databar Inc	712.67	Town Topics Newsletter Mailing Service & Postage - December 2025
518 10 49 01	Town Topics/Citizen Commu	001 000 518	General Fund	712.67	Town Topics Newsletter Mailing Service & Postage - December 2025
Total Databar Inc				3,104.16	
36711	12/15/2025 12/23/2025 365		Dept Of Labor & Industries	33.83	4th Qtr LNI for Chaplain (58 Hrs)
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	33.83	4th Qtr LNI for Chaplain (58 Hrs)
36678	12/11/2025 12/23/2025 4310		Dept Of Revenue-EXCISE TAX	68.13	November 2025 Excise Taxes
518 20 43 01	Excise Tax - Time/Temp Ren	001 000 518	General Fund	0.77	November 2025 Excise Taxes
521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	26.25	November 2025 Excise Taxes
531 50 44 00	Excise Tax - Storm	415 000 531	Storm Drain	4.64	November 2025 Excise Taxes
534 10 44 00	Excise Tax - Water	425 000 534	Water Fund (dep	7.09	November 2025 Excise Taxes
534 10 44 00	Excise Tax - Water	425 000 534	Water Fund (dep	13.75	November 2025 Excise Taxes
535 10 44 00	Excise Tax - Sewer	430 000 535	Sewer Fund (dep	15.61	November 2025 Excise Taxes
571 20 43 00	Excise Tax - Participation Fee	001 000 571	General Fund	0.02	November 2025 Excise Taxes
36715	12/16/2025 12/23/2025 2579		Estate of Marianne Burns	248.92	05-02820.0 - 1108 PANORAMA DR
343 10 00 00	Storm Drain Revenues	415 000 340	Storm Drain	-248.92	
36702	12/15/2025 12/23/2025 4318		Fircrest City of - Interfund (Treasur	2,610.33	December 2025 Interfund
518 30 47 00	Public Utility Services - City I	001 000 518	General Fund	338.92	December 2025 Interfund
531 50 47 02	Public Utility Services - Bldg	415 000 531	Storm Drain	-43.57	December 2025 Interfund
531 50 47 02	Public Utility Services - Bldg	415 000 531	Storm Drain	166.10	December 2025 Interfund
534 10 47 00	Utility Services/Building - W	425 000 534	Water Fund (dep	166.10	December 2025 Interfund
534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (dep	252.82	December 2025 Interfund
534 80 47 03	Public Utility Services - Mete	425 000 534	Water Fund (dep	-43.56	December 2025 Interfund
535 10 47 00	Utility Services/Building - Se	430 000 535	Sewer Fund (dep	166.10	December 2025 Interfund
535 80 47 04	Public Utility Services - Mete	430 000 535	Sewer Fund (dep	-43.57	December 2025 Interfund
542 30 47 02	Electricity & Gas/Bldg - Stree	101 000 542	City Street Fund	-43.57	December 2025 Interfund
542 30 47 02	Electricity & Gas/Bldg - Stree	101 000 542	City Street Fund	166.10	December 2025 Interfund

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542 80 47 00	Public Utility Services - St Be	101 000 542	City Street Fund	0.58	December 2025 Interfund
548 65 47 00	Utility Services/Building - Sh	501 000 548	Equipment Rent	34.50	December 2025 Interfund
571 10 47 00	Public Utility Services - Rec	001 000 571	General Fund	301.11	December 2025 Interfund
576 20 47 00	Public Utility Services - Pool	001 000 576	General Fund	345.69	December 2025 Interfund
576 80 47 00	Public Utility Services - Parks	001 000 576	General Fund	846.58	December 2025 Interfund
36735	12/18/2025 12/23/2025 9382	Garcia, Eduardo		300.00	Gym Fees Reimbursement Jan-Dec 2025 - E Garcia
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	300.00	Gym Fees Reimbursement Jan-Dec 2025 - E Garcia
36725	12/17/2025 12/23/2025 7528	Gollinger, Kevin		108.60	Gym Fee Reimbursement - July-November 2025
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	108.60	Gym Fee Reimbursement - July-November 2025
36673	12/11/2025 12/23/2025 3692	Home Depot Credit Services		35.19	Straps for Shop
518 30 35 00	Small Tools & Equip - Facilit	001 000 518	General Fund	35.19	Straps for Shop
36674	12/11/2025 12/23/2025 3692	Home Depot Credit Services		24.57	Holiday Lights for Alice Peers Park
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	24.57	Holiday Lights for Alice Peers Park
36675	12/11/2025 12/23/2025 3692	Home Depot Credit Services		11.01	Paint for Santa Chair
571 10 31 01	Oper Supplies - Rec	001 000 571	General Fund	11.01	Paint for Santa Chair
36676	12/11/2025 12/23/2025 3692	Home Depot Credit Services		26.43	Microfiber Duster
571 10 31 04	Janitorial Supplies - Rec Bldg	001 000 571	General Fund	26.43	Microfiber Duster
36693	12/12/2025 12/23/2025 3692	Home Depot Credit Services		34.03	Sand Paper
518 30 31 00	Oper Supplies - Facilities	001 000 518	General Fund	34.03	Sand Paper
36696	12/12/2025 12/23/2025 3692	Home Depot Credit Services		22.04	Shampoo Cleaner for Rec Center
571 10 31 04	Janitorial Supplies - Rec Bldg	001 000 571	General Fund	22.04	Shampoo Cleaner for Rec Center
		Total Home Depot Credit Services		153.27	
36647	12/10/2025 12/23/2025 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
36704	12/15/2025 12/23/2025 8255	KCDA Purchasing Cooperative		4,596.38	Masko Park Park Play Structure - ARPA - Retainage
594 76 63 04	Other Improvements - Mask	001 000 576	General Fund	4,596.38	Masko Park Park Play Structure - ARPA - Retainage

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36653	12/10/2025	12/23/2025	9817	Kenyon Disend	7,340.50 Attorney Services - November 2025
	515 41 41 01	City Attorney	001 000 515	General Fund	7,340.50 Attorney Services - November 2025
36710	12/15/2025	12/23/2025	9483	Lakewood, City of	45.48 EVOC Training - October 2025 - C Thompson
	521 22 49 02	Reg & Tuition - Police	001 000 521	General Fund	45.48 EVOC Training - October 2025 - C Thompson
36700	12/12/2025	12/23/2025	10264	Larson, Shari	1,786.40 Gentle Yoga & Chair Yoga Classes (11/01/25-11/30/25)
	571 10 49 04	Instructor Fees	001 000 571	General Fund	1,786.40 Gentle Yoga & Chair Yoga Classes (11/01/25-11/30/25)
36640	12/08/2025	12/23/2025	2568	Laubach, Melissa	171.77 05-02710.2 - 1015 PANORAMA CT
	343 10 00 00	Storm Drain Revenues	415 000 340	Storm Drain	-37.38
	343 40 00 00	Sale Of Water	425 000 340	Water Fund (dep	-44.02
	343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (dep	-90.37
36677	12/11/2025	12/23/2025	6939	Leavitt Group NW	10,000.00 Insurance Broker Fee 12/01/25-12/01/26
	518 30 46 00	Insurance	001 000 518	General Fund	10,000.00 Insurance Broker Fee 12/01/25-12/01/26
36642	12/10/2025	12/23/2025	9861	Lexipol	6,920.36 Annual Law Enforcement Policy Manual & Daily Training Bulletins - 1/1/26 - 12/31/26
	521 22 41 00	Prof Svcs - Police	001 000 521	General Fund	6,920.36 Annual Law Enforcement Policy Manual & Daily Training Bulletins - 1/1/26 - 12/31/26
36643	12/10/2025	12/23/2025	10459	Locke Systems Inc.	4,954.50 IT Managed Services - December 2025 (for November Services)
	518 81 41 01	Prof Svcs - I/S	001 000 518	General Fund	4,954.50 IT Managed Services - December 2025 (for November Services)
36646	12/10/2025	12/23/2025	3791	Lowe's Company-#338954	3.95 Hose Clamp
	535 80 31 00	Oper Supplies - Sewer Gen C	430 000 535	Sewer Fund (dep	3.95 Hose Clamp
36672	12/11/2025	12/23/2025	3791	Lowe's Company-#338954	178.12 SAA #2109 Steam Cleaner
	518 30 35 00	Small Tools & Equip - Facilit	001 000 518	General Fund	178.12 SAA #2109 Steam Cleaner
				Total Lowe's Company-#338954	182.07
36681	12/11/2025	12/23/2025	10847	Nguyen, James Trong	190.00 Vietnamese Interpreting (2 hrs) 25CR111339

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	512 51 41 03 Prof Svcs - Interpreter - FMC		001 000 512 General Fund	190.00	Vietnamese Interpreting (2 hrs) 25CR111339
36663	12/11/2025 12/23/2025 11004		O'Galleher, Danielle	132.25	Gym Fees Reimbursement - Feb - Oct 2025
	524 20 20 00 Personnel Benefits - Building		001 000 524 General Fund	66.13	Gym Fees Reimbursement - Feb - Oct 2025
	558 60 20 00 Personnel Benefits - Plannin		001 000 558 General Fund	66.12	Gym Fees Reimbursement - Feb - Oct 2025
36734	12/18/2025 12/23/2025 8642		Olivarez, Samantha N	85.61	Gym Fees Reimbursement - Jan-Dec 2025
	512 51 20 00 Personnel Benefits - Court		001 000 512 General Fund	85.61	Gym Fees Reimbursement - Jan-Dec 2025
36707	12/15/2025 12/23/2025 3958		PC Budget & Finance - Jail	2,870.85	Jail Services - November 2025
	523 60 40 01 Jail		001 000 523 General Fund	2,870.85	Jail Services - November 2025
36665	12/11/2025 12/23/2025 3961		PCRCD, LLC dba LRI-HV	1,037.77	Dump Fees - Street Sweeping - November 2025
	531 50 47 01 Dumping Fees - Storm		415 000 531 Storm Drain	1,037.77	Dump Fees - Street Sweeping - November 2025
36682	12/11/2025 12/23/2025 8993		Pacific Office Automation - A/R	483.96	Copier Usage 11/01/25-12/01/25
	512 51 45 00 Oper Rentals - Copier - Cour		001 000 512 General Fund	22.43	Court 11/01/25-12/01/25
	518 10 45 00 Oper Rentals - Copier - Non		001 000 518 General Fund	340.93	City Hall 11/01/25-12/01/25
	531 50 45 00 Oper Rentals - Copier - Stori		415 000 531 Storm Drain	14.11	Storm 11/01/25-12/01/25
	534 10 45 02 Oper Rentals - Copier - Wate		425 000 534 Water Fund (dep	14.11	Water 11/01/25-12/01/25
	535 10 45 00 Oper Rentals - Copier - Sewe		430 000 535 Sewer Fund (dep	14.11	Sewer 11/01/25-12/01/25
	542 30 45 00 Oper Rentals - Copier - Stree		101 000 542 City Street Fund	14.10	Street 11/01/25-12/01/25
	571 10 45 01 Oper Rentals - Copier - Rec		001 000 571 General Fund	57.75	Rec 11/01/25-12/01/25
	576 80 45 00 Oper Rentals - Copier - Park		001 000 576 General Fund	6.42	Parks 11/01/25-12/01/25
36732	12/17/2025 12/23/2025 3955		Petrocard Systems Inc	393.12	Gas/Fuel - 12/2025
	548 65 31 11 Gas - Parks/Rec		501 000 548 Equipment Rent	49.98	Parks - 12/2025
	548 65 31 12 Gas - Street		501 000 548 Equipment Rent	62.03	Street - 12/2025
	548 65 31 13 Gas - Storm		501 000 548 Equipment Rent	156.63	Storm - 12/2025
	548 65 31 14 Gas - Water/Sewer		501 000 548 Equipment Rent	124.48	Water/Sewer - 12/2025
36690	12/12/2025 12/23/2025 10221		Petty Cash-ParksRec	84.00	Petty Cash Reimbursement -12/23/25
	571 10 31 02 Senior Program Supplies		001 000 571 General Fund	84.00	Senior Morning Supplies
36679	12/11/2025 12/23/2025 3986		Puget Sound Energy, BOT-01H	332.28	Natural Gas - PW - November 2025
	531 50 47 02 Public Utility Services - Bldg		415 000 531 Storm Drain	83.07	Natural Gas - PW - November 2025
	534 10 47 00 Utility Services/Building - W		425 000 534 Water Fund (dep	83.07	Natural Gas - PW - November 2025
	535 10 47 00 Utility Services/Building - Se		430 000 535 Sewer Fund (dep	83.07	Natural Gas - PW - November 2025
	542 30 47 02 Electricity & Gas/Bldg - Stree		101 000 542 City Street Fund	83.07	Natural Gas - PW - November 2025

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36680	12/11/2025	12/23/2025	3986 Puget Sound Energy, BOT-01H	126.88	Natural Gas - City Hall - November 2025
	518 30 47 00	Public Utility Services - City I	001 000 518 General Fund	126.88	Natural Gas - City Hall - November 2025
			Total Puget Sound Energy, BOT-01H	459.16	
36648	12/10/2025	12/23/2025	4018 Rosen Supply Company Inc	536.80	Well #9 Repair Parts - Replacement Fluoride Injection
	534 80 31 02	Oper Supplies - Water Gen C	425 000 534 Water Fund (dep	536.80	Well #9 Repair Parts - Replacement Fluoride Injection
36649	12/10/2025	12/23/2025	4018 Rosen Supply Company Inc	218.77	Double Check Replacement for the Emerson Right of Way Sprinklers
	542 80 31 01	Oper Supplies - St Beaut	101 000 542 City Street Fund	218.77	Double Check Replacement for the Emerson Right of Way Sprinklers
			Total Rosen Supply Company Inc	755.57	
36701	12/12/2025	12/23/2025	10398 Rubke, Patricia	570.50	Barre Classes (Beginning Barre, Barre HIIT, Barre) 11/01/25-11/30/25
	571 10 49 04	Instructor Fees	001 000 571 General Fund	570.50	Barre Classes (Beginning Barre, Barre HIIT, Barre) 11/01/25-11/30/25
36737	12/18/2025	12/23/2025	9821 Ryan, Megan A	85.61	Gym Fee Reimbursement - Jan-Dec 2025
	514 23 20 00	Personnel Benefits - Finance	001 000 514 General Fund	85.61	Gym Fee Reimbursement - Jan-Dec 2025
36670	12/11/2025	12/23/2025	4026 S & B Inc	451.13	Estate Place Antenna Service Call
	535 50 48 00	Rep & Maint - Sewer Maint	430 000 535 Sewer Fund (dep	451.13	Estate Place Antenna Service Call
36667	12/11/2025	12/23/2025	4035 Sarco Supply	371.97	Operating Supplies - PW Facilities
	518 30 31 03	Oper Supplies - PWF	001 000 518 General Fund	371.97	Operating Supplies - PW Facilities
36668	12/11/2025	12/23/2025	4035 Sarco Supply	171.30	Operating Supplies - PW Facilities
	518 30 31 03	Oper Supplies - PWF	001 000 518 General Fund	171.30	Operating Supplies - PW Facilities
			Total Sarco Supply	543.27	
36644	12/10/2025	12/23/2025	6088 Sentinel Pest Control Inc	258.00	Pest Control - PW - 12/2025
	531 50 48 00	Rep & Maint - Storm	415 000 531 Storm Drain	64.50	Pest Control - PW - 12/2025

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	534 50 48 01 Rep & Maint - Water Maint		425 000 534 Water Fund (dep	64.50	Pest Control - PW - 12/2025
	535 50 48 00 Rep & Maint - Sewer Maint		430 000 535 Sewer Fund (dep	64.50	Pest Control - PW - 12/2025
	542 30 48 01 Rep & Maint - Street Maint		101 000 542 City Street Fund	64.50	Pest Control - PW - 12/2025
36645	12/10/2025 12/23/2025 6088		Sentinel Pest Control Inc	135.08	Pest Control - City Hall - 12/2025
	518 30 48 02 Rep & Maint - City Hall		001 000 518 General Fund	135.08	Pest Control - City Hall - 12/2025
			Total Sentinel Pest Control Inc	393.08	
36720	12/16/2025 12/23/2025 4084		Staples Business Advantage	56.17	Operating Supplies
	518 30 31 04 Oper Supplies - CH		001 000 518 General Fund	56.17	Operating Supplies
36698	12/12/2025 12/23/2025 4088		State Auditor's Office	17,045.13	2024 Audit #63946 - November 2025 (123 Hrs)
	518 10 41 01 Annual Audit - Non Dept		001 000 518 General Fund	17,045.13	2024 Audit #63946 - November 2025 (123 Hrs)
36651	12/10/2025 12/23/2025 8809		Sumner Dani, Candace	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
36656	12/11/2025 12/23/2025 4110		Superior Linen Service	119.69	Linen Service 11/13/25 - Rec Center
	518 30 48 01 Rep & Maint - Rec Bldg		001 000 518 General Fund	119.69	Linen Service 11/13/25 - Rec Center
36657	12/11/2025 12/23/2025 4110		Superior Linen Service	66.68	Linen Service 11/20/25 - Public Works
	518 30 48 03 Rep & Maint - PW		001 000 518 General Fund	66.68	Linen Service 11/20/25 - Public Works
36658	12/11/2025 12/23/2025 4110		Superior Linen Service	81.41	Linen Service 11/20/25 - City Hall
	518 30 48 02 Rep & Maint - City Hall		001 000 518 General Fund	81.41	Linen Service 11/20/25 - City Hall
36659	12/11/2025 12/23/2025 4110		Superior Linen Service	119.69	Linen Service 11/27/25 - Rec Center
	518 30 48 01 Rep & Maint - Rec Bldg		001 000 518 General Fund	119.69	Linen Service 11/27/25 - Rec Center
36660	12/11/2025 12/23/2025 4110		Superior Linen Service	52.42	Linen Service 11/27/25 - Pool Party Room
	576 20 49 02 Miscellaneous - Pool		001 000 576 General Fund	52.42	Linen Service 11/27/25 - Pool Party Room
36661	12/11/2025 12/23/2025 4110		Superior Linen Service	52.42	Linen Service 11/13/25 - Pool Party Room
	576 20 49 02 Miscellaneous - Pool		001 000 576 General Fund	52.42	Linen Service 11/13/25 - Pool Party Room
			Total Superior Linen Service	492.31	

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36738	12/18/2025	12/23/2025	4120 Tacoma Daily Index	704.00	November 2025 Publications
	511 60 41 01	Advertising - Legisl	001 000 511 General Fund	135.72	Public Hearing - 11/25/25; Notice of Ordinance - #1744, 1745, 1746, 1747
	558 60 41 01	Advertising - Planning	001 000 558 General Fund	114.66	Special Planning Commission Meeting Notice - 12/18/25; Notice of Applications - 777 Elm Street
	595 10 63 10	Alameda Ave W Sidewalk #8	101 000 594 City Street Fund	453.62	P#88 Alameda Avenue West Sidewalk - Bid Opening Notice
36717	12/16/2025	12/23/2025	4322 Tacoma, City of - POWER	12,369.21	Power - Various Locations - 11/2025
	518 30 47 00	Public Utility Services - City I	001 000 518 General Fund	915.23	City Hall Power - 11/2025
	531 50 47 02	Public Utility Services - Bldg	415 000 531 Storm Drain	101.84	PW Power - 11/2025
	534 10 47 00	Utility Services/Building - W:	425 000 534 Water Fund (dep	101.84	PW Power - 11/2025
	534 80 47 01	Utility Services/Pumping	425 000 534 Water Fund (dep	3,476.19	PW, Well #4, #9, Golf Course - 11/2025
	535 10 47 00	Utility Services/Building - Se	430 000 535 Sewer Fund (dep	101.83	PW Power - 11/2025
	535 80 47 01	Utility Services/Pumping	430 000 535 Sewer Fund (dep	1,496.15	Pumps/LS Power - 11/2025
	542 30 47 02	Electricity & Gas/Bldg - Stre	101 000 542 City Street Fund	101.84	PW Power - 11/2025
	542 30 47 03	Electricity/Traffic Lights	101 000 542 City Street Fund	78.24	Traffic Control - 11/2025
	542 63 47 00	Electricity/Street Lights	101 000 542 City Street Fund	1,457.86	Street Lights - 11/2025
	548 65 47 00	Utility Services/Building - Sh	501 000 548 Equipment Rent:	196.04	F&E Garage Power - 11/2025
	571 10 47 00	Public Utility Services - Rec	001 000 571 General Fund	1,765.93	Rec Center Power - 11/2025
	576 20 47 00	Public Utility Services - Pool	001 000 576 General Fund	1,368.47	Pool Power - 11/2025
	576 80 47 00	Public Utility Services - Parks	001 000 576 General Fund	1,207.75	Parks Power - 11/2025
36697	12/12/2025	12/23/2025	10614 Tennant Sales and Service Company	1,569.69	Parts to Repair I-Mop Machine - Transport Kit, Circuit Board, Caster Assembly
	548 65 48 11	O & M - Parks/Rec	501 000 548 Equipment Rent:	1,569.69	Parts to Repair I-Mop Machine - Transport Kit, Circuit Board, Caster Assembly
36709	12/15/2025	12/23/2025	10013 Truong, John	30.82	Reimbursement for Keyboard & Mouse
	521 22 31 00	Office & Oper Sup - Police	001 000 521 General Fund	30.82	Reimbursement for Keyboard & Mouse
36718	12/16/2025	12/23/2025	5934 US Bank, City Hall Account	1,871.06	P-Card Charges thru 12/12/25
	511 60 41 02	Recording Software Services	001 000 511 General Fund	158.54	Recording Software Services (12/6/25-12/6/26)
	511 60 49 05	Reg & Tuition - Legisl	001 000 511 General Fund	209.20	2025 Elected Officials Training - J Barrentine, N Bufford
	512 51 31 00	Office & Oper Sup - Court	001 000 512 General Fund	327.00	Splashtop Software 1 Year - Fircrest Court
	517 90 31 01	Oper Supplies - Wellness Pro	001 000 517 General Fund	632.50	Employee Holiday Lunch Supplies
	518 10 42 01	Postage - Non Dept	001 000 518 General Fund	252.00	Postage - Passports
	524 20 41 03	Prof Svcs - Building	001 000 524 General Fund	291.82	Whittier Public Notice Sign

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36706	12/15/2025	12/23/2025	8484 US Bank, Recreation Dept Account	1,917.71	P-Card Charges thru 12/8/25
571 10 31 00	Office Supplies - Rec	001 000 571	General Fund	243.90	Office Supplies
571 10 31 01	Oper Supplies - Rec	001 000 571	General Fund	179.51	Pickleball Supplies
571 10 31 02	Senior Program Supplies	001 000 571	General Fund	588.77	Senior Morning Supplies
573 90 49 01	Community Events	001 000 573	General Fund	905.53	Community Event Supplies - Tree Lighting, Raffle Tickets for Events, Envelope Seals, Lights of Fircrest
36733	12/17/2025	12/23/2025	4178 University Place Refuse Inc	1,129.11	Dumping Fees - 12/2025
531 50 47 01	Dumping Fees - Storm	415 000 531	Storm Drain	752.62	Dumping Fees - Storm 12/2025
534 80 47 02	Dumping Fees - Water	425 000 534	Water Fund (dep	94.12	Dumping Fees - Water 12/2025
535 80 47 02	Dumping Fees - Sewer	430 000 535	Sewer Fund (dep	94.12	Dumping Fees - Sewer 12/2025
542 30 47 01	Dumping Fees - Street	101 000 542	City Street Fund	94.12	Dumping Fees - Street 12/2025
576 80 47 01	Dumping Fees - Parks	001 000 576	General Fund	94.13	Dumping Fees - Parks 12/2025
36662	12/11/2025	12/23/2025	4180 Utilities Underground	32.42	Locates 11/2025
534 10 49 00	Miscellaneous - Water Admi	425 000 534	Water Fund (dep	16.21	Locates 11/2025
535 10 49 00	Miscellaneous - Sewer Admi	430 000 535	Sewer Fund (dep	16.21	Locates 11/2025
36652	12/10/2025	12/23/2025	10860 Utter, David	50.00	Marshallese Interpreting (1 hr) 25CR60589 & 25IN60590
512 51 41 03	Prof Srvs - Interpreter - FMC	001 000 512	General Fund	50.00	Marshallese Interpreting (1 hr) 25CR60589 & 25IN60590
36721	12/16/2025	12/23/2025	4226 WA St Criminal Justice Training Comm.	760.38	Basic Law Enforcement Equivalency Academy - K Orteza
521 22 49 02	Reg & Tuition - Police	001 000 521	General Fund	760.38	Basic Law Enforcement Equivalency Academy - K Orteza
36666	12/11/2025	12/23/2025	4231 Water Mgmt Labs Inc	450.00	Coliform and Fluoride Water Testing - 11/19/2025
534 80 41 00	Water Testing	425 000 534	Water Fund (dep	450.00	Coliform and Fluoride Water Testing - 11/19/2025
36695	12/12/2025	12/23/2025	10897 Wilbur-Ellis Company, LLC	4,193.59	Fertilizer (5,950 lbs) - Fircrest & Whittier Parks
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	4,193.59	Fertilizer (5,950 lbs) - Fircrest & Whittier Parks
36699	12/12/2025	12/23/2025	10897 Wilbur-Ellis Company, LLC	357.33	Herbicide Shell for Parks
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	357.33	Herbicide Shell for Parks
Total Wilbur-Ellis Company, LLC				4,550.92	

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36694	12/12/2025	12/23/2025	4252 Wimbles Logging & Tree	484.44	Grind Stumps (2) - Fircrest Park & Tot Lot
	576 80 48 00	Rep & Maint - Parks	001 000 576 General Fund	484.44	Grind Stumps (2) - Fircrest Park & Tot Lot

Report Total: 125,680.92

Fund	
001 General Fund	102,547.15
101 City Street Fund	2,779.94
415 Storm Drain	3,338.04
425 Water Fund (department)	6,153.28
430 Sewer Fund (department)	3,516.66
432 Sewer Improvement Fund	5,152.50
501 Equipment Rental Fund	2,193.35

This report has been reviewed by:

REMARKS:

Signature & Title

Date

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.

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

EXECUTIVE SESSION

At 6:02 P.M., Mayor Reynolds reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed thirty (30) minutes to review the performance of a public employee, pursuant to RCW 42.30.110(1)(g). City Manager Masko and City Attorney Eide were invited to attend the Executive Session.

Municipal Court Judge candidate, James Orlando, was invited into the Executive Session at 6:30 P.M.

At 6:30 P.M., Mayor Reynolds reported that the Executive Session will be extended by an additional thirty (30) minutes, not to exceed the hour of 7:00 P.M.

Municipal Court Judge candidate, James Orlando, exited the Executive Session.

At 7:00 P.M., Mayor Reynolds reported that the Executive Session will be extended by an additional fifteen (15) minutes, not to exceed the hour of 7:15 P.M.

The Council reconvened at 7:15 P.M.

NEW BUSINESS

A. Confirmation of Municipal Court Judge Appointment

Councilmember Viafore MOVED to confirm the City Manager's appointment of James Orlando as Municipal Court Judge, effective January 1, 2026; seconded by Councilmember Andrews. Mayor Reynolds invited Councilmember comments.

- Councilmember Viafore expressed support for the confirmation of James Orlando as Municipal Court Judge. He reported that Mr. Orlando has extensive experience, familiarity with the City and court operations, and strong community involvement.
- Councilmember Andrews expressed support for the confirmation of James Orlando as Municipal Court Judge and stated that he has over 40 years of service to Pierce County with a reputation for fairness and dedication to public service.
- Councilmember George acknowledged Judge Orlando's judicial career and qualifications for the position and expressed concern regarding community perception related to a past case. He stated that perception and public confidence in the judiciary were important considerations.
- Councilmember Wittner thanked the public for attending and found Judge Orlando to be a highly respected and capable judge despite concerns regarding a past case. He

acknowledged the community perception issues and the difficulty of the decision, and stated that he would support the appointment.

- Councilmember Bufford thanked Judge Orlando for participating in the appointment process and meeting with the Council. She expressed concern regarding the community's perception related to a past case. She acknowledged and appreciated Judge Orlando's broader career and service. She did not express support for the appointment.
- Councilmember Mauer-Smith acknowledged Judge Orlando's career and character and stated that she was unable to support the appointment due to concerns related to a past case.
- Councilmember Andrews stated that Judge Orlando acted in accordance with the law and applicable RCWs at the time of the decision in question and noted that the Court of Appeals had affirmed the judge's actions. He expressed concern that past decisions were being judged by current standards.
- Councilmember Viafore questioned why a single past case continued to be a concern in considering the appointment and emphasized Judge Orlando's long record of public service without professional discipline.

Mayor Reynolds invited public comment.

- James Orlando, address not provided, thanked the Council, attendees and supporters for their time and consideration and acknowledged responsibility for aspects of the language used in a past decision. He shared statements of support from colleagues upon his retirement and expressed appreciation to those present in support of his support.

The following individuals expressed support:

- John and Pamela Miller
- Diane Clarkson
- Joni Irvin
- Ron Culpepper
- Rebecca Reeder

Councilmember George left the meeting at 7:45 P.M.

- Brian Rybolt
- Vince Navarre
- Angela Oakland-Credger

Mayor Reynolds invited Councilmember comments.

- Mayor Reynolds stated that Judge Orlando has met the standard and is qualified. She stated that after considering his qualifications, the scope of the Municipal Court, the absence of any professional sanctions, and the interview panel's recommendation, she would support the appointment.

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

The Motion Carried (4-2), with Councilmembers Bufford and Mauer-Smith dissenting.

ADJOURNMENT

Councilmember Viafore MOVED to adjourn the meeting at 7:55 P.M., seconded by Councilmember Wittner.

The Motion Carried (6-0).

Shannon Reynolds, Mayor

Arlette Burkhardt, City Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

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

PRESIDING OFFICER’S REPORT**A. Motion: Cancellation of December 15, 2025, Study Session**

City Manager Masko briefed the Council on the cancellation of the December 15, 2025, Study Session and noted that no items were ready to be brought forward. **Councilmember Bufford MOVED to cancel the December 15, 2025, Study Session; seconded by Councilmember Andrews.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (5-0).**CITY MANAGER COMMENTS**

City Manager Masko reported that the City was awarded approximately \$699,000 in Transportation Improvement Board grant funding for the Regents West - Alameda Avenue to 67th Avenue project. She provided an update on the City’s congressional community project funding request and stated that no additional funding has been advanced at this time.

City Manager Masko reported that a notice of withdrawal was submitted to the City’s insurer, CIAW, as required, to explore alternative insurance options, and highlighted that the notice does not obligate the City to withdraw. She also reported that she and the Police Chief met with the Police Guild to discuss matters related to a successor labor agreement, and that the status quo of the current contract will be maintained pursuant to state law.

Lastly, City Manager Masko announced upcoming City building closures for Thanksgiving and the December holidays and highlighted that the closures are consistent with past practice.

All City buildings will be closed from 11:30 a.m. to 1:30 p.m. on December 12, 2025, for the annual City Wellness Lunch.

All City buildings will close at 12:00 p.m. on December 24, 2025, for Christmas Eve.

All City buildings will close at 2:00 p.m. on December 31, 2025, for New Year’s Eve.

DEPARTMENT HEAD COMMENTS

- Public Works Director Bemis provided an update on Public Works projects including the Pasadena sewer main pipe bursting project and the Regents Boulevard traffic signal project, which is scheduled to begin on December 1, 2025. The Public Works Department is preparing for the upcoming holiday events and the annual tree lighting.
- Finance Director Deskins provided an update on the State Auditor’s Office audit and stated that the financial portion of the audit has been completed. The State Auditor may conduct separate entrance conferences for the financial and accountability portions of the audit to avoid delaying the exit conference and final reporting. There was a brief discussion on the State Auditor’s conference processes.

COUNCILMEMBER COMMENTS

- Councilmember Viafore commented on the upcoming Joint City Council and Planning Commission scheduled for February 2026 and requested to have discussions on priorities in anticipation of the meeting.
- Councilmember Mauer-Smith; no comment.
- Councilmember Bufford wished everyone a Happy Thanksgiving and stated that she was looking forward to the Holiday Market and Tree Lighting event.
- Councilmember Andrews wished everyone a Happy Thanksgiving.
- Mayor Reynolds expressed concern regarding the recent levels of absenteeism among Councilmembers. She encouraged continued participation and commitment to Council duties. There was a brief discussion on Council Rules regarding requests to be excused from meetings.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Mayor Reynolds invited public comment. There were none.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Parks, Recreation, and Sustainability

Councilmember Andrews provided an update on the upcoming Holiday Market and Tree Lighting event scheduled for December 7, 2025. He reported that park maintenance activities are occurring at Masko Park, including the removal of invasive species and deadwood.

B. Police/Public Safety and Court

Councilmember Mauer-Smith reported that the City extended a job offer to a candidate for the Police Records Technician position. She also reported on the department's calls for service, the department's participation in the Kiwanis Terrific Kids Assembly, and the new patrol vehicles for 2026.

C. Public Works and Facilities

There was no report.

D. Pierce County Regional Council

Mayor Reynolds reported that the Pierce County Regional Council held elections at their November meeting.

E. Other Liaison Reports

Pierce Transit Board – Mayor Reynolds reported that Pierce Transit held their budget meeting.

CONSENT CALENDAR

Mayor Reynolds requested that the City Clerk read the Consent Calendar.

- A. Approval of Check No. 223748 through 223801 in the amount of \$172,745.22
Approval of payroll electronic funds transfer in the amount of \$173,961.47
- B. Registering no objections to the Slice Garden Liquor License Renewal
- C. Approval of November 03, 2025, Special Meeting minutes
Approval of November 10, 2025, Special Meeting minutes

Councilmember Bufford MOVED to approve the Consent Calendar; seconded by Councilmember Viafore.

The Motion Carried (5-0).

PUBLIC HEARING

A. To receive comments on House Bill 1293 Design Review Regulations and ADU Code Amendments

At 7:17 P.M., Mayor Reynolds opened the public hearing. Kim Gunderson, of Mahoney Planning, briefed the Council on the House Bill 1293 Design Review Regulations and ADU Code Amendments, stating that the public hearing was to receive comments on House Bill 1293 Design Review Regulations and ADU Code Amendments. Mayor Reynolds invited Councilmember comments. There were none. Mayor Reynolds invited public testimony. There were none. At 7:32 P.M., Mayor Reynolds closed the public hearing.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Ordinance No. 1748: HB 1998 Co-Living Amendments

Lindsey Sehmel, ETHOS PNW, briefed the Council on the proposed ordinance and stated that the public hearing for HB 1998 Co-Living Amendments was held at the November 12, 2025, meeting. **Councilmember Bufford MOVED to adopt Ordinance No. 1748, amending Fircrest Municipal Code Chapter 22 to implement and ensure consistency with co-living housing statutory requirements in RCW 36.70A.535; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments. Councilmember Viafore expressed concerns regarding the practical implementation of co-living provisions within the City's limits. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (5-0).

B. Ordinance No. 1749: Compost Procurement

Public Works Director Bemis briefed the Council on the proposed ordinance and highlighted that the ordinance fulfills the requirements of RCW 43.19A.150 and the Washington State Department of Ecology to adopt a compost procurement ordinance. **Councilmember Bufford MOVED to adopt Ordinance No. 1749, creating a new Chapter 3.14 of the Fircrest Municipal Code regarding the procurement and use of locally sourced compost materials for City or City-funded landscape, construction, or erosion control projects; seconded by Councilmember Viafore.** Mayor Reynolds invited Councilmember comments; none were provided. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (5-0).

C. Ordinance No. 1750: Water Rate Adjustment

Finance Director Deskins briefed the Council on the proposed ordinance and highlighted that the proposed ordinance increases residential and commercial water rates by 3.0%. **Councilmember Bufford MOVED to adopt Ordinance No. 1750, amending Fircrest Municipal Code Title 21.04.030 – Residential Rates and Fircrest Municipal Code Title 21.04.040 – Commercial**

Rates; seconded by Councilmember Viafore. Mayor Reynolds invited Councilmember comments. Councilmember Andrews expressed concern about the financial burden on residents from increasing local rates and taxes. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (4-1), with Councilmember Andrews dissenting.

D. Informational Only - Ordinance: 2025 Budget Amendment #2 – 1st Reading

Finance Director Deskins briefed the Council on the second budget amendment for the 2025 fiscal year and highlighted that the amendment includes updates to General Fund revenue estimates, adjustments to expenditures across multiple departments, and revisions to utility funds to reflect grant revenues and actual project costs. Mayor Reynolds invited Councilmember comment; none were provided.

E. Ordinance No. 1751: 2026 Budget Adoption

Finance Director Deskins briefed the Council on the proposed ordinance and highlighted that the total 2026 budget, including estimated revenues, expenditures, and fund balances, is \$34,342,175. **Councilmember Viafore MOVED to adopt Ordinance No. 1751, adopting the annual budget of the City of Fircrest for the Fiscal Year of 2026; seconded by Councilmember Bufford.** Mayor Reynolds invited Councilmember comments. Councilmember Viafore thanked staff for their efforts on developing the 2026 budget. He expressed concern regarding the long-term revenue sustainability. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (5-0).

F. Ordinance No. 1752: FMC 16.40.250 Parking Violation Penalties Amendment

Police Chief Celis briefed the Council on the proposed ordinance and noted that it amends Fircrest Municipal Code 16.40.250, increasing the penalty for parking violations from \$30.00 to \$50.00. **Councilmember Bufford MOVED to adopt Ordinance No. 1752, amending Fircrest Municipal Code 16.40.250 relating to parking violation penalties; seconded by Councilmember Viafore.** Mayor Reynolds invited Councilmember comments. There was a brief discussion on the location and types of parking violations within the City. Chief Celis reported that most violations occur in the north end of the City, with the most common violations involving expired vehicle registrations, followed by abandoned or inoperable vehicles. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (5-0).

G. Resolution No. 2001: Apex Engineering Amendment

Public Works Director Bemis briefed the Council on the proposed resolution and highlighted that the contract amendment provides continued on-call engineering services. **Councilmember Bufford MOVED to adopt Resolution No. 2001, authorizing the City Manager to execute Amendment #10 to the Professional Services Agreement with Apex Engineering LLC for on-call engineering services; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments. Councilmember Viafore expressed concern regarding the number of contract amendments and emphasized the importance of due diligence. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (5-0).

H. Resolution No. 2002: Psomas Amendment

Public Works Director Bemis briefed the Council on the proposed resolution and highlighted that the contract amendment provides continued on-call engineering services. **Councilmember Bufford MOVED to adopt Resolution No. 2002, authorizing the City Manager to execute Amendment #11 to the Professional Services Agreement with Psomas for on-call engineering services; seconded by Councilmember Mauer-Smith.** Mayor Reynolds invited Councilmember comments. There was a brief discussion about the differences between the City's on-call engineering consultants. Public Works Director Bemis explained that APEX is primarily used for utility-related projects and PSOMAS is used mainly for street and roadway projects. Further discussions included the importance of due diligence regarding contract amendments. Mayor Reynolds invited public comment; none were provided.

The Motion Carried (5-0).**I. 3rd Quarter Financial Report**

Finance Director Deskins briefed the Council on the third-quarter review of 2025. Director Deskins indicated that General Fund revenues for the third quarter of 2025 were close to anticipated. She also stated that total General Fund revenue was approximately 84% of Q3 2025 levels. She briefed the Council on General Fund expenditures, stating that the City should be at 75% or less in expenditures of the total General Fund budget by the end of the third quarter. Director Deskins provided a comparison of total Q3 2025 revenue to total Q3 2024 revenue, indicating Q3 2025 revenue had a 7.9% increase. Total Q3 2025 expenditures increased by 1.3% from Q3 2024 expenditures.

CALL FOR FINAL COMMENTS

Councilmember Viafore inquired about the status of the Police Department's fuel supplier. Police Chief Celis reported that it is still under review. Councilmember Viafore asked about progress on water franchise matters and utility agreements. City Manager Masko stated that the utility audit, utility taxes, and franchise agreement audit are still on the City's work plan.

Councilmember Bufford requested that the HB 1293 presentation be posted on the City's website. She also encouraged the Council to consider reviewing and revisiting the Council Rules to address attendance-related concerns.

EXECUTIVE SESSION

There was no executive session scheduled.

ADJOURNMENT

Councilmember Viafore MOVED to adjourn the meeting at 8:08 P.M., seconded by Councilmember Bufford.

The Motion Carried (5-0).

Shannon Reynolds, Mayor

Arlette Burkhart, City Clerk

FIRCREST CITY COUNCIL AGENDA SUMMARY

NEW BUSINESS: Resolution Amending Contract with Pierce County for Public Defense Services

ITEM: 13A

DATE: December 23, 2025

FROM: Dawn Masko, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute Amendment #1 to the Public Defense Services Agreement with Pierce County for public defense and conflict counsel services.

PROPOSAL: The City Council is being asked to authorize the City Manager to execute an amendment to the Public Defense Services Agreement with Pierce County to extend the term of the agreement through January 1, 2026.

FISCAL IMPACT: The Amendment will require the City to compensate Pierce County for one additional month of services at the current rate of \$6,312.50.

ADVANTAGE: The Pierce County Department of Assigned Counsel has provided public defense and conflict counsel services to the City for many years. Extending the Agreement through January 31, 2026, will allow sufficient time for the City to finalize a contract with a local law firm for public defense services and to ensure an orderly transition of services from Pierce County.

DISADVANTAGES: None identified.

ALTERNATIVES: None.

BACKGROUND: In October 2025, the Pierce County Department of Assigned Counsel notified the City that it would not renew its contract for services, and public defense and conflict counsel services would terminate effective December 31, 2025. The City subsequently issued a Request for Proposals for public defense services and is currently reviewing submitted materials. However, a successor contract will not be in place by January 1, 2026. Pierce County has agreed to a one-month extension of services to allow the City time to select a successor provider, negotiate a contract, and transition active cases to the new public defender.

ATTACHMENTS: [Resolution](#)
[Public Defense Services Agreement 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 PUBLIC
DEFENSE SERVICES AGREEMENT WITH PIERCE COUNTY.**

WHEREAS, the City of Fircrest currently contracts with Pierce County for the provision of public defense and conflict counsel services; and

WHEREAS, the current term of the Public Defense Services Agreement will expire on December 31, 2025; and

WHEREAS, the City requires continued public defense services until a successor contract is approved and implemented; and

WHEREAS, Pierce County has agreed to a one-month extension of the Agreement through January 31, 2026, to allow for an orderly transition of 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 Amendment #1 to the Public Defense Services Agreement with Pierce County, extending the term of the Agreement through January 31, 2026.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 23rd day of December 2025.

APPROVED:

Shannon Reynolds, Mayor

ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Joanna Eide, City Attorney

**AMENDMENT #1
TO THE CITY OF FIRCREST
PUBLIC DEFENSE SERVICES AGREEMENT
WITH PIERCE COUNTY.**

This Amendment is hereby made and entered into this 23rd day of December 2025 by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the “City”, and Pierce County, hereinafter referred to as the “County”, to be effective January 1, 2026.

WHEREAS:

- A. The City and County entered into a Public Defense Services Agreement dated January 1, 2024 (the “Agreement”), for the provision of public defense and conflict counsel services for indigent defendants charged in the Fircrest Municipal Court.
- B. The Parties desire to amend the Agreement to extend its term through January 31, 2026.
- C. All other remaining terms and conditions of the original Agreement shall remain in full force and effect.

NOW, THEREFORE, the Parties agree as follows:

1. Section 13 – Term of Agreement

- a. This agreement shall commence on the 1st day of January 2024, and shall be in force and effect through December 31, 2025, said date being the termination date unless the agreement is terminated earlier pursuant to provisions hereof.
- b. This agreement may be extended for additional terms upon the mutual agreement of the parties, and the termination date shall also be extended pursuant to said extension agreement.
- c. Notwithstanding subsections (a) and (b) above, pursuant to Amendment #1 to this agreement, the term of this agreement is hereby extended through January 31, 2026.

IN WITNESS WHEREOF, the Parties have executed this Amendment in three counterparts, each of which shall be deemed as originals, as of the date first written above.

CITY OF FIRCREST

PIERCE COUNTY

By: _____
Dawn Masko, City Manager

By: _____
Director of Assigned Counsel

APPROVED AS TO FORM:

By: _____
Joanna Eide, City Attorney

ATTEST:

By: _____
Arlette Burkhardt, City Clerk