

**FIRCREST CITY COUNCIL  
REGULAR MEETING AGENDA**

**TUESDAY, FEBRUARY 10, 2026  
7:00 P.M.**

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

	Pg.#
<b>1. CALL TO ORDER</b>	
<b>2. PLEDGE OF ALLEGIANCE</b>	
<b>3. ROLL CALL</b>	
<b>4. PRESIDING OFFICER'S REPORT</b>	
A. <a href="#">Robotics Day Proclamation</a>	2
<b>5. CITY MANAGER COMMENTS</b>	
<b>6. DEPARTMENT HEAD COMMENTS</b>	
<b>7. COUNCILMEMBER COMMENTS</b>	
<b>8. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA</b> (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.)	
<b>9. COMMITTEE, COMMISSION &amp; LIAISON REPORTS</b>	
A. Administration	
B. Built Environment, Planning, and Building	
C. Finance and Information Technology	
D. Other Reports	
<b>10. CONSENT CALENDAR</b>	
A. Approval of <a href="#">vouchers</a> /payroll checks	3
B. <a href="#">Ark Institute of Learning Special Liquor License Application</a>	16
<i>There were no objections registered for the approval of these liquor license applications.</i>	
C. Approval of Minutes: <a href="#">January 27, 2026, Regular Meeting</a>	18
<b>11. PUBLIC HEARING</b>	
<b>12. UNFINISHED BUSINESS</b>	
A. <a href="#">Ordinance: Solid Waste Rate Adjustment</a>	24
<b>13. NEW BUSINESS</b>	
A. <a href="#">Resolution: Alameda Avenue West Sidewalk Project Construction Management</a>	35
<b>14. CALL FOR FINAL COMMENTS</b>	
<b>15. EXECUTIVE SESSION</b>	
A. To Discuss Labor Negotiations pursuant to RCW 42.30.140 (4)(b)	
<b>16. ADJOURNMENT</b>	



## ***PROCLAMATION OF THE CITY COUNCIL***

**WHEREAS**, robotics and technology play an increasingly vital role in education, innovation, industry, and everyday life; and

**WHEREAS**, Tacoma Public Schools invites students, families, educators, and community members to participate in their inaugural Tacoma Robotics Expo, a free, community-oriented event taking place on Saturday, February 21, 2026; and

**WHEREAS**, the Tacoma Robotics Expo showcases the talent, creativity, and achievements of local student robotics teams, providing hands-on opportunities for students to demonstrate their skills and engage with the community; and

**WHEREAS**, the Expo features interactive exhibits including flyable drones, drivable robots, and live demonstrations, sparking interest in science, technology, engineering, and math (STEM) fields; and

**WHEREAS**, by celebrating creativity, collaboration, and curiosity, we recognize the importance of supporting educational opportunities that prepare all learners with the skills and confidence to thrive in a rapidly evolving world.

**NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS of the City of Fircrest, do hereby proclaim** February 21, 2026 as Robotics Day in the City of Fircrest, Washington, and encourage all residents and community members to attend the Tacoma Robotics Fair at the Roy H. Murphy Community Center in support of local students and robotics education within Tacoma Public Schools.

Passed this 10<sup>th</sup> day of February 2026

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Nikki Bufford, Mayor

# ACCOUNTS PAYABLE

City Of Fircrest

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
37071	01/29/2026	02/10/2026	3715 AMB Tools Inc	387.88	#68057D (Vactor) Fittings for Sewer Jet Nozzle, Hose for Jetting Sewer Main Lines
	548 65 48 12	O & M - Street	501 000 548	Equipment Rent:	48.49 #68057D (Vactor) Fittings for Sewer Jet Nozzle, Hose for Jetting Sewer Main Lines
	548 65 48 13	O & M - Storm	501 000 548	Equipment Rent:	48.49 #68057D (Vactor) Fittings for Sewer Jet Nozzle, Hose for Jetting Sewer Main Lines
	548 65 48 14	O & M - Water/Sewer	501 000 548	Equipment Rent:	290.90 #68057D (Vactor) Fittings for Sewer Jet Nozzle, Hose for Jetting Sewer Main Lines
37097	02/03/2026	02/10/2026	11029 Aguon, Kathryn	16.58	Supplies for Heart Health Poker Walk
	517 90 31 01	Oper Supplies - Wellness Pr	001 000 517	General Fund	16.58 Supplies for Heart Health Poker Walk
37098	02/03/2026	02/10/2026	11029 Aguon, Kathryn	16.36	New Year's Bingo Prize
	517 90 31 01	Oper Supplies - Wellness Pr	001 000 517	General Fund	16.36 New Year's Bingo Prize
			Total Aguon, Kathryn	32.94	
37105	02/03/2026	02/10/2026	6811 Alarm Works NW LLC	1,175.87	Fire & Burglar Alarm Monitoring - Rec Center - 2026
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518	General Fund	1,175.87 Fire & Burglar Alarm Monitoring - Rec Center - 2026
37106	02/03/2026	02/10/2026	6811 Alarm Works NW LLC	1,175.87	Fire & Burglar Alarm Monitoring Service PW - 2026
	518 30 48 03	Rep & Maint - PW	001 000 518	General Fund	1,175.87 Fire & Burglar Alarm Monitoring Service PW - 2026
37107	02/03/2026	02/10/2026	6811 Alarm Works NW LLC	1,175.87	Fire & Burglar Alarm Monitoring - Pool - 2026
	576 20 48 00	Rep & Maint - Pool	001 000 576	General Fund	1,175.87 Fire & Burglar Alarm Monitoring - Pool - 2026
37108	02/03/2026	02/10/2026	6811 Alarm Works NW LLC	1,175.87	Fire & Burglar Alarm Monitoring - City Hall - 2026
	518 30 49 01	Alarm Monitoring - City Hall	001 000 518	General Fund	1,175.87 Fire & Burglar Alarm Monitoring - City Hall - 2026
37109	02/03/2026	02/10/2026	6811 Alarm Works NW LLC	462.42	Alarm Monitoring Service - PSB - 2026
	518 30 48 04	Rep & Maint - PSB	001 000 518	General Fund	462.42 Alarm Monitoring Service - PSB - 2026
			Total Alarm Works NW LLC	5,165.90	
37001	01/26/2026	02/10/2026	10562 Amazon Capital Services	16.72	Wall Calendar
	531 50 31 01	Office & Oper Sup - Storm	415 000 531	Storm Drain	4.18 Wall Calendar

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534 10 31 00	Office & Oper Sup - Water A	425 000	534 Water Fund (dep	4.18	Wall Calendar
535 10 31 00	Office & Oper Sup - Swr Adr	430 000	535 Sewer Fund (dep	4.18	Wall Calendar
542 30 31 01	Office & Oper Sup - Street R	101 000	542 City Street Fund	4.18	Wall Calendar
37025	01/27/2026	02/10/2026	10562 Amazon Capital Services	143.11	Pressure Washer Wand
518 30 35 00	Small Tools & Equip - Facilit	001 000	518 General Fund	143.11	Pressure Washer Wand
37027	01/27/2026	02/10/2026	10562 Amazon Capital Services	42.90	Copy Paper
531 50 31 01	Office & Oper Sup - Storm	415 000	531 Storm Drain	10.73	Copy Paper
534 10 31 00	Office & Oper Sup - Water A	425 000	534 Water Fund (dep	10.72	Copy Paper
535 10 31 00	Office & Oper Sup - Swr Adr	430 000	535 Sewer Fund (dep	10.72	Copy Paper
542 30 31 01	Office & Oper Sup - Street R	101 000	542 City Street Fund	10.73	Copy Paper
37067	01/29/2026	02/10/2026	10562 Amazon Capital Services	64.72	Door Hangers (Qty 100)
531 50 31 01	Office & Oper Sup - Storm	415 000	531 Storm Drain	16.18	Door Hangers (Qty 100)
534 10 31 00	Office & Oper Sup - Water A	425 000	534 Water Fund (dep	16.18	Door Hangers (Qty 100)
535 10 31 00	Office & Oper Sup - Swr Adr	430 000	535 Sewer Fund (dep	16.18	Door Hangers (Qty 100)
542 30 31 01	Office & Oper Sup - Street R	101 000	542 City Street Fund	16.18	Door Hangers (Qty 100)
37092	02/03/2026	02/10/2026	10562 Amazon Capital Services	25.09	Wands for Emergency "To Go" Bags (Qty 4)
518 30 35 00	Small Tools & Equip - Facilit	001 000	518 General Fund	25.09	Wands for Emergency "To Go" Bags (Qty 4)
37103	02/03/2026	02/10/2026	10562 Amazon Capital Services	87.80	First Aid/Go Bag Supplies
521 22 31 00	Office & Oper Sup - Police	001 000	521 General Fund	87.80	First Aid/Go Bag Supplies
37134	02/04/2026	02/10/2026	10562 Amazon Capital Services	11.00	First Aid/Go Bag Supplies
521 22 31 00	Office & Oper Sup - Police	001 000	521 General Fund	11.00	First Aid/Go Bag Supplies
Total Amazon Capital Services				391.34	
37058	01/29/2026	02/10/2026	4141 Axon Enterprise	1,030.54	Pro License Bundle (Qty 2) - 2026
521 22 35 00	Small Tools & Equip - Police	001 000	521 General Fund	440.86	Pro License Bundle (Qty 2) - 2026
591 21 70 22	Lease Payments - Police	001 000	591 General Fund	393.12	Pro License Bundle (Qty 2) - 2026
591 21 70 23	SBITA Payments - Police	001 000	591 General Fund	196.56	Pro License Bundle (Qty 2) - 2026
37059	01/29/2026	02/10/2026	4141 Axon Enterprise	1,770.63	Bundle Core Taser 7
521 22 35 00	Small Tools & Equip - Police	001 000	521 General Fund	752.21	Bundle Core Taser 7
591 21 70 22	Lease Payments - Police	001 000	591 General Fund	678.95	Bundle Core Taser 7

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591 21 70 23 SBITA Payments - Police			001 000 591 General Fund	339.47	Bundle Core Taser 7
37060	01/29/2026	02/10/2026	4141 Axon Enterprise	214.97	Axon Evidence Auto Tagging License & True Up - Axon Core Plan
521 22 35 00 Small Tools & Equip - Police			001 000 521 General Fund	87.22	Axon Evidence Auto Tagging License & True Up - Axon Core Plan
591 21 70 23 SBITA Payments - Police			001 000 591 General Fund	127.75	Axon Evidence Auto Tagging License & True Up - Axon Core Plan
37061	01/29/2026	02/10/2026	4141 Axon Enterprise	16,230.39	2021 Core & Bundle Package, Credit for 2025 Invoice - Software & Services, Credit for 2025 Invoice - Bundle Core Taser 7, Auto Tagging License, True Up-Axon Core Plan
521 22 35 00 Small Tools & Equip - Police			001 000 521 General Fund	10,108.27	2021 Core & Bundle Package
521 22 35 00 Small Tools & Equip - Police			001 000 521 General Fund	-83.09	Credit for 2025 Invoice - Software & Services
521 22 35 00 Small Tools & Equip - Police			001 000 521 General Fund	-1,000.60	Credit for 2025 Invoice - Bundle Core Taser 7, Auto Tagging License, True Up-Axon Core Plan
591 21 70 22 Lease Payments - Police			001 000 591 General Fund	6,304.44	2021 Core & Bundle Package
591 21 70 22 Lease Payments - Police			001 000 591 General Fund	-223.87	Credit for 2025 Invoice - Software & Services
591 21 70 22 Lease Payments - Police			001 000 591 General Fund	-856.30	Credit for 2025 Invoice - Bundle Core Taser 7, Auto Tagging License, True Up-Axon Core Plan
591 21 70 23 SBITA Payments - Police			001 000 591 General Fund	2,308.54	2021 Core & Bundle Package
591 21 70 23 SBITA Payments - Police			001 000 591 General Fund	-327.00	Credit for 2025 Invoice - Bundle Core Taser 7, Auto Tagging License, True Up-Axon Core Plan
Total Axon Enterprise				19,246.53	
37076	02/02/2026	02/10/2026	4044 Baker, Alyssa	78.00	Library Reimbursement - 1 Year
572 21 49 00 Library Services			001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37031	01/28/2026	02/10/2026	5781 Batteries Plus Bulbs	10.97	Battery for HVAC Controller
576 20 31 03 Oper Supplies - Pool			001 000 576 General Fund	10.97	Battery for HVAC Controller
37033	01/28/2026	02/10/2026	11156 Bentler, Kalpna	170.00	Hindu Interpreting (2 hrs) - 01/28/26 - 26IN2286, 25IN98360
512 51 41 03 Prof Srvs - Interpreter - FMC			001 000 512 General Fund	170.00	Hindu Interpreting (2 hrs) - 01/28/26 - 26IN2286, 25IN98360
37014	01/26/2026	02/10/2026	6018 Canon Financial Services Inc	194.54	Police Copier/Fax - January 2026

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521 22 45 00	Oper Rentals - Copier - Polic	001 000 521	General Fund	17.85	Police Copier/Fax Tax - January 2026
591 21 70 22	Lease Payments - Police	001 000 591	General Fund	176.69	Police Copier/Fax Rental - January 2026
37077	02/02/2026	02/10/2026	7374 Celis, Victor	11.00	Car Wash on Spare Police Vehicle
548 65 48 08	O & M - Police	501 000 548	Equipment Rent	11.00	Car Wash on Spare Police Vehicle
37064	01/29/2026	02/10/2026	4325 City Treasurer-Tacoma-SEWER	339,869.98	4th Qtr 2025 - Sewer Treatment
535 60 44 02	Sewage Treatment	430 000 535	Sewer Fund (dep	339,869.98	4th Qtr 2025 - Sewer Treatment
37135	02/04/2026	02/10/2026	4324 City Treasurer-Tacoma	71,713.47	Fire/EMS - 03/2026
522 20 40 00	Tacoma Contract - Fire	001 000 522	General Fund	22,674.67	Fire - 03/2026
522 20 41 00	Tacoma Contract - EMS	001 000 522	General Fund	49,038.80	EMS - 03/2026
37008	01/26/2026	02/10/2026	11163 Clay, Rachel	27.53	Wellness Champ Nameplate - A Kropelnicki
517 90 31 01	Oper Supplies - Wellness Pr	001 000 517	General Fund	27.53	Wellness Champ Nameplate - A Kropelnicki
37024	01/27/2026	02/10/2026	6268 Cole-Parmer Instrument Company	160.40	Chlorine Dispensers for Daily Water Testing (Qty 2)
534 80 31 03	Oper Supplies - Chlorine	425 000 534	Water Fund (dep	160.40	Chlorine Dispensers for Daily Water Testing (Qty 2)
37075	02/02/2026	02/10/2026	8188 Comcast Business Communications LLC	470.68	Internet Access Fee - February 2026
518 81 42 00	Communication/Internet - I/	001 000 518	General Fund	470.68	Internet Access Fee - February 2026
37005	01/26/2026	02/10/2026	2346 Conitz, Cass	78.00	Library Reimbursement - 1 Year (Cass)
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement - 1 Year (Cass)
37132	02/04/2026	02/10/2026	3573 Copiers Northwest Inc	14.06	Copier Usage 01/01/26-01/31/26
521 22 45 00	Oper Rentals - Copier - Polic	001 000 521	General Fund	14.06	Copier Usage 01/01/26-01/31/26
37099	02/03/2026	02/10/2026	7201 Craig S. Goegebuer	440.40	Sound for Daddy Daughter Dance
573 90 49 01	Community Events	001 000 573	General Fund	440.40	Sound for Daddy Daughter Dance
37013	01/26/2026	02/10/2026	9885 Dande Company	114.39	Engraved Perpetual Plates (Qty 2), Engraved Plaques (Qty 2), Engraved Plate (Qty 1)
521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	114.39	Engraved Perpetual Plates (Qty 2), Engraved Plaques (Qty 2), Engraved Plate (Qty 1)
37004	01/26/2026	02/10/2026	3589 Databar Inc	10,246.81	2026 Calendars Printing, Postage and Mailing

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	531 50 31 03 NPDES Public Outreach		415 000 531 Storm Drain	10,246.81	2026 Calendars Printing, Postage and Mailing
37065	01/29/2026	02/10/2026	3589 Databar Inc	875.64	Community Sponsorship Program - February 2026
	542 80 31 04 Oper Supplies - Beautificatic		101 000 542 City Street Fund	875.64	Community Sponsorship Program - February 2026
37066	01/29/2026	02/10/2026	3589 Databar Inc	1,780.63	Town Topics Newsletter - February 2026
	518 10 49 01 Town Topics/Citizen Commu		001 000 518 General Fund	1,780.63	Town Topics Newsletter - February 2026
			Total Databar Inc	12,903.08	
37018	01/26/2026	02/10/2026	10906 Davis, Mason	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
37029	01/27/2026	02/10/2026	10263 Dunbar, Julieanna R	73.87	Reimbursement for 1099 Forms & Envelopes
	514 23 31 00 Office & Oper Sup - Finance		001 000 514 General Fund	73.87	Reimbursement for 1099 Forms & Envelopes
37000	01/26/2026	02/10/2026	3638 Fircrest Golf Club	1,408.12	Land Rental for Water Tank on Golf Course Property - February 2026
	591 34 70 00 Lease Payments - Water Adr		425 000 591 Water Fund (deq	1,408.12	Land Rental for Water Tank on Golf Course Property - February 2026
37019	01/26/2026	02/10/2026	11253 G&G, Inc.	13,000.00	P#90 Regents Blvd. Traffic Signal - Installation of Controller, Conduits, Wire & Terminal Cabinet
	595 63 63 01 Regents Blvd Traffic Signal P		101 000 594 City Street Fund	13,000.00	P#90 Regents Blvd. Traffic Signal - Installation of Controller, Conduits, Wire & Terminal Cabinet
37022	01/26/2026	02/10/2026	11292 Gale, Britt	78.00	Library Reimbursement - 1 Year
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37100	02/03/2026	02/10/2026	11298 Glenn-Leufroy, Monique	30.00	Refund for Daddy Daughter Dance Tickets
	347 30 00 04 Recreation Fees		001 000 340 General Fund	-30.00	Refund for Daddy Daughter Dance Tickets
37102	02/03/2026	02/10/2026	10305 Gunderson Law Office PLLC	12,500.00	City of Fircrest - January 2026
	515 41 41 03 City Prosecutor		001 000 515 General Fund	12,500.00	City of Fircrest - January 2026
37086	02/02/2026	02/10/2026	11180 Gunderson, Kimberly	10,457.10	Contracted Services 01/01/26-01/31/26
	524 20 41 04 Prof Svcs - Consultants		001 000 524 General Fund	3,878.55	Contracted Services 01/01/26-01/31/26
	558 60 41 00 Prof Svcs - Planning		001 000 558 General Fund	6,578.55	Contracted Services 01/01/26-01/31/26

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37023	01/27/2026	02/10/2026	3692	Home Depot Credit Services	55.12 Wrench for Water Meters
	534 10 35 00 Small Tools & Equip - Water		425 000 534 Water Fund (dep	55.12	Wrench for Water Meters
37026	01/27/2026	02/10/2026	3692	Home Depot Credit Services	34.15 Post for Book Library at Tot Lot
	576 80 31 02 Oper Supplies - Parks		001 000 576 General Fund	34.15	Post for Book Library at Tot Lot
37032	01/28/2026	02/10/2026	3692	Home Depot Credit Services	14.65 Pipe for Drinking Fountain at Fircrest Park
	576 80 31 02 Oper Supplies - Parks		001 000 576 General Fund	14.65	Pipe for Drinking Fountain at Fircrest Park
37093	02/03/2026	02/10/2026	3692	Home Depot Credit Services	33.82 Supplies for Repair on Deicer Unit
	548 65 48 12 O & M - Street		501 000 548 Equipment Rent	33.82	Supplies for Repair on Deicer Unit
37113	02/04/2026	02/10/2026	3692	Home Depot Credit Services	79.60 Picnic Table Repair Supplies - Fircrest Park
	576 80 31 02 Oper Supplies - Parks		001 000 576 General Fund	79.60	Picnic Table Repair Supplies - Fircrest Park
37114	02/04/2026	02/10/2026	3692	Home Depot Credit Services	50.67 Sand Paper for Picnic Table Repair
	576 80 31 02 Oper Supplies - Parks		001 000 576 General Fund	50.67	Sand Paper for Picnic Table Repair
			Total Home Depot Credit Services	268.01	
37017	01/26/2026	02/10/2026	4131	Humane Society - Tacoma	1,437.18 January 2026 Boarding Contract
	554 30 41 00 Animal Control		001 000 554 General Fund	1,437.18	January 2026 Boarding Contract
37084	02/02/2026	02/10/2026	4131	Humane Society - Tacoma	1,437.18 February 2026 Boarding Contract
	554 30 41 00 Animal Control		001 000 554 General Fund	1,437.18	February 2026 Boarding Contract
37111	02/04/2026	02/10/2026	4131	Humane Society - Tacoma	6,129.48 January - December 2025 Reconciliation
	554 30 41 00 Animal Control		001 000 554 General Fund	6,129.48	January - December 2025 Reconciliation
			Total Humane Society - Tacoma	9,003.84	
37034	01/28/2026	02/10/2026	11294	Kullman, Martha M.	160.00 Spanish Interpreting (2 hrs) - 01/28/26
	512 51 41 03 Prof Srvs - Interpreter - FMC		001 000 512 General Fund	160.00	Spanish Interpreting (2 hrs) - 01/28/26
37095	02/03/2026	02/10/2026	10264	Larson, Shari	1,838.90 Gentle Yoga & Chair Yoga Classes (1/01/26-1/31/26)
	571 10 49 04 Instructor Fees		001 000 571 General Fund	1,838.90	Gentle Yoga & Chair Yoga Classes (1/01/26-1/31/26)



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37003	01/26/2026	02/10/2026	9420 Lau, Lisa	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37010	01/26/2026	02/10/2026	6726 Linggi, Patrick	78.00	Library Reimbursement - 1 Year (Emmett)
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Emmett)
37089	02/02/2026	02/10/2026	10459 Locke Systems Inc.	4,954.50	IT Managed Services - February 2026 (for January Services)
	518 81 41 01	Prof Svcs - I/S	001 000 518 General Fund	4,954.50	IT Managed Services - February 2026 (for January Services)
37069	01/29/2026	02/10/2026	3791 Lowe's Company-#338954	39.28	Jumper Cables
	548 65 48 12	O & M - Street	501 000 548 Equipment Rent	39.28	Jumper Cables
37063	01/29/2026	02/10/2026	8322 Mayer, Jonathan	78.00	Library Reimbursement - 1 Year (Alison)
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Alison)
37021	01/26/2026	02/10/2026	10246 McDonald, Janelle	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
37070	01/29/2026	02/10/2026	8885 McPhee, Parisa	78.00	Library Reimbursement - 1 Year (Parisa)
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Parisa)
37057	01/29/2026	02/10/2026	11020 Ndekere, Bernard	200.00	Swahili Interpreting (2 hrs) 25IN98973
	512 51 41 03	Prof Svcs - Interpreter - FMC	001 000 512 General Fund	200.00	Swahili Interpreting (2 hrs) 25IN98973
37037	01/28/2026	02/10/2026	10847 Nguyen, James Trong	190.00	Vietnamese Interpreting (2 hrs) 25IN100586
	512 51 41 03	Prof Svcs - Interpreter - FMC	001 000 512 General Fund	190.00	Vietnamese Interpreting (2 hrs) 25IN100586
37090	02/02/2026	02/10/2026	3957 PC Budget & Finance	18,691.57	2025 Voter Maintenance Charge
	514 40 41 01	Special Elections & Voter Re	001 000 511 General Fund	18,691.57	2025 Voter Maintenance Charge
37079	02/02/2026	02/10/2026	3955 Petrocard Systems Inc	151.65	Gas/Fuel - 01/2026
	548 65 31 13	Gas - Storm	501 000 548 Equipment Rent	151.65	Storm - 01/2026
37082	02/02/2026	02/10/2026	10221 Petty Cash-ParksRec	72.00	Petty Cash Reimbursement - 02/10/26
	571 10 31 02	Senior Program Supplies	001 000 571 General Fund	72.00	Senior Morning Supplies

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37115	02/04/2026	02/10/2026	11300 Potucek, Noah	160.00	Youth Basketball League Referee 01/10/26-01/24/26
	571 10 41 02 Prof Svcs - Rec - Officiating		001 000 571 General Fund	160.00	Youth Basketball League Referee 01/10/26-01/24/26
37062	01/29/2026	02/10/2026	3751 Psomas, DBA KPG Psomas	12,196.75	P#88 Alameda Avenue West Sidewalk Project - 11/21/25-12/31/25
	595 10 63 10 Alameda Ave W Sidewalk #8		101 000 594 City Street Fund	12,196.75	P#88 Alameda Avenue West Sidewalk Project - 11/21/25-12/31/25
37006	01/26/2026	02/10/2026	3985 Puget Sound Clean Air Agency	5,961.00	2026 Clean Air Assessment
	553 70 40 00 Pollution Control		001 000 553 General Fund	5,961.00	2026 Clean Air Assessment
37052	01/29/2026	02/10/2026	3986 Puget Sound Energy, BOT-01H	460.50	Natural Gas - Pool/Bathhouse - January 2026
	576 20 47 00 Public Utility Services - Pool		001 000 576 General Fund	460.50	Natural Gas - Pool/Bathhouse - January 2026
37053	01/29/2026	02/10/2026	3986 Puget Sound Energy, BOT-01H	89.26	Natural Gas - Rec Center - January 2026
	571 10 47 00 Public Utility Services - Rec		001 000 571 General Fund	89.26	Natural Gas - Rec Center - January 2026
			Total Puget Sound Energy, BOT-01H	549.76	
37009	01/26/2026	02/10/2026	4683 Puyallup, City of	169.20	Jail Services - December 2025
	523 60 40 01 Jail		001 000 523 General Fund	169.20	Jail Services - December 2025
37054	01/29/2026	02/10/2026	10812 Quadient Finance USA, Inc.	2,000.00	Postage Meter Refill - January 2026
	518 10 42 01 Postage - Non Dept		001 000 518 General Fund	2,000.00	Postage Meter Refill - January 2026
37094	02/03/2026	02/10/2026	6823 Robblee's Total Security Inc	1,917.51	Replace Motor on PW Main Gate
	518 30 48 03 Rep & Maint - PW		001 000 518 General Fund	1,917.51	Replace Motor on PW Main Gate
37007	01/26/2026	02/10/2026	10029 Rodriguez, Javier	78.00	Library Reimbursement - 1 Year (Kari)
	572 21 49 00 Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Kari)
37096	02/03/2026	02/10/2026	10398 Rubke, Patricia	360.50	Barre Classes (Beginning Barre, Barre HIIT, Barre) 1/01/26-1/31/26
	571 10 49 04 Instructor Fees		001 000 571 General Fund	360.50	Barre Classes (Beginning Barre, Barre HIIT, Barre) 1/01/26-1/31/26
37030	01/28/2026	02/10/2026	4035 Sarco Supply	131.99	Janitorial Supplies - Rec Bldg

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571 10 31 04	Janitorial Supplies - Rec Bldg	001 000 571	General Fund	131.99	Janitorial Supplies - Rec Bldg
37119	02/04/2026	02/10/2026	4035 Sarco Supply	207.65	Janitorial Supplies - Pool
576 20 31 02	Janitorial Supplies - Pool	001 000 576	General Fund	207.65	Janitorial Supplies - Pool
Total Sarco Supply				339.64	
37117	02/04/2026	02/10/2026	6088 Sentinel Pest Control Inc	135.08	Pest Control - City Hall - 02/2026
518 30 48 02	Rep & Maint - City Hall	001 000 518	General Fund	135.08	Pest Control - City Hall - 02/2026
37118	02/04/2026	02/10/2026	6088 Sentinel Pest Control Inc	258.00	Pest Control - PW - 02/2026
531 50 48 00	Rep & Maint - Storm	415 000 531	Storm Drain	64.50	Pest Control - PW - 02/2026
534 50 48 01	Rep & Maint - Water Maint	425 000 534	Water Fund (dep	64.50	Pest Control - PW - 02/2026
535 50 48 00	Rep & Maint - Sewer Maint	430 000 535	Sewer Fund (dep	64.50	Pest Control - PW - 02/2026
542 30 48 01	Rep & Maint - Street Maint	101 000 542	City Street Fund	64.50	Pest Control - PW - 02/2026
Total Sentinel Pest Control Inc				393.08	
37104	02/03/2026	02/10/2026	2068 Sheppard*, Joe	78.00	Library Reimbursement -1 Year (Joe)
572 21 49 00	Library Services	001 000 572	General Fund	78.00	Library Reimbursement -1 Year (Joe)
37011	01/26/2026	02/10/2026	4084 Staples Business Advantage	139.44	Office Supplies - Central & Police
518 10 34 01	Office & Oper Sup - Central	001 000 518	General Fund	84.40	Office Supplies - Central
521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	55.04	Office Supplies - Police
37012	01/26/2026	02/10/2026	4084 Staples Business Advantage	236.24	Office Supplies - Central & Admin; Office Chair - A Burkhart
513 10 31 00	Office & Oper Sup - Admin	001 000 513	General Fund	12.98	Office Supplies - Admin
513 10 35 00	Small Tools & Equip - Admin	001 000 513	General Fund	202.23	Office Chair - A Burkhart
518 10 34 01	Office & Oper Sup - Central	001 000 518	General Fund	21.03	Office Supplies - Central
37081	02/02/2026	02/10/2026	4084 Staples Business Advantage	16.17	Calculator Tape Rolls (Qty 12)
518 10 34 01	Office & Oper Sup - Central	001 000 518	General Fund	16.17	Calculator Tape Rolls (Qty 12)
37083	02/02/2026	02/10/2026	4084 Staples Business Advantage	36.49	Office Supplies - Finance & Central
514 23 31 00	Office & Oper Sup - Finance	001 000 514	General Fund	10.18	Office Supplies - Finance
518 10 34 01	Office & Oper Sup - Central	001 000 518	General Fund	26.31	Office Supplies - Central

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37101	02/03/2026	02/10/2026	4084 Staples Business Advantage	200.61	Office Supplies - Court
	512 51 31 00	Office & Oper Sup - Court	001 000 512 General Fund	200.61	Office Supplies - Court
Total Staples Business Advantage				628.95	
37016	01/26/2026	02/10/2026	1453 Sulgrove, Patricia A	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37116	02/04/2026	02/10/2026	4110 Superior Linen Service	52.42	Linen Service 01/22/26 - Pool Party Room
	576 20 49 02	Miscellaneous - Pool	001 000 576 General Fund	52.42	Linen Service 01/22/26 - Pool Party Room
37120	02/04/2026	02/10/2026	4110 Superior Linen Service	119.69	Linen Service 01/22/26 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	119.69	Linen Service 01/22/26 - Rec Center
37121	02/04/2026	02/10/2026	4110 Superior Linen Service	52.42	Linen Service 01/08/26 - Pool Party Room
	576 20 49 02	Miscellaneous - Pool	001 000 576 General Fund	52.42	Linen Service 01/08/26 - Pool Party Room
37122	02/04/2026	02/10/2026	4110 Superior Linen Service	78.70	Linen Service 01/29/26 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	78.70	Linen Service 01/29/26 - City Hall
37123	02/04/2026	02/10/2026	4110 Superior Linen Service	119.69	Linen Service 01/08/26 - Rec Center
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	119.69	Linen Service 01/08/26 - Rec Center
37124	02/04/2026	02/10/2026	4110 Superior Linen Service	66.68	Linen Service 01/29/26 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	66.68	Linen Service 01/29/26 - Public Works
37125	02/04/2026	02/10/2026	4110 Superior Linen Service	66.68	Linen Service 01/15/26 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	66.68	Linen Service 01/15/26 - Public Works
37126	02/04/2026	02/10/2026	4110 Superior Linen Service	66.68	Linen Service 01/01/26 - Public Works
	518 30 48 03	Rep & Maint - PW	001 000 518 General Fund	66.68	Linen Service 01/01/26 - Public Works
37127	02/04/2026	02/10/2026	4110 Superior Linen Service	81.41	Linen Service 01/01/26 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	81.41	Linen Service 01/01/26 - City Hall
37128	02/04/2026	02/10/2026	4110 Superior Linen Service	81.41	Linen Service 01/15/26 - City Hall
	518 30 48 02	Rep & Maint - City Hall	001 000 518 General Fund	81.41	Linen Service 01/15/26 - City Hall

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			Total Superior Linen Service	785.78	
37002	01/26/2026	02/10/2026	6459 Syverson, Michael J	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37133	02/04/2026	02/10/2026	9888 T-Mobile (Cell Phone Bill)	1,240.43	Cell Phones & Air Cards - 01/2026
	513 10 42 00	Communication - Admin	001 000 513 General Fund	17.47	City Manager 01/2026
	518 30 42 00	Communication - Fac/Equip	001 000 518 General Fund	92.49	Maint. Lead, 2 Workers 01/2026
	521 22 42 00	Communication - Police	001 000 521 General Fund	656.88	Police Officers, Chief and Air Cards 01/2026
	524 20 42 00	Communication- Building	001 000 524 General Fund	15.42	Community Development Dir. 01/2026
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	79.73	Public Works Crew, Director, PW Office Coord. 01/2026
	534 10 42 00	Communication - Water Adr	425 000 534 Water Fund (dep	111.08	Public Works Crew, Director, PW Office Coord., PW Water Meter Collector 01/2026
	535 10 42 01	Communication - Sewer Adr	430 000 535 Sewer Fund (dep	79.73	Public Works Crew, Director, PW Office Coord. 01/2026
	542 30 42 00	Communication - Street Reg	101 000 542 City Street Fund	79.72	Public Works Crew, Director, PW Office Coord. 01/2026
	558 60 42 00	Communication - Planning	001 000 558 General Fund	15.42	Community Development Dir. 01/2026
	576 80 42 00	Communication - Parks	001 000 576 General Fund	92.49	P/R Director, Events, Maint. Worker 01/2026
37085	02/02/2026	02/10/2026	4322 Tacoma, City of - POWER	1,742.73	Power - Various Locations - 01/2026
	534 80 47 01	Utility Services/Pumping	425 000 534 Water Fund (dep	1,483.70	PW, Well #8, Weathervane Booster - 01/2026
	535 80 47 01	Utility Services/Pumping	430 000 535 Sewer Fund (dep	213.42	Pumps/LS Power - 01/2026
	542 30 47 03	Electricity/Traffic Lights	101 000 542 City Street Fund	32.28	Traffic Control - 01/2026
	542 63 47 00	Electricity/Street Lights	101 000 542 City Street Fund	13.33	Street Lights - 01/2026
37074	02/02/2026	02/10/2026	4139 Tapco Visa Card	4,970.65	Tapco Charges thru 01/30/26
	594 48 64 08	ERR Capital - Police	501 000 548 Equipment Rent:	4,976.50	Vehicle Registration - 2025 Ford Police Interceptor
	594 48 64 08	ERR Capital - Police	501 000 548 Equipment Rent:	-5.85	Tapco Rebate on Account
37015	01/26/2026	02/10/2026	1408 Tursi*, John	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37056	01/29/2026	02/10/2026	5934 US Bank, City Hall Account	360.06	P-Card Charges thru 01/22/26
	345 81 00 01	Planning Permits	001 000 340 General Fund	-50.66	Land Use Signage
	511 60 31 00	Office & Oper Sup - Legisl	001 000 511 General Fund	132.40	Nameplate & Name tags - Mayor & Mayor Pro Tempore
	518 10 42 01	Postage - Non Dept	001 000 518 General Fund	177.00	Postage - Passports

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37055	01/29/2026	02/10/2026	8482 US Bank, Police Department Account	2.00	P-Card Charges thru 01/26/26
	521 22 49 00	Miscellaneous - Police	001 000 521 General Fund	2.00	Bank Fee
37073	02/02/2026	02/10/2026	8484 US Bank, Recreation Dept Account	307.17	P-Card Charges thru 01/26/26
	571 10 31 02	Senior Program Supplies	001 000 571 General Fund	70.44	Senior Morning Supplies
	571 10 41 00	Senior Trips	001 000 571 General Fund	95.40	Reserved Parking for Seattle Aquarium Senior Trip
	573 90 49 01	Community Events	001 000 573 General Fund	141.33	Daddy Daughter Dance Supplies, Community Event Volunteer Goodies
37087	02/02/2026	02/10/2026	4179 Unum Life Insurance Company of America	69.20	W. Smith Retired Benefits - February 2026
	521 22 20 02	LEOFF I Long Term Care Prei	001 000 521 General Fund	69.20	W. Smith Retired Benefits - February 2026
37129	02/04/2026	02/10/2026	4180 Utilities Underground	33.18	Locates 01/2026
	534 10 49 00	Miscellaneous - Water Admi	425 000 534 Water Fund (dep	16.59	Locates 01/2026
	535 10 49 00	Miscellaneous - Sewer Admi	430 000 535 Sewer Fund (dep	16.59	Locates 01/2026
37078	02/02/2026	02/10/2026	339 Villamor, John	27.58	Department Lock for Evidence Cage
	521 22 35 00	Small Tools & Equip - Police	001 000 521 General Fund	27.58	Department Lock for Evidence Cage
37131	02/04/2026	02/10/2026	4208 W A S P C	120.00	2026 Membership - V Celis
	521 22 49 03	Dues/Member/Subscriptions:	001 000 521 General Fund	120.00	2026 Membership - V Celis
37088	02/02/2026	02/10/2026	3645 WEX BANK, Wright Express FSC	3,447.79	Gas/Fuel - 01/2026
	548 65 31 06	Gas - Facilities	501 000 548 Equipment Rent:	145.72	F&E 01/2026
	548 65 31 08	Gas - Police	501 000 548 Equipment Rent:	2,516.27	Police 01/2026
	548 65 31 11	Gas - Parks/Rec	501 000 548 Equipment Rent:	211.06	Parks 01/2026
	548 65 31 12	Gas - Street	501 000 548 Equipment Rent:	270.55	Street 01/2026
	548 65 31 14	Gas - Water/Sewer	501 000 548 Equipment Rent:	304.19	W/S 01/2026
37020	01/26/2026	02/10/2026	4209 Washington City/County Management Assoc.	385.00	2026 Membership - City Manager
	513 10 49 02	Dues/Member/Subscriptions:	001 000 513 General Fund	385.00	2026 Membership - City Manager
37130	02/04/2026	02/10/2026	4231 Water Mgmt Labs Inc	405.00	Coliform & Fluoride Testing - 01/2026
	534 80 41 00	Water Testing	425 000 534 Water Fund (dep	405.00	Coliform & Fluoride Testing - 01/2026
37112	02/04/2026	02/10/2026	4253 Windmill Gardens LLC	3,725.97	2026 Hanging Baskets (1st Half Payment)
	542 80 31 02	Oper Supplies - Flower Baski	101 000 542 City Street Fund	3,725.97	2026 Hanging Baskets (1st Half Payment)

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37028	01/27/2026	02/10/2026	4256 Winning Seasons	568.94	Public Works Shirts (Qty 13)
531 50 20 01	Contract Benefits - Storm	415 000	531 Storm Drain	142.24	Public Works Shirts (Qty 13)
534 10 20 01	Contract Benefits - Wtr Adm	425 000	534 Water Fund (de	142.23	Public Works Shirts (Qty 13)
535 10 20 01	Contract Benefits - Sewer Ac	430 000	535 Sewer Fund (de	142.23	Public Works Shirts (Qty 13)
542 30 20 01	Contract Benefits - Street Re	101 000	542 City Street Fund	142.24	Public Works Shirts (Qty 13)
37068	01/29/2026	02/10/2026	4247 Wofesco Inc	246.69	#68057D (Vactor) Jetting Tip for Hose & Fittings
548 65 48 12	O & M - Street	501 000	548 Equipment Rent:	30.84	#68057D (Vactor) Jetting Tip for Hose & Fittings
548 65 48 13	O & M - Storm	501 000	548 Equipment Rent:	30.84	#68057D (Vactor) Jetting Tip for Hose & Fittings
548 65 48 14	O & M - Water/Sewer	501 000	548 Equipment Rent:	185.01	#68057D (Vactor) Jetting Tip for Hose & Fittings
37091	02/02/2026	02/10/2026	10035 Zoom Video Communications	1,429.82	Monthly Phone Rental - 1/31/26-2/27/26
513 10 42 00	Communication - Admin	001 000	513 General Fund	84.04	Meeting Webinar & Recording - 1/31/26-2/27/26
518 10 42 00	Communication - Non Dept	001 000	518 General Fund	1,043.82	Monthly Phone Service - 1/31/26-2/27/26
591 18 70 10	Lease Payments - Non-Dept	001 000	591 General Fund	301.96	Monthly Phone Rental - 1/31/26-2/27/26

Report Total: 569,922.31

## Fund

001 General Fund	175,612.31
101 City Street Fund	30,161.52
415 Storm Drain	10,564.37
425 Water Fund (department)	3,877.82
430 Sewer Fund (department)	340,417.53
501 Equipment Rental Fund	9,288.76

This report has been reviewed by:

REMARKS:

Signature & Title

Date



## SPECIAL OCCASION LIQUOR LICENSE

### Applicant Information

**Licensee Name:** Ark Institute of Learning  
**Establishment Name:** Fircrest Golf Club  
**Address:** 1500 Regents Blvd  
**Date:** 05/30/2026, 6:00 P.M. to 8:30 P.M.  
**Request Received:** 02/04/2026

### Department Comments

#### Finance

No concerns.

#### Planning and Building

No concerns.

#### Police

No concerns.

*Allison Deskins*

Director Signature

02/06/26

Date

*Dawn Masko*

Director Signature

02/05/26

Date

*Victor Celis*

Police Chief Signature

02/05/26

Date



## NOTICE OF SPECIAL OCCASION LICENSE APPLICATION

RETURN THIS NOTICE TO: [LAESPONSE@LCB.WA.GOV](mailto:LAESPONSE@LCB.WA.GOV)

**February 04, 2026**

To: MAYOR OF FIRCREST - CITY MANAGER

Organization Name: ARK INSTITUTE OF LEARNING

Organization Address: 1916 S WASHINGTON ST, TACOMA, WA 98405-1025

Contact Name: [REDACTED]  
Contact DOB: [REDACTED]  
Contact Phone: [REDACTED]

Special Occasion #: 439123

Event Date(s)/Time: 5/30/2026 – 5/30/2026; 6-8:30PM

Event Location(s):  
FIRCREST GOLF CLUB - 500 REGENTS BLVD., FIRCREST, WA 98466

### **A SPECIAL OCCASION LICENSE ALLOWS THE ORGANIZATION TO:**

- ☐ Sell beer for consumption at the above specified date, time, and location.
- ☐ Sell wine for consumption at the above specified date, time, and location.
- ☐ Sell spirits by the individual serving for consumption at the above specified date, time, and location.
- ☐ Sell beer, wine and spirits in unopened bottles or packages in limited quantities for **off** premise consumption at the above specified date, time, and location.

You have 20 days from the date of this notice to provide input regarding this application. If we do not receive a response within 20 days, we will assume you have no objections to the issuance of the license. If you need additional time to respond, you must submit a written request with your reason(s) for an extension of up to 20 days.

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| 1. Do you approve of the applicant?      | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2. Do you approve of the event location? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

If you have indicated disapproval of the applicant, location, or both, please submit a statement of all facts on which your objection(s) are based.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Mayor, City Manager, County Commissioner or Designee

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

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

**PRESIDING OFFICER'S REPORT****A. Proclamation: Black History Month**

Mayor Bufford read the proclamation titled Black History Month into the record. **Councilmember George MOVED to authorize the Mayor's signature on the proclamation proclaiming the month of February is Black History Month in the City of Fircrest; seconded by Councilmember Viafore.** Mayor Bufford invited Councilmember comments. Mayor Bufford provided resources for the upcoming month to celebrate Black History Month. Mayor Bufford invited public comment; none was provided.

**The Motion Carried (7-0).****B. University Place School District – Capital Projects Presentation**

University Place School District Superintendent Jeff Chamberlain provided a presentation regarding current ballot measures related to capital projects and school district funding. He stated that the district has three propositions on the ballot: the Educational Programs and Operations Levy, the Capital Projects Levy, and the School Construction Bond. Superintendent Chamberlain highlighted the current condition of the school facilities, the proposed project timeline, and the estimated tax impacts. Discussions included the presentation's purpose, budgetary needs for students with special needs, the McCleary decision, and voter approval thresholds for levies and bonds. The Council thanked Superintendent Chamberlain for the presentation.

**C. 2026 Liaison Assignments**

Mayor Bufford read the Council liaison assignment into the record.

- Administration – Councilmember Mauer-Smith
- Finance and Information Technology – Councilmember Barrentine
- Parks, Recreation, and Sustainability – Councilmember Viafore
- Built Environment, Planning and Building – Councilmember Wittner
- Police/Public Safety and Court – Councilmember George
- Public Works and Facilities – Councilmember Reynolds

**D. Investment Committee Appointments**

Mayor Bufford briefed the Council on the Investment Committee vacancy and requested Council consideration to reappoint Councilmember Viafore to the Investment Committee. **Councilmember Reynolds MOVED to confirm the Mayor's appointment of Councilmember Viafore to the Fircrest Investment Committee; seconded by Councilmember Mauer-Smith.** Mayor Bufford invited Councilmember comment; none were provided. Mayor Bufford invited public comment; none was provided.

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

**CITY MANAGER COMMENTS**

City Manager Masko provided updates on several items, including the City’s Alameda Avenue Sidewalk and Bicycle Improvement Project submission for the 2026 State House Transportation Budget Request to Representative Leavitt’s office, the Federal Community Project Funding request for the Alameda Avenue Pedestrian and Bicycle Improvement Project between Emerson Street and Rosewood Lane, and scheduling the annual Council group photo.

There was a brief discussion about whether the federal funding package would be a standalone bill or part of a broader legislative package.

**DEPARTMENT HEAD COMMENTS**

- Police Chief Celis provided a departmental update to include calls for service, response to recent incidents, current fleet status, community engagement, staffing updates, and upcoming required training. Councilmember Reynolds requested additional information on community-based activities in future reports.
- Finance Director Deskins provided a departmental update to include ongoing year-end tasks, preparation of the annual financial report for the State Auditor’s Office, new staff workstations, and that the City’s audit was nearing completion. Councilmember Viafore commented on the status of the 2026 budget book. Finance Director Deskins stated that it was nearing completion.
- Public Works Director Bemis provided project updates to include the Regents Boulevard crosswalk pedestrian pushbutton, the Alameda Avenue West sidewalk project construction update, and current wastewater treatment costs. There was a brief discussion regarding the condition and maintenance of the Emerson sidewalks, a request for Council review of the sidewalk maintenance requirements under the Fircrest Municipal Code, and clarification on the phasing, location, jurisdiction, and design of the Alameda Avenue sidewalk projects.
- Parks and Recreation Director Grover provided an update on the upcoming Daddy-Daughter Dance event and basketball season logistics, including coordination with the University Place School District for gym space.

**COUNCILMEMBER COMMENTS**

- Councilmember Barrentine; no comments.
- Councilmember Mauer-Smith commented on broader community concerns and emphasized the importance of thoughtful decision-making and protecting individual rights.
- Councilmember George commented on law enforcement training and community policing.
- Councilmember Wittner thanked Superintendent Chamberlain and meeting attendees for their participation.
- Councilmember Reynolds; no comments.
- Councilmember Viafore welcomed and acknowledged former Planning Commissioner Jim Ottness, former City Councilmember Jim Andrews, and former volunteer Fire Lieutenant Clark Monnett.
- Mayor Bufford acknowledged receiving community inquiries and encouraged residents to be mindful of one another and support their neighbors during challenging times.

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

Mayor Bufford invited public comment. The following individuals provided comments:

- Brian Rybolt, Fircrest resident, commented on public comment procedures related to campaign and ballot measure discussions.
- Ken Walls, Fircrest resident, expressed concerns about ongoing noise and fumes from a generator operating at a neighboring property and requested City assistance. Councilmember Viafore commented on the concerns raised by residents regarding the generator use and stated that the issue has been ongoing. He highlighted that the Fircrest Municipal Code requires water and sewer service but does not require electrical service. Councilmember Reynolds asked about coordination with other agencies regarding the concerns. City Manager Masko stated that staff continue to work with partner agencies and have offered resources, which have been declined.
- Clark Monnett, Fircrest resident, expressed concerns regarding the ongoing noise and potential safety issues associated with a generator operating at a neighboring property.
- Jim Andrews, Fircrest resident, expressed concerns regarding the ongoing noise, odors, and potential safety issues associated with a generator operating at a neighboring property.
- Vince Navarre, 1205 Del Monte, expressed appreciation for the community policing efforts and law enforcement participation in the community, including the new library book stand built by Fircrest Detective John Roberts.
- Juliet MacArthur, no address provided, commented on community resources available for concerns about individual well-being and safety.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS****A. Pierce County Regional Council**

Councilmember Reynolds reported that she will serve as the Transportation Policy Board representative.

**B. Other Liaison Reports**

Councilmember George reported on monitoring relevant legislation, including a housing-related legislative update.

Councilmember Reynolds reported on the Zoo and Trek Authority Board and its consideration of a future ballot measure. She also reported on the Pierce Transit Board, noting that it is undergoing an audit.

**CONSENT CALENDAR**

Mayor Bufford requested that the City Clerk read the Consent Calendar:

- A.** Approval of Check No. 223956 through 224012 in the amount of \$361,102.76  
Approval of Check No. 224013 through 224072 in the amount of \$368,429.13  
Approval of payroll electronic funds transfer in the amount of \$170,195.36
- B.** Approval of the January 13, 2026, Regular Meeting minutes  
Approval of the January 20, 2026, Study Session minutes

**Councilmember Viafore MOVED to approve the Consent Calendar as read; seconded by Councilmember Mauer-Smith.**

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

**PUBLIC HEARING**

**A. To receive comments on a proposed Solid Waste Rate Adjustment**

At 8:06 P.M., Mayor Bufford opened the public hearing. City Manager briefed the Council on the proposed solid waste rate adjustment, stating that the public hearing was to receive comments on the proposed solid waste rate adjustment. Mayor Bufford invited Councilmember comments; none were provided.

Mayor Bufford invited public testimony; none was provided.

At 8:08 P.M., Mayor Bufford closed the public hearing.

**UNFINISHED BUSINESS**

**A. Untabling Pierce Transit Appointment for Discussion and Possible Action**

Mayor Bufford reintroduced the Pierce Transit Appointment item regarding the potential rescission of Councilmember Shannon Reynolds' appointment and requested a motion to untable. **Councilmember George MOVED to untable the Pierce Transit Appointment Discussion; seconded by Councilmember Barrentine.**

Councilmember Reynolds requested a roll call vote. Barrentine – Aye; George – Aye; Mauer-Smith – Aye; Reynolds – Aye; Viafore – Nay; Wittner – Nay; Mayor Bufford – Aye;

**The Motion Carried (5-2), with Councilmembers Viafore and Wittner dissenting.**

Mayor Bufford requested an update from the City Attorney regarding questions raised at the prior meeting related to the process and the potential use of a resolution should the Council proceed.

City Attorney Eide stated that her conclusions remained unchanged and that, if the Council rescinded the appointment, the action would be treated as a vacancy, triggering a new nomination and selection process. She stated that the adoption of a resolution is not legally required, but it may be used to document the Council's decision and supersede prior actions. City Attorney Eide clarified that the action under consideration is not a rescission of a prior motion but instead a decision regarding the removal of an individual from an appointed position.

Mayor Bufford invited Councilmember comments.

- Councilmember Viafore expressed concerns regarding the process related to the Pierce Transit appointment, including the timing and availability of information provided to Councilmembers. He stated that he believed additional review was needed and requested that Council consider tabling the item to allow staff additional time to review procedural matters. Councilmember Viafore requested that his concerns be reflected in the record and stated his opinion that a rolling vote may have occurred.

- City Attorney Eide clarified that the draft resolution was prepared by her and the City Manager as an optional procedural tool for the Council’s consideration and was not proposed by any Councilmember or intended to indicate endorsement of a particular action.

Mayor Bufford invited public comment.

- Jim Andrews, address not provided, expressed concern about the decision-making process regarding the Pierce Transit appointment.
- Jim Ottness, 973 Altadena Drive, expressed concern and requested clarification on the reasons for the proposed action.
- Brian Rybolt, Fircrest resident, expressed concern about the proposed action.
- Vince Navarre, address not provided, expressed support for the current appointee and concern for the proposed action.
- Lisa Raberger, Fircrest resident, requested clarification on the reasons for the proposed action.
- Juliet MacArthur, address not provided, expressed opposition to the proposed action and concern about the process.
- Mark Overfield, Fircrest resident, expressed disappointment with the handling of the matter.
- Frank and Denise Ladenburg, 1309 Palm Drive, expressed opposition to the proposed action, support for the current appointee, and whether concerns had been raised by other jurisdictions.

Mayor Bufford invited Councilmember comment.

- Councilmember Wittner expressed concern regarding the process, and he would not support the proposed action.
- Councilmember George commented on the Pierce Transit Appointment item and highlighted upcoming organizational and leadership challenges facing Pierce Transit. He stated that the position would require significant time and engagement. He acknowledged the current appointee’s service and stated his support for making a change at this time.
- Councilmember Barrentine stated that he had been contacted by Pierce Transit Board members regarding concerns about the current appointee’s service on the Board and that additional review of the matter may be needed.
- Councilmember Viafore stated that he had received limited information regarding concerns raised by a Pierce Transit Board member and expressed concern about the lack of a formal process or information shared with the Council.
- Councilmember Reynolds outlined her qualifications, experience, and attendance related to the position. She stated that she had not received prior notice or specific performance concerns, expressed concern about the process and lack of supporting information presented to the Council, and highlighted the importance of continuity and stability during upcoming organizational and financial challenges. She stated that she did not believe sufficient justification had been provided to support removal at this time.
- Councilmember George stated he had also heard from representatives from the transit sector, and reiterated his support for making a change to the Pierce Transit appointment.
- Councilmember Reynolds raised questions regarding communication with her and the process.

**Councilmember Viafore MOVED to table the Pierce Transit Appointment discussion; seconded by Councilmember Reynolds.**

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

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

## **NEW BUSINESS**

### **A. Police 2025 Year-End Report**

Police Chief Celis presented the Fircrest Police Department 2025 Annual Report and highlighted crime statistics and community engagement activities for 2025. Mayor Bufford requested that the crime statistics be posted on the Police Department’s social media page. There was a brief discussion on the National Night Out callout for volunteers.

## **CALL FOR FINAL COMMENTS**

Councilmember Wittner expressed support for the Seahawks Football Team.

## **EXECUTIVE SESSION**

There was no executive session scheduled.

## **ADJOURNMENT**

**Councilmember Viafore MOVED to adjourn the meeting at 9:09 P.M., seconded by Councilmember Reynolds.**

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

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Nikki Bufford, Mayor

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Arlette Burkhart, City Clerk

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:** Solid Waste Rate Adjustment  
**ITEM:** 12A  
**DATE:** February 10, 2026  
**FROM:** Dawn Masko, City Manager

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**RECOMMENDED MOTION:** I move to adopt Ordinance No. \_\_\_\_\_, amending Section 1 of Ordinance No. [1736](#) and Fircrest Municipal Code [6.08.130](#) relating to the schedule of rates and charges for solid waste collection.

---

**PROPOSAL:** The Council is being asked to approve a proposed ordinance setting new solid waste rates effective March 1, 2026.

**FISCAL IMPACT:** The rate changes include:

- 2.7% adjustment based on the June-to-June CPI-U.
- Disposal Site Fee charged by LRI increased by \$10.33 per ton or 5.6%.
- Recycling commodities surcharge decreased from 1.33% to 0.07%.

**ADVANTAGE:** The proposed rate adjustment is pursuant to and complies with the City's contract with Westside Disposal.

**DISADVANTAGES:** Customer costs for solid waste collection will increase.

**ALTERNATIVES:** None. These rate adjustments are pursuant to contract and ordinance language, and therefore, there are no alternatives.

**HISTORY:** The City has had a long-standing relationship with Westside Disposal for refuse services. The current contract commenced in 1998 for 32 years, terminating in 2030, with an option for an additional 8-year term.

The contract provisions allow Westside Disposal to increase rates annually based on the June-to-June Seattle-Tacoma-Bellevue All Urban Consumers (CPI-U) Consumer Price Index. Westside Disposal is also allowed to pass any disposal site fee increases on to customers based on the rate charged by Pierce County Recycling, Composting & Disposal (dba LRI) for disposing of solid waste/garbage.

**ATTACHMENTS:** [Ordinance](#)  
[Westside Disposal Rate Increase Notification Letter](#)  
[Pierce County – LRI Disposal Rate Letter](#)  
[Consumer Price Index \(CPI-U\) - June 2025](#)  
[Rate Worksheet](#)



**CITY OF FIRCREST  
ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AMENDING SECTION 1 OF  
ORDINANCE NO. 1736 AND FIRCREST MUNICIPAL CODE  
6.08.130 RELATING TO THE SCHEDULE OF RATES AND  
CHARGES FOR SOLID WASTE COLLECTION.**

**WHEREAS**, the City entered into a contract with Westside Disposal, Inc. (“Westside Disposal”) on June 1, 1998, for solid waste and recycling collection services and has since approved seven amendments thereto, including those identified in the November 12, 2025, approval of Resolution No. 1995; and

**WHEREAS**, on February 11, 2025, the City Council passed Ordinance 1736 amending the Solid Waste and Recycling Rates for the year 2025 pursuant to the contract with Westside Disposal; and

**WHEREAS**, the City’s contract with Westside Disposal includes a provision for annual rate adjustments based on the June-to-June CPI-U percentage change, the disposal site fee charged by Pierce County Recycling, Composting & Disposal (LRI), and a recycling commodity surcharge; and

**WHEREAS**, the City received notification from Westside Disposal on November 14, 2025, of a rate increase based on a June 2025 CPI-U increase of 2.7%, a disposal site fee increase of 5.6%, and a recycling commodity surcharge decrease of 94.7%; and

**WHEREAS**, the City Council has determined it is in the City’s best interest to amend Section 1 of Ordinance No. 1736 and Fircrest Municipal Code Section 6.08.130 to reflect the solid waste and recycling rate changes.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF FIRCREST  
DOES ORDAIN AS FOLLOWS:**

**Section 1.** Section 1 of Ordinance 1736 and Section 6.08.130 FMC are hereby amended to read as follows:

**6.08.130 Schedule of Rates and Charges**

Charges shall be made in accordance with the following schedule, which is adopted as the schedule of rates and charges for solid waste collection, as billed on a monthly basis for weekly pickup or, as otherwise specified, other pickup. Rates are shown below, both with and without taxes. Taxes shall be listed separately on billing statements and shall be applied to all rates. It shall be understood that the rates without taxes shall be shown on billing statements and that some rounding may occur when taxes are added.

			MONTHLY RATE
	<u>Type of Service</u>	<u>Pick-up Frequency</u>	<u>without Taxes</u>
	Garbage toter rates below include up to: 3 Yard Waste and 1 Recycling toters.		
	12 gal. Garbage Toter, curb	Weekly	\$ 23.47
	24 gal. Garbage Toter, curb	Every-other week	\$ 21.79
	24 gal. Garbage Toter, curb	Weekly	\$ 34.23
	48 gal. Garbage Toter, curb	Every-other week	\$ 31.40
	48 gal. Garbage Toter, curb	Weekly	\$ 47.37
	64 gal. Garbage Toter , curb	Every-other week	\$ 39.27
	64 gal. Garbage Toter,curb	Weekly	\$ 55.56
	96 gal. Garbage Toter,curb	Weekly	\$ 72.56
	<u>Recycling Toter, per unit, Off curb</u>		\$ 19.43
	(does not apply to accounts charged for Multi-family Recycling)		
	<u>Off-curb Garbage Charge (add to toter rate above) per toter</u>		
	Up to 50' off-curb		\$ 11.09
	Up to 100' off-curb		\$ 15.80
	Over 100' off-curb		\$ 22.13
	32 gal.Occasional Extra Garbage Tags:		\$ 10.22
	Yard Waste Toter, 64 or 96 gal., per unit:		\$ 5.99
	Late Payment Fee Minimum:		\$ 6.07
	Customer stop and restart fee:		\$ 18.04
	Toter redelivery fee:		\$ 18.04
	Return trip charge:		\$ 18.04
	<u>Special pickups (requiring a special trip), per pickup</u>		
	(applies only to every-other week customers)		
	12 gal. Garbage Toter		\$ 20.53
	24 gal. Garbage Toter		\$ 22.85
	48 gal. Garbage Toter		\$ 27.11
	64 gal. Garbage Toter		\$ 34.09
	96 gal. Garbage Toter		\$ 44.46
	64 & 96 gal. Yard Waste Toter		\$ 21.63
	<u>Extra on-route, off-week pickups (not requiring a special trip), per pickup</u>		
	(applies only to every-other week customers)		
	24 gal. Garbage Toter		\$ 6.49
	48 gal. Garbage Toter		\$ 12.22
	64 gal. Garbage Toter		\$ 16.25

<u>Type of Service</u>	<u>Pick-up Frequency</u>	<u>MONTHLY RATE</u> <u>without Taxes</u>
<u>Commercial Containers (non-compacted)</u>		
Monthly charges for regular weekly service - Multiply rate times number of pick-ups per week (limited to 5 pick-ups per week)		
1 cubic yard	Weekly	\$ 137.51
1.5 cubic yards	Weekly	\$ 183.91
2 cubic yards	Weekly	\$ 228.21
3 cubic yards	Weekly	\$ 345.29
4 cubic yards	Weekly	\$ 425.37
6 cubic yards	Weekly	\$ 642.78
<u>Special, Occasional and Return trip Pickups, per pickup</u>		
1 cubic yard		\$ 41.57
1.5 cubic yards		\$ 53.08
2 cubic yards		\$ 64.86
3 cubic yards		\$ 88.77
4 cubic yards		\$ 111.97
6 cubic yards		\$ 157.72
Multi-family recycling charge, per unit: (charged on all multi-family units)		\$ 8.02
<u>Special Collection Services</u>		
Truck & driver - per hour		\$ 142.53
Each additional person:		\$ 61.31

**Section 2. Corrections.** The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance, including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers, and any references thereto.

**Section 3. Severability.** If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

**Section 3. Effective Date.** This Ordinance shall become effective March 1, 2026, after passage, approval, and publication as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON,** at a regular meeting thereof this 10<sup>th</sup> day of February 2026.

**APPROVED:**

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Nikki Bufford, Mayor

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**ATTEST:**

\_\_\_\_\_  
Arlette Burkhardt, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Joanna Eide, City Attorney



Dawn Masko, City Manager  
City of Fircrest  
115 Ramsdell St.  
Fircrest WA 98466

November 14, 2025

Re: Annual Rate Adjustment, effective 3-1-26

Ms. Masko-

Enclosed you will find documentation regarding our request for the annual rate adjustment. The adjustment is made up of three parts:

- **Disposal Tip Fee** charged to us by LRI, will be going from the current \$184.99 to \$195.32 per ton, an increase of \$10.33 per ton or 5.6%. This increase becomes effective March 1, 2026.
- **CPI adjustment** as allowed in Section 35.A. in our contract is based on the June - June CPI-U. The contract requires that the prior year disposal fee component amount be subtracted first, the remaining amount is then multiplied times 1 plus the CPI percent change June – June.  
The CPI percent change this year is 2.7%.
- **Recycling Commodities Surcharge** decrease from 1.33% to a 0.07% **Refund**

Rate Examples (taxes not included):

Garbage Service Level	Pickup Frequency	Current Rate 3-1-25	Proposed Rate 3-1-26	Adjustment Amount	Adjustment Percent	Recy. Comm. Refumd 0.07%
12 gal garbage cart	1 x per week	\$22.71	\$23.47	\$0.76	3.3%	\$0.02
24 gal garbage cart	Every other week	\$21.09	\$21.7	\$0.70	3.3%	\$0.02
64 gal garbage cart	Every other week	\$37.95	\$39.27	\$1.32	3.5%	\$0.03
1 yd container	1 x per week	\$132.39	\$137.51	\$5.12	3.9%	\$0.47

Please contact us with any questions you may have regarding this. Thank you.

Sincerely,

Michael Gruener  
Asst. General Manager  
Westside Disposal

PierceCountyWa.gov/PPW

**Josh Diekmann** - Director

October 27, 2025

Adam Balogh, Division Vice President  
Pierce County Recycling Composting and Disposal LLC d/b/a LRI  
17925 Meridian Street East  
Puyallup, WA 98378

*Sent via email – a paper copy will not follow*

**Subject: 2026-2027 Solid Waste Tipping Fees and Rate Setting Guidelines**

Dear Mr. Balogh:

On behalf of Pierce County Executive Ryan Mello, on August 29, 2025, I notified the County Council, by letter, of a proposed solid waste tipping fee increase. This proposal, prepared jointly by the Department and PCRCD dba LRI (the Company) and authorized by the County Executive, contained an increase of \$10.33 per ton for a new tipping fee of \$195.32 per ton effective March 1, 2026.

Paragraph 16.11 of the Waste Handling Agreement outlines the Council's review process:

"...the County Council may hold a public hearing regarding the consistency of the proposed increase with the terms of this Agreement. If the County Council objects to the proposed increase on the grounds that the proposed increase is inconsistent with the terms of the Agreement, and such objection occurs within thirty (30) calendar days of receiving the County Executive's report, the County Council may request the County Executive and the Company to withdraw and resubmit the proposal."

The Pierce County Council took no action in response to the rate change.

The 2026-27 rate proposal is approved as submitted.

Please contact me if you have any questions.

Respectfully,



Chris Brown  
Acting Solid Waste Administrator

Attachment: 2026 Rate Setting Guidelines

cc: Josh Diekmann, Director, Planning and Public Works  
Lauren Flemister, Deputy Director, Planning and Public Works  
Brandon Smith, Deputy Director, Planning and Public Works  
Julie Demuth, Director, Finance Department  
Nancy Campbell, Business and Financial Operations Manager, Planning and Public Works  
Hugh Taylor, Senior Legislative Analyst, Pierce County Council  
Amanda Ringer, Environmental Project Coordinator, Planning and Public Works  
Dan Watts, Environmental Project Coordinator, Planning and Public Works  
Russell Cole, Environmental Project Coordinator, Planning and Public Works  
Brian Holden, University Place Refuse

# CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE

## June 2025

(All items indexes. 1982-84=100 unless otherwise noted. Not seasonally adjusted.)

MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		1 Month ending				Year ending		1 Month ending
	Jun 2024	May 2025	Jun 2025	May 2025	Jun 2025	Jun 2025	Jun 2024	May 2025	Jun 2025	May 2025	Jun 2025	Jun 2025
U. S. City Average.....	314.175	321.465	322.561	2.4	2.7	0.3	308.054	314.839	315.945	2.2	2.6	0.4
West.....	333.662	342.343	342.613	2.4	2.7	0.1	325.134	333.912	334.121	2.4	2.8	0.1
West – Size Class A <sup>1</sup> .....	343.880	352.391	353.027	2.3	2.7	0.2	331.509	340.412	340.905	2.4	2.8	0.1
West – Size Class B/C <sup>2</sup> .....	194.203	199.541	199.465	2.5	2.7	0.0	195.915	201.241	201.199	2.4	2.7	0.0
Mountain <sup>3</sup> .....	131.561	134.041	134.097	1.7	1.9	0.0	132.797	135.039	135.248	1.3	1.8	0.2
Pacific <sup>3</sup> .....	128.979	132.702	132.826	2.7	3.0	0.1	129.784	133.761	133.802	2.8	3.1	0.0
Los Angeles-Long Beach-Anaheim, CA.....	332.357	343.010	343.024	3.0	3.2	0.0	319.531	330.389	330.140	3.1	3.3	-0.1
BI-MONTHLY DATA (Published for odd months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		2 Months ending				Year ending		2 Months ending
	May 2024	Mar 2025	May 2025	Mar 2025	May 2025	May 2025	May 2024	Mar 2025	May 2025	Mar 2025	May 2025	May 2025
Riverside-San Bernardino-Ontario, CA <sup>3</sup> .....	133.943	136.511	137.456	2.5	2.6	0.7	134.967	137.608	138.756	2.6	2.8	0.8
San Diego-Carlsbad, CA.....	372.858	384.880	387.006	3.8	3.8	0.6	354.216	364.528	366.331	3.6	3.4	0.5
Urban Hawaii.....	340.521	346.816	349.555	2.6	2.7	0.8	339.564	346.075	348.793	2.5	2.7	0.8
BI-MONTHLY DATA (Published for even months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		2 Months ending				Year ending		2 Months ending
	Jun 2024	Apr 2025	Jun 2025	Apr 2025	Jun 2025	Jun 2025	Jun 2024	Apr 2025	Jun 2025	Apr 2025	Jun 2025	Jun 2025
Phoenix-Mesa-Scottsdale, AZ <sup>4</sup> .....	185.108	185.077	185.525	0.3	0.2	0.2	184.059	184.146	184.703	0.0	0.3	0.3
San Francisco-Oakland-Hayward, CA.....	351.064	355.707	356.460	1.3	1.5	0.2	345.789	352.077	352.456	1.6	1.9	0.1
Seattle-Tacoma-Bellevue, WA.....	354.824	359.400	364.344	1.7	2.7	1.4	348.323	352.704	357.780	1.6	2.7	1.4
Urban Alaska.....	267.559	271.358	271.728	1.6	1.6	0.1	265.787	268.386	268.786	1.7	1.1	0.1

1 Population over 2,500,000    2 Population 2,500,000 and under, Dec 1996 = 100    3 Dec 2017=100    4 Dec 2001=100

**NOTE:** In January 2018, BLS introduced a new geographic area sample for the Consumer Price Index (CPI): [www.bls.gov/regions/west/factsheet/2018cpirevisionwest.pdf](http://www.bls.gov/regions/west/factsheet/2018cpirevisionwest.pdf)

1967=100 base year indexes and tables with semiannual and annual average data are available at: [www.bls.gov/regions/west/factsheet/consumer-price-index-data-tables.htm](http://www.bls.gov/regions/west/factsheet/consumer-price-index-data-tables.htm)

Release date July 15, 2025. The next release date is scheduled for August 12, 2025. For questions, please contact us at BLSinfoSF@bls.gov or (415) 625-2270.



City of Fircrest - Westside Disposal Contract

Schedule 1. - Rate Worksheet 3-1-26

												CPI Adjustment					
												CPI		2.70%			
												x Factor		100.00%			
Garbage, Recycling and Yard Waste Collection						Disposal Fee 3/1/25				Adjustment		2.70%		Disposal Fee 3/1/26			
				Monthly				Less LRI		Basis Rates						Monthly	
				Base				Disposal Fee		for		WA State B&O Tax Increase				Tip Fee	
				Rates				Component		Annual		CPI-U June-June				Component	
				Without				\$ 184.99		Rate		Seattle-Tacoma-Bellevue				\$ 195.32	
				Taxes*		B&O Tax		1.50%		Adjustment		Effective rate		0.000%		B&O Tax 1.75%	
				Effective		1.781%		\$ 3.29								1.781%	
				3/1/2025		Total		\$ 188.28								Total	
								per Ton								\$ 3.48	
								3/1/2025								per ton	
																3/1/2026	

## Schedule 1. - Rate Worksheet 3-1-26

## Garbage, Recycling and Yard Waste Collection

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## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:** Alameda Avenue West Sidewalk Project Construction Management Contract

**ITEM:** 13A

**DATE:** February 10, 2026

**FROM:** Tyler Bemis, Public Works Director

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**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to execute a Professional Services Agreement with Psomas for construction management services for the Alameda Avenue West Sidewalk Project.

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**PROPOSAL:** The Council is being asked to authorize the City Manager to execute a Professional Services Agreement with Psomas to provide construction management services for the Alameda Avenue West Sidewalk Project. Services will include project management, construction observation, inspection, and contract administration throughout the construction phase of the project.

**FISCAL IMPACT:** The estimated cost for construction management services is \$44,270, as detailed in Exhibit B. This project is funded by the Transportation Improvement Board (TIB), with construction management costs included within the allowable 30 percent of total construction costs. The City will maintain a local match obligation of up to \$105,861 for eligible project costs, with a maximum project grant amount of \$352,080.

**ADVANTAGE:** Having a dedicated construction management representative on site throughout construction helps mitigate risk, ensures consistency in quality control, and supports accurate reporting and contract administration.

**DISADVANTAGES:** None identified.

**ALTERNATIVES:** None.

**HISTORY:** The west side of Alameda Avenue between Cypress Point and Emerson Street is currently unimproved gravel, which presents accessibility and mobility challenges. This project supports the City's ongoing efforts to improve non-motorized and pedestrian infrastructure and is included in the City's 6-Year Transportation Improvement Plan.

The City Council approved acceptance of the TIB funding on December 10, 2024, and awarded the design contract to Psomas on March 25, 2025. TIB approved the final design for advertisement on November 5, 2025, and on January 13, 2026, the Council approved the construction bid award to Flowline, LLP.

**ATTACHMENTS:** [Resolution](#)  
[Professional Services Agreement](#)  
[Exhibit A – Scope of Work](#)  
[Cost Computation](#)

**CITY OF FIRCREST  
RESOLUTION NO. \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AUTHORIZING THE CITY  
MANAGER TO EXECUTE A PROFESSIONAL SERVICES  
AGREEMENT WITH PSOMAS FOR CONSTRUCTION  
MANAGEMENT SERVICES FOR THE ALAMEDA AVENUE  
WEST SIDEWALK PROJECT.**

**WHEREAS**, the City of Fircrest identified the Alameda Avenue West Sidewalk Project in the City's Six-Year Transportation Improvement Plan; and

**WHEREAS**, the City was awarded a cost-sharing grant from the Washington State Transportation Improvement Board (TIB) for the Alameda Avenue West Sidewalk Project in the amount of \$352,080, including a local match of up to \$105,861; and

**WHEREAS**, the City of Fircrest desires to enter into a Professional Services Agreement with Psomas for construction management services for the Alameda Avenue West Sidewalk Project in the amount of \$44,270;

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

**Section 1.** The City Manager is hereby authorized and directed to execute a Professional Services Agreement with Psomas in the amount of \$44,270 for construction management services for the Alameda Avenue West Sidewalk Project.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON**, at a regular meeting thereof this 10th day of February 2026.

**APPROVED:**

\_\_\_\_\_  
Nikki Bufford, Mayor

**ATTEST:**

\_\_\_\_\_  
Arlette Burkhardt, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Joanna Eide, City Attorney

**CITY OF FIRCREST  
PROFESSIONAL SERVICES AGREEMENT**

THIS PROFESSIONAL SERVICES AGREEMENT, hereinafter referred to as "Agreement," is entered into this 10th day of February 2026, by and between the City of Fircrest, a political subdivision of the State of Washington, and hereinafter referred to as the "City" and Psomas, hereinafter referred to as "Consultant," collectively "Parties."

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

1. **PROJECT DESIGNATION.** The Consultant is retained by the City to perform Construction Management services in connection with the project designated as the Alameda Avenue West Sidewalk Project, hereinafter referred to as "Project."
2. **SCOPE OF SERVICES.** The Consultant agrees to perform in a good and professional manner the tasks described in Exhibit A - Scope of Work, attached hereto and incorporated herein by this reference. The Consultant agrees to perform the services, including the provision of all labor, materials, equipment, and supplies as identified in Exhibit A. The Consultant shall perform the services as an independent contractor and shall not be deemed, by virtue of this Agreement and the performance thereof, to have entered into any partnership, joint venture, employment, or other relationship with the City.
3. **TERMS OF AGREEMENT.** Notwithstanding the date of execution hereof, this Agreement shall be in full force and effect for a period commencing February 11th, 2026, and ending upon final completion of the project. Either party may terminate this Agreement upon thirty (30) days' written notice to the other party
4. **PAYMENT.** Upon receipt of an invoice from the Consultant, progress payments may be made monthly for work completed. Each invoice shall itemize, by site and date, the work performed. The total cost for services shall not exceed \$44,270.00 without written modification of this Agreement signed by the City. Tax is not applicable to Public Works roadway projects.
5. **ASSIGNMENT.** The Consultant shall not sublet or assign any of the services covered by this Agreement without the express written consent of the City.
6. **COMPLIANCE WITH CITY POLICY.** The Consultant shall comply with approved City policies concerning the administration of City-owned property, and the provisions of the policy shall have the same force and effect as provisions of this agreement to the extent not inconsistent herewith.
7. **COMPLIANCE WITH LAWS.** The Consultant shall be duly licensed and shall comply with all applicable laws, ordinances, and codes of the Federal, State, and local governments. Per [Fircrest Municipal Code 5.04.020](#), the Consultant agrees to obtain a City of Fircrest business license prior to performing any work pursuant to this Agreement.
8. **CONFIDENTIALITY OF INFORMATION.** All information and data furnished to the Consultant by the City, and all other documents to which the Consultant's employees have access during the term of the Agreement, shall be treated as confidential to the City. Any oral or written disclosure to unauthorized individuals is prohibited.

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

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

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

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

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

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

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

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

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

<i>Notice to the City of Fircrest shall be sent to:</i>	<i>Notice to the Consultant shall be sent to:</i>
City of Fircrest Attn: Tyler Bemis 115 Ramsdell Street Fircrest, WA 98466 Phone: 253-564-8900 E-Mail: tbemis@cityoffircrest.net	Psomas Attn: Dane Yamane, PE 2502 Jefferson Avenue Tacoma, WA 98402 Phone: 206-286-1640 E-Mail: dane.yamane@psomas.com



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

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

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

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

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

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

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

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



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

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

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

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

**CITY OF FIRCREST**

**PSOMAS**

By: \_\_\_\_\_  
Dawn Masko, City Manager

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**APPROVED AS TO FORM:**

**ATTEST:**

By: \_\_\_\_\_  
Joanna Eide, City Attorney

By: \_\_\_\_\_  
Arlette Burkhart, City Clerk

**Construction Management Services**  
**Scope of Work**  
**January 2026**  
**City of Fircrest**  
**Alameda Ave. West Sidewalk Extension**

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This work will provide construction management services for the construction contract to complete the Alameda Ave. West Sidewalk Extension (hereinafter called Project). These services will include project management, limited construction observation, and contract administration during the construction of the project, as detailed below. Psomas (Consultant) will provide to the City of Fircrest, Washington (City) construction management for the project. A detailed scope is:

**I. INTRODUCTION**

The following scope of services and associated costs are based upon the assumptions outlined below.

**General Assumptions:**

- The proposed project team will include one part-time resident engineer, and part-time construction observer during construction activities when unit price work is being performed. Services for materials testing, and other supporting tasks as deemed necessary will be provided by the City under separate contract.
  - The level of service is based on project duration of approximately **40 working days**.
  - It is anticipated that the client will review and execute the insurance, bonds, and the Construction Contract.
  - If material testing is required, the City shall contract with a third-party material testing lab.
  - Services will be performed in accordance with the Contract plans & special provisions, the WSDOT Construction Manual, and the Client engineering standards.
  - Client/Field Office: There are no provisions for a field office for this project. All project files shall be kept at Psomas.
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## II. SCOPE OF WORK

The objective and purpose of this Construction Management Services Agreement is for the Consultant to assist the City in successfully completing the construction of the proposed improvements.

### TASK 1 – MANAGEMENT/COORDINATION/ADMINISTRATION

Provide overall project management, coordination with the client, monthly progress reports, and invoicing. This effort will include the following elements.

- 1.1 Organize and layout work for project staff. Prepare project instructions on contract administration procedures to be used during construction.
- 1.2 Review monthly expenditures and CM team scope activities. Prepare and submit project progress letters to the client along with invoices describing CM services provided each month. Prepare and submit reporting required by funding source.

#### *Deliverables*

- Three Monthly invoices

### TASK 2 – PRECONSTRUCTION SERVICES

**2.1 Preconstruction Conference:** The Consultant's Engineer of Record and inspector will attend the preconstruction conference.

#### **2.2 Construction Start-up:**

- Construction observer will conduct in field review of construction documents, complete Preconstruction photos.
- Document Control Specialist will prepare Electronic Files, ROM, and Draft Pre-construction Agenda.

#### *Deliverables*

- Attendance at Pre-construction meeting
- Pre-construction Photos
- Draft Pre-construction Agenda and meeting minutes
- ROM

## EXHIBIT A

### TASK 3 – CONSTRUCTION MANAGEMENT

**3.1 Project Coordination:** Liaison with Contractor, City of Fircrest, Engineer, and utilities to discuss project issues and status.

- **Material Testing - Documentation:** Compiling, recording, and distribution of any testing reports.
- **Weekly Meetings:** Psomas Lead weekly meetings, including preparation of agenda, meeting minutes, and distribution of minutes to attendees. Outstanding issues to be tracked on a weekly basis.
- **Certified Payroll:** Certified payroll will not be verified unless required to validate force account work.
- **Subcontractor Documentation:** Request to Sublets will be verified and logged. This includes verifying business licensing, reviewing insurance documentation, verifying client business licensing, Intent to Pay Prevailing Wage and Affidavit of Wages Paid.
- **Project Closeout:** Transfer all project documents to the client for permanent storage. All documents and pictures will be provided electronically.
- **Submittals:** The Consultant will coordinate review process for shop drawings, samples, traffic control plans, test reports, and other submittals from the Contractor for compliance with the contract documents. Key submittals to be transmitted to the City for their review and approval. Submittals shall be logged and tracked by the Consultant.
- **Request for Information (“RFI”):** Consultant will review and respond to RFIs. RFIs shall be logged and tracked.
- **Record of Materials (“ROM”):** The Consultant will prepare and maintain Record of Materials.
- **Change Orders:** All change orders must be authorized by the Client prior to issuance to the Contractor. Develop change orders, provide technical assistance to negotiate change orders, and assist in resolution of disputes that may occur during the course of the project. Each change order will be executed and contain the following:
  - Change Order
  - Independent Cost Estimate (not required)
  - Time Impact Analysis (Not required)
  - Contractor’s Pricing
  - Verbal Approval Memo
  - Back up documentation
- **Field Work Directives:** Prepare field work directives as necessary to keep the Contractor on schedule
- **Minor Change Orders:** Assist City in developing minor change orders. Each minor change order will be executed and contain the following:
  - Independent Cost Estimate (not required)
  - Back up documentation
- **Force Account:** Assist City in tracking Contractor force account labor, equipment, and materials. All force account calculations will be verified by the City.

**3.2 Monthly Pay Requests:** Prepare monthly requests for payment, review with the Client, Contractor, and approve as permitted. Utilize Client provided format for pay estimates, or Consultant format.

#### *Assumptions*

- It is assumed that upon Physical Completion of this project the Consultant’s obligation of this scope shall be met and all documentation for the project shall be turned over to the City of Fircrest.

## EXHIBIT A

### *Deliverables*

- Submittal log
- RFI Log
- Change Order(s)
- Change Management Log
- RFI Log
- Record of Material
- Minor Change Order(s)
- Force Account Records

### **TASK 4 – CONSTRUCTION OBSERVATION**

**4.1** The Consultant will only provide construction observation for the measurement and payment of bid item work after completion of the work. The City shall provide necessary personnel to check contractor's daily progress.

### *Assumptions:*

- Consultant will provide observation services only for measurement and payment of bid item work after installation.
- City shall verify work on a daily basis to ensure construction requirements are meeting Contract requirements.

### *Deliverables*

- Field note records for measurement of bid item work

### **TASK 5 – Project Closeout**

- Upon substantial completion of work, coordinate with the Client to perform a project inspection and develop a comprehensive list of deficiencies or 'punch list' of items to be completed. A punch list will be prepared by the Consultant.
- Confirm that Affidavits of Wages Paid have been filed for prime and subs.
- Issue final contract voucher.
- Deliver files to City of Fircrest.

### **ADDITIONAL SERVICES**

Additional services requested by the Client, will be performed only when authorized by the Client. At the time these services are required, the Consultant shall provide a detailed scope of work and an estimate of costs. The Consultant shall not proceed with the work until the client has authorized the work and issued a notice to proceed.

EXHIBIT B  
PRIME CONSULTANT COST COMPUTATIONS

Client:  
Project Name:  
Psomas Project Number:  
40 working days + 2 week startup and 4 weeks closeout

City of Fircrest  
Alameda Sidewalk Extension  
9FIR010400

Date:

1/8/2026

Task No.	Task Description	Labor Hour Estimate						Hours	Total Hours and Labor Cost Computations by Task
		Principal	Construction Manager	Senior Resident Engineer	Document Control Specialist I	Document Control Specialist III	Office Admin		
		318	216	203	126	167	121		
								Hours	Totals
Task 1 - MANAGEMENT / COORDINATION / ADMINISTRATION									
1.1	Project Management and Administrative Services		3				2	5	\$ 890.00
1.2	Prepare, review and submit monthly expenditures							0	\$ -
Task Total		0	3	0	0	0	2	5	\$ 890.00
Task 2 - Administrative Services up to Contractor Notice to Proceed (NTP) (2 Weeks)									
2.1	Precon Meeting			2	2			4	\$ 658.00
2.2	PreCon Photos			2				2	\$ 406.00
2.3	Review Plans and Specs			8				8	\$ 1,624.00
2.4	Prepare Hard and Electronic Files				2			2	\$ 252.00
2.5	Prepare ROM				3			3	\$ 378.00
2.6	Prepare PreCon Agenda				3			3	\$ 378.00
2.7	Prepare Templates				4			4	\$ 504.00
2.8	Utility Coordination							0	\$ -
Task Total		0	0	12	14	0	0	26	\$ 4,200.00
Task 3 - Construction Management (CM) and Administrative Services. NTP to Project Closeout. (40 Working Days)									
3.1	Construction Management Office Support		10	80	40	10		140	\$ 25,110.00
3.2	Pay Estimates			10	20			30	\$ 4,550.00
Task Total		0	10	90	60	10	0	170	\$ 29,660.00
Task 4 - Provide Field Inspection for Measurement and Payment									
4.1	Construction Measurement and Payment			16				16	\$ 3,248.00
Task Total		0	0	16	0	0	0	16	\$ 3,248.00
Task 5 - Project Closeout (4 Weeks)									
5.1	Construction Management Office Support			16	20			36	\$ 5,768.00
5.2	Prepare Documentation to Deliver to City				4			4	\$ 504.00
Task Total		0	0	16	24	0	0	40	\$ 6,272.00
Total Labor Hours and Fee		0	2,808	27,202	12,348	1,670	242	257	\$ 44,270.00

		\$	-
Subconsultants			
	Subtotal	\$	-
	Administrative Charge (5%)	\$	-
	Total Subconsultant Expense	\$	-
Reimbursable Direct Non-Salary Costs			
	Mileage at current IRS rate		
	Reproduction Allowance	\$	-
	Total Reimbursable Expense	\$	-
	Management Reserve	\$	-
	Total Estimated Budget	\$	44,270.00