

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

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

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

Pg.#

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
- 5. CITY MANAGER COMMENTS**
- 6. DEPARTMENT HEAD COMMENTS**
- 7. COUNCILMEMBER COMMENTS**
- 8. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA** (If you would like to make a public comment, you may speak at the appropriate time using the raise your hand feature or by pressing *9 on your phone.)
- 9. COMMITTEE, COMMISSION & LIAISON REPORTS**
 - A. Administration
 - B. Built Environment, Planning, and Building
 - C. Finance and Information Technology
 - D. Pierce Transit
 - E. South Sound Housing Affordability Partners
 - F. Other Reports
- 10. CONSENT CALENDAR**
 - A. Approval of [vouchers](#)/payroll checks 2
 - B. [Fircrest Golf Club Liquor License Renewal](#) 14
There were no objections registered for the approval of this liquor license application.
 - C. Approval of Minutes: [February 24, 2026, Regular Meeting](#) 15
- 11. PUBLIC HEARING**
 - A. [To receive comments on the Stormwater Management Program Plan](#) 20
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
 - A. [Resolution: Interlocal Agreement with the City of University Place for 44th Street West Improvements](#) 69
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**
- 16. ADJOURNMENT**

Join the Zoom Meeting: *Dial-in Information: 1-253-215-8782 Webinar ID: 893 2632 0657 Password: 848037*

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| 37216 | 02/20/2026 | 03/10/2026 | 10562 Amazon Capital Services | 32.58 | Trailer Wheel Lock for Police Speed Trailer |
| | 521 22 35 00 | Small Tools & Equip - Police | 001 000 521 General Fund | 32.58 | Trailer Wheel Lock for Police Speed Trailer |
| 37299 | 03/03/2026 | 03/10/2026 | 10562 Amazon Capital Services | 1,642.59 | SAA 2129-2131: Samsung Galazy Tablets (Qty 3) |
| | 531 50 35 00 | Small Tools & Equip - Storm | 415 000 531 Storm Drain | 410.65 | SAA 2129-2131: Samsung Galazy Tablets (Qty 3) |
| | 534 80 35 00 | Small Tools & Equip - Water | 425 000 534 Water Fund (dep | 410.65 | SAA 2129-2131: Samsung Galazy Tablets (Qty 3) |
| | 535 80 35 00 | Small Tools & Equip - Sewer | 430 000 535 Sewer Fund (dep | 410.65 | SAA 2129-2131: Samsung Galazy Tablets (Qty 3) |
| | 542 30 35 00 | Small Tools & Equip - Street | 101 000 542 City Street Fund | 410.64 | SAA 2129-2131: Samsung Galazy Tablets (Qty 3) |
| 37312 | 03/03/2026 | 03/10/2026 | 10562 Amazon Capital Services | 29.28 | Driver's Vehicle Inspection Report Book (10-pk) for Senior Bus |
| | 571 10 41 00 | Senior Trips | 001 000 571 General Fund | 29.28 | Driver's Vehicle Inspection Report Book (10-pk) for Senior Bus |
| Total Amazon Capital Services | | | | 1,704.45 | |
| 37218 | 02/20/2026 | 03/10/2026 | 8780 Braaksma, Margaret | 78.00 | Library Reimbursement - 1 Year |
| | 572 21 49 00 | Library Services | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |
| 37233 | 02/24/2026 | 03/10/2026 | 4278 Budget Batteries Inc | 143.33 | Battery for Police Speed Trailer |
| | 548 65 48 08 | O & M - Police | 501 000 548 Equipment Rent | 143.33 | Battery for Police Speed Trailer |
| 37230 | 02/24/2026 | 03/10/2026 | 6018 Canon Financial Services Inc | 194.54 | Police Copier/Fax - February 2026 |
| | 521 22 45 00 | Oper Rentals - Copier - Polic | 001 000 521 General Fund | 17.85 | Police Copier/Fax Tax - February 2026 |
| | 591 21 70 22 | Lease Payments - Police | 001 000 591 General Fund | 176.69 | Police Copier/Fax Rental - February 2026 |
| 37321 | 03/04/2026 | 03/10/2026 | 10296 CodePros, LLC | 3,852.68 | Building Official/Inspection Services - October-December 2025 |
| | 524 20 41 01 | Bldg Inspec/Plan Review | 001 000 524 General Fund | 3,852.68 | Building Official/Inspection Services - October-December 2025 |
| 37274 | 03/02/2026 | 03/10/2026 | 8188 Comcast Business Communications LLC | 470.68 | Internet Access Fee - March 2026 |
| | 518 81 42 00 | Communication/Internet - I/ | 001 000 518 General Fund | 470.68 | Internet Access Fee - March 2026 |
| 37231 | 02/24/2026 | 03/10/2026 | 3573 Copiers Northwest Inc | 71.27 | Printer Usage 12/28/25-01/28/26 |
| | 521 22 45 00 | Oper Rentals - Copier - Polic | 001 000 521 General Fund | 71.27 | Printer Usage 12/28/25-01/28/26 |
| 37221 | 02/20/2026 | 03/10/2026 | 3589 Databar Inc | 1,780.16 | Town Topics Newsletter - December 2025 |

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| 518 10 49 01 | Town Topics/Citizen Commu | | 001 000 518 General Fund | 1,780.16 | Town Topics Newsletter - December 2025 |
| 37267 | 02/27/2026 | 03/10/2026 | 11040 Delorenzo, Teresa | 78.00 | Library Reimbursement - 1 Year |
| 572 21 49 00 | Library Services | | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |
| 37240 | 02/24/2026 | 03/10/2026 | 8543 Enviro-Clean Equipment, Inc. | 6,767.66 | #68057D Annual Maintenance & Repairs, Hydraulic Leak Repair, Replace Holding Tank Spray System, Repair Check Engine Light Issue and Repair Leak on Low Pressure Hose Reel |
| 548 65 48 12 | O & M - Street | | 501 000 548 Equipment Rent: | 845.95 | #68057D Annual Maintenance & Repairs, Hydraulic Leak Repair, Replace Holding Tank Spray System, Repair Check Engine Light Issue and Repair Leak on Low Pressure Hose Reel |
| 548 65 48 13 | O & M - Storm | | 501 000 548 Equipment Rent: | 845.96 | #68057D Annual Maintenance & Repairs, Hydraulic Leak Repair, Replace Holding Tank Spray System, Repair Check Engine Light Issue and Repair Leak on Low Pressure Hose Reel |
| 548 65 48 14 | O & M - Water/Sewer | | 501 000 548 Equipment Rent: | 5,075.75 | #68057D Annual Maintenance & Repairs, Hydraulic Leak Repair, Replace Holding Tank Spray System, Repair Check Engine Light Issue and Repair Leak on Low Pressure Hose Reel |
| 37311 | 03/03/2026 | 03/10/2026 | 8543 Enviro-Clean Equipment, Inc. | 336.70 | #68057D Debris Containment Float Arm Replacement |
| 548 65 48 12 | O & M - Street | | 501 000 548 Equipment Rent: | 42.09 | #68057D Debris Containment Float Arm Replacement |
| 548 65 48 13 | O & M - Storm | | 501 000 548 Equipment Rent: | 42.08 | #68057D Debris Containment Float Arm Replacement |
| 548 65 48 14 | O & M - Water/Sewer | | 501 000 548 Equipment Rent: | 252.53 | #68057D Debris Containment Float Arm Replacement |
| | | | Total Enviro-Clean Equipment, Inc. | 7,104.36 | |
| 37243 | 02/25/2026 | 03/10/2026 | 10647 Erickson-Deaton, Jeanne | 78.00 | Library Reimbursement - 1 Year |
| 572 21 49 00 | Library Services | | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |
| 37215 | 02/20/2026 | 03/10/2026 | 3638 Fircrest Golf Club | 1,408.12 | Land Rental for Water Tank on Golf Course Property - March 2026 |
| 591 34 70 00 | Lease Payments - Water Adr | | 425 000 591 Water Fund (dep | 1,408.12 | Land Rental for Water Tank on Golf Course Property - March 2026 |
| 37224 | 02/20/2026 | 03/10/2026 | 10618 First Responder Outfitters, Inc. | 154.40 | Uniform Alterations - J Castaneda |

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| 521 22 49 01 | Uniforms/Clothing/Laundry | | 001 000 521 General Fund | 154.40 | Uniform Alterations - J Castaneda |
| 37247 | 02/26/2026 | 03/10/2026 | 8046 Goncharova, Natalya | 130.00 | Russian Interpreting (2 hrs) 25CR4107 |
| 512 51 41 03 | Prof Svcs - Interpreter - FMC | | 001 000 512 General Fund | 130.00 | Russian Interpreting (2 hrs) 25CR4107 |
| 37220 | 02/20/2026 | 03/10/2026 | 3668 Gray Lumber Company Inc | 236.92 | Wood for Picnic Tables at Fircrest Park (Qty 30 2x6 8' Pieces) |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 236.92 | Wood for Picnic Tables at Fircrest Park (Qty 30 2x6 8' Pieces) |
| 37270 | 02/27/2026 | 03/10/2026 | 3668 Gray Lumber Company Inc | 268.51 | Wood for Picnic Tables at Fircrest Park (Qty 34 2x6 8' Pieces) |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 268.51 | Wood for Picnic Tables at Fircrest Park (Qty 34 2x6 8' Pieces) |
| Total Gray Lumber Company Inc | | | | 505.43 | |
| 37331 | 03/05/2026 | 03/10/2026 | 6774 Greenleaf Landscaping 1 Inc | 8,131.72 | Monthly Landscape Service - January 2026 |
| 518 30 41 01 | Contract Maintenance | | 001 000 518 General Fund | 3,659.27 | Monthly Landscape Service - January 2026 |
| 542 80 48 00 | Street Tree Maintenance (co | | 101 000 542 City Street Fund | 1,463.71 | Monthly Landscape Service - January 2026 |
| 542 80 49 03 | Beautification Services (cont | | 101 000 542 City Street Fund | 3,008.74 | Monthly Landscape Service - January 2026 |
| 37332 | 03/05/2026 | 03/10/2026 | 6774 Greenleaf Landscaping 1 Inc | 8,131.72 | Monthly Landscape Service - February 2026 |
| 518 30 41 01 | Contract Maintenance | | 001 000 518 General Fund | 3,659.27 | Monthly Landscape Service - February 2026 |
| 542 80 48 00 | Street Tree Maintenance (co | | 101 000 542 City Street Fund | 1,463.71 | Monthly Landscape Service - February 2026 |
| 542 80 49 03 | Beautification Services (cont | | 101 000 542 City Street Fund | 3,008.74 | Monthly Landscape Service - February 2026 |
| 37333 | 03/05/2026 | 03/10/2026 | 6774 Greenleaf Landscaping 1 Inc | 8,131.72 | Monthly Landscape Service - March 2026 |
| 518 30 41 01 | Contract Maintenance | | 001 000 518 General Fund | 3,659.27 | Monthly Landscape Service - March 2026 |
| 542 80 48 00 | Street Tree Maintenance (co | | 101 000 542 City Street Fund | 1,463.71 | Monthly Landscape Service - March 2026 |
| 542 80 49 03 | Beautification Services (cont | | 101 000 542 City Street Fund | 3,008.74 | Monthly Landscape Service - March 2026 |
| Total Greenleaf Landscaping 1 Inc | | | | 24,395.16 | |
| 37320 | 03/04/2026 | 03/10/2026 | 10305 Gunderson Law Office PLLC | 12,500.00 | City of Fircrest - February 2026 |
| 515 41 41 03 | City Prosecutor | | 001 000 515 General Fund | 12,500.00 | City of Fircrest - February 2026 |
| 37284 | 03/02/2026 | 03/10/2026 | 10720 Hawthorne, Malcolm | 512.00 | Youth Basketball League Referee 01/24/26 - 02/15/26 |

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| 571 10 41 02 | Prof Svcs - Rec - Officiating | | 001 000 571 General Fund | 512.00 | Youth Basketball League Referee 01/24/26 - 02/15/26 |
| 37222 02/20/2026 | 03/10/2026 3692 | | Home Depot Credit Services | 106.84 | Stain for Picnic Tables at Fircrest Park |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 106.84 | Stain for Picnic Tables at Fircrest Park |
| 37223 02/20/2026 | 03/10/2026 3692 | | Home Depot Credit Services | 38.51 | Sand Paper for Park Benches |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 38.51 | Sand Paper for Park Benches |
| 37272 02/27/2026 | 03/10/2026 3692 | | Home Depot Credit Services | 14.49 | Wood for Picnic Tables in Park |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 14.49 | Wood for Picnic Tables in Park |
| 37273 02/27/2026 | 03/10/2026 3692 | | Home Depot Credit Services | 21.27 | Wood for Picnic Tables in Park |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 21.27 | Wood for Picnic Tables in Park |
| Total Home Depot Credit Services | | | | 181.11 | |
| 37313 03/03/2026 | 03/10/2026 4131 | | Humane Society - Tacoma | 1,437.18 | March 2026 Boarding Contract |
| 554 30 41 00 | Animal Control | | 001 000 554 General Fund | 1,437.18 | March 2026 Boarding Contract |
| 37242 02/24/2026 | 03/10/2026 7524 | | Hunt, David | 78.00 | Library Reimbursement - 1 Year |
| 572 21 49 00 | Library Services | | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |
| 37296 03/03/2026 | 03/10/2026 3776 | | Lemay Mobile Shredding | 82.63 | Shredding 02/2026 - Police |
| 521 22 49 00 | Miscellaneous - Police | | 001 000 521 General Fund | 82.63 | Shredding 02/2026 - Police |
| 37297 03/03/2026 | 03/10/2026 3776 | | Lemay Mobile Shredding | 52.81 | Shredding 2/2026 - PW |
| 531 50 49 00 | Miscellaneous - Storm | | 415 000 531 Storm Drain | 17.60 | Shredding 2/2026 - PW |
| 534 10 49 00 | Miscellaneous - Water Admi | | 425 000 534 Water Fund (dep | 17.60 | Shredding 2/2026 - PW |
| 535 10 49 00 | Miscellaneous - Sewer Admi | | 430 000 535 Sewer Fund (dep | 17.61 | Shredding 2/2026 - PW |
| 37298 03/03/2026 | 03/10/2026 3776 | | Lemay Mobile Shredding | 118.82 | Shredding 2/2026 - CH & Court |
| 512 51 49 00 | Miscellaneous - Court | | 001 000 512 General Fund | 59.41 | Shredding 2/2026 - Court |
| 514 23 49 00 | Miscellaneous - Finance | | 001 000 514 General Fund | 59.41 | Shredding 2/2026 - CH |
| Total Lemay Mobile Shredding | | | | 254.26 | |
| 37286 03/02/2026 | 03/10/2026 10459 | | Locke Systems Inc. | 4,954.50 | IT Managed Services - March 2026 (for February Services) |

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| 518 81 41 01 | Prof Svcs - I/S | | 001 000 518 General Fund | 4,954.50 | IT Managed Services - March 2026 (for February Services) |
| 37226 | 02/20/2026 | 03/10/2026 | 5766 Multicare Cntr of Occupational Medicine | 267.00 | DOT Exams - 01/12/26 - Marez |
| 531 50 20 01 | Contract Benefits - Storm | | 415 000 531 Storm Drain | 66.75 | DOT Exams - 01/12/26 - Marez |
| 534 10 20 01 | Contract Benefits - Wtr Adm | | 425 000 534 Water Fund (dep | 66.75 | DOT Exams - 01/12/26 - Marez |
| 535 10 20 01 | Contract Benefits - Sewer Ac | | 430 000 535 Sewer Fund (dep | 66.75 | DOT Exams - 01/12/26 - Marez |
| 542 30 20 01 | Contract Benefits - Street Re | | 101 000 542 City Street Fund | 66.75 | DOT Exams - 01/12/26 - Marez |
| 37282 | 03/02/2026 | 03/10/2026 | 11317 Murrell, Xavier | 120.00 | Youth Basketball League Referee 01/24/26-01/31/26 |
| 571 10 41 02 | Prof Svcs - Rec - Officiating | | 001 000 571 General Fund | 120.00 | Youth Basketball League Referee 01/24/26-01/31/26 |
| 37283 | 03/02/2026 | 03/10/2026 | 11317 Murrell, Xavier | 120.00 | Youth Basketball League Referee 02/07/26-02/14/26 |
| 571 10 41 02 | Prof Svcs - Rec - Officiating | | 001 000 571 General Fund | 120.00 | Youth Basketball League Referee 02/07/26-02/14/26 |
| Total Murrell, Xavier | | | | 240.00 | |
| 37316 | 03/03/2026 | 03/10/2026 | 4171 Narrows Market Inc. | 110.00 | Card Reader for Gas Not Working At Station - Vehicle #62855 |
| 548 65 31 11 | Gas - Parks/Rec | | 501 000 548 Equipment Rent: | 110.00 | Card Reader for Gas Not Working At Station - Vehicle #62855 |
| 37238 | 02/24/2026 | 03/10/2026 | 3898 Northwest Aerial Services | 12,098.82 | #60915D (2015 Sweeper) Maintenance & Repairs - Replace Headlight Switch, Repair Spray Tank Reservoir Sensor, Annual Maintenance Completed on Engine Motor & Sweeper Motor, Fan Repair |
| 548 65 48 13 | O & M - Storm | | 501 000 548 Equipment Rent: | 12,098.82 | #60915D (2015 Sweeper) Maintenance & Repairs - Replace Headlight Switch, Repair Spray Tank Reservoir Sensor, Annual Maintenance Completed on Engine Motor & Sweeper Motor, Fan Repair |
| 37239 | 02/24/2026 | 03/10/2026 | 3923 Orca Pacific Inc | 516.80 | Chlorine for Wells (100 gallons) |
| 534 80 31 03 | Oper Supplies - Chlorine | | 425 000 534 Water Fund (dep | 516.80 | Chlorine for Wells (100 gallons) |
| 37269 | 02/27/2026 | 03/10/2026 | 3929 Owen Equipment Company | 1,300.41 | 60915D (Sweeper) - Side Brooms (Qty 2), Brush Seal (Qty 2), Brush Holder (Qty 1) |

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| | 548 65 48 13 | O & M - Storm | 501 000 548 Equipment Rent | 1,300.41 | 60915D (Sweeper) - Side Brooms (Qty 2), Brush Seal (Qty 2), Brush Holder (Qty 1) |
| 37214 | 02/20/2026 | 03/10/2026 | 3959 PC Budget & Finance - Weeds | 306.69 | 2026 Noxious Weed Control - Conservation District (28 Parcels) |
| | 518 10 49 00 | Miscellaneous - Non Dept | 001 000 518 General Fund | 306.69 | 2026 Noxious Weed Control - Conservation District (28 Parcels) |
| 37275 | 03/02/2026 | 03/10/2026 | 10221 Petty Cash-ParksRec | 70.75 | Petty Cash Reimbursement - 03/10/26 |
| | 571 10 31 02 | Senior Program Supplies | 001 000 571 General Fund | 65.25 | Senior Morning Supplies |
| | 571 10 41 00 | Senior Trips | 001 000 571 General Fund | 5.50 | Senior Trip - Narrow's Bridge Toll |
| 37225 | 02/20/2026 | 03/10/2026 | 11309 Pierce, Frankie | 78.00 | Library Reimbursement - 1 Year |
| | 572 21 49 00 | Library Services | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |
| 37287 | 03/02/2026 | 03/10/2026 | 3986 Puget Sound Energy, BOT-01H | 252.54 | Natural Gas - Pool/Bathhouse - February 2026 |
| | 576 20 47 00 | Public Utility Services - Pool | 001 000 576 General Fund | 252.54 | Natural Gas - Pool/Bathhouse - February 2026 |
| 37288 | 03/02/2026 | 03/10/2026 | 3986 Puget Sound Energy, BOT-01H | 99.61 | Natural Gas - Rec Center - February 2026 |
| | 571 10 47 00 | Public Utility Services - Rec | 001 000 571 General Fund | 99.61 | Natural Gas - Rec Center - February 2026 |
| | | | Total Puget Sound Energy, BOT-01H | 352.15 | |
| 37279 | 03/02/2026 | 03/10/2026 | 11168 Robinson, Jaxon | 375.00 | Youth Basketball League Referee 01/18/26-02/14/26 |
| | 571 10 41 02 | Prof Svcs - Rec - Officiating | 001 000 571 General Fund | 375.00 | Youth Basketball League Referee 01/18/26-02/14/26 |
| 37217 | 02/20/2026 | 03/10/2026 | 8716 Rodney, Ayako | 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 |
| 37276 | 03/02/2026 | 03/10/2026 | 2230 Saalfeld, Jennifer | 78.00 | Library Reimbursement - 1 Year (Steve) |
| | 572 21 49 00 | Library Services | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year (Steve) |
| 37235 | 02/24/2026 | 03/10/2026 | 4035 Sarco Supply | 519.15 | Janitorial Supplies - Rec Bldg |
| | 571 10 31 04 | Janitorial Supplies - Rec Bldg | 001 000 571 General Fund | 519.15 | Janitorial Supplies - Rec Bldg |
| 37236 | 02/24/2026 | 03/10/2026 | 4035 Sarco Supply | 457.47 | Operating Supplies - City Hall |
| | 518 30 31 04 | Oper Supplies - CH | 001 000 518 General Fund | 457.47 | Operating Supplies - City Hall |

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| 37237 | 02/24/2026 | 03/10/2026 | 4035 Sarco Supply | 380.09 | Operating Supplies - PW Facilities |
| | 518 30 31 03 Oper Supplies - PWF | | 001 000 518 General Fund | 380.09 | Operating Supplies - PW Facilities |
| Total Sarco Supply | | | | 1,356.71 | |
| 37227 | 02/23/2026 | 03/10/2026 | 10341 Shivers, Trisha | 7.77 | 06-02250.2 - 1592 ESTATE PLACE |
| | 343 40 00 00 Sale Of Water | | 425 000 340 Water Fund (dep | -2.60 | |
| | 343 50 00 00 Sewer Revenues | | 430 000 340 Sewer Fund (dep | -5.17 | |
| 37264 | 02/27/2026 | 03/10/2026 | 11313 Sound Defenders, PLLC | 6,500.00 | Indigent Defense Services - January 2026 |
| | 515 41 41 00 Assigned Counsel | | 001 000 515 General Fund | 6,500.00 | Indigent Defense Services - January 2026 |
| 37265 | 02/27/2026 | 03/10/2026 | 11313 Sound Defenders, PLLC | 6,500.00 | Indigent Defense Services - February 2026 |
| | 515 41 41 00 Assigned Counsel | | 001 000 515 General Fund | 6,500.00 | Indigent Defense Services - February 2026 |
| 37334 | 03/06/2026 | 03/10/2026 | 11313 Sound Defenders, PLLC | 6,480.00 | Post Sentencing Reviews - January & February 2026 |
| | 515 41 41 00 Assigned Counsel | | 001 000 515 General Fund | 6,480.00 | Post Sentencing Reviews - January & February 2026 |
| Total Sound Defenders, PLLC | | | | 19,480.00 | |
| 37268 | 02/27/2026 | 03/10/2026 | 4084 Staples Business Advantage | 40.08 | Office Supplies - Central, First Aid Kit |
| | 518 10 34 01 Office & Oper Sup - Central | | 001 000 518 General Fund | 7.87 | Office Supplies - Central |
| | 518 10 35 00 Small Tools & Equip - Non C | | 001 000 518 General Fund | 32.21 | First Aid Kit |
| 37294 | 03/02/2026 | 03/10/2026 | 6661 Steele, Karnell | 1,800.00 | Refund for Utility Over Payment |
| | 343 10 00 00 Storm Drain Revenues | | 415 000 340 Storm Drain | -388.77 | Refund for Utility Over Payment |
| | 343 40 00 00 Sale Of Water | | 425 000 340 Water Fund (dep | -471.40 | Refund for Utility Over Payment |
| | 343 50 00 00 Sewer Revenues | | 430 000 340 Sewer Fund (dep | -939.83 | Refund for Utility Over Payment |
| 37300 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 52.42 | Linen Service 02/05/26 - Pool Party Room |
| | 576 20 49 02 Miscellaneous - Pool | | 001 000 576 General Fund | 52.42 | Linen Service 02/05/26 - Pool Party Room |
| 37301 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 52.42 | Linen Service 02/19/26 - Pool Party Room |
| | 576 20 49 02 Miscellaneous - Pool | | 001 000 576 General Fund | 52.42 | Linen Service 02/19/26 - Pool Party Room |
| 37302 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 119.69 | Linen Service 02/05/26 - Rec Center |
| | 518 30 48 01 Rep & Maint - Rec Bldg | | 001 000 518 General Fund | 119.69 | Linen Service 02/05/26 - Rec Center |

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| 37303 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 119.69 | Linen Service 02/19/26 - Rec Center |
| | 518 30 48 01 | Rep & Maint - Rec Bldg | 001 000 518 General Fund | 119.69 | Linen Service 02/19/26 - Rec Center |
| 37304 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 78.70 | Linen Service 02/12/26 - City Hall |
| | 518 30 48 02 | Rep & Maint - City Hall | 001 000 518 General Fund | 78.70 | Linen Service 02/12/26 - City Hall |
| 37305 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 78.70 | Linen Service 02/26/26 - City Hall |
| | 518 30 48 02 | Rep & Maint - City Hall | 001 000 518 General Fund | 78.70 | Linen Service 02/26/26 - City Hall |
| 37306 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 66.68 | Linen Service 02/12/26 - Public Works |
| | 518 30 48 03 | Rep & Maint - PW | 001 000 518 General Fund | 66.68 | Linen Service 02/12/26 - Public Works |
| 37307 | 03/03/2026 | 03/10/2026 | 4110 Superior Linen Service | 66.68 | Linen Service 02/26/26 - Public Works |
| | 518 30 48 03 | Rep & Maint - PW | 001 000 518 General Fund | 66.68 | Linen Service 02/26/26 - Public Works |
| | | | Total Superior Linen Service | 634.98 | |
| 37291 | 03/02/2026 | 03/10/2026 | 4328 Systems for Public Safety Inc | 626.20 | #66368D - 2018 Ford - LOF, Replace TMPM Sensors |
| | 548 65 48 08 | O & M - Police | 501 000 548 Equipment Rent | 626.20 | #66368D - 2018 Ford - LOF, Replace TMPM Sensors |
| 37290 | 03/02/2026 | 03/10/2026 | 9888 T-Mobile (Cell Phone Bill) | 1,254.31 | Cell Phones & Air Cards - 02/2026 |
| | 513 10 42 00 | Communication - Admin | 001 000 513 General Fund | 31.35 | City Manager 02/2026 |
| | 518 30 42 00 | Communication - Fac/Equip | 001 000 518 General Fund | 92.49 | Maint. Lead, 2 Workers 02/2026 |
| | 521 22 42 00 | Communication - Police | 001 000 521 General Fund | 656.88 | Police Officers, Chief and Air Cards 02/2026 |
| | 524 20 42 00 | Communication- Building | 001 000 524 General Fund | 15.42 | Community Development Dir. 02/2026 |
| | 531 50 42 00 | Communication - Storm | 415 000 531 Storm Drain | 79.73 | Public Works Crew, Director, PW Office Coord. 02/2026 |
| | 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 02/2026 |
| | 535 10 42 01 | Communication - Sewer Adr | 430 000 535 Sewer Fund (dep | 79.73 | Public Works Crew, Director, PW Office Coord. 02/2026 |
| | 542 30 42 00 | Communication - Street Reg | 101 000 542 City Street Fund | 79.72 | Public Works Crew, Director, PW Office Coord. 02/2026 |
| | 558 60 42 00 | Communication - Planning | 001 000 558 General Fund | 15.42 | Community Development Dir. 02/2026 |
| | 576 80 42 00 | Communication - Parks | 001 000 576 General Fund | 92.49 | P/R Director, Events, Maint. Worker 02/2026 |
| 37319 | 03/04/2026 | 03/10/2026 | 9888 T-Mobile (Cell Phone Bill) | 95.33 | JAMF Pro Monthly - 01/2026 |

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|--------------|----------------------------|------------|---------------------------------|--------|--|
| 518 10 42 00 | Communication - Non Dept | | 001 000 518 General Fund | 3.66 | Non Dept - 01/2026 - JAMF Pro Monthly |
| 518 30 42 00 | Communication - Fac/Equip | | 001 000 518 General Fund | 11.01 | Maint. Lead, 2 Workers - 01/2026 - JAMF Pro Monthly |
| 521 22 42 00 | Communication - Police | | 001 000 521 General Fund | 36.70 | Police Officers, Chief - 01/2026 - JAMF Pro Monthly |
| 524 20 42 00 | Communication- Building | | 001 000 524 General Fund | 1.83 | Community Development Dir. - 01/2026 - JAMF Pro Monthly |
| 531 50 42 00 | Communication - Storm | | 415 000 531 Storm Drain | 7.32 | Public Works Crew, Director, PW Office Coord. - 01/2026 - JAMF Pro Monthly |
| 534 10 42 00 | Communication - Water Adr | | 425 000 534 Water Fund (dep | 7.32 | Public Works Crew, Director, PW Office Coord. - 01/2026 - JAMF Pro Monthly |
| 535 10 42 01 | Communication - Sewer Adr | | 430 000 535 Sewer Fund (dep | 7.32 | Public Works Crew, Director, PW Office Coord. - 01/2026 - JAMF Pro Monthly |
| 542 30 42 00 | Communication - Street Reg | | 101 000 542 City Street Fund | 7.32 | Public Works Crew, Director, PW Office Coord. - 01/2026 - JAMF Pro Monthly |
| 558 60 42 00 | Communication - Planning | | 001 000 558 General Fund | 1.84 | Community Development Dir. - 01/2026 - JAMF Pro Monthly |
| 576 80 42 00 | Communication - Parks | | 001 000 576 General Fund | 11.01 | P/R Director, Events, Maint. Worker - 01/2026 - JAMF Pro Monthly |
| 37322 | 03/04/2026 | 03/10/2026 | 9888 T-Mobile (Cell Phone Bill) | 132.47 | JAMF Pro Monthly - 02/2026; Court, PW, City Hall Fax Lines - 01/2026 |
| 512 51 42 00 | Communication - Court | | 001 000 512 General Fund | 12.37 | Court Fax Line - 01/2026 |
| 518 10 42 00 | Communication - Non Dept | | 001 000 518 General Fund | 3.66 | Non Dept - 02/2026 - JAMF Pro Monthly |
| 518 10 42 00 | Communication - Non Dept | | 001 000 518 General Fund | 12.37 | City Hall Fax Line - 01/2026 |
| 518 30 42 00 | Communication - Fac/Equip | | 001 000 518 General Fund | 11.01 | Maint. Lead, 2 Workers - 02/2026 - JAMF Pro Monthly |
| 521 22 42 00 | Communication - Police | | 001 000 521 General Fund | 36.70 | Police Officers, Chief - 02/2026 - JAMF Pro Monthly |
| 524 20 42 00 | Communication- Building | | 001 000 524 General Fund | 1.83 | Community Development Dir. - 02/2026 - JAMF Pro Monthly |
| 531 50 42 00 | Communication - Storm | | 415 000 531 Storm Drain | 7.32 | Public Works Crew, Director, PW Office Coord. - 02/2026 - JAMF Pro Monthly |
| 531 50 42 00 | Communication - Storm | | 415 000 531 Storm Drain | 3.10 | PW Fax Line - 01/2026 |
| 534 10 42 00 | Communication - Water Adr | | 425 000 534 Water Fund (dep | 7.32 | Public Works Crew, Director, PW Office Coord. - 02/2026 - JAMF Pro Monthly |
| 534 10 42 00 | Communication - Water Adr | | 425 000 534 Water Fund (dep | 3.10 | PW Fax Line - 01/2026 |
| 535 10 42 01 | Communication - Sewer Adr | | 430 000 535 Sewer Fund (dep | 7.32 | Public Works Crew, Director, PW Office Coord. - 02/2026 - JAMF Pro Monthly |
| 535 10 42 01 | Communication - Sewer Adr | | 430 000 535 Sewer Fund (dep | 3.10 | PW Fax Line - 01/2026 |
| 542 30 42 00 | Communication - Street Reg | | 101 000 542 City Street Fund | 7.32 | Public Works Crew, Director, PW Office Coord. - 02/2026 - JAMF Pro Monthly |
| 542 30 42 00 | Communication - Street Reg | | 101 000 542 City Street Fund | 3.10 | PW Fax Line - 01/2026 |
| 558 60 42 00 | Communication - Planning | | 001 000 558 General Fund | 1.84 | Community Development Dir. - 02/2026 - JAMF Pro Monthly |

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|----------------------------------|-----------------------------|------------|---|----------|--|
| 576 80 42 00 | Communication - Parks | | 001 000 576 General Fund | 11.01 | P/R Director, Events, Maint. Worker - 02/2026 - JAMF Pro Monthly |
| Total T-Mobile (Cell Phone Bill) | | | | 1,482.11 | |
| 37278 | 03/02/2026 | 03/10/2026 | 4120 Tacoma Daily Index | 201.24 | February 2026 Publications |
| 511 60 41 01 | Advertising - Legisl | | 001 000 511 General Fund | 93.21 | Ordinance 1755, 1753, & 1754 |
| 521 10 41 01 | Advertising - Civil Svc | | 001 000 521 General Fund | 29.64 | Civil Service - Rescheduled Meeting |
| 558 60 41 01 | Advertising - Planning | | 001 000 558 General Fund | 78.39 | Notice of Application |
| 37234 | 02/24/2026 | 03/10/2026 | 4135 Tacoma Screw Products Inc | 83.92 | Bolts, Nuts & Washers for Tables at Fircrest Park |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 83.92 | Bolts, Nuts & Washers for Tables at Fircrest Park |
| 37309 | 03/03/2026 | 03/10/2026 | 4135 Tacoma Screw Products Inc | 51.22 | Bolts & Nuts for Tables at Fircrest Park |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 51.22 | Bolts & Nuts for Tables at Fircrest Park |
| Total Tacoma Screw Products Inc | | | | 135.14 | |
| 37315 | 03/03/2026 | 03/10/2026 | 4322 Tacoma, City of - POWER | 110.99 | Power - Alameda LS - 02/2026 |
| 535 80 47 01 | Utility Services/Pumping | | 430 000 535 Sewer Fund (de | 110.99 | Alameda LS Power - 02/2026 |
| 37229 | 02/24/2026 | 03/10/2026 | 4139 Tapco Visa Card | 58.19 | Tapco Charges thru 02/22/26 |
| 521 22 43 00 | Travel - Police | | 001 000 521 General Fund | 200.00 | Reload on Good to Go Account for Flex Passes for PD (Qty 11) |
| 521 22 43 00 | Travel - Police | | 001 000 521 General Fund | -141.81 | Tapco Rebate on Account |
| 37248 | 02/26/2026 | 03/10/2026 | 5934 US Bank, City Hall Account | 209.57 | P-Card Charges thru 02/12/26 |
| 518 10 42 01 | Postage - Non Dept | | 001 000 518 General Fund | 8.85 | Postage for Public Records Request |
| 518 11 31 00 | Office & Oper Sup - Personr | | 001 000 518 General Fund | 200.72 | 2026 Labor Law Posters (Qty 5) |
| 37263 | 02/26/2026 | 03/10/2026 | 8482 US Bank, Police Department Account | 198.18 | P-Card Charges thru 02/17/26 |
| 548 65 48 08 | O & M - Police | | 501 000 548 Equipment Rent | 198.18 | #68056 Ozone Treatment Car Wash |
| 37271 | 02/27/2026 | 03/10/2026 | 8483 US Bank, Public Works Dept Account | 38.19 | P-Card Charges thru 02/20/26 |
| 576 80 31 02 | Oper Supplies - Parks | | 001 000 576 General Fund | 38.19 | Tot Lot Bathroom Repair Parts |
| 37289 | 03/02/2026 | 03/10/2026 | 8484 US Bank, Recreation Dept Account | 1,086.51 | P-Card Charges thru 02/23/26 |
| 571 10 31 00 | Office & Oper Sup - Rec | | 001 000 571 General Fund | 98.19 | Office Supplies |

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|----------------|-------------------------------|------------|---|----------|--|
| 571 10 31 02 | Senior Program Supplies | | 001 000 571 General Fund | 540.24 | Senior Morning Supplies, Bunco Party Supplies |
| 571 10 31 06 | Program Supplies - Youth | | 001 000 571 General Fund | 30.80 | Youth Basketball Supplies |
| 571 10 35 00 | Small Tools & Equip - Rec | | 001 000 571 General Fund | 417.28 | Office Chair - J Grover |
| 37228 | 02/24/2026 | 03/10/2026 | 4178 University Place Refuse Inc | 236.25 | Dumping Fees - 01/2026 |
| 531 50 47 01 | Dumping Fees - Storm | | 415 000 531 Storm Drain | 47.25 | Dumping Fees - Storm 01/2026 |
| 534 80 47 02 | Dumping Fees - Water | | 425 000 534 Water Fund (de | 47.25 | Dumping Fees - Water 01/2026 |
| 535 80 47 02 | Dumping Fees - Sewer | | 430 000 535 Sewer Fund (de | 47.25 | Dumping Fees - Sewer 01/2026 |
| 542 30 47 01 | Dumping Fees - Street | | 101 000 542 City Street Fund | 47.25 | Dumping Fees - Street 01/2026 |
| 576 80 47 01 | Dumping Fees - Parks | | 001 000 576 General Fund | 47.25 | Dumping Fees - Parks 01/2026 |
| 37314 | 03/03/2026 | 03/10/2026 | 4179 Unum Life Insurance Company of America | 69.20 | W. Smith Retired Benefits - March 2026 |
| 521 22 20 02 | LEOFF I Long Term Care Pre | | 001 000 521 General Fund | 69.20 | W. Smith Retired Benefits - March 2026 |
| 37241 | 02/24/2026 | 03/10/2026 | 10880 Utah International Services LLC | 200.00 | Arabic Interpreting (2 hrs) 25CR60271, 25IN60270 |
| 512 51 41 03 | Prof Svcs - Interpreter - FMC | | 001 000 512 General Fund | 200.00 | Arabic Interpreting (2 hrs) 25CR60271, 25IN60270 |
| 37330 | 03/05/2026 | 03/10/2026 | 4180 Utilities Underground | 28.60 | Locates 02/2026 |
| 534 10 49 00 | Miscellaneous - Water Admi | | 425 000 534 Water Fund (de | 14.30 | Locates 02/2026 |
| 535 10 49 00 | Miscellaneous - Sewer Admi | | 430 000 535 Sewer Fund (de | 14.30 | Locates 02/2026 |
| 37219 | 02/20/2026 | 03/10/2026 | 10210 Vanhyning, Lauren | 78.00 | Library Reimbursement - 1 Year |
| 572 21 49 00 | Library Services | | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |
| 37292 | 03/02/2026 | 03/10/2026 | 3645 WEX BANK, Wright Express FSC | 3,398.55 | Gas/Fuel - 02/2026 |
| 548 65 31 06 | Gas - Facilities | | 501 000 548 Equipment Rent: | 171.57 | F&E 02/2026 |
| 548 65 31 08 | Gas - Police | | 501 000 548 Equipment Rent: | 2,657.38 | Police 02/2026 |
| 548 65 31 11 | Gas - Parks/Rec | | 501 000 548 Equipment Rent: | 128.11 | Parks 02/2026 |
| 548 65 31 12 | Gas - Street | | 501 000 548 Equipment Rent: | 221.59 | Street 02/2026 |
| 548 65 31 14 | Gas - Water/Sewer | | 501 000 548 Equipment Rent: | 219.90 | W/S 02/2026 |
| 37310 | 03/03/2026 | 03/10/2026 | 4231 Water Mgmt Labs Inc | 405.00 | Coliform & Fluoride Testing - 02/2026 |
| 534 80 41 00 | Water Testing | | 425 000 534 Water Fund (de | 405.00 | Coliform & Fluoride Testing - 02/2026 |
| 37308 | 03/03/2026 | 03/10/2026 | 11108 West Coast Mechanical Solutions | 445.91 | HVAC Repair - No AC in the Gym |
| 518 30 48 01 | Rep & Maint - Rec Bldg | | 001 000 518 General Fund | 445.91 | HVAC Repair - No AC in the Gym |
| 37244 | 02/25/2026 | 03/10/2026 | 1869 West, Petra | 78.00 | Library Reimbursement - 1 Year |
| 572 21 49 00 | Library Services | | 001 000 572 General Fund | 78.00 | Library Reimbursement - 1 Year |

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|----------------|--------------|------------------------------|---------------------------------|----------|---|
| 37285 | 03/02/2026 | 03/10/2026 | 11318 Wiles, Pamela | 100.00 | Security Deposit Refund, Wiles, 02/15/26 |
| | 582 10 00 00 | Deposit Refunds | 001 000 580 General Fund | 100.00 | Security Deposit Refund, Wiles, 02/15/26 |
| 37232 | 02/24/2026 | 03/10/2026 | 5286 Winsupply | 293.73 | Threaded Plug for Cleanout at End of Sewer Main |
| | 535 80 31 00 | Oper Supplies - Sewer Gen C | 430 000 535 Sewer Fund (de | 293.73 | Threaded Plug for Cleanout at End of Sewer Main |
| 37295 | 03/02/2026 | 03/10/2026 | 11056 Woods, Anna | 112.50 | Pro Temp Judge - 03/02/26 (1.5 hrs) - FMC |
| | 512 51 41 02 | Prof Srvs - Pro Tem Judges - | 001 000 512 General Fund | 112.50 | Pro Temp Judge - 03/02/26 (1.5 hrs) - FMC |
| 37293 | 03/02/2026 | 03/10/2026 | 10035 Zoom Video Communications | 1,429.82 | Monthly Phone Rental - 2/28/26-3/30/26 |
| | 513 10 42 00 | Communication - Admin | 001 000 513 General Fund | 84.04 | Meeting Webinar & Recording - 2/28/26-3/30/26 |
| | 518 10 42 00 | Communication - Non Dept | 001 000 518 General Fund | 1,043.82 | Monthly Phone Service - 2/28/26-3/30/26 |
| | 591 18 70 10 | Lease Payments - Non-Dept | 001 000 591 General Fund | 301.96 | Monthly Phone Rental - 2/28/26-13/30/26 |
| 37277 | 03/02/2026 | 03/10/2026 | 4273 Zumar Industries Inc | 1,016.23 | Street Sign Post Replacement Stock |
| | 542 30 31 02 | Oper Supplies - Street Reg | 101 000 542 City Street Fund | 1,016.23 | Street Sign Post Replacement Stock |

Report Total: 113,255.90

| Fund | |
|-----------------------------|-----------|
| 001 General Fund | 66,698.84 |
| 101 City Street Fund | 15,055.68 |
| 415 Storm Drain | 1,028.49 |
| 425 Water Fund (department) | 3,489.29 |
| 430 Sewer Fund (department) | 2,003.75 |
| 501 Equipment Rental Fund | 24,979.85 |

This report has been reviewed by:

REMARKS:

Signature & Title

Date



LIQUOR LICENSE RENEWAL

Applicant Information

Licensee Name: Fircrest Golf Club
Establishment Name: Fircrest Golf Club
Address: 1500 Regents Blvd
License Number: 351116
Request Received: 03/01/2026
Expiration Date: 05/31/2026

Department Comments

Finance

No concerns.

Planning and Building

No concerns.

Police

No concerns.

Allison Deskins

Director Signature

03/03/26

Date

Dawn Masko

Director Signature

03/03/26

Date

Victor Celis

Director Signature

03/03/26

Date

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, Brett L. Wittner, Karen Mauer-Smith, Hunter T. George, and Joe Barrentine were present.

Councilmember Shannon Reynolds attended the meeting virtually.

PRESIDING OFFICER’S REPORT

Mayor Bufford invoked Rule 20. Order of Business from the Fircrest City Council Rules and modified the Council agenda to discuss and take action on Agenda Item 5C. Motion to Approve City Council Travel before 5B. Motion to Appoint AWC Business Meeting Voting Delegates and remove Agenda Item 13B. Motion: Confirmation of Pedestrian Safety Committee Appointments. There were no objections from the Council.

A. Proclamation: Women’s History Month

Councilmember Mauer-Smith read the proclamation titled Women’s History Month into the record. **Councilmember George MOVED to authorize the Mayor’s signature on the proclamation proclaiming the month of March is Women’s History Month in the City of Fircrest; seconded by Councilmember Barrentine.** Mayor Bufford invited Councilmember comment. Councilmember George expressed appreciation for Women’s History Month and their contributions. Mayor Bufford provided resources for the upcoming month to celebrate Women’s History Month. Mayor Bufford invited public comment; none were provided.

The Motion Carried (7-0).

CITY MANAGER COMMENTS

City Manager Masko provided updates on several items including the City’s 2026 WellCity designation, the Whittier Elementary School Replacement Project progress, the Hearing Examiner for requested variances, the School’s Districts proposed interlocal agreement, tiny home regulations, and she will be out of the office the following week attending a conference and Parks and Recreation Director Jeff Grover will be acting City Manager during her absence.

A. Confirmation of Civil Service Commissioner Bechtholt’s Reappointment

City Manager Masko briefed the Council on Civil Service Commissioner John Bechtholt’s reappointment and stated that reappointing Mr. Bechtholt would provide continuity to the Commission. **Councilmember Mauer-Smith MOVED to confirm the City Manager’s appointment of John Bechtholt to the City of Fircrest Civil Service Commission, effective April 5, 2026, through April 4, 2032; seconded by Councilmember Viafore.** Mayor Bufford invited Councilmember comment; none were provided. Mayor Bufford invited public comment; none were provided.

The Motion Carried (7-0).

C. Motion to Appoint AWC Business Meeting Voting Delegates

City Manager Masko briefed the Council on the approval for Councilmember travel to attend the Association of Washington Cities (AWC) Annual Conference. She highlighted that per Council rules, Council approval is required for travel expenses exceeding \$150. There was a brief

discussion of Council interest and attendance affecting the Council meeting scheduled for that week. **Councilmember George MOVED to approve travel for Councilmember George, Reynolds, Barrentine, and Mayor Bufford to attend the 2026 AWC Annual Conference in Spokane, Washington; seconded by Councilmember Barrentine.** Mayor Bufford invited Councilmember comment; none were provided. Mayor Bufford invited public comment; none were provided.

The Motion Carried (7-0).

B. Motion to Approve City Council Travel

City Manager Masko reported that the City may designate up to three voting delegates to represent the City of Fircrest at the AWC Annual Business Meeting. City Manager Masko highlighted that per the Council rules, voting delegates are typically selected on a rotating basis to provide all Councilmembers an opportunity to serve. **Councilmember Viafore MOVED to appoint Councilmember George, Barrentine, and Reynolds as the City of Fircrest voting delegates for the AWC Annual Business Meeting in Spokane, Washington, on June 25, 2026; seconded by Councilmember Mauer-Smith.** Mayor Bufford invited Councilmember comment; none were provided. Mayor Bufford invited public comment; none were provided.

The Motion Carried (7-0).

DEPARTMENT HEAD COMMENTS

- Police Chief Celis provided a departmental update to include calls for service, response to recent incidents, staffing updates, and upcoming required training. Lastly, Chief Celis reported that Officer Lease received the Top Shot Award and Records Coordinator Truong received the Employee of the Year Award.
- Parks and Recreation Director Grover provided an update on the Robotics Expo held the previous Saturday and highlighted approximately 1,300 attendees, and expressed appreciation to Jim Gourley for helping bring the event to Fircrest.
- Finance Director Deskins provided an update on the City’s exit conference with the Washington State Auditor’s Office and highlighted that the City received a clean audit.

COUNCILMEMBER COMMENTS

- Councilmember Barrentine commented on the Robotics Expo and thanked the Parks Department for their efforts.
- Councilmember Mauer-Smith; no comment.
- Councilmember George commented on the Robotics Expo and highlighted that it was a great event. There was a brief discussion on the Deputy City Clerk vacancy.
- Councilmember Wittner commented on the Robotics Expo event and hopes it comes back.
- Councilmember Viafore expressed concern regarding the timeline associated with the Whittier Elementary School Replacement Project and the proposed use agreement between the City of Fircrest and the University Place School District related to Whittier Park.
- Councilmember Reynolds; no comments.
- Mayor Bufford shared her appreciation for the Robotics Expo and thanked everyone involved. Mayor Bufford stated that the Columbia Bank representative who visited with the City is her

sister, who serves as a Vice President and Business Banking Relationship Manager for the region, and noted that she has no involvement in any City banking decisions.

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Mayor Bufford invited public comment. The following individual provided comment.

- Jim Gourley, Fircrest resident, thanked the City, staff, and Council for their support of the Tacoma Robotics Expo. He highlighted that nearly \$20,000 was raised to support the IDEA High School robotics program. Mr. Gurley expressed appreciation for the City’s support and indicated interest in continuing the event in the future.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Parks, Recreation, and Sustainability

There was no report.

B. Police/Public Safety and Court

Councilmember George reported that the two surplus police vehicles are being transferred to the City of Oak Harbor and that the department is pursuing grant opportunities to replace equipment. He also reported that the Police Department has placed the speed trailer back into service as an additional tool to encourage drivers to reduce speeds.

C. Public Works and Facilities

Councilmember Reynolds reported that construction on the Alameda Avenue sidewalk project has begun, and the Electron Way-Regents Boulevard pedestrian push-button project is nearing completion. She also highlighted the refinishing of picnic tables and the surplus sale of the Bobcat skid steer.

D. Pierce County Regional Council

Councilmember Reynolds reported that Small Cities Day will be held next month, and this would be an opportunity to highlight a project or topic for discussion.

Councilmember Reynolds also reported that committee appointments for the Puget Sound Regional Council (PSRC) have been finalized. She was appointed as the primary delegate to the Zoo and Trek Authority.

E. Other Liaison Reports

There were none.

CONSENT CALENDAR

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

- A. Approval of Check No. 224143 through 224169 in the amount of \$98,758.85
Approval of payroll electronic funds transfer in the amount of \$176,572.58
- B. Setting a Public Hearing on March 10, 2026, at 7:15 P.M. or shortly thereafter to receive comments on the 2026 Stormwater Management Program Plan
- C. Approval of the February 3, 2026, Joint Meeting minutes
Approval of the February 10, 2026, Regular Meeting minutes

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

The Motion Carried (7-0).

PUBLIC HEARING

There was no public hearing scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Resolution No. 2015: Pedestrian Safety Committee Formation

City Manager Masko briefed the Council on the proposed resolution and highlighted that developing a comprehensive pedestrian safety plan has been a City Council goal for several years. She also reported that Mayor Bufford proposed forming an ad hoc Council study committee, pursuant to Council Rule 23, consisting of three Councilmembers appointed by the Mayor. The committee will work with the City Manager, Public Works Director Bemis, and Police Chief Celis. **Councilmember George MOVED to adopt Resolution No. 2015, establishing the Pedestrian Safety Committee; seconded by Councilmember Mauer-Smith.** Mayor Bufford invited Councilmember comment. Councilmember George thanked the Mayor and expressed support for developing a comprehensive pedestrian safety plan. Mayor Bufford stated that if approved, she intends to appoint Councilmember George as Committee Chair, with Councilmember Barentine and Mauer-Smith serving on the committee. There was a brief discussion on the process for forming committees. Mayor Bufford invited public comment; none were provided.

The Motion Carried (7-0).

B. Motion: Confirmation of Pedestrian Safety Committee Appointments

This agenda item was removed.

C. Resolution No. 2016: Planning & Building Fees and Charges Update

City Manager Masko briefed the Council on the proposed resolution and highlighted that it corrects a calculation error. **Councilmember George MOVED to adopt Resolution No. 2016 authorizing updated Planning and Building fees and charges; seconded by Councilmember Barrentine.** Mayor Bufford invited Councilmember comment. There was a brief discussion on the effective date and the impact on any current applicants. Mayor Bufford invited public comment; none were provided.

The Motion Carried (6-1), with Councilmember Viafore dissenting.

CALL FOR FINAL COMMENTS

Councilmember George commented that AHAT (Associated Ministries Housing Assistance Team) recently held an open house at its facility near City Hall and expressed appreciation to the organization for its work.

EXECUTIVE SESSION

There was no executive session scheduled.

ADJOURNMENT

Councilmember Barrentine MOVED to adjourn the meeting at 7:59 P.M., seconded by Councilmember Mauer-Smith.

The Motion Carried (7-0).

Nikki Bufford, Mayor

Arlette Burkhart, City Clerk

FIRCREST CITY COUNCIL AGENDA SUMMARY

SUBJECT: Public Hearing – 2026 Stormwater Management Program (SWMP) Plan Update

ITEM: 11A

DATE: March 10, 2026

FROM: Tyler Bemis, Public Works Director

RECOMMENDED MOTION: None – Public Hearing Only.

PROPOSAL: To receive public input on the proposed Stormwater Management Program (SWMP) Plan. Following the public hearing, a Resolution to adopt the SWMP Plan will be brought forward to the March 24, 2026 City Council meeting for consideration. Changes to this year’s plan are minimal, as major permit requirements were completed over the past few years. The current SWMP focuses on continuing existing programs introduced over the past few years.

Once approved, the SWMP Plan will be uploaded to the City website, appended to the City’s NPDES Annual Report, and made available for review upon request at the Public Works building. This transparent approach ensures accessibility and accountability regarding the City’s stormwater management efforts.

FISCAL IMPACT: None.

ADVANTAGE: Maintenance activities outlined in the SWMP ensure effective stormwater management, benefiting the community and the environment while reducing regulatory and financial risks.

DISADVANTAGES: None.

ALTERNATIVES: None.

HISTORY: The [National Pollutant Discharge Elimination System \(NPDES\)](#) Permit Program was created by the 1972 CWA ([Clean Water Act](#)) to protect and restore surface water quality by requiring a permit to continue discharging into waters of the United States. In 1987, Congress revised the Clean Water Act to include stormwater discharges in the NPDES Permit Program. The Environmental Protection Agency (EPA) administers the program and has delegated authority to the Washington State Department of Ecology to implement NPDES programs in our state. Fircrest operates under a Western Washington Phase II Municipal Stormwater Permit, which applies to municipalities with populations less than 100,000 located within, or partially within, an urbanized area and that operate a municipal separate storm sewer system (MS4) that discharges to waters of the State of Washington. The NPDES Permit sets out regulatory requirements and deadlines that permittees must follow to comply with the Clean Water Act, including annual progress reports, as well as other requirements phased in over the five-year permit coverage period. The current permit became effective August 1, 2024, and expires July 31, 2029.

As part of the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit, the City maintains a Stormwater Management Program Plan (SWMP). The SWMP Plan is updated annually. The SWMP Plan is a crucial component of the framework to ensure the City's compliance with the Department of Ecology's requirements under the Western Washington Phase II NPDES Permit, which regulates the discharge of stormwater from the City's stormwater system. The SWMP Plan contains multiple required elements that must be addressed to ensure compliance with the permit. These components include:

1. Stormwater Planning: Developing strategies and measures to manage stormwater within the City effectively.
2. Public Education and Outreach: Conducting campaigns and initiatives to raise public awareness about stormwater issues and best practices.
3. Public Involvement and Participation: Engaging citizens in the decision-making processes related to stormwater management.
4. MS4 Mapping and Documentation: Mapping out Municipal Separate Storm Sewer System (MS4) infrastructure and maintaining documentation.
5. Illicit Discharge Detection and Elimination: Implementing procedures to identify and eliminate illicit discharges into the stormwater system.
6. Controlling Runoff from New Development, Redevelopment, and Construction Sites: Enforcing regulations and guidelines to control stormwater runoff from construction activities and land development projects.
7. Stormwater Management for Existing Development: Implementing a program to control or reduce stormwater discharges to the State from existing development, focusing on strategic stormwater investments over longer planning timeframes.
8. Source Control for Existing Development: Implementing measures to control pollutants at their source in existing developments, including inspections and enforcement.
9. Municipal Operations and Maintenance Program: Establishing protocols for the regular inspection, maintenance, and upkeep of stormwater infrastructure.
10. Monitoring and Assessment: Regular monitoring and assessment of stormwater quality and quantity are conducted to evaluate the effectiveness of the program.
11. Reporting and Recordkeeping: Compiling and submitting reports to regulatory agencies as required by the permit, detailing compliance efforts and outcomes, and keeping all related records for at least five years after the Permit expiration date.
12. Compliance with Underground Injection Control (UIC) Well Program.

Each of these elements plays a crucial role in effectively managing stormwater, protecting water quality, and ensuring compliance with regulatory requirements. By addressing these components in the SWMP Plan, the City demonstrates its commitment to responsible stormwater management and environmental stewardship.

The NPDES permit for 2024-2029 became effective August 1, 2024. The permit includes new requirements, with implementation staggered throughout the permit period. Notable permit

changes include a tree retention policy, a requirement for jurisdictions to adopt and implement tree canopy goals, a required street-sweeping program, and changes to public outreach/engagement strategies through social marketing campaigns and methods to identify and reach overburdened communities.

A Public Hearing is being held this evening to gather public testimony regarding the proposed 2026 Stormwater Management Program Plan. A draft resolution is attached for review and will be brought back at the March 24, 2026 Council Meeting for consideration and approval.

ATTACHMENTS: [Resolution](#)
[Draft 2026 Stormwater Management Program \(SWMP\) Plan](#)

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**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO APPROVE THE 2026 UPDATES TO THE CITY'S
STORMWATER MANAGEMENT PROGRAM (SWMP) PLAN.**

WHEREAS, the City of Fircrest is required to annually update the Stormwater Management Program Plan per the Western Washington NPDES Phase II Municipal Stormwater Permit; and

WHEREAS, the City has identified the necessary updates and prepared the updated Stormwater Management Program Plan;

**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 approve the updated 2026 Stormwater Management Program Plan.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 24th day of March 2026.

APPROVED:

Nikki Bufford, Mayor

ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Joanna Eide, City Attorney



THE CITY OF FIRCREST

STORMWATER MANAGEMENT PROGRAM (SWMP) PLAN

**The City of Fircrest
115 Ramsdell St
Fircrest, WA 98466**

2026 DRAFT

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Acronyms and Abbreviations

| | |
|---------|---|
| AKART | All Known and Reasonable Technologies |
| BMP | Best Management Practice |
| CESCL | Certified Erosion and Sediment Control Lead |
| Ecology | Washington State Department of Ecology |
| EPA | United States Environmental Protection Agency |
| FC | Flow Control |
| FMP | Fircrest Municipal Code |
| IDDE | Illicit Discharge Detection and Elimination |
| LID | Low Impact Development |
| MEP | Maximum Extent Practicable |
| MS4 | Municipal Separate Storm Sewer System |
| NPDES | National Pollutant Discharge Elimination System |
| O&M | Operation and Maintenance |
| ROW | Right-of-way |
| RSMP | Regional Stormwater Monitoring Program |
| SIDIR | Source Identification Information Repository |
| SMAP | Stormwater Management Action Plan |
| SWMMWW | Stormwater Management Manual for Western Washington |
| SWMP | Stormwater Management Program |
| SWPPP | Stormwater Pollution Prevention Plan |
| TMDL | Total Maximum Daily Load |
| Unk | Unknown |
| USGS | United States Geological Survey |
| WS | Watershed |
| WQ | Water Quality |

1 INTRODUCTION

1.1 THE STORMWATER MANAGEMENT PROGRAM PLAN DOCUMENT

This Stormwater Management Program (SWMP) Plan has been prepared to satisfy Special Condition S5 of the current Western Washington Phase II Municipal Stormwater Permit (Permit), of which the City of Fircrest is a Permittee.

Section S5.A.2 of the Permit states:

Each Permittee shall prepare written documentation of the SWMP, called the SWMP Plan. The SWMP Plan shall be organized according to the program components in S5.C or a format approved by Ecology and shall be updated at least annually for submittal with the Permittee's annual reports to Ecology. The SWMP Plan shall be written to inform the public of the planned SWMP activities for the upcoming calendar year.

The current Permit became effective on August 1, 2024 and expires on July 31, 2029.

This SWMP Plan has been organized as follows:

- **Chapter 1** provides a summary of permit requirements, required program components, and an overview of the City's stormwater program including roles and responsibilities, governing code(s), and mechanisms for stormwater monitoring/assessment and annual reporting.
- **Chapters 2 - 9** address each of the SWMP Components required by the Permit per Special Requirement S5, including descriptions of specific permit requirements and planned or ongoing measures for compliance.

1.2 NPDES PHASE II MUNICIPAL STORMWATER PERMIT

1.2.1 PERMIT BACKGROUND

In 1987 the US Congress revised the Clean Water Act to include stormwater discharges in the National Pollutant Discharge Elimination System (NPDES) Permit program. The US Environmental Protection Agency (EPA) developed rules for the implementation of the new stormwater requirements and separated them into two phases. The State of Washington, through the Department of Ecology, implements these stormwater rules through the Municipal Stormwater Permit program. As an owner and operator of a small municipal separate storm sewer system (MS4), the City of Fircrest is required to be covered by, and comply with, the current Western Washington Phase II Municipal Stormwater Permit (Permit) which grants the City permission to discharge stormwater from its MS4 into waters of the State of Washington.

1.2.2 REQUIRED SWMP COMPONENTS

The Permit requires the development and implementation of a Stormwater Management Program (SWMP) to control discharge into and from the City's MS4. The SWMP includes nine (9) components that are designed to reduce the discharge of pollutants and protect receiving waters to the maximum extent practicable. SWMP components are identified below. Detailed discussion of each, including current and/or proposed measures to meet minimum performance standards, are provided in Chapters 2-9.

- i) Stormwater Planning
Permittees shall implement a Stormwater Planning program to inform and assist in the development of policies and strategies as water quality management tools to protect receiving waters.
- ii) Public Education and Outreach
The SWMP shall include an education and outreach program designed to:
 - Build general awareness about methods to address and reduce impacts from stormwater runoff;
 - Effect behavior change to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts; and
 - Create stewardship opportunities that encourages community engagement in addressing the impacts from stormwater runoff.
- iii) Public Involvement and Participation
Permittees shall provide ongoing opportunities for public involvement and participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures or other similar activities. Each Permittee shall comply with applicable state and local public notice requirements when developing elements of the SWMP and SMAP.
- iv) MS4 Mapping and Documentation
The SWMP shall include an ongoing program for mapping and documenting the MS4.
- v) Illicit Discharge Detection and Elimination
The SWMP shall include an ongoing program designed to prohibit, prevent, detect, characterize, trace, and eliminate illicit connections and illicit discharges into the MS4.
- vi) Controlling Runoff from New Development, Redevelopment, and Construction Sites
Permittees shall implement and enforce a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new/redevelopment and construction site activities. The program shall apply to private and public development, including transportation projects.
- vii) Stormwater Management for Existing Development
Each Permittee shall implement a Program to control or reduce stormwater discharges to waters of the State from areas of existing development. The Program shall aim to focus on strategic stormwater investments over longer planning timeframes.

viii) Source Control Program for Existing Development

The Permittee shall implement a program to prevent and reduce pollutants in runoff from areas of existing development that discharge to the MS4. The program shall include application of source control BMPs, inspections, and enforcement.

ix) Operations and Maintenance

Each Permittee shall implement and document a program to regulate maintenance activities and to conduct maintenance activities by the Permittee to prevent or reduce stormwater impacts.

1.3 FIRCREST'S STORMWATER PROGRAM

1.3.1 STORMWATER CODES

Legal authority for implementing/enforcing several components of the stormwater program is established through ordinance(s) approved by City Council and incorporated into the City of Fircrest Municipal Code (FMC), including:

FMC 20.24 – Stormwater Management

This chapter defines the required stormwater drainage requirements in the City including low impact development, and long-term operation and maintenance of stormwater facilities. This chapter also defines the City's rights to inspect permitted stormwater facilities on private property and procedures for enforcement of maintenance standards.

FMC 20.25 – Illicit Discharge Detection and Elimination

This chapter specifies substances that are prohibited from discharging into the storm drainage system, allowable discharges, and conditional discharges. This chapter also prohibits illicit (non-permitted) connection to the City's storm drainage system and describes enforcement procedures.

1.3.2 COORDINATION AND RESPONSIBILITY

Managing the stormwater program and achieving compliance with Permit mandates in Fircrest is coordinated by the Public Works Department, with program administration the responsibility of the Public Works Director. This responsibility includes:

- Implementing the SWMP (Permit Section S5.A.1)
- Preparing the SWMP Plan (S5.A.2)
- Tracking SWMP costs and funding sources for SWMP development and implementation (S5.A.3.a)
- Tracking the number of inspections, official enforcement actions and types of public education activities required by program components (S5.A.3.b)
- Continue implementation of existing stormwater management programs until they begin implementation of the updated stormwater management program (S5.A.4)
- Coordinating between other Permittees, e.g. adjacent municipalities (S5.A.5.a)
- Coordinating among departments within the City's jurisdiction to facilitate compliance (S5.A.b)

The City of Fircrest Public Works has implemented an Asset Management/Work Order program. All assets within the City's system have been GIS mapped including Storm, Water and Sewer. Yearly inspections, historic maintenance records and emergency response efforts are tracked within this system.

1.3.3 MONITORING AND ASSESSMENT

Section S8 of the Permit requires the City to:

- Provide a description of any stormwater monitoring or stormwater-related studies conducted during the reporting period
- Pay into a collective fund to implement a Regional Stormwater Monitoring Program (RSMP) that includes the following components:
 - Status and trends monitoring (small stream and marine nearshore)
 - Stormwater management program effectiveness studies
 - Source identification and diagnostic monitoring to implement the Source Identification Information Repository (SIDIR)

The City of Fircrest contributes to the SAM Program \$1,410 annually towards regional status and trends monitoring, effectiveness studies and source identification and the SIDIR. The City does not plan any additional stormwater monitoring or stormwater-related studies that would require reporting to Ecology.

The City of Fircrest is not required to conduct water quality monitoring for compliance with total maximum daily loads (TMDLs) pursuant to Section S7 and Appendix 2 of the Permit. Applicable TMDLs are those that have been approved by EPA on or before February 15, 2007. Currently the City of Fircrest is not subject to any TMDLs. However, the City of Fircrest was awarded a Storm Water Treatment Outfall Grant in 2020 that will require quarterly reporting to Ecology. In 2021, the City selected Parametrix Inc. to complete the design of the project (the Stormwater Pretreatment Outfall Project), which was completed in 2023.

1.3.4 SWMP REPORTING

Section S9 of the Permit requires the City to submit the following on March 31 of each year:

- A copy of the current SWMP Plan (this document).
- Annual Report form (Appendix 3 of the Permit) describing the status of implementation of the requirements of the Permit during the reporting period.
- Notifications of any annexations or jurisdictional boundary changes.

The City will submit its Annual Report and SWMP Plan to Ecology by March 31 of each year.

2 STORMWATER PLANNING (S5.C.1)

Per Section S5.C.1 of the 2024-2029 Phase II Permit, the City shall implement a Stormwater Planning program to inform and assist in the development of policies and strategies as water quality management tools to protect receiving waters. Minimum performance measures are as follows:

- Permittees shall convene (or continue to convene) an inter-disciplinary team to inform and assist in the development, progress, and influence of this program.
- Permittees shall describe how stormwater management needs and surface water protection/improvement is (or is not) informing long-range plan updates.
- Permittees shall require (or continue to require) low impact development (LID) principles and LID BMPs through the development or updating of applicable code(s) or other enforceable mechanisms.
- Comply with Stormwater Management Action Planning (SMAP) requirements in a similar process and range of issues as outlined in the Stormwater Management Action Planning Guidance (Ecology, 2024; Publication 24-10-027) for one new priority catchment or additional actions for an existing SMAP.

2.1 STORMWATER PLANNING – 2024-2029 PERMIT REQUIREMENTS

The following is a summary of requirements and associated deadlines to satisfy Stormwater Planning performance measures under the 2024-2029 Phase II Permit:

- S5.C.1.a – Interdisciplinary Teams:
Permittees shall continue to convene an interdisciplinary team to inform and assist in the development, progress, and influence of this program. New permittees shall convene an interdisciplinary team no later than August 1, 2025.
- S5.C.1.b – Coordination with Long-Range Plan Updates:
The City shall describe how stormwater management needs and protection/improvement of receiving water health are (or are not) informing the long-range or comprehensive planning update processes and influencing policies and implementation strategies in their jurisdiction in the Annual Report, due March 31, 2027. The Annual Report shall describe the water quality and watershed protection policies, strategies, codes, and other measures intended to protect and improve local receiving water health through planning, considering stormwater management needs or limitations.
- S5.C.1.c – Low Impact Development (LID) Code-Related Requirements:
The City shall continue to require LID Principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards, or other enforceable documents, as needed. The intent shall be to make LID the preferred and commonly used approach to site development. The local development-related codes, rules, standards, or other enforceable documents shall be designed to minimize impervious surfaces, native vegetation loss, and stormwater runoff in all types of development situations, where feasible.
 - Annually, the City shall assess and document any newly identified administrative or regulatory barriers to implementation of LID Principles or LID BMPs since local codes

were updated in accordance with the 2013 Permit, and the measures developed to address the barriers.

- By December 31, 2028, each Permittee shall review, revise, and make effective their local development-related codes, rules, standards, or other enforceable documents to incorporate and require LID principles and LID BMPs.
- By December 31, 2028, adopt and implement tree canopy goals and policies to support stormwater management. Permittees shall consider how existing or future tree canopy can support stormwater management and water quality improvements in receiving waters and establish long-term goals for canopy, to be used for stormwater management as appropriate to the City.
- **S5.C.1.d – Stormwater Management Action Planning (SMAP):**
The City shall conduct a similar process and consider the range of issues outlined in the Stormwater Management Action Planning Guidance (Ecology, 2024; Publication 24-10-027) for one new priority catchment or additional actions for an existing SMAP.
 - By March 31, 2027, Permittees shall complete and submit an SMAP for at least one new high priority catchment area, or additional actions for an existing SMAP in accordance with S5.C.1.d(i).

2.2 STORMWATER PLANNING – 2026 PROGRAM ACTIVITY

2.2.1 INTERDISCIPLINARY TEAM

The City’s stormwater management program is maintained by an interdisciplinary team consisting of the following departments/representatives:

- Tyler Bemis – Public Works Director
- Sherry Canavan – Public Works Office Coordinator
- Jeff Davis – Utility Foreman
- Bryce Wakefield – Maintenance Lead
- [vacant] – Community Development Director
- Victor Celis – Chief of Police

Strategic discussions regarding program implementation, documentation, and emergency response activities are performed through internal coordination within the City during weekly department head meetings. Feedback and reporting are distributed among the groups for future stormwater planning and implementation. The following NPDES permit responsibilities are primarily maintained through the following City Departments:

| NPDES Permit Responsibilities | City Department |
|--|---|
| Primary planning, administration, and development of the NPDES program and coordination within other divisions and departments | Tyler Bemis, Public Works Director |
| Inspections and Maintenance of City owned or operated stormwater facilities, as well as pollution prevention practices | Public Works Staff |
| Stormwater site plan review | Planning & Building Department / Public Works |
| Maintains and updates mapping of MS4 | Planning & Building Department / Public Works |
| Stormwater incident response and code enforcement for violations | Planning & Building Department / Public Works |
| Emergency Response | Public Works Department |

The City’s interdisciplinary team continues to meet on a regular basis to inform and assist in the development, progress, and influence of this program.

2.2.2 LOW IMPACT DEVELOPMENT (LID) CODE-RELATED REQUIREMENTS

The Fircrest Municipal Code (FMC) continues to require LID Best Management Practices (BMPs) to the maximum extent feasible for all new development, redevelopment, and construction site activities in accordance with the Low Impact Development Technical Guidance Manual for Puget Sound and the latest edition of the Stormwater Management Manual for Western Washington (SWMMWW). Since the previous (2025) reporting period, the City has not identified any new administrative and/or regulatory barriers to the enforcement of LID principles or implementation of LID BMPs. The City continues to require LID BMPs in accordance with FMC 20.24 and the adopted technical manual(s) and guidance adopted therein.

2.2.3 STORMWATER MANAGEMENT ACTION PLANNING (SMAP)

The City has completed Stormwater Management Action Planning (SMAP) including receiving water prioritization assessment and the SMAP document under the previous (2019-2024) Phase II Municipal Permit. All areas within City limits drain to a single receiving water (Leach Creek) with three contributing area units, all of which have previously been identified. As such, the City is unable to designate a new high priority catchment under the current Permit. A review of the current SMAP is in-progress and the City intends to identify/implement additional actions for the existing SMAP as necessary per Section S5.C.1.d of the Permit.

3 PUBLIC EDUCATION AND OUTREACH (S5.C.2)

Section S5.C.2 of the 2024-2029 Phase II Permit requires the City to develop and implement a public education and outreach program designed based on local or regional (or a combination of both) water quality information and priority audience characteristics to target high priority audiences, subject areas, and/or BMPs. Program goals include:

- i) Build general awareness about methods to address and reduce impacts from stormwater runoff;
- ii) Effect behavior change to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts; and
- iii) Create stewardship opportunities that encourage community engagement in addressing the impacts from stormwater runoff.

Minimum performance measures and the City's activities to facilitate program goals are detailed in the following sections.

3.1 2024-2029 PERMIT REQUIREMENTS

Per S5.C.2, minimum requirements for the City's education and outreach program(s) include:

- i. **General Awareness** – Permittees will select, at minimum, one priority audience and one subject area from either (a) or (b). Permittees shall provide subject area information to the priority audience on an ongoing or strategic schedule:
 - a. General public and businesses:
 - General impacts of stormwater on surface waters and impacts from impervious surfaces.
 - Low impact development (LID) principles and LID BMPs.
 - b. Engineers, contractors, developers, property owners/managers, and land use planners:
 - Technical standards for stormwater site and erosion control plans.
 - LID principals and LID BMPs.
 - Stormwater treatment and flow control BMPs/facilities.
 - Source control BMPs for building materials to reduce pollution to stormwater, including but not limited to stormwater pollution from PCB-containing materials.
- ii. **Behavior Change** – Permittees shall select, at minimum, one priority audience and one BMP:
 - a. Residents, landscapers, property managers/owners, developers, school age children, college/university, trade students, or businesses (including home-based or mobile):
 - Use and storage of pesticides, fertilizers, and/or other household chemicals.
 - Use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps, and/or other hazardous materials.
 - Prevention of illicit discharges.
 - Yard care techniques protective of water quality.
 - Carpet cleaning.

- Repair and maintenance BMPs for vehicles, equipment, and/or homes/buildings.
- Pet waste management and disposal.
- LID Principles and LID BMPs.
- Stormwater facility maintenance, including LID facilities.
- Dumpster and trash compactor maintenance.
- Litter and debris prevention.
- Sediment and erosion control.
- Source control BMPs per S5.C.8
- Locally important, municipal stormwater-related subject area.

Behavior change campaigns shall implement recommended practices and schedule(s) as outlined under S5.C.2.a(ii)(b) through S5.C.2.a(ii)(e).

- iii. **Stewardship** – The City must provide and/or partner with existing organizations to encourage residents to participate in stewardship activities such as stream teams, storm drain marking, volunteer monitoring, riparian plantings, and watershed habitat improvement.

3.2 2026 PROGRAM ACTIVITY

3.2.1 GENERAL AWARENESS

CALENDAR CAMPAIGN

The City will continue an annual educational program which encourages local elementary students' participation in developing an activities calendar including artwork with stormwater pollution prevention themes for each month. This effort is focused on generating awareness of LID principles and BMPs in both school-aged children as well as the general residential population and city employees to whom the calendar is distributed. The program runs as follows:

An entry form is supplied to each child that attends Whittier Elementary School. Children are able to select a theme from multiple categories focusing on pollution prevention.

All entries are evaluated, with the top-rated entries published in the City of Fircrest Calendar. The grand prize winner is featured on the cover with one of twelve (12) top rated entries featured each month and an additional twelve (12) "honorable mentions" featured at the end of the calendar. The grand prize winner receives pizza for their entire class and all other artists are rewarded with an ice cream social at the school. Once the calendars are produced, each child at the school receives a copy and additional copies are delivered to each residence within the City of Fircrest.

Target Audience: General Public (including school age children and property owners/managers across all communities within the City)

Date: Annual

Goals: Increase awareness of stormwater impacts on surface waters and educate students/residents on LID principles.

LID GARDENING EDUCATION

The City conducts direct outreach homeowners regarding LID principles and pollution-prevention related to gardening/landscaping at two public events: Fircrest Fun Days and National Night out Against Crime. The City distributes information and guidance including the function/benefits of rain gardens and rain barrels for homeowners at these events.

Target Audience: Property Owners

Date: Biannual

Goals: Increase awareness of private stormwater impacts on surface waters and educate students/residents on LID principles, BMPs.

YARD CARE EDUCATION

The City provides educational outreach on yard care techniques that are protective of water quality including use and storage of pesticides and fertilizers as well as pet waste management and disposal as part of the spring and fall utility billing flyers. In addition, the City publishes an educational article in one Town Topics, a local newsletter, annually.

Target Audience: Property Owners

Date: Biannually

Goals: Increase awareness of private stormwater impacts on surface waters and educate students/residents on LID principles, BMPs.

3.2.2 EFFECTING BEHAVIOR CHANGE

The City's ongoing yard care and gardening outreach campaigns outlined in Chapter 3.2.1 may also be considered part of ongoing efforts to effect behavior change through the advocacy of specific BMPs including proper use and storage of pesticides/fertilizers, pet waste management, and yard care techniques protective of water quality. In addition, the City operates the following programs aimed at promoting behavior changes among the City's general public.

FISH FRIENDLY CAR WASH KITS

The City of Fircrest received a local grant from Pierce County Surface Water Program to provide "Fish Friendly Car Wash" kits which are available to check by individuals and/or organizations interested in hosting fundraising car wash events. The car wash kit is advertised on the City's website and kits are also publicly available at two events: Fircrest Fun Days and National Night out Against Crime

Target Audience: General public

Date: Ongoing

Goals: Education regarding LID principles/source controls and the use and storage of automotive chemicals including carwash soaps.

DUMPSTER LID OUTREACH CAMPAIGN

In 2025, the City launched a Dumpster Lid Outreach campaign to educate businesses on the hazards of improper dumpster use and about proper dumpster use, pending available staffing. A task force of volunteers was formed to approach businesses with educational tools and resource assistance including materials obtained through the Regional Dumpster Outreach Group (DOG) of Washington. The City will extend this program in 2026.

Target Audience: Businesses

Date: Summer 2026

Goals: Source Control Education

3.2.3 CREATING STEWARDSHIP OPPORTUNITIES

The following local stewardship opportunities will be provided in Fircrest during 2026:

THELMA GILMUR PARK HABITAT STEWARDSHIP WORK PARTIES

Monthly work parties provide opportunities for resident volunteers to help remove invasive plants near the trail system in cooperation with Pierce Conservation District. These work parties are advertised on the City's activities calendar.

Other regional stewardship opportunities exist through the following organizations:

PIERCE CONSERVATION DISTRICT

www.piercecountycd.org

Pierce Conservation District's programs focusing on water quality improvement include:

- Storm Drain Curb Marking
- Rain Garden Assistance
- Urban Tree Planting
- Habitat Stewardship Program

CHAMBERS-CLOVER WATERSHED COUNCIL

<https://www.co.pierce.wa.us/1860/Chambers-Clover-Watershed-Council>

Chambers-Clover Creek Watershed Council (Pierce County) promotes the protection and enhancement of the Chambers-Clover Creek Watershed, in which Fircrest is located. The Council provides an opportunity for local agencies and citizen groups to coordinate their efforts to benefit the watershed.

3.2.4 SOCIAL MARKETING CAMPAIGN

[IN-PROGRESS]

3.2.5 BEHAVIOR CHANGE CAMPAIGN EVALUATION

The City began a new effecting behavior change program in 2025 targeting dumpster pollution. City staff are currently exploring methods to monitor the effect of this behavior change campaign. Findings will be used to evaluate program effectiveness, introduce changes if/as necessary to improve ongoing campaign(s), and inform the management/implementation of future public outreach and education programs.

4 PUBLIC INVOLVEMENT AND PARTICIPATION (S5.C.3)

4.1 2024-2029 PERMIT REQUIREMENTS

Section S5.C.3 of the Permit requires the City to provide ongoing opportunities for public involvement participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures or other similar activities. The City must comply with applicable state and local public notice requirements when developing elements of the SWMP.

Minimum performance measures are:

- a. Create opportunities for the public, including overburdened communities, to participate in the decision-making processes involving the development, implementation, and update of the City's SMAP and SWMP. Permittees shall document specific outreach measures for overburdened communities.
 - i. Permittees shall document specific public involvement and participation opportunities provided to overburdened and highly impacted communities annually.
 - ii. Permittees shall document methods used to identify overburdened communities by December 31, 2026
- b. Post on City website the SWMP Plan and the annual report required under S9.A of the Permit no later than May 31st each year. All other submittals shall be available to the public upon request.

4.2 2026 PROGRAM ACTIVITY

4.2.1 DECISIONMAKING PROCESS OPPORTUNITIES

The City of Fircrest will notify the public of stormwater-related discussions outside of the SMAP or annual SWMP via the City website. The City is not currently aware of the presence of overburdened or highly impacted communities as it relates to this Permit. A review of relevant indicators including environmental exposures/effects, socioeconomic factors, and sensitive populations using the Washington State Department of Health Environmental Health Disparities (EHD) Maps indicates an overall EHD rank of three (3) to five (5) out of ten (10) for all areas within City limits, where a higher rank indicates the most impacted communities. If/as impacted communities are identified in the future, the City will review and modify its policies and/or processes accordingly to ensure opportunity for public engagement in decisionmaking.

4.2.2 SWMP AND ANNUAL REPORT POSTING

This SWMP Plan document and Permit annual report is posted on the City's website in the current year prior to May 31. Copies of the SWMP will also be available to the public, upon request, in the Public Works building.

5 MS4 MAPPING AND DOCUMENTATION (S5.C.4)

5.1 2024-2029 PERMIT REQUIREMENTS

The City shall implement a program for maintaining mapping and documentation of the MS4. Minimum performance measures are:

- a. Ongoing Mapping. The City shall maintain mapping data for the features listed:
 - i. Known MS4 outfalls and known MS4 discharge points including outfall size and material.
 - ii. Receiving waters, other than groundwater
 - iii. Stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee.
 - iv. Geographic areas served by the City's MS4 that do not discharge stormwater to surface waters.
 - v. Tributary conveyances to all known outfalls and discharge points with a 24-inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems. The following features or attributes (or both) shall be mapped:
 - Tributary conveyance type, material, and size where known.
 - Associated drainage areas.
 - Land use.
 - vi. Connections between the MS4 owned or operated by the Permittee and other municipalities or public entities.
 - vii. All connections to the MS4 authorized or allowed by the Permittee after February 16, 2007.
 - viii. All connections from the MS4 to a privately owned stormwater system.
- b. New Mapping. The City shall:
 - i. No later than March 31, 2026 submit locations of all known MS4 outfalls according to standard templates and format provided in the Annual Report. Report the size and material of the outfalls, where known.
 - ii. No later than December 31, 2026, using available, existing data, map tree canopy to support stormwater management on Permittee-owned or operated properties. Permittees shall develop and follow a methodology to intentionally identify canopy for stormwater management purposes, which may be updated annually or as needed.
 - iii. No later than March 31, 2028, implement a methodology to map and assess acreage of MS4 tributary basins to outfalls with a 24-inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems that have stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee. Submit with the March 31, 2028 Annual Report a map(s) and table with a breakdown of the MS4 tributary basins quantifying estimated acres managed or unmanaged by stormwater treatment and flow control BMPs/facilities owned and operated by the Permittee.
 - iv. No later than December 31, 2028, using available, existing data map overburdened communities in relation to stormwater treatment and flow control BMPs/facilities, outfalls, discharge points, and tree canopy on Permittee-owned or operated properties.

- c. The required format for mapping is electronic (GIS, CAD, or other software that can map and store points, lines, polygons, and attributes), with fully described mapping standards
- d. To the extent consistent with national security laws and directives, each Permittee shall make available to Ecology, upon request, available maps depicting the information required in S5.C.4.a through c, above.
- e. Upon request, and to the extent appropriate, Permittees shall provide mapping information to federally recognized Indian Tribes, municipalities, and other Permittees. This Permit does not preclude Permittees from recovering reasonable costs associated with fulfilling mapping information requests by federally recognized Indian Tribes, municipalities, and other Permittees.

5.2 2026 PROGRAM ACTIVITY

The City of Fircrest's MS4 has been previously mapped including all known outfalls (including size and material) and connections to and/or from privately- owned stormwater systems as required by the current Permit. The data is available within ArcGIS Online, with fully described mapping standards, and layered in the City's Asset Management software, which is utilized while performing annual inspections. Any new catch basins and pipe diameter and materials of unknown private connections to the MS4 will also be discovered/updated, if discovered while conducting CB inspections.

6 ILLICIT DISCHARGE DETECTION AND ELIMINATION (S5.C.5)

6.1 PERMIT REQUIREMENTS

Section S5.C.5 of the Permit requires the SWMP to include an ongoing program designed to prevent, detect, characterize, trace, and eliminate illicit connections and illicit discharges into the MS4. Minimum performance measures are summarized as follows (see Permit for complete text):

- a. The program shall include procedures for reporting and correcting or removing illicit connections, spills, and other illicit discharges when they are suspected or identified. The program shall also include procedures for addressing pollutants entering the MS4

Illicit connections and illicit discharges must be identified through, but not limited to: field screening, inspections, complaints/reports, construction inspections, maintenance inspections, source control inspections, and/or monitoring information, as appropriate.

- b. Permittees shall inform public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.
- c. Each Permittee shall implement an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4 to the maximum extent allowable under state and federal law. The ordinance or other regulatory mechanism in effect as of the effective date of this Permit shall be revised, if necessary, to meet the requirements of this Section no later than July 1, 2027.
- d. Implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the City's MS4, including the following components:
 - i. Procedures for conducting investigations of the City's MS4, including field screening and methods for identifying potential sources, implementation of a field screening methodology, and completing field screening for at least 12% of the MS4 each year.
 - ii. A publicly listed and publicized hotline or other telephone number for public reporting of spills and other illicit discharges.
 - iii. An ongoing training program for a municipal field staff.
- e. Implement an ongoing program designed to address illicit discharges, including spills and illicit connections, into the City's MS4, including:
 - i. Procedures for characterizing the nature and potential public environmental threat of an illicit discharge
 - ii. Procedures for post-emergency clean-up of firefighting activities
 - No later than December 31, 2026, Permittee shall coordinate with firefighting agencies that serve areas discharging to the MS4 to be notified when PFAS-containing AFFFs are used
 - No later than January 1, 2027, Permittee shall update and implement procedures to minimize discharges to the MS4 during post-emergency cleanup and disposal activities including (but not limited to) those where PFAS-containing AFFFs have been used, diversions, and other measures that prevent

discharges to the MS4. Permittees shall deploy control measures during an emergency.

- iii. Procedures for tracing the source of an illicit discharge
- iv. Procedures for eliminating the illicit discharge
- v. Meet the following timelines in addressing illicit discharges:
 - Immediate response to illicit discharges, including spills, which are determined to constitute a threat to human health, welfare, or the environment
 - Investigate (or refer to appropriate agencies) within 7 days, on average, any complaints, reports, or monitoring that indicates an illicit discharge
 - Initiate an investigation within 21 days of any report or discovery of a suspected illicit connection
 - Upon confirmation of an illicit connection, use the compliance strategy in a documented effort to eliminate the illicit connection within 6 months
- f. Train staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, including spills, and illicit connections, to conduct these activities. Provide follow-up training as needed. Document and maintain records of training.
- g. Recordkeeping: Track and maintain records of the activities conducted to meet the requirements for illicit discharge detection and elimination (IDDE).

6.2 2026 PROGRAM ACTIVITY

6.2.1 IDDE ORDINANCE

Fircrest has previously adopted an ordinance that prevents illicit non-stormwater discharges into the MS4, as found in FMC 20.25. The ordinance outlines prohibited discharges, allowed discharges, conditional discharges, prohibits illicit connections, monitoring, as well as enforcement.

6.2.2 PROGRAM TO DETECT AND IDENTIFY ILLICIT DISCHARGE

The City of Fircrest will continue its existing Illicit Discharge Detection and Elimination (IDDE) program, which relies on complaints from the public or identification by City staff during system maintenance. Additionally, the City will continue to complete field screening for an average of 12% of the MS4 each year. To comply with the current Permit, the following program enhancements will be maintained for 2026. In addition, the City plans to coordinate with firefighting agencies to develop notification and cleanup/disposal procedures for PFAS-containing AFFFs, which will be incorporated into the IDDE ordinance.

Field Screening Methodology

Fircrest's IDDE program utilizes the Outfall Reconnaissance Inventory field screening methodology, as described in Chapter 11 of the Center for Urban Watershed Protection's *Illicit Discharge Detection and Elimination* guidance manual (IDDE Manual) dated October 2004. Screening methods utilize the newly implemented Asset Management software will assist in tracking historic data related to IDDE's and Spills.

IDDE Training Program

Fircrest staff involved in IDDE underwent training in 2022, 2023, 2024, and 2025. Additional training will be provided in 2026 as needed due to staff changes.

Hotline for Public Reporting of Spills and other Illicit Discharges

The City Hall telephone number listed on the City's website for reporting will be identified on the City's website specifically for reporting spills and other illicit discharges. After hours calls are communicated to and responded to by PW staff via contact from an on-call service then also emailed to PW Staff to be input into the database.

Illicit Discharge Public Education

Illicit discharge public education to inform public employees, businesses, and the public of hazards associated with illicit discharges and improper storage of waste have been integrated into the public education efforts at various community events in addition to local schools providing ecology awareness-based artwork for a Citywide calendar.

Source Control Business Inspection Program

In addition to the Source Control Programs for Existing Development that have already been implemented in previous years, the Source Control Business Inspection program is underway. The program educates and communicates with local businesses that may qualify under Appendix 8 of the Permit. Information is provided via utility billing mailers, available at the Public Works office and provided at community outreach events.

6.2.3 PROGRAM TO ADDRESS ILLICIT DISCHARGES

The City utilizes the following procedures to address illicit discharges reported by the public or detected through field screening:

- When a spill or illicit discharge is reported or detected that has an obvious nature based on distinct odors, colors, or visual indicators, the Public Works Director or designee will take appropriate action to minimize the threat to human health, welfare, and/or the environment, and will comply with the reporting requirements of General Condition G3 of the Permit. If the nature of the spill or illicit discharge constitutes a threat to human health, welfare, or the environment, action will be taken immediately. Other potential illicit discharges will be investigated within 7 days.
- When an illicit discharge is detected that is not obvious in nature or threat level, indicator sampling will be carried out in accordance with Chapter 4 of *Illicit Connection and Illicit Discharge field Screening and Source Tracing Guidance Manual*, May 2013, prepared by Herrera Environmental Consultants for the Washington State Department of Ecology (IC/ID Guidance Manual). A private contractor will be utilized to perform indicator sampling, when required.
- The source of reported or detected illicit discharges will be traced in accordance with the methodologies described in Chapter 5 of the ID/IC Guidance Manual, utilizing City maintenance staff and/or private contractors, as required.
- Illicit connections, when reported or discovered, will be investigated within 21 days to determine the source of the connection, nature, and volume of the discharge through the connection, and the party responsible for the connection.
- Illicit connections will be remedied within a period as specified by the City in accordance with FMC 20.25.090.

6.2.4 ILLICIT DISCHARGE TRAINING

Fircrest Utility staff responsible for the IDDE program attended a training seminar in 2021. No changes were made to the program based on this training. Additional training was provided from 2022 through 2025, and further training will be provided in 2026 as needed due to staff changes.

6.2.5 ILLICIT DISCHARGE RECORDKEEPING

All recordkeeping associated with the City's IDDE program is maintained within an internal Asset Management/Work Order program. IDDE's and spills are reported and documented in this program, whether the request originates from a citizen or City staff. Records are kept by the Public Works department and include the following:

- Field Screening Data
- Records of all detected illicit discharges and actions taken
- Reports of all reported spills and illicit discharges and actions taken
- Records of illicit connections and actions taken

All IDDE incidences are reported to the WQ WebIDDE app for reporting to Ecology.

7 CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES (S5.C.6)

7.1 2024-2029 PERMIT REQUIREMENTS

Section S5.C.6 of the Permit requires that the City implement and enforce a program to reduce pollutants in stormwater runoff to its MS4 from new development, redevelopment, and construction site activities. The program must apply to both private and public development, including transportation projects. Minimum performance targets for this program include:

- a. Implement an ordinance or other enforceable mechanism that addresses runoff from new development, redevelopment, and construction site projects.

No later than June 30, 2027, each Permittee shall adopt and make effective a local program that meets the requirements of S5.C.6.b(i) through S5.C.6.b(iii), applicable to all applications submitted:

- i. On or after July 1, 2027.
 - ii. Prior to January 1, 2017, that have not started construction by July 1, 2022.
 - iii. Prior to July 1, 2022, that have not started construction by July 1, 2027.
 - iv. Prior to July 1, 2027, that have not started construction by July 1, 2032.
- b. The ordinance or other enforceable mechanism shall include, at a minimum:
 - i. The Minimum Requirements, thresholds, and definitions in Appendix 1, or the 2019 Appendix 1 amended to include the changes identified in Appendix 10, or Phase I program approved by Ecology and amended to include Appendix 10, for new development, redevelopment, and construction sites. Adjustment and variance criteria equivalent to those in Appendix 1 shall be included. More stringent requirements may be used, and/or certain requirements may be tailored to local circumstances through the use of Ecology- approved basin plans or other similar water quality and quantity planning efforts. Such local requirements and thresholds shall provide equal protection of receiving waters and equal levels of pollutant control to those provided in Appendix 1.
 - ii. The local requirements shall include the following requirements, limitations, and criteria that, when used to implement the minimum requirements in Appendix 1 (or program approved by Ecology under the 2024 Phase I Permit), will protect water quality, reduce the discharge of pollutants to the MEP, and satisfy the State requirement under chapter 90.48 RCW to apply AKART prior to discharge:
 - Site planning requirements
 - BMP selection criteria
 - BMP design criteria
 - BMP infeasibility criteria
 - LID competing needs criteria
 - BMP limitations

Permittees shall document how the criteria and requirements will protect water quality, reduce the discharge of pollutants to the MEP, and satisfy State AKART requirements.

Permittees who choose to use the requirements, limitations, and criteria above in the *Stormwater Management Manual for Western Washington*, or a Phase I program approved by Ecology, may cite this choice as their sole documentation to meet this requirement.

- iii. The legal authority, though the approval process for new development and redevelopment, to inspect and enforce maintenance standards for private stormwater facilities approved under the provisions of this section that discharge to the City's MS4.
- c. The program shall include a permitting process with site plan review, inspection and enforcement capability to meet the following standards:
 - i. Review of all stormwater site plans for proposed development activities
 - ii. Inspect, prior to clearing and construction, all permitted development sites that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 of the Permit, or all construction sites that meet the minimum thresholds pursuant to S.C.5.b(i), above.
 - iii. Inspect all permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls. Enforce, as necessary, based on the inspection.
 - iv. Each Permittee shall manage maintenance activities to inspect all stormwater treatment and flow control BMPs/facilities, and catch basins, in new residential developments at least twice per 12-month period, until 90% of the lots are constructed (or when the site is fully stabilized) to identify maintenance needs and enforce compliance with maintenance standards as needed.
 - v. Inspect all permitted developments upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. Verify that a maintenance plan is completed and responsibility is assigned for stormwater treatment and flow control BMPs/facilities. Enforce, as necessary, based on inspection.
 - vi. Compliance with the inspection requirements in (ii) through (v), above, shall be determined by the presence and records of an established inspection program designed to inspect all sites. Compliance during this permit term shall be determined by achieving at least 80% of required inspections. The inspections may be combined with other inspections provided they are performed using qualified personnel.
 - vii. The program shall include a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, and other enforcement records. Records of maintenance inspections and maintenance activities shall be maintained.
 - viii. An enforcement strategy shall be implemented to respond to issues of noncompliance.
- d. The program shall make available, as applicable, the link to the electronic *Construction Stormwater General Permit* Notice of Intent (NOI) form for construction activity and, as applicable, a link to the electronic *Industrial Stormwater General Permit* NOI form for industrial

activity to representatives of proposed new development and redevelopment. Permittees shall continue to enforce local ordinances controlling runoff from sites that are also covered by stormwater permits issued by Ecology.

- e. Each Permittee shall ensure that all staff whose primary job duties are implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement, are trained to conduct these activities. Follow-up training must be provided as needed to address changes in procedures, techniques or staffing. Permittees shall document and maintain records of the training provided and the staff trained.

7.2 2026 PROGRAM ACTIVITY

The City of Fircrest has an ongoing program for controlling runoff from new development, redevelopment and construction sites that was expanded in 2023 and will be maintained in 2026. The following sections describe existing program elements to comply with Permit requirements, as well as specific program enhancements which were implemented in 2023 and will remain in effect in 2026.

7.2.1 STORMWATER ORDINANCE

Fircrest Municipal Code (FMC) 20.24.030 adopts the most recent version Ecology's Stormwater Management Manual for Western Washington (SWMMWW). Currently the City enforces the requirements in the SWMMWW for all new development, redevelopment, and construction sites, both public and private, including roads. By adopting the SWMMWW, the City is complying with the requirement of S5.C.4.a(ii) of the Permit to include requirements, limitations, and criteria for site planning and BMPs for protection of water quality and reduction of pollutant discharge.

The legal authority to inspect and enforce maintenance standards for private stormwater facilities through the approval process for new development and redevelopment is currently established by FMC 20.24.

7.2.2 STORMWATER PERMITTING PROCESS

The City will continue its current stormwater permitting process with plan review, inspection, and enforcement capability to ensure compliance with code requirements for both private and public projects, using qualified personnel. This includes:

- Meet with the City Planning Department to discuss impacts from new development, redevelopment, and construction sites
- Review of all stormwater site plans
- Inspection of all submitted development sites that have a high potential for sediment transport prior to clearing and construction
- Inspection of all permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls with enforcement as necessary, based on the inspections
- Inspection of all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls, such as stormwater facilities and structural BMPs

- Verification that a maintenance plan has been completed and responsibility for maintenance has been assigned with enforcement as necessary, based on the inspections
- Ensuring compliance with inspection requirements by the presence and records of an established inspection program that is designed to inspect all sites and achieve at least 80% of scheduled inspections

The City will document all site inspections performed as part of the permitting process. A shared documentation process between the Public Works department the Planning Department has been established. This program, Jot Form, streamlines the permitting process and ensures the appropriate department signs off on each phase of a project.

7.2.3 ENFORCEMENT OF STORMWATER ORDINANCE FOR SITES WITH ECOLOGY PERMITS

The City will continue to enforce local ordinances controlling runoff from sites that are also covered by stormwater permits by Ecology.

7.2.4 TRAINING

Public Works staff members completed CESCL training in 2022, 2023, and 2025. Additional training will be provided in 2026 if/as needed due to staffing changes. Records of staff that have received training are maintained by the Public Works Director.

8 STORMWATER MANAGEMENT FOR EXISTING DEVELOPMENT (S5.C.7)

8.1 PERMIT REQUIREMENTS

Section S5.C.7 of the Permit requires that the City implement a program to control or reduce stormwater discharges to waters of the State from areas of existing development. The program should aim to focus on strategic stormwater investments over longer planning timeframes. Minimum program requirements include the following:

- a. Permittees shall implement stormwater facility retrofits or tailored SWMP actions that meet the criteria described in Appendix 12 of the Permit, using one or more of the following strategies:
 - i. Strategic stormwater investments identified in the Stormwater Management Action Plan(s) (SMAPs, S5.C.1.d), or similar stormwater planning process; and/or
 - ii. Opportunistic stormwater investments identified by leveraging projects outside of SMAP areas to improve stormwater management and infrastructure.
- b. With each Annual Report, Permittees shall provide a list of planned, individual projects scheduled for funding or implementation during this Permit term for the purpose of meeting the assigned equivalent acreage as calculated per Appendix 12. The list shall include at a minimum the information and use the formatting specified in Appendix 12 (.xlsx format).
- c. No later than March 31, 2028, Permittees shall fully fund, start construction, or completely implement project(s) that meet the assigned equivalent acreage and submit documentation with the Annual Report during the same year.
 - i. Projects that started construction on or after January 1, 2023, may be included towards achieving the acres required.
 - ii. Permittees may contribute to meeting an overall regional goal to satisfy this permit requirement as described in S5.C.7.d.
 - iii. Permittees that completely implement stormwater facility retrofit projects by the expiration date of this Permit that will exceed the area required for this Permit term may apply the excess as a credit to be used for the next Permit term (e.g., 2029-2034 Permit), not to exceed 50% of the next permit's requirement.
 - iv. Permittees shall report which projects may provide Tribal benefits and benefits to overburdened communities including specifically Vulnerable Populations and Highly Impacted Communities.
- d. Permittees may collaborate to meet a regional goal.
 - i. Each Permittee is required to manage at least 0.5 equivalent acres within their own jurisdiction but may receive acreage credit for contributing to meeting an overall regional goal outside their defined MS4 Permit coverage area. For Permittees assigned 0.5 acres, participation and in-kind services to regional collaboration projects may count as the contribution for this Permit term if there is regional agreement on the strategy.
 - ii. Permittees may contribute to a regional goal, that is the sum of Phase II partners

assigned acreage from Appendix 12. Projects may be implemented outside of Permit coverage areas to meet their individual requirement as part of a regional goal where benefits to receiving waters within the Permit coverage areas are identified and anticipated.

- e. Permittees shall report the amount of estimated or projected equivalent acres managed by stormwater facility retrofits for the next Permit term (e.g., 2029-2034). This report shall be submitted to Ecology no later than March 31, 2028.

8.2 2026 PROGRAM ACTIVITY

The City is in the process of developing its SMED program, including determination of equivalent acreage requirements and identification of strategic and/or opportunistic retrofit opportunities in accordance with this Permit and associated appendices, including a review recently completed projects which may qualify for credit. The City intends to further internal discussions regarding this program through 2026 to remain on track for satisfying forthcoming (2028) funding and/or construction deadlines.

DRAFT

9 SOURCE CONTROL PROGRAMS FOR EXISTING DEVELOPMENT (S5.C.8)

9.1 2024-2029 PERMIT REQUIREMENTS

The City shall maintain a program to prevent and reduce pollutants in runoff from areas which discharge to the MS4. The program will include the application of source control BMPs, inspection, and enforcement. Minimum performance measures for this program are as follows:

- a. Permittees shall enforce ordinance(s), or other enforceable documents, requiring the application of source control BMPs for pollution-generating sources associated with existing land uses and activities

Permittees shall update and make effective the ordinance(s), or other enforceable documents, as necessary to meet the requirements of this Section no later than August 1, 2027.

The requirements of this subsection are met by using the source control BMPs in the SWMMWW, or a Phase I Program approved by Ecology. In cases where the manual(s) lack guidance for a specific source of pollutants, the Permittee shall work with the owner/operator to implement or adapt BMPs based on the best professional judgement of the Permittee.

Applicable operational source control BMPs shall be required for all pollutant generating sources. Structural source control BMPs, or treatment BMPs/facilities, or both, shall be required for pollutant generating sources if operational source control BMPs do not prevent illicit discharges or violations of surface water, groundwater, or sediment management standards because of inadequate stormwater controls. Implementation of source control requirements may be done through education and technical assistance programs, provided that formal enforcement authority is available to the Permittee and is used as determined necessary by the Permittee, in accordance with S5.C.8.d.

- b. Permittees shall implement a program to identify publicly and privately owned institutional, commercial, and industrial sites which have the potential to generate pollutants to the MS4. The inventory must be updated at least once every 5 years. Inventory shall include:
 - i. Businesses and/or sites identified based on the presence of activities that are pollutant generating per Appendix 8; and
 - ii. Other pollutant generating sources, based on complaint response, such as home-based businesses and multi-family sites.
- c. Permittees shall implement an inspection program for sites identified pursuant to S5.C.8.b.ii, above.
 - i. All identified sites with a business address shall be provided information about activities that may generate pollutants and the source control requirements applicable to those activities. This information shall be provided by mail, telephone, electronic communications, or in person. This information may be provided all at one time or spread out over the permit term to allow for tailoring and distribution of the

- information during site inspections.
- ii. The Permittee shall annually complete the number of inspections equal to 20% of the businesses and/or sites listed in their source control inventory to assess BMP effectiveness and compliance with source control requirements. The Permittee may count follow-up compliance inspections at the same site toward the 20% inspection rate. The Permittee may select which sites to inspect each year and is not required to inspect 100% of sites over a 5-year period. Sites may be prioritized for inspection based on their land use category, potential for pollution generation, proximity to receiving waters, or to address an identified pollution problem within a specific geographic area or sub-basin.
 - iii. Each Permittee shall inspect 100% of sites identified through credible complaints.
 - iv. Permittees may count inspections conducted based on complaints, or when the property owner denies entry, to the 20% inspection rate.
 - v. Annual reporting of inspections shall be organized by business type or activities with potential to generate pollutants to the MS4. Standard Industrial Code (SIC), Major Group, and NAICS numbers may be provided for reference.
- d. Permittees shall implement a progressive enforcement policy that requires sites to comply with stormwater requirements within a reasonable time period as specified below:
- i. If the Permittee determines, through inspections or otherwise, that a site has failed to adequately implement required BMPs, the Permittee shall take appropriate follow-up action(s), which may include phone calls, reminder letters, emails, or follow-up inspections.
 - ii. When a Permittee determines that a site has failed to adequately implement BMPs after a follow-up inspection(s), the Permittee shall take enforcement action as established through authority in its municipal codes or ordinances, or through the judicial system.
 - iii. Each Permittee shall maintain records, including documentation of each site visit, inspection reports, warning letters, notices of violations, and other enforcement records, demonstrating an effort to bring sites into compliance. Each Permittee shall also maintain records of sites that are not inspected because the property owner denies entry.
 - iv. A Permittee may refer non-emergency violations of local ordinances to Ecology, provided, the Permittee also makes a documented effort of progressive enforcement. At a minimum, a Permittee's enforcement effort shall include documentation of inspections and warning letters or notices of violation.
 - v. Application and enforcement of local ordinances at sites identified pursuant to S5.C.8.a(i), including sites with discharges authorized by a separate NPDES permit.
- e. Permittees shall train staff who are responsible for implementing the source control program to conduct these activities. The ongoing training program shall cover the legal authority for source control, source control BMPs and their proper application, inspection protocols, lessons learned, typical cases, and enforcement procedures. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements, or staff. Permittees shall document and maintain records of the training provided and the staff trained.

9.2 2026 PROGRAM ACTIVITY

Existing ordinances related to enforcing source control for existing development are under FMC 20.24 and FMC 20.25. In 2022, the City revised section 20.24 of the Fircrest municipal Code to allow the City to inspect and enforce source control BMPs at existing developed sites.

The City has already implemented a program to identify commercial and industrial sites which have the potential to generate pollutants to the MS4 in accordance with the 2022 deadline established by the previous (2019-2024) Permit. The City is aware of all commercial sites and home businesses within City limits which may impact the MS4. Currently, there are no inventoried commercial sites that would produce pollutants to the MS4.

Once the assessment was completed, the City developed a source control inventory of all businesses and properties identified as conducting activities that are pollutant generating and may impact the MS4. Identified sites included governmental sites, mobile or home-based businesses, and sites that received complaints indicating it may be pollution-generating. The City will update its inventory at least every 5 years in accordance with Permit requirements and will continue its stormwater inspection/progressive enforcement program including ongoing training and recordkeeping.

10 MUNICIPAL OPERATIONS AND MAINTENANCE (S5.C.9)

10.1 2024-2029 PERMIT REQUIREMENTS

Section S5.C.7 of the Permit requires that the City document and implement a program to regulate maintenance activities from municipal operations to prevent or reduce stormwater impacts. Required program components are summarized as follows (see Permit Section S5.C.9 for full text).

- a. Each Permittee shall implement maintenance standards that are as protective, or more protective, of facility function than those specified in *Stormwater Management Manual for Western Washington* or Phase I program approved by Ecology. For facilities which do not have maintenance standards, the City is required to develop a maintenance standard. Current maintenance standards are required to be updated no later than June 30, 2027 to meet the following requirements:
 - i. The purpose of the maintenance standard is to determine if maintenance is required.
 - ii. When an inspection identifies an exceedance of the maintenance standard, maintenance is required to be performed:
 - Within 1 year for typical maintenance of facilities, except catch basins
 - Within 6 months for catch basins
 - Within 2 years for maintenance that requires capital construction of less than \$25,000

Circumstances beyond the Permittee's control include denial or delay of access by property owners, denial or delay of necessary permit approvals, and unexpected reallocations of maintenance staff to perform emergency work. For each exceedance of the required timeframe, the Permittee shall document the circumstances and how they were beyond their control.

- b. Maintenance of stormwater facilities regulated by the Permittee
 - i. The program shall include provisions to verify adequate long-term O&M of stormwater treatment and flow control BMPs/facilities that are permitted and constructed pursuant to S.5.C.6.c and shall be maintained in accordance with S5.C.9.a.

The provisions shall include:

- (a) Implementation of an ordinance or other enforceable mechanism that:
 - Clearly identifies the party responsible for maintenance in accordance with maintenance standards established under S5.C.9.a.
 - Requires inspection of facilities in accordance with the requirements in (b), below.
 - Establishes enforcement procedures.
- (b) Annual inspections of all stormwater treatment and flow control BMPs/facilities that discharge to the MS4 and were permitted by the Permittee according to S5.C.6.c, including those permitted in accordance with requirements adopted pursuant to the 2007-2019 Ecology municipal stormwater permits, unless there are maintenance records to justify a

different frequency. Inspections shall be conducted by qualified personnel.

Permittees may reduce the inspection frequency based on maintenance records of double the length of time of the proposed inspection frequency. In the absence of maintenance records, the Permittee may substitute written statements to document a specific less frequent inspection schedule. Written statements shall be based on actual inspection and maintenance experience and shall be certified in accordance with G19 – *Certification and Signature*.

- ii. Compliance with the inspection requirements in (b), above, shall be determined by the presence and records of an established inspection program designed to inspect all facilities, and achieving at least 80% of required inspections.
 - iii. The program shall include a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, and other enforcement records. Records of maintenance inspections and maintenance activities shall be maintained.
- c. Maintenance of stormwater facilities owned or operated by the Permittee.
- i. Each Permittee shall implement a program to annually inspect all municipally owned or operated stormwater treatment and flow control BMPs/facilities, and taking appropriate maintenance actions in accordance with the adopted maintenance standards.

Permittees may reduce the inspection frequency based on maintenance records of double the length of time of the proposed inspection frequency. In the absence of maintenance records, the Permittee may substitute written statements to document a specific less frequent inspection schedule. Written statements shall be based on actual inspection and maintenance experience and shall be certified in accordance with G19 – *Certification and Signature*.

- ii. Perform spot checks of potentially damaged permanent stormwater treatment and flow control BMPs/facilities after major storm events (24 hour storm event with a 10 year or greater recurrence interval). If spot checks indicate widespread damage/maintenance needs, inspect all stormwater treatment and flow control BMPs/facilities that may be affected. Conduct repairs or take appropriate maintenance action in accordance with maintenance standards established above, based on the results of the inspections.
- iii. Each Permittee shall inspect all catch basins and inlets owned or operated by the Permittee no later than December 31, 2025 and every two years after. Clean catch basins if the inspection indicates cleaning is needed to comply with maintenance standards established in the *Stormwater Management Manual for Western Washington*.

The following alternatives to the standard approach of inspecting all catch basins every two years may be applied to all or portions of the system:

- (a) The catch basin inspection schedule of every two years may be changed as appropriate to meet the maintenance standards based on maintenance records of double the length of time of the proposed inspection frequency.
 - (b) Inspections every two years may be conducted on a “circuit basis” whereby 25% of catch basins and inlets within each circuit are inspected to identify maintenance needs. Include an inspection of the catch basin immediately upstream of any MS4 outfall, discharge point, or connections to public or private storm systems, if applicable.
 - (c) The Permittee may clean all pipes, ditches, and catch basins and inlets within a circuit once during the permit term. Circuits selected for this alternative must drain to a single point.
- iv. Compliance with inspection requirements in S5.C.9.c i-iii, above, is determined by the presence of an established inspection program designed to inspect all sites and achieving at least 95% of inspections.
- d. Implement practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the City, and road maintenance activities under the control of the City. No later than December 31, 2022, document the practices, policies, and procedures. Lands owned or maintained by the Permittee include, but are not limited to streets, parking lots, roads, highways, buildings, parks, open space, road rights-of-way, maintenance yards, and stormwater treatment and flow control BMPs/facilities. The following activities shall be addressed:
- i. Pipe cleaning
 - ii. Cleaning of culverts
 - iii. Ditch maintenance
 - iv. Street cleaning
 - v. Road repair and resurfacing, including pavement grinding
 - vi. Snow and ice control
 - vii. Utility installation
 - viii. Pavement striping maintenance
 - ix. Maintaining roadside areas, including vegetation management
 - x. Dust control
 - xi. Application of fertilizers, pesticides, and herbicides according to the instructions for their use including reducing nutrients/pesticides and using alternatives to minimize environmental impacts
 - xii. Sediment and erosion control
 - xiii. Landscape maintenance and vegetation disposal
 - xiv. Trash and pet waste management
 - xv. Building exterior cleaning and maintenance, including policies and procedures to include Source Control BMPs to minimize PCBs from entering the MS4. Permittees shall not discharge washdown water to the MS4 if the building is suspected or confirmed to have PCB-containing materials
 - xvi. Preparing Permittee-owned buildings for renovation or demolition including policies and procedures to include Source Control BMPs for building materials to prevent PCBs from entering the MS4 during renovation or demolition

- e. No later than July 1, 2027, develop and implement a street sweeping program to focus on priority areas and times during the year that would reasonably be expected to result in the maximum water quality benefits to receiving waters. Programs should include:
 - i. Priority areas: Apply program to curbed municipal streets that discharge to outfalls and meet the following criteria:
 - (a) High traffic streets such as arterials and collectors.
 - (b) Streets that serve commercial or industrial land use areas.
 - ii. Program timing: Sweep priority areas at least once between July and September each year and at least two additional times per year as determined by the Permittee to provide additional water quality benefits. For calendar year 2027, only one sweeping event is required between July and December:
 - (a) Compliance during this Permit term shall be determined by records of a sweeping program designed to sweep all priority areas identified and sweeping at least 90% of priority areas each sweeping event.
 - (b) Permittee may document reasoning for alternative sweeping timing and frequency based on local conditions (e.g., climate) and estimated pollutant deposition quantities. Documentation shall also be based on actual maintenance experience and be certified in accordance with G19 – Certification and Signature.
 - iii. Operational Procedures: Procedures to follow equipment design performance specifications to ensure that street sweeping equipment is operated at the proper design speed with appropriate verification, and that it is properly maintained.
 - iv. Street Waste Disposal: Dispose of sweeper waste material in accordance with Appendix 6 of the Permit.
 - v. Reporting: No later than March 31, 2028, submit with the Annual Report the following information about the priority areas:
 - (a) Priority areas swept identified on a map.
 - (b) Sweeping dates.
 - (c) Sweeping frequency.
 - (d) Type of sweeper.
 - (e) Total curb miles of priority areas and curb miles swept.
 - (f) Approximation of street waste solids removed for each sweeping event.

- f. Implement a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit or another NPDES permit that authorizes stormwater discharges associated with the activity. SWPPPs shall include the following information, at a minimum:
- i. A detailed description of the operational and structural BMPs in use at the facility and a schedule for implementation of additional BMPs when needed. BMPs selected shall be consistent with the Stormwater Management Manual for Western Washington, or a Phase I program approved by Ecology. The SWPPP shall be updated as needed to maintain relevancy with the facility.
 - ii. At minimum, annual inspections of the facility, including visual observations of discharges, to evaluate the effectiveness of the BMPs, identify maintenance needs, and determine if additional or different BMPs are needed. The results of these inspections shall be documented in an inspection report or check list.
 - iii. An inventory of the materials and equipment stored on-site, and the activities conducted at the facility which may be exposed to precipitation or runoff and could result in stormwater pollution.
 - iv. A site map showing the facility's stormwater drainage, discharge points, and areas of potential pollutant exposure.
 - v. A plan for preventing and responding to spills at the facility which could result in an illicit discharge.
- g. Implement an ongoing training program for City employees whose primary construction, operations or maintenance job functions may impact stormwater quality. The training program shall address the importance of protecting water quality, operation and maintenance standards, inspection procedures, selecting appropriate BMPs, ways to perform their job activities to prevent or minimize impacts to water quality, and procedures for reporting water quality concerns. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements, or staffing. Permittees shall document and maintain records of training provided and the staff trained.
- h. Maintain records of the activities conducted to meet the requirements of this Section.

10.1.1 OPERATIONS AND MAINTENANCE OF PERMANENT STORMWATER FACILITIES PROGRAM

The City requires property owners to maintain, inspect and clean their privately maintained facilities. City staff is not responsible for inspecting private systems. New construction as-built records are available in the Public Works building.

10.2 2026 PROGRAM ACTIVITY

The City of Fircrest has an established program for municipal operation and maintenance, which will continue in 2026. The following sections describe current program elements to comply with Permit requirements.

10.2.1 MAINTENANCE STANDARDS

The City utilizes the maintenance standards specified in Appendix V-A of the 2024 *Stormwater Management Manual for Western Washington* for operation and maintenance of the City's stormwater systems. Any future updates to maintenance standards provided in the *Stormwater Management Manual for Western Washington* will be subsequently adopted.

10.2.2 INSPECTION OF MUNICIPAL STORMWATER FACILITIES

In 2022, inspections of 100 percent of the municipal stormwater system took place, and cleaning took place within 6 months for structures that did not pass inspections. The following procedures were performed in 2023-2025 and will be continued in 2026:

Annual Inspections: There are currently two publicly maintained stormwater treatment and flow control facilities in the City of Fircrest that require annual inspection. One LID BMP also exists, permeable pavement sidewalks along Emerson Street, which will continue to be inspected annually.

Spot Checks: Spot checks will be performed at culvert crossings along Leach Creek after each major storm event (10-year, 24-hour storm event). The two City-maintained treatment and flow control facilities will also be checked if the potential for damage is suspected.

Catch Basin Inspections and Cleaning: City staff will continue to inspect and clean all catch basins at least once every two years, with half of the City completed in each year of the two-year cycle. Decant water from the catch basin cleaning effort will be disposed of in accordance with the requirements set forth in Permit Appendix 6, Street Waste Disposal.

10.2.3 STORMWATER IMPACT REDUCTION PROCEDURES

The City has implemented the following practices, policies, and procedures to reduce stormwater impacts:

CITY PARKS:

City of Fircrest Parks and Recreation Department operates six park sites. Practices, policies, and procedures to reduce stormwater impacts at these sites consist of the following, which will be continued in 2026:

- Use fertilizers, pesticides, and herbicides according to the manufacture's specifications. All

applications follow state and local and guidelines and are used only after consultation with the Management Team and Public Works Department.

- Regularly consult with the Management Team and Public Works Department and receive specific guidelines from Pierce Conservation District regarding landscape maintenance and vegetation removal.
- Use environmentally friendly cleaning solutions for all exterior cleaning and maintenance.

ROAD MAINTENANCE AND STREET SWEEPING:

The City of Fircrest performs street sweeping of major streets monthly, weather permitting. This program will continue in 2026 and the City will update the program if/as necessary to comply with forthcoming reporting requirements per S5.C.9.e(v) of the Permit.

Roadside area and vegetation are maintained while minimizing the use of herbicides or pesticides. Road repair and resurfacing is performed by contractors in accordance with requirements for construction stormwater pollution prevention as documented in the 2024 SWMMWW. Fircrest performs snow and ice control as required, using manufacturer's application rate for minimally environmentally toxic deicing chemicals. See Appendix B for documentation on the policies, practices, and procedures the City has adopted to reduce stormwater impacts from City-owned or maintained lands to meet section S.C.9.a of the Permit.

10.2.4 TRAINING

Field staff receive monthly training in Operations & Maintenance that is relevant to each department. Pollution prevention training will be continued by sending appropriate staff to training courses when needed due to staff change or to increase knowledge.

10.2.5 STORMWATER POLLUTION PREVENTION PLANS (SWPPP)

A SWPPP has been prepared for the City's main maintenance/storage facility located on Ramsdell Street. A copy is kept on-site and was updated in December 2022.

10.2.6 MUNICIPAL O&M RECORDKEEPING

The Public Works Director or designee will continue to maintain records of all inspections and maintenance activities.



Figure 1 – City of Fircrest Public Works Department Staff

APPENDIX A
CITY OF FIRCREST SMAP RECEIVING BASIN PRIORITIZATION

DRAFT

A-1 Overview

A receiving water assessment was performed for the City of Fircrest to assess and document the existing information and conditions related to local receiving waters and contributing areas. The purpose of the assessment is to aid in identifying the receiving waters that would most likely benefit from stormwater management planning.

The NPDES permit requires a watershed inventory, provided as a table, to be submitted no later than March 31, 2022, and a brief description of the receiving waters that are in Fircrest. A single waterbody, Leach Creek, with three contributing area assessment units, was identified as a receiving water for the City of Fircrest. Assessment was performed using 303(d) listing information, Environmental Justice Screening and Mapping Tool, Puget Sound Watershed Characterization Project, and the Coastal Atlas Map.

A-2 Receiving Water and Assessment Unit Areas

The City has a single receiving water, Leach Creek, a sub-watershed of the Clover-Chambers Creek watershed. Leach Creek is over 2 miles long and the contributing watershed area consists of 1,867 acres, of which 40% is residential, 37% is commercial, 20% is open space, and 3% is Industrial. The existing stormwater pipe network of Fircrest, University Place, and Tacoma discharges to Leach Creek holding basin. Discharges from Leach Creek holding basin, as well as stormwater runoff from Fircrest, University Place, and Lakewood, supply flows to Leach Creek downstream of the holding basin prior to confluence with Chamber Creek. The lower reaches of Leach Creek contain salmonid spawning habitat.

A 303(d) listing, per Section 303(d) of the federal Clean Water Act, exists for Leach Creek for mercury and bacteria.

Three assessment unit areas, as defined by Puget Sound Watershed Characterization Project, exist within Fircrest. The southwestern corner of Fircrest lies within basin 12003 and contributes runoff to Lower Leach Creek prior to confluence with Chambers Creek. The total area of basin 12003 is 1,189 acres. The City of Fircrest comprises 24 acres, or 2% of this basin. Lower Leach Creek has the designated use of anadromous fishery. The Water flow assessment revealed moderate surface storage for this area and the basin has a “moderate” ranking for water flow importance for Leach Creek. Water quality assessment review showed moderate-to-high levels of sediment, phosphorous, metals, nitrogen, and pathogens for this basin.

Basin 12004 represents the area that contributes runoff to Upper Leach Creek, downstream of the Leach Creek Holding Basin. The total area of Basin 12004 is 1,959 acres. Fircrest makes up 35%, or 690 acres of this basin. Upper Leach Creek has the designated use of anadromous fishery. The Water flow assessment revealed moderate surface storage for this area, with high degradation of water flow. Additionally, this basin is ranked “high” for water flow importance to Leach Creek. Water quality assessment review showed moderate-to-high levels of sediment, phosphorous, metals, nitrogen, and pathogens for this basin.

The northernmost watershed of Fircrest, Basin 12005, contains the contributing area that drains to Leach Creek Holding basin in Tacoma. This basin is the most upstream basin of the three basins in Fircrest. The total area of this watershed is 1,774 acres, of which 290 acres, or 16%, are within Fircrest City Limits. The Leach Creek Holding basin is used as a regional stormwater management facility. The Water flow assessment revealed low surface storage for this area; however, this basin also has a designation of

“low water flow importance.” Water quality assessment review revealed moderate-to-high levels of sediment, phosphorous, metals, nitrogen, and pathogens for this basin.

A-3 Stormwater Management Action Plan Assessment Table

The following table summarizes the results of the watershed inventory assessment for the City of Fircrest.

DRAFT

APPENDIX B

S5.C.9 DOCUMENTATION

DRAFT

Memorandum

Tyler Bemis – Project Manager
City of Fircrest

Re: City of Fircrest Documentation of Policies, Practices, and Procedures to reduce SW impacts from permittee land

This memorandum documents the City of Fircrest practices, policies and procedures to reduce stormwater impacts from all City owned and maintained lands in accordance with S5.C.7.d and S5.C.7.e of the Phase II NDPES permit.

Practices, policies, and procedures

The Phase II permit requires the City to develop and implement practices, policies, and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the City, and road maintenance activities under the functional control of the City. Lands owned or maintained by the City to which this requirement applies include, but are not limited to parking lots, streets, roads, highways, buildings, parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control BMPs/facilities.

The City's practices, policies, and procedures mentioned above must address the following activities: pipe cleaning; cleaning of culverts that convey stormwater in ditch systems; ditch maintenance; street cleaning; road repair and resurfacing, including pavement grinding; snow and ice control; utility installation; maintaining roadside areas, including vegetation management; dust control; pavement striping maintenance; application of fertilizers, pesticides, and herbicides according to the instructions for their use, including reducing nutrients and pesticides using alternatives that minimize environmental impacts; sediment and erosion control; landscape maintenance and vegetation disposal; trash and pet waste management; and building exterior cleaning and maintenance.

The City departments that have custodial responsibility related to the activities above are Public Works and Parks & Recreation.

The City of Fircrest maintains practices for reducing stormwater impacts associated with runoff from all lands owned or maintained by the City including road maintenance activities under the functional control of

the City. These practices and policies were developed through combined efforts implemented by the City and Pierce County.

The City has adopted the following guidelines for inspection and maintenance activities:

- WSDOT Regional Road Maintenance Endangered Species Act Program Guidance
- Applicable source control BMPs listed in the Stormwater Management Manual for Western Washington, Volume IV
- Condition Assessment Manuals, developed by Pierce County (need list, should include vegetation or pest management if available)
- Integrated Pest Management Plan, developed by Pierce County Conservation District
- Stormwater Pollution Prevention Plans (SWPPPs) developed for S5.C.7.f or other site-specific SWPPPs by other applicable NPDES stormwater permit guidelines.

Training

Ongoing training for with primary operations or maintenance job functions that may impact stormwater quality are trained in topics relevant to their job descriptions. Instructions including the above guidelines is provided, as relevant to their duties and roles, with follow up training, as needed, along with IDEE and CECSL training. Records of training provided including dates, activities or course descriptions, and names and positions of staff in attendance are kept in the Public Works office.

DRAFT

FIRCREST CITY COUNCIL AGENDA SUMMARY

SUBJECT: Interlocal Agreement with the City of University Place for Design and Construction of 44th Street West Improvements

ITEM: 13A

DATE: March 10, 2026

FROM: Tyler Bemis, City Manager

RECOMMENDED MOTION: I move to adopt Resolution No. _____, authorizing the City Manager to execute an Interlocal Agreement with the City of University Place for design and construction of the 44th Street West Sidewalk and Pedestrian Safety Project.

PROPOSAL: The City Council is being asked to authorize the City Manager to execute an Interlocal Agreement (ILA) with the City of University Place for the design and construction of the 44th Street West Sidewalk and Pedestrian Safety Project.

The purpose of the ILA is to formally establish the roles and responsibilities of each participating agency, including, but not limited to, administration of the federal grant, billing and reimbursement procedures, payment of local match contributions, awarding and administering consultant and construction contracts, and overall project coordination.

FISCAL IMPACT: Under the terms of the federal grant, each city has committed to locally funding the project design. The estimated total design cost is \$200,000, to be split evenly between the two agencies (\$100,000 per city).

In addition, the grant requires a total local match of \$454,950, with each city responsible for \$227,475. Execution of the ILA is necessary to formally document these financial commitments and allow the project to move forward.

ADVANTAGE: The ILA clearly defines financial, administrative, and operational responsibilities between the two cities, reducing risk and potential ambiguity. It also promotes efficient project delivery by coordinating design and construction along a shared roadway corridor.

DISADVANTAGES: None identified.

ALTERNATIVES: None identified. Failure to execute the ILA would delay or jeopardize implementation of the grant-funded project.

HISTORY: The City of Fircrest and the City of University Place jointly applied for and were awarded a \$2,578,050 federal grant for the construction of pedestrian and safety improvements along 44th Street West between 67th Avenue West and Alameda Avenue West. Within the project limits, Alameda Avenue West serves as the municipal boundary between the two cities. This segment of roadway was formerly part of the Pierce County road system and was incorporated into the respective municipal street networks through annexation.

ATTACHMENTS: [Resolution](#)
[Interlocal Agreement](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, AUTHORIZING THE CITY
MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT WITH
THE CITY OF UNIVERSITY PLACE FOR THE DESIGN AND
CONSTRUCTION OF THE 44TH STREET WEST SIDEWALK AND
PEDESTRIAN SAFETY PROJECT.**

WHEREAS, the City of Fircrest and the City of University Place jointly applied for and were awarded a \$2,578,050 federal grant for the design and construction of transportation improvements to 44th Street West between 67th Avenue West and Alameda Avenue West; and

WHEREAS, the federal grant requires each participating city to contribute local funding toward both project design and the required local match, including an estimated \$100,000 per city for design and \$227,475 per city for the construction match; and

WHEREAS, an Interlocal Agreement is necessary to establish the respective roles and responsibilities of each city, including grant administration, billing and reimbursement procedures, payment of local match contributions, awarding and administration of consultant and construction contracts, and overall project coordination; and

WHEREAS, the Fircrest City Council finds that entering into an Interlocal Agreement is in the best interest of the City and supports safe, efficient, and coordinated delivery of transportation and pedestrian improvements along 44th Street West;

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 an Interlocal Agreement with the City of University Place for the design and construction of the 44th Street West Sidewalk and Pedestrian Safety Project, substantially in the form presented to the City Council.

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

APPROVED:

Nikki Bufford, Mayor

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ATTEST:

Arlette Burkhardt, City Clerk

APPROVED AS TO FORM:

Joanna Eide, City Attorney

**INTERLOCAL AGREEMENT FOR DESIGN AND CONSTRUCTION OF 44TH
STREET**

BETWEEN THE CITY OF FIRCREST AND THE CITY OF UNIVERSITY PLACE

THIS INTERLOCAL AGREEMENT ("Agreement") made and entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 of the Revised Code of Washington ("RCW"), on the _____ day of _____, 2026, by and between the City of Fircrest, a Washington municipal corporation, herein known as "Fircrest," and the City of University Place, a Washington municipal corporation, herein known as "University Place," (collectively referred to herein as the "Parties").

WHEREAS, 44th Street West serves as an arterial providing vital mobility to both Fircrest and University Place; and

WHEREAS, a joint application was submitted by Fircrest and University Place to the Federal Highways Administration ("FHWA") for funding to support the construction of improvements to 44th Street between 67th Avenue and Alameda Avenue wherein the Parties committed to perform the project design, utilizing an estimated amount of \$200,000 of local funds, with \$100,000 coming from each Party; and

WHEREAS, the FWHA approved for the application and awarded \$2,578,050.00 of federal funding for construction of the improvements, to 44th Street, with a requirement for a combined local funding match commitment in the amount of \$227,475.00 from Fircrest and University Place; and

WHEREAS, University Place is currently qualified as a Certified Acceptance Agency ("CA") under agreement with the Washington State Department of Transportation ("WSDOT"); and

WHEREAS, Chapter 39.34 RCW allows local governments to enter into interlocal agreements to make the most efficient use of their powers by enabling them to work with other local jurisdictions on a mutually advantageous basis.

NOW, THEREFORE, pursuant to Chapter 39.34 RCW, and in consideration of the mutual benefits and covenants described herein, the City of University Place and the City of Fircrest agree to cooperate in the construction for the improvements to 44th Street West as follows:

1. INCORPORATION OF RECITALS

Each of the recitals set forth above is incorporated into this Agreement as though fully set forth herein.

2. PURPOSE AND GOALS

The purpose of this Agreement is to establish roles and responsibilities of each party to this Agreement, including but not limited to administration of the grant, billing and payment of local match amounts, awarding of contracts, and project administration.

The goals of this Agreement are to: (1) facilitate the improvements to 44th Street, including improvements to curbs, sidewalks, bike lanes, street lighting, landscaping, and other roadway related amenities; (2) produce plans that meet the applicable standards required under the grant and approval of each City; and (3) to achieve maximum cost savings for the benefit of the public and the residents of both Parties' jurisdictions.

3. PROJECT AREA

The project area includes rights of way for improvements on 44th Street West between 67th Avenue and Alameda Avenue ("Project").

4. UNIVERSITY PLACE RESPONSIBILITIES

A. Project Lead. University Place shall act as "CA" on the project and take the lead role in coordinating the grant administration, including: (1) entering into a local agency agreement with the Highways and Local Programs Office of the Washington State Department of Transportation (WSDOT); (2) submitting requests for reimbursement; (3) maintaining project grant records; (4) completion and submittal of grant reporting requirements; (5) contract administration for the Project; and (6) when required and as applicable, a University Place representative shall participate in Project team meetings, and coordinate with Fircrest representatives.

B. Design. University Place shall be the lead agency responsible for the design of project improvements and will coordinate design efforts with Fircrest representatives. University Place shall pay for 50% of the costs associated with the project design.

C. Construction. University Place and Fircrest shall share in the cost of the Construction of the 44th Street Project (50/50 split of local funding). University Place will manage any construction and consultant contracts and ensure the same are acquired through applicable competitive solicitation requirements under state and federal law. University Place shall coordinate with Fircrest prior to awarding any contracts associated with the project and throughout the contract administration process.

D. Advance Funds. University Place agrees to advance funds as necessary to pay for Project expenses that will be shared jointly. University Place shall submit timely requests for reimbursement to WSDOT for its advances and for work performed or paid for by Fircrest. Reimbursement requests shall be made at monthly intervals for the total amounts expended during that period, less the proportionate shares of the combined University Place and Fircrest matches. The Project reimbursement period shall begin after WSDOT has approved a Local Agency Agreement (“LAA”) authorizing Project expenditures. No expenditure made before this date is eligible for reimbursement. University Place shall bill Fircrest for its proportionate match share for any combined expenditures advanced by University Place.

E. Notice to Fircrest.

i. University Place shall notify Fircrest within fourteen (14) calendar days from the date of receipt by University Place of reimbursement from WSDOT for costs incurred by Fircrest and University Place. University Place shall pay to Fircrest its share of said reimbursement.

ii. University Place shall promptly notify Fircrest of any issues it feels are inconsistent with the design, construction documents, plans, or this Agreement. University Place shall work cooperatively with Fircrest to resolve design and construction issues to the mutual satisfaction of both parties if reasonably practicable.

5. FIRCREST RESPONSIBILITIES

A. Assist in Administration. Fircrest shall assign at least one (1) representative to represent Fircrest’s interests and verify that the Project proceeds in accordance with this Agreement and state and federal requirements. When required and as applicable, Fircrest’s representative(s) shall: (1) participate in Project team meetings; (2) assist in the interview and selection of a consultant(s) for joint activities; (3) assist with obtaining applicable permits; (4) assist with Project success monitoring; (5) assist in contract administration of the Project; and (6) maintain its Project records as required by state and federal auditing requirements and shall present its records for review as requested.

B. Design. Fircrest shall pay for 50% of the costs associated with the project design.

C. Construction. University Place and Fircrest shall share in the cost of the Construction of the 44th Street Project (50/50 split of local funding). Fircrest will assist in the management of any construction and consultant contracts.

D. Reimbursement to University Place. Fircrest shall pay to University Place all costs advanced by University Place on its behalf pursuant to Section 4 of this Agreement within thirty (30) days of receipt of an invoice.

E. Notice to University Place. Fircrest shall promptly notify University Place of any issues it feels are inconsistent with the design, construction documents, plans, or this Agreement. Fircrest shall work cooperatively with University Place to resolve design and construction issues to the mutual satisfaction of both parties if reasonably practicable.

6. PLANS

Final design plans shall adhere to applicable standards of each respective city, as well as state and federal requirements.

7. DURATION OF AGREEMENT AND TERMINATION

This Agreement shall continue until final completion and acceptance of the Project, at which time it shall terminate.

8. HOLD HARMLESS AND INDEMNITY AGREEMENT

Each party (the Indemnitor) agrees to defend, indemnify, and save harmless each other (the Indemnitees), their board or council members, officers, agents and employees, from and against all loss or expense including, but not limited to, judgments, settlements, attorney's fees, and costs by reason of any and all claims for damages, penalties, or other relief based upon the Indemnitor's alleged negligence, or wrongful conduct, except for the injuries, penalties, and damages caused by the sole negligence or wrongful conduct of the Indemnitor. Such claims for damages or other relief include but are not limited to, those for personal or bodily injury including death from such injury, property damage, torts, defamation, penalties imposed by any agency of the state or federal government for failure to comply with applicable law in the performance of this Agreement. If the claim, suit, or action involves concurrent negligence of the Parties, the indemnity provisions provided herein shall be applicable only to the extent of the percentage of each Party's negligence. It is further and expressly understood that the indemnification provided herein constitutes each Party'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. The provisions of this section shall survive the expiration or termination of this Agreement.

9. NO THIRD-PARTY BENEFICIARY

University Place, by this Agreement, does not assume any contractual obligations to any person or entity other than Fircrest. Fircrest, by this Agreement, does not assume any contractual obligations to any person or entity other than University Place. There is no third-party beneficiary to the Agreement.

10. NO SEPARATE ENTITY CREATED

This Agreement does not create any separate legal or administrative entity. This Agreement shall be administered by the Public Works Director for the City of University Place and the Public Works Director for the City of Fircrest. There shall be no joint financing or jointly acquired or held assets and the Agreement will terminate as described herein.

11. NON-DISCRIMINATION

The Parties agree to take all steps necessary to comply with all federal, state, and local laws and policies regarding non-discrimination and equal employment opportunities. The Parties shall not discriminate in any employment action because of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital status, familial status, or the presence of any sensory, mental or physical disability.

12. ASSIGNMENT

Neither Party shall have the right to transfer or assign, in whole or in part, any or all of its obligations and rights hereunder without the prior written consent of the other Party.

13. NOTICE

All notices or communications under this Agreement shall be in writing and effective (i) when delivered in person or via overnight courier to the other Party; (ii) on the second business day following the date of mailing by regular or certified U.S. Mail, postage prepaid to the other Party at its address set forth below; or (iii) upon confirmed transmission by facsimile to the other party at the facsimile number set forth below. The addresses for notices may be modified by either Party only by written notice delivered in conformance with this Section.

CITY OF UNIVERSITY PLACE

ATTN: Jack Ecklund
Public Works Director
3609 Market Place W.
University Place, WA 98466

Phone: (253) 460-5411

CITY OF FIRCREST

ATTN: Tyler Bemis
Public Works Director
120 Ramsdell Street
Fircrest, WA 98466
Phone: (253) 238-4134

14. WAIVER

No waiver by either Party of any term or condition of this Agreement shall be deemed or construed to constitute a waiver of any other term or condition or of any subsequent breach, whether of the same or a different provision of this Agreement.

15. ENTIRE AGREEMENT

This Agreement contains all the agreements of the Parties with respect to any matter covered or mentioned in this Agreement and no prior agreements shall be effective for any purpose.

16. MODIFICATION

Provisions within this Agreement may only be modified upon the mutual written consent of the Parties hereto.

17. FILING

After execution of the Agreement, both Parties shall file copies of this Agreement with its respective City Clerk, together with resolutions of the University Place City Council and the Fircrest City Council approving and ratifying this Agreement. This Agreement shall be filed for recording with the Pierce County Auditor's Office upon full execution or posted on University Place's and Fircrest's respective websites listed by subject matter as required by RCW 39.34.040.

18. SEVERABILITY

If any of the provisions contained in this Agreement are held to be illegal, invalid, or unenforceable, the remaining provisions shall remain in full force and effect.

19. EXECUTION IN COUNTERPARTS

This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same.

IN WITNESS WHEREOF, the Parties have executed this Agreement this ____ day of _____, 2026.

CITY OF UNIVERSITY PLACE

CITY OF Fircrest

By _____
Stephen P. Sugg
City Manager

By _____
Dawn Masko
City Manager

Approved as to form:

Approved as to form:

By _____
Matt Kaser
City Attorney

By _____
Joanna Eide
City Attorney

Attest:

Attest:

Emelita Genetia
City Clerk

Arlette Burkhart
City Clerk