

**FIRCREST CITY COUNCIL  
REGULAR MEETING  
AGENDA**

**TUESDAY, MARCH 24, 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. Parks, Recreation, and Sustainability
  - B. Police/Public Safety and Court
  - C. Public Works and Facilities
  - D. Pierce County Regional Council
  - E. Other Liaison Reports
- 10. CONSENT CALENDAR**
  - A. Approval of [vouchers](#)/payroll checks 2
  - B. Approval of Minutes: [February 17, 2026, Study Session](#) 13  
[March 10, 2026, Regular Meeting](#) 15
- 11. PUBLIC HEARING**
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**
  - A. [Fircrest Forever Foundation Year-End Report](#) 19
  - B. [Resolution: Fircrest Park Backstop Grant Acceptance](#) 23
  - C. [Resolution: Approval of the 2026 Stormwater Management Program Plan Update](#) 31
  - D. [Resolution: EMS Levy Renewal – Primary Election](#) 80
  - E. [Resolution: EMS Levy Renewal – General Election](#) 80
- 14. CALL FOR FINAL COMMENTS**
- 15. EXECUTIVE SESSION**
  - A. To Review the Performance of a Public Employee, pursuant to RCW 42.30.110(1)(g)
- 16. ADJOURNMENT**

# ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
37336	03/09/2026	03/24/2026	4298 AWC Employee Benefit Trust	1,057.10	04/2026 Retired Medical
	521 22 20 01		LEOFF I Medical Premiums 001 000 521 General Fund	1,057.10	04/2026 Retired Medical
37391	03/13/2026	03/24/2026	11029 Aguon, Kathryn	44.00	Gym Fees Reimbursement - Jan-Feb 2026
	518 10 20 00		Personnel Benefits - Non De 001 000 518 General Fund	11.00	Gym Fees Reimbursement - Jan-Feb 2026
	531 50 20 00		Personnel Benefits - Storm 415 000 531 Storm Drain	11.00	Gym Fees Reimbursement - Jan-Feb 2026
	534 10 20 00		Personnel Benefits - Water A 425 000 534 Water Fund (deç	11.00	Gym Fees Reimbursement - Jan-Feb 2026
	535 10 20 00		Personnel Benefits - Sewer A 430 000 535 Sewer Fund (deç	11.00	Gym Fees Reimbursement - Jan-Feb 2026
37392	03/13/2026	03/24/2026	11029 Aguon, Kathryn	102.47	AWC Healthy Worksite Summit Wellness Seminar - Meals & Travel - K Aguon
	517 90 43 00		Travel - Wellness Program 001 000 517 General Fund	102.47	AWC Healthy Worksite Summit Wellness Seminar - Meals & Travel - K Aguon
Total Aguon, Kathryn				146.47	
37342	03/09/2026	03/24/2026	10562 Amazon Capital Services	29.24	Statement Paper (Qty 1,000 Sheets)
	531 50 31 01		Office & Oper Sup - Storm 415 000 531 Storm Drain	7.31	Statement Paper (Qty 1,000 Sheets)
	534 10 31 00		Office & Oper Sup - Water A 425 000 534 Water Fund (deç	7.31	Statement Paper (Qty 1,000 Sheets)
	535 10 31 00		Office & Oper Sup - Swr Adr 430 000 535 Sewer Fund (deç	7.31	Statement Paper (Qty 1,000 Sheets)
	542 30 31 01		Office & Oper Sup - Street R 101 000 542 City Street Fund	7.31	Statement Paper (Qty 1,000 Sheets)
37351	03/09/2026	03/24/2026	10562 Amazon Capital Services	109.80	First Aid Kit - Court
	512 51 31 00		Office & Oper Sup - Court 001 000 512 General Fund	109.80	First Aid Kit - Court
37363	03/10/2026	03/24/2026	10562 Amazon Capital Services	34.13	Motion Sensor & Door Chime for City Hall Lobby
	518 10 35 00		Small Tools & Equip - Non E 001 000 518 General Fund	34.13	Motion Sensor & Door Chime for City Hall Lobby
Total Amazon Capital Services				173.17	
37396	03/16/2026	03/24/2026	11291 Avid Ascents, LLC	61.55	Nameplate for Dorothy Cottrill
	571 10 31 00		Office & Oper Sup - Rec 001 000 571 General Fund	61.55	Nameplate for Dorothy Cottrill
37408	03/17/2026	03/24/2026	9509 Beni, Molly	296.14	02-02380.3 - 702 YALE ST
	343 10 00 00		Storm Drain Revenues 415 000 340 Storm Drain	-74.55	
	343 40 00 00		Sale Of Water 425 000 340 Water Fund (deç	-82.89	
	343 50 00 00		Sewer Revenues 430 000 340 Sewer Fund (deç	-138.70	

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37407	03/17/2026	03/24/2026	10714 Bugarin, Miguel	256.13	01-00540.0 - 348 HARVARD AVE
	343 10 00 00	Storm Drain Revenues	415 000 340	-55.32	Storm Drain
	343 40 00 00	Sale Of Water	425 000 340	-67.08	Water Fund (dep
	343 50 00 00	Sewer Revenues	430 000 340	-133.73	Sewer Fund (dep
37350	03/09/2026	03/24/2026	3572 CED	21.59	Ballast for Light at PW
	518 30 31 03	Oper Supplies - PWF	001 000 518	21.59	Ballast for Light at PW
37400	03/16/2026	03/24/2026	5805 CenturyLink (Lumen LD)	9.53	Long Distance Access & Usage 03/2026
	518 10 42 00	Communication - Non Dept	001 000 518	9.53	Long Distance Access & Usage 03/2026
37404	03/16/2026	03/24/2026	3994 CenturyLink	486.70	Telecommunications - 03/2026
	518 10 42 00	Communication - Non Dept	001 000 518	147.74	City Hall Alarm & Fax (2) - 03/2026
	521 22 42 00	Communication - Police	001 000 521	289.72	Police BA/Modem & Fax - 03/2026
	531 50 42 00	Communication - Storm	415 000 531	12.31	PW Alarm - 03/2026
	534 10 42 00	Communication - Water ADR	425 000 534	12.31	PW Alarm - 03/2026
	535 10 42 01	Communication - Sewer ADR	430 000 535	12.31	PW Alarm - 03/2026
	542 30 42 00	Communication - Street Reg	101 000 542	12.31	PW Alarm - 03/2026
37344	03/09/2026	03/24/2026	4324 City Treasurer-Tacoma	71,713.47	Fire/EMS - 04/2026
	522 20 40 00	Tacoma Contract - Fire	001 000 522	22,674.67	Fire - 04/2026
	522 20 41 00	Tacoma Contract - EMS	001 000 522	49,038.80	EMS - 04/2026
37385	03/13/2026	03/24/2026	4324 City Treasurer-Tacoma	2,224.33	Semi Annual Billing for Streetlight Attachments 1/1/26-6/30/26
	542 63 48 02	Pole Attachment Charge	101 000 542	2,224.33	Semi Annual Billing for Streetlight Attachments 1/1/26-6/30/26
Total City Treasurer-Tacoma				73,937.80	
37355	03/09/2026	03/24/2026	11163 Clay, Rachel	257.63	Court Forms
	512 51 31 00	Office & Oper Sup - Court	001 000 512	257.63	Court Forms
37356	03/09/2026	03/24/2026	3573 Copiers Northwest Inc	19.95	Copier Usage 02/01/26-02/28/26
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521	19.95	Copier Usage 02/01/26-02/28/26
37372	03/12/2026	03/24/2026	3573 Copiers Northwest Inc	52.23	Printer Usage 01/28/26-02/28/26
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521	52.23	Printer Usage 01/28/25-02/28/26

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			Total Copiers Northwest Inc	72.18	
37339	03/09/2026	03/24/2026	5107 Cozby, Matthew	78.00	Library Reimbursement - 1 Year (Rachel)
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Rachel)
37340	03/09/2026	03/24/2026	10839 Crane, Andrew	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37410	03/18/2026	03/24/2026	365 Dept Of Labor & Industries	11.61	1st Qtr LNI for Chaplain (17 Hrs)
	521 22 20 00	Personnel Benefits - Police	001 000 521 General Fund	11.61	1st Qtr LNI for Chaplain (17 Hrs)
37406	03/16/2026	03/24/2026	4310 Dept Of Revenue-EXCISE TAX	18,284.99	February 2026 Excise Taxes
	518 20 43 01	Excise Tax - Time/Temp Ren	001 000 518 General Fund	3.85	February 2026 Excise Taxes
	531 50 44 00	Excise Tax - Storm	415 000 531 Storm Drain	1,505.26	February 2026 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (de	74.12	February 2026 Excise Taxes
	534 10 44 00	Excise Tax - Water	425 000 534 Water Fund (de	8,022.96	February 2026 Excise Taxes
	535 10 44 00	Excise Tax - Sewer	430 000 535 Sewer Fund (de	1.13	February 2026 Excise Taxes
	535 10 44 00	Excise Tax - Sewer	430 000 535 Sewer Fund (de	6,821.09	February 2026 Excise Taxes
	548 65 49 00	Miscellaneous - ERR	501 000 548 Equipment Rent	1,514.13	February 2026 Excise Taxes
	571 20 43 00	Excise Tax - Participation Fee	001 000 571 General Fund	313.64	February 2026 Excise Taxes
	576 20 43 00	Excise Tax - Pool Revenue	001 000 576 General Fund	28.81	February 2026 Excise Taxes
37389	03/13/2026	03/24/2026	10263 Dunbar, Julieanna R	38.50	Gym Fees Reimbursement - Jan-Feb 2026
	514 23 20 00	Personnel Benefits - Finance	001 000 514 General Fund	38.50	Gym Fees Reimbursement - Jan-Feb 2026
37348	03/09/2026	03/24/2026	11326 Eslami, Hossein	140.00	Farsi Interpreting (2 hrs) 25IN90778 - 02/25/26
	512 51 41 03	Prof Svcs - Interpreter - FMC	001 000 512 General Fund	140.00	Farsi Interpreting (2 hrs) 25IN90778 - 02/25/26
37390	03/13/2026	03/24/2026	3748 Fed Ex Office	1,345.58	2026 Adopted Budget Books (25)
	514 23 49 02	Printing & Binding - Finance	001 000 514 General Fund	1,345.58	2026 Adopted Budget Books (25)
37352	03/09/2026	03/24/2026	3666 Grainger Inc, Dept 826129041	151.94	Lightbulbs (Qty 36)
	518 30 31 03	Oper Supplies - PWF	001 000 518 General Fund	151.94	Lightbulbs (Qty 36)
37386	03/13/2026	03/24/2026	3668 Gray Lumber Company Inc	374.72	Wood for Picnic Tables at Fircrest Park (Qty 28 2x10 8' Pieces)
	576 80 31 02	Oper Supplies - Parks	001 000 576 General Fund	374.72	Wood for Picnic Tables at Fircrest Park (Qty 28 2x10 8' Pieces)

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37378	03/12/2026	03/24/2026	11180 Gunderson, Kimberly	11,248.30	Contracted Services 02/01/26-02/28/26
	524 20 41 04		Prof Svcs - Consultants 001 000 524 General Fund	2,744.15	Contracted Services 02/01/26-02/28/26
	558 60 41 00		Prof Svcs - Planning 001 000 558 General Fund	8,504.15	Contracted Services 02/01/26-02/28/26
37335	03/09/2026	03/24/2026	7139 Hand, David	288.56	07-00247.1 - 117 WILD ROSE ST
	343 10 00 00		Storm Drain Revenues 415 000 340 Storm Drain	-67.34	
	343 40 00 00		Sale Of Water 425 000 340 Water Fund (deç	-81.47	
	343 50 00 00		Sewer Revenues 430 000 340 Sewer Fund (deç	-139.75	
37353	03/09/2026	03/24/2026	3692 Home Depot Credit Services	120.80	Faucet for PW Kitchen
	518 30 31 03		Oper Supplies - PWF 001 000 518 General Fund	120.80	Faucet for PW Kitchen
37354	03/09/2026	03/24/2026	3692 Home Depot Credit Services	14.49	Part for PW Kitchen Faucet
	518 30 31 03		Oper Supplies - PWF 001 000 518 General Fund	14.49	Part for PW Kitchen Faucet
37357	03/09/2026	03/24/2026	3692 Home Depot Credit Services	47.41	Lock for Police Speed Trailer
	521 22 35 00		Small Tools & Equip - Police 001 000 521 General Fund	47.41	Lock for Police Speed Trailer
37382	03/13/2026	03/24/2026	3692 Home Depot Credit Services	35.89	Hook for Janitor Room
	571 10 31 04		Janitorial Supplies - Rec Bldç 001 000 571 General Fund	35.89	Hook for Janitor Room
37383	03/13/2026	03/24/2026	3692 Home Depot Credit Services	72.58	Broom, Broom Gripper & Dustpan
	571 10 31 04		Janitorial Supplies - Rec Bldç 001 000 571 General Fund	72.58	Broom, Broom Gripper & Dustpan
37384	03/13/2026	03/24/2026	3692 Home Depot Credit Services	104.09	Park Bench Supplies
	576 80 31 02		Oper Supplies - Parks 001 000 576 General Fund	104.09	Park Bench Supplies
			Total Home Depot Credit Services	395.26	
37281	03/02/2026	03/24/2026	5639 IH2 Property WA LP	269.05	02-00730.6 - 359 DEL MONTE AVE
	343 10 00 00		Storm Drain Revenues 415 000 340 Storm Drain	-61.38	
	343 40 00 00		Sale Of Water 425 000 340 Water Fund (deç	-74.28	
	343 50 00 00		Sewer Revenues 430 000 340 Sewer Fund (deç	-133.39	
37376	03/12/2026	03/24/2026	9817 Kenyon Disend	577.50	Attorney Services - February 2026
	515 41 41 02		Special Legal Counsel 001 000 515 General Fund	577.50	Attorney Services - February 2026
37377	03/12/2026	03/24/2026	9817 Kenyon Disend	6,710.77	Attorney Services - February 2026

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515 41 41 01	City Attorney		001 000 515 General Fund	6,050.77	Attorney Services - February 2026
515 41 41 02	Special Legal Counsel		001 000 515 General Fund	605.00	Attorney Services - February 2026
535 10 41 02	Legal Services		430 000 535 Sewer Fund (dep	55.00	Attorney Services - February 2026
Total Kenyon Disend				7,288.27	
37393	03/16/2026	03/24/2026	10336 Laxa, Fernando	3,150.00	Youth Basketball (2) Referees - 1/11/26-3/15/26
571 10 41 02	Prof Svcs - Rec - Officiating		001 000 571 General Fund	3,150.00	Youth Basketball (2) Referees - 1/11/26-3/15/26
37365	03/10/2026	03/24/2026	3791 Lowe's Company-#338954	9.60	Sewer Pipe Filter
535 50 31 01	Oper Supplies - Sewer Maini		430 000 535 Sewer Fund (dep	9.60	Sewer Pipe Filter
37367	03/10/2026	03/24/2026	3791 Lowe's Company-#338954	47.48	#68057D Vactor Truck Repairs
548 65 48 12	O & M - Street		501 000 548 Equipment Rent:	5.93	#68057D Vactor Truck Repairs
548 65 48 13	O & M - Storm		501 000 548 Equipment Rent:	5.94	#68057D Vactor Truck Repairs
548 65 48 14	O & M - Water/Sewer		501 000 548 Equipment Rent:	35.61	#68057D Vactor Truck Repairs
37368	03/11/2026	03/24/2026	3791 Lowe's Company-#338954	10.20	Sewer Camera Supplies
535 50 31 01	Oper Supplies - Sewer Maini		430 000 535 Sewer Fund (dep	10.20	Sewer Camera Supplies
Total Lowe's Company-#338954				67.28	
37405	03/16/2026	03/24/2026	5358 McDougall, Madelyn	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37341	03/09/2026	03/24/2026	11067 McLendon Hardware	5.50	Light Repair
518 30 31 03	Oper Supplies - PWF		001 000 518 General Fund	5.50	Light Repair
37394	03/16/2026	03/24/2026	11317 Murrell, Xavier	160.00	Youth Basketball League Referee 02/28/26-03/07/26
571 10 41 02	Prof Svcs - Rec - Officiating		001 000 571 General Fund	160.00	Youth Basketball League Referee 02/28/26-03/07/26
37337	03/09/2026	03/24/2026	11325 Nuttbrock-Allen, Deanna	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37371	03/12/2026	03/24/2026	3958 PC Budget & Finance - Jail	6,456.84	Jail Services - February 2026
523 60 40 01	Jail		001 000 523 General Fund	6,456.84	Jail Services - February 2026

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37343	03/09/2026	03/24/2026	8993 Pacific Office Automation, Inc.	549.59	Copier Lease 02/01/26-03/01/26
512 51 45 00	Oper Rentals - Copier - Cour		001 000 512 General Fund	9.58	Court 02/01/26-03/01/26
518 10 45 00	Oper Rentals - Copier - Non		001 000 518 General Fund	18.66	City Hall 02/01/26-03/01/26
531 50 45 00	Oper Rentals - Copier - Storm		415 000 531 Storm Drain	2.93	Storm 02/01/26-03/01/26
534 10 45 02	Oper Rentals - Copier - Water		425 000 534 Water Fund (dep	2.93	Water 02/01/26-03/01/26
535 10 45 00	Oper Rentals - Copier - Sewer		430 000 535 Sewer Fund (dep	2.92	Sewer 02/01/26-03/01/26
542 30 45 00	Oper Rentals - Copier - Street		101 000 542 City Street Fund	2.92	Street 02/01/26-03/01/26
571 10 45 01	Oper Rentals - Copier - Rec		001 000 571 General Fund	9.42	Rec 02/01/26-03/01/26
576 80 45 00	Oper Rentals - Copier - Park		001 000 576 General Fund	1.05	Parks 02/01/26-03/01/26
591 12 70 00	Lease Payments - Court		001 000 591 General Fund	94.84	Court 02/01/26-03/01/26
591 18 70 10	Lease Payments - Non-Dept		001 000 591 General Fund	184.78	City Hall 02/01/26-03/01/26
591 31 70 00	Lease Payments - Storm		415 000 591 Storm Drain	28.99	Storm 02/01/26-03/01/26
591 34 70 00	Lease Payments - Water Adr		425 000 591 Water Fund (dep	28.99	Water 02/01/26-03/01/26
591 35 70 00	Lease Payments - Sewer		430 000 591 Sewer Fund (dep	28.99	Sewer 02/01/26-03/01/26
591 71 70 00	Lease Payments - Recreation		001 000 591 General Fund	93.23	Rec 02/01/26-03/01/26
591 76 70 80	Lease Payments - Parks		001 000 591 General Fund	10.36	Parks 02/01/26-03/01/26
591 95 70 00	Lease Payments - Street		101 000 591 City Street Fund	29.00	Street 02/01/26-03/01/26
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37362	03/10/2026	03/24/2026	11184 Parsons, Angela	205.95	ASL Interpreting (2 hrs) - 03/04/26
512 51 41 03	Prof Svcs - Interpreter - FMC		001 000 512 General Fund	205.95	ASL Interpreting (2 hrs) - 03/04/26
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37345	03/09/2026	03/24/2026	3945 Patriot Fire Protection, Inc	650.69	Annual Fire Sprinkler & Backflow Inspection - Rec Building
518 30 48 01	Rep & Maint - Rec Bldg		001 000 518 General Fund	650.69	Annual Fire Sprinkler & Backflow Inspection - Rec Building
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37346	03/09/2026	03/24/2026	3945 Patriot Fire Protection, Inc	630.87	Annual Fire Sprinkler & Backflow Inspection - PW
518 30 48 03	Rep & Maint - PW		001 000 518 General Fund	630.87	Annual Fire Sprinkler & Backflow Inspection - PW
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			Total Patriot Fire Protection, Inc	1,281.56	
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37409	03/17/2026	03/24/2026	3955 Petrocard Systems Inc	237.87	Gas/Fuel - 03/2026
548 65 31 12	Gas - Street		501 000 548 Equipment Rent:	29.73	Street - 03/2026
548 65 31 13	Gas - Storm		501 000 548 Equipment Rent:	29.73	Storm - 03/2026
548 65 31 14	Gas - Water/Sewer		501 000 548 Equipment Rent:	178.41	Water/Sewer - 03/2026
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37397	03/16/2026	03/24/2026	10221 Petty Cash-ParksRec	53.25	Senior Morning Supplies
571 10 31 02	Senior Program Supplies		001 000 571 General Fund	27.00	Senior Morning Supplies

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571 10 31 02	Senior Program Supplies		001 000 571 General Fund	26.25	Senior Morning Supplies
37374	03/12/2026	03/24/2026	3986 Puget Sound Energy, BOT-01H	439.27	Natural Gas - PW - February 2026
531 50 47 02	Public Utility Services - Bldg		415 000 531 Storm Drain	109.81	Natural Gas - PW - February 2026
534 10 47 00	Utility Services/Building - W:		425 000 534 Water Fund (dep	109.82	Natural Gas - PW - February 2026
535 10 47 00	Utility Services/Building - Se		430 000 535 Sewer Fund (dep	109.82	Natural Gas - PW - February 2026
542 30 47 02	Electricity & Gas/Bldg - Stree		101 000 542 City Street Fund	109.82	Natural Gas - PW - February 2026
37375	03/12/2026	03/24/2026	3986 Puget Sound Energy, BOT-01H	242.40	Natural Gas - City Hall - February 2026
518 30 47 00	Public Utility Services - City I		001 000 518 General Fund	242.40	Natural Gas - City Hall - February 2026
Total Puget Sound Energy, BOT-01H				681.67	
37347	03/09/2026	03/24/2026	10434 Romero, Stacey F	225.00	Spanish Interpreting (3 hrs) 26CR88, 26IN87, 25IN110420, 25IN115252, 25IN120765, 25IN108880 - 03/04/2026
512 51 41 03	Prof Svcs - Interpreter - FMC		001 000 512 General Fund	225.00	Spanish Interpreting (3 hrs) 26CR88, 26IN87, 25IN110420, 25IN115252, 25IN120765, 25IN108880 - 03/04/2026
37370	03/12/2026	03/24/2026	10434 Romero, Stacey F	150.00	Spanish Interpreting (2 hrs) 26CR12990, 26IN12979, 26CR88, 26IN87 - 03/11/2026
512 51 41 03	Prof Svcs - Interpreter - FMC		001 000 512 General Fund	150.00	Spanish Interpreting (2 hrs) 26CR12990, 26IN12979, 26CR88, 26IN87 - 03/11/2026
Total Romero, Stacey F				375.00	
37421	03/19/2026	03/24/2026	11164 Sehmel, AICP, Lindsey	9,300.00	Contracted Services from 02/10/26-03/18/26
558 60 41 00	Prof Svcs - Planning		001 000 558 General Fund	9,300.00	Contracted Services from 02/10/26-03/18/26
37395	03/16/2026	03/24/2026	4060 Sir Speedy	134.20	Artwork & Set up: Derby Days 2026
573 90 49 01	Community Events		001 000 573 General Fund	134.20	Artwork & Set up: Derby Days 2026
37338	03/09/2026	03/24/2026	10556 Sorenson, Jeri	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37411	03/18/2026	03/24/2026	11313 Sound Defenders, PLLC	23,280.00	Transfer & Warrant Cases: January - February 2026
515 41 41 00	Assigned Counsel		001 000 515 General Fund	23,280.00	Transfer & Warrant Cases: January - February 2026

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37387	03/13/2026	03/24/2026	4084 Staples Business Advantage	130.37	Office Supplies - Rec & Central
	518 10 34 01	Office & Oper Sup - Central	001 000 518 General Fund	46.19	Office Supplies - Central
	571 10 31 00	Office & Oper Sup - Rec	001 000 571 General Fund	84.18	Office Supplies - Rec
37401	03/16/2026	03/24/2026	4084 Staples Business Advantage	19.81	Office Supplies - Central
	518 10 34 01	Office & Oper Sup - Central	001 000 518 General Fund	19.81	Office Supplies - Central
37402	03/16/2026	03/24/2026	4084 Staples Business Advantage	68.68	Office Supplies - Central
	518 10 34 01	Office & Oper Sup - Central	001 000 518 General Fund	68.68	Office Supplies - Central
37403	03/16/2026	03/24/2026	4084 Staples Business Advantage	92.61	Office Supplies - Admin & Central
	513 10 31 00	Office & Oper Sup - Admin	001 000 513 General Fund	56.50	Office Supplies - Admin
	558 60 31 00	Office & Oper Sup - Plannin	001 000 558 General Fund	36.11	Office Supplies - Planning
Total Staples Business Advantage				311.47	
37379	03/12/2026	03/24/2026	4088 State Auditor's Office	1,011.68	2024 Audit #63946 - February 2026 (7.3 Hrs)
	518 10 41 01	Annual Audit - Non Dept	001 000 518 General Fund	1,011.68	2024 Audit #63946 - February 2026 (7.3 Hrs)
37369	03/11/2026	03/24/2026	1515 Sulenes, Pam	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37358	03/09/2026	03/24/2026	4328 Systems for Public Safety Inc	660.60	#60943D - 2016 Ford Interceptor Utility - Remove Graphics
	594 48 64 08	ERR Capital - Police	501 000 548 Equipment Rent:	660.60	#60943D - 2016 Ford Interceptor Utility - Remove Graphics
37428	03/19/2026	03/24/2026	4328 Systems for Public Safety Inc	26,424.54	#85152D - Outfit Vehicle - Install Equipment, PA system, Radar, Graphics
	594 48 64 08	ERR Capital - Police	501 000 548 Equipment Rent:	26,424.54	#85152D - Outfit Vehicle - Install Equipment, PA system, Radar, Graphics
37429	03/19/2026	03/24/2026	4328 Systems for Public Safety Inc	26,044.66	#85155D - Outfit Vehicle - Install Equipment, PA system, Graphics
	594 48 64 08	ERR Capital - Police	501 000 548 Equipment Rent:	26,044.66	#85155D - Outfit Vehicle - Install Equipment, PA system, Graphics

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 09:14:08 Date: 03/20/2026

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
Total Systems for Public Safety Inc				53,129.80	
37381	03/13/2026	03/24/2026	4322 Tacoma, City of - POWER	14,620.02	Power - Various Locations - 02/2026
518 30 47 00	Public Utility Services - City I		001 000 518 General Fund	776.24	City Hall Power - 02/2026
531 50 47 02	Public Utility Services - Bldg		415 000 531 Storm Drain	105.66	PW Power - 02/2026
534 10 47 00	Utility Services/Building - W:		425 000 534 Water Fund (dep	105.66	PW Power - 02/2026
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (dep	5,801.03	PW, Well #4, #6, #7, #8, #9, Golf Course, Weathervane Booster - 02/2026
535 10 47 00	Utility Services/Building - Se		430 000 535 Sewer Fund (dep	105.67	PW Power - 02/2026
535 80 47 01	Utility Services/Pumping		430 000 535 Sewer Fund (dep	1,503.69	Pumps/LS Power - 02/2026
542 30 47 02	Electricity & Gas/Bldg - Stret		101 000 542 City Street Fund	105.66	PW Power - 02/2026
542 30 47 03	Electricity/Traffic Lights		101 000 542 City Street Fund	87.86	Traffic Control - 02/2026
542 63 47 00	Electricity/Street Lights		101 000 542 City Street Fund	1,470.63	Street Lights - 02/2026
548 65 47 00	Utility Services/Building - Sh		501 000 548 Equipment Rent:	283.16	F&E Garage Power - 02/2026
571 10 47 00	Public Utility Services - Rec		001 000 571 General Fund	1,615.60	Rec Center Power - 02/2026
576 20 47 00	Public Utility Services - Pool		001 000 576 General Fund	1,544.65	Pool Power - 02/2026
576 80 47 00	Public Utility Services - Parks		001 000 576 General Fund	1,114.51	Parks Power - 02/2026
37399	03/16/2026	03/24/2026	4139 Tapco Visa Card	3,957.46	Tapco Charges thru 03/13/26
518 81 49 01	Software Licenses		001 000 518 General Fund	3,957.46	Acrobat Pro Software Licenses (13)
37364	03/10/2026	03/24/2026	10617 TechPower Solutions, Inc.	229.01	SAA #2132 Acer B277U Monitor (GIS/Crew)
531 50 35 00	Small Tools & Equip - Storm		415 000 531 Storm Drain	57.25	SAA #2132 Acer B277U Monitor (GIS/Crew)
534 10 35 00	Small Tools & Equip - Water		425 000 534 Water Fund (dep	57.25	SAA #2132 Acer B277U Monitor (GIS/Crew)
535 80 35 00	Small Tools & Equip - Sewer		430 000 535 Sewer Fund (dep	57.26	SAA #2132 Acer B277U Monitor (GIS/Crew)
542 30 35 00	Small Tools & Equip - Street		101 000 542 City Street Fund	57.25	SAA #2132 Acer B277U Monitor (GIS/Crew)
37359	03/09/2026	03/24/2026	5259 The Dickens Carolers	848.00	Tree Lighting Ceremony Entertainment - Dec 2025
573 90 49 01	Community Events		001 000 573 General Fund	848.00	Tree Lighting Ceremony Entertainment - Dec 2025
37361	03/10/2026	03/24/2026	4164 U S Postal Service	370.00	Permit #236 Renewal 2026
518 10 42 01	Postage - Non Dept		001 000 518 General Fund	370.00	Permit #236 Renewal 2026
37380	03/12/2026	03/24/2026	5934 US Bank, City Hall Account	948.60	P-Card Charges thru 03/10/26
517 90 43 00	Travel - Wellness Program		001 000 517 General Fund	339.26	AWC Healthy Worksite Summit Wellness Seminar - K Aguon
518 10 42 01	Postage - Non Dept		001 000 518 General Fund	265.50	Postage - Passports
518 11 49 01	Dues/Member/Subscriptions:		001 000 518 General Fund	299.00	SHRM Membership - D Masko

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 09:14:08 Date: 03/20/2026

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
521 10 49 01	Meals - Other Than Travel/Ti		001 000 521 General Fund	44.84	Oral Board Snacks - 03/11/26, Oral Board Lunch (Short Paid) - 02/18/25
37398	03/16/2026	03/24/2026	8484 US Bank, Recreation Dept Account	1,949.87	P-Card Charges thru 03/11/26
571 10 31 02	Senior Program Supplies		001 000 571 General Fund	89.73	Senior Morning Supplies
571 10 31 06	Program Supplies - Youth		001 000 571 General Fund	414.52	Youth Program Supplies
571 10 41 00	Senior Trips		001 000 571 General Fund	367.63	Tacoma Art Museum (Qty 15), Boehms Candies & Chocolates Tour
573 90 49 01	Community Events		001 000 573 General Fund	1,077.99	March Madness, Easter Egg Hunt & Community Event Supplies
37280	03/02/2026	03/24/2026	11286 Uebelacker, Holly	202.05	07-00060.0 - 105 BIRCH ST
343 10 00 00	Storm Drain Revenues		415 000 340 Storm Drain	-48.63	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (dep	-58.92	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (dep	-94.50	
37419	03/19/2026	03/24/2026	4178 University Place Refuse Inc	4,378.97	Dumping Fees - 02/2026
531 50 47 01	Dumping Fees - Storm		415 000 531 Storm Drain	804.18	Dumping Fees - Storm 02/2026
534 80 47 02	Dumping Fees - Water		425 000 534 Water Fund (dep	450.18	Dumping Fees - Water 02/2026
535 80 47 02	Dumping Fees - Sewer		430 000 535 Sewer Fund (dep	450.19	Dumping Fees - Sewer 02/2026
542 30 47 01	Dumping Fees - Street		101 000 542 City Street Fund	2,224.23	Dumping Fees - Street 02/2026
576 80 47 01	Dumping Fees - Parks		001 000 576 General Fund	450.19	Dumping Fees - Parks 02/2026
37420	03/19/2026	03/24/2026	4237 WCP Solutions	1,741.34	Copy Machine Paper (240 Reams)
518 10 34 01	Office & Oper Sup - Central		001 000 518 General Fund	1,741.34	Copy Machine Paper (240 Reams)
37349	03/09/2026	03/24/2026	4252 Wimbles Logging & Tree	1,629.48	Remove Dead Tree Behind PW Shop - Chip & Haul Brush
518 30 48 03	Rep & Maint - PW		001 000 518 General Fund	1,629.48	Remove Dead Tree Behind PW Shop - Chip & Haul Brush
37366	03/10/2026	03/24/2026	4273 Zumar Industries Inc	352.32	Stop Signs (5) for Replacements in City
542 30 31 02	Oper Supplies - Street Reg		101 000 542 City Street Fund	352.32	Stop Signs (5) for Replacements in City

Report Total: 248,699.55

Fund	
001 General Fund	158,977.10
101 City Street Fund	6,683.64
415 Storm Drain	2,951.92

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 09:14:08 Date: 03/20/2026

As Of: 03/24/2026

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			425 Water Fund (department)	15,048.20	
			430 Sewer Fund (department)	9,826.25	
			501 Equipment Rental Fund	55,212.44	

This report has been reviewed by:

REMARKS:

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Date

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

Mayor Nikki Bufford called the study session to order at 6:00 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett L. Wittner, Karen Mauer-Smith, Hunter T. George, and Joe Barrentine were present.

Councilmember Shannon Reynolds attended the meeting virtually.

**AGENDA MODIFICATIONS**

There were none.

**WHITTIER ELEMENTARY SCHOOL PROJECT UPDATE**

Tacoma Public Schools’ project team and consultants provided an update on the Whittier Elementary School Replacement Project and stated that construction is anticipated to begin in June 2026, with completion and occupancy targeted for Fall 2027.

There was a brief discussion on traffic queuing and potential impacts to surrounding streets, highlighting the existing condition of vehicle stacking on Alameda Avenue during afternoon dismissal. The project team stated that site constraints limit options, and the potential use of a crossing guard to manage traffic and pedestrian safety was discussed and suggested.

The project team presented three interim traffic options during construction. The Council discussed Option C, which places parent queuing along Elm Tree Lane and routes buses through the parking lot. It was noted that there was potential for continued neighborhood traffic impacts regardless of the routing. There was a brief discussion of construction access and scheduling to minimize conflicts.

There was a brief discussion regarding whether the project could better utilize the existing right-of-way near Contra Costa Avenue to improve circulation. The project team reported on-site and alignment constraints.

Further discussions included improved landscaping and irrigation maintenance as required by the Fircrest Municipal Code, project permitting, stormwater improvements, construction staging and related parking, and regular communication with residents throughout the project timeline.

**STEP HOUSING DISCUSSION**

Kim Gunderson of Mahoney Planning provided an overview of the proposed code amendments related to STEP Housing and compliance with the Growth Management Act. She reported that the project includes a supplemental land capacity analysis and development code updates to allow STEP housing. The proposed code amendments would allow permanent supportive housing and transitional housing in residential zones, and emergency housing and shelters in MUN and MUU zones. Ms. Gunderson reviewed the proposed new Type 2C permit process and highlighted additional amendments to include updated parking standards and removal of the City’s definition of “family”.

Ms. Gunderson reviewed the project timeline, Washington State Department of Commerce review, and future public engagement. There was a brief discussion about an existing group home and its classification under the current code, as well as whether tiny homes were included in the proposed code amendments.

Ms. Gunderson stated that pending state legislation may impact the proposed code amendments.

**ADJOURNMENT**

**Councilmember Viafore MOVED to adjourn the meeting at 7:34 P.M., seconded by Councilmember Barrentine.**

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

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Nikki Bufford, Mayor

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Arlette Burkhardt, City Clerk

**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, and Joe Barrentine were present.

Councilmember Shannon Reynolds and Hunter T. George attended the meeting virtually.

City Manager Masko was absent and excused. Acting City Manager Grover was present.

**PRESIDING OFFICER’S REPORT**

There was no report.

**CITY MANAGER COMMENTS**

There were no comments.

**DEPARTMENT HEAD COMMENTS**

- Police Chief Celis provided a departmental update to include calls for service, a recent incident involving threats of gun violence, arsonist investigation, upcoming oral boards, and Officer Orteza’s shadow phase.
- Public Works Director Bemis provided a departmental update to include the Washington State Department of Transportation South Orchard Street guardrail repairs, the upcoming wastewater flow analysis, the Regents Boulevard grind and overlay project schedule, the Regents Boulevard entryway sign conceptual design and a weather advisory.
- Finance Director Deskins reported that the 2026 budget books have been printed and distributed.

**COUNCILMEMBER COMMENTS**

- Councilmember Viafore; no comment.
- Councilmember Wittner; no comment.
- Councilmember Mauer-Smith; no comment.
- Councilmember Barrentine encouraged residents to view the Port of Tacoma’s “State of the Port” video.
- Councilmember Reynolds; no comment.
- Councilmember George; no comment.
- Mayor Bufford commented on the upcoming Study Session to initiate discussion on potential Council rule revisions and encourage review of current rules.

There was a brief discussion about the potential to upload Council meetings to YouTube.

- Councilmember Barrentine commented on the quarterly “Coffee with a Councilmember” events to increase community engagement.
- Councilmember Reynolds requested a preliminary list of potential Council rule changes. Mayor Bufford stated that the Study Session is intended to be a brainstorming session.

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

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

- Brian Rybolt, Fircrest resident, expressed concerns regarding Council alignment.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS**

**A. Administration**

There was no report.

**B. Built Environmental, Planning, and Building**

Councilmember Wittner provided a brief report on the Whittier Elementary School Replacement Project and code enforcement activities.

**C. Finance and Information Technology**

Councilmember Barrentine reported that Finance staff is participating in Municipal Research and Services Center of Washington (MSRC) and Springbrook trainings.

**D. Pierce Transit**

Councilmember Reynolds reported that the Pierce Transit Board met and eliminated inactive committees. She reported on the upcoming joint meeting with the Community Transit Advisory Group.

**E. South Sound Housing Affordability Partners**

Councilmember George reported on the South Sound Housing Affordability Partners and stated that the advisory board adopted their work plan. There is continued effort towards the development of a housing policy toolkit and legislative priorities.

**F. Other Liaison Reports**

Councilmember George provided a report on Sound Transit and stated that there is a projected \$34 billion capital shortfall. He reported that there is an upcoming workshop to begin discussions on project prioritization with an emphasis on completing the regional “spine” from Everett to Tacoma.

**CONSENT CALENDAR**

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

- A. Approval of Check No. 224197 through No. 224256 in the amount of \$113,255.90  
Approval of Check No. 14583 through No. 14584 in the amount of \$9,783.07  
Approval of Check No. 14585 through No. 14592 in the amount of \$84,460.45  
Approval of payroll electronic funds transfer in the amount of \$175,996.11
- B. Registering no objections to the Fircrest Golf Club Liquor License Renewal Application
- C. Approval of February 24, 2026, Regular Meeting minutes

**Councilmember Wittner MOVED to approve the Consent Calendar as read; seconded by Councilmember Barrentine.**

Councilmember Viafore requested to remove Accounts Payable Item No. 37333 – GreenLeaf Landscaping.

The motion was amended to remove Accounts Payable Item No. 37333.

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

There was a brief discussion on invoicing practices for GreenLeaf Landscaping.

**PUBLIC HEARING**

**A. To receive comments on the Stormwater Management Program Plan**

At 7:28 P.M., Mayor Bufford opened the public hearing. Public Works Director Bemis briefed the Council on the Stormwater Management Program Plan, stating that the public hearing was to receive comments on the Stormwater Management Program Plan. Mayor Bufford invited Councilmember comments; none were provided. Mayor Bufford invited public testimony; none were provided.

At 7:30 P.M., Mayor Bufford closed the public hearing.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**A. Resolution No. 2017: Interlocal Agreement with the City of University Place for 44<sup>th</sup> Street West Improvements**

Public Works Director Bemis briefed the Council on the proposed resolution and highlighted that the interlocal agreement is for the design and construction of the 44<sup>th</sup> Street West Sidewalk and Pedestrian Safety Project. **Councilmember Wittner MOVED to adopt Resolution No. 2017, 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; seconded by Councilmember Mauer-Smith.**

Mayor Bufford invited Councilmember comments. Council discussions included agreement designee clarification, agreement structure, funding, timeline, and project scope.

Mayor Bufford invited public comment.

- Brian Rybolt, Fircrest resident, requested to avoid adding permeable sidewalks to the project.

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

**CALL FOR FINAL COMMENTS**

Councilmember Wittner highlighted the upcoming St. Patrick’s Day Medallion Madness event.

Councilmember Reynolds commented on the timing of materials for the Council rule discussions.

There was a brief discussion on expectations regarding communications with staff during sick leave.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

**Councilmember Barrentine MOVED to adjourn the meeting at 7:42 P.M., seconded by Councilmember Mauer-Smith.**

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

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Nikki Bufford, Mayor

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Arlette Burkhart, City Clerk

## **FIRCREST CITY COUNCIL AGENDA SUMMARY**

**SUBJECT:** Fircrest Forever Foundation 2025 Annual Report  
**ITEM:** 13A  
**DATE:** March 24, 2026  
**FROM:** Jeff Grover, Parks and Recreation Director

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**RECOMMENDED MOTION:** None. Discussion only.

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**PROPOSAL:** Parks and Recreation Director will present the Fircrest Forever Foundation (Foundation) 2025 Year-End Report, including the report of funds received in 2025.

**FISCAL IMPACT:** The City received \$10,900 in 2025 from the Fircrest Forever Foundation, bringing the total to \$31,200 donated since 2022 to support Parks and Recreation projects and programs. Of this \$10,900, \$5,140 was received in 2025, and the remaining amount of \$5,760 was recorded in 2026 due to the City’s cash-basis reporting requirements.

**ADVANTAGE:** Presenting the report of funds will achieve compliance with the Memorandum of Understanding (MOU) between the City of Fircrest and the Foundation.

**DISADVANTAGES:** None.

**ALTERNATIVES:** None.

**HISTORY:** The Fircrest Forever Foundation (formerly the Fircrest Parks & Recreation Foundation) is an independent, grassroots non-profit organization dedicated to preserving and enhancing the quality of Fircrest parks, recreation facilities, and programming, with a focus on community, livability, and equity.

The Foundation established a donor-advised endowment fund (DAF) to create a sustainable support system for the parks and recreation needs of Fircrest residents for generations to come. The Greater Tacoma Community Foundation (GTCF) manages the DAF. Tax-deductible donations can be made to the Foundation Fund through the GTCF website at [Fircrest Forever Foundation Fund](#) or through a link on the Foundation website at [www.fircrestforever.com/donate](http://www.fircrestforever.com/donate).

In October 2023, the City and the Foundation entered into a Memorandum of Understanding (MOU) to formalize their relationship and establish a framework for cooperation. The MOU defines the respective roles and responsibilities of both entities. The MOU stipulates that the Parks and Recreation Director will provide a report to the City Council by the end of the first quarter of each calendar year outlining the amount of Foundation grant funds received by Fircrest and how the funds were utilized.

**ATTACHMENTS:** [Fircrest Forever Foundation 2025 Year-End Report](#)



115 Ramsdell Street  
Fircrest, WA 98466  
253-564-8901  
[www.cityoffircrest.net](http://www.cityoffircrest.net)

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**City of Fircrest  
Parks & Recreation Department  
2025 Annual Report on Funds Received  
from the Fircrest Forever Foundation**

**Report Date: March 24, 2026**

The Fircrest Forever Foundation has generously contributed a total of \$31,200, including \$5,140 in 2025, and \$5,760 in 2026 to support the City of Fircrest Parks and Recreation programs to date. Grants from the Foundation enable the department to offer a wider range of recreational programs and activities, catering to the diverse interests and needs of the community, including youth programs, senior activities, and specialized recreation.

Through a close partnership with the Parks and Recreation Director, the Foundation identifies key areas for fundraising initiatives for parks, facilities, events, and recreation program enhancements. This collaborative approach ensures that these initiatives are in line with our Parks and Open Space Plan, Parks Capital Facilities Plan, annual budget priorities, and overarching departmental objectives. The Director, with the support of City of Fircrest staff, manages these funds and oversees the execution of these funded projects and programs.

The Foundation actively engages with Fircrest employees and community members to gather project ideas. Funding requests may originate from multiple channels: either a direct submission from the Parks and Recreation Director to the Foundation or proposals initiated by the Foundation itself, outlining project scope, funding requirements, and anticipated timelines.

To support the Fircrest Forever Foundation, tax-deductible donations can be made via [www.fircrestforever.com/donate](http://www.fircrestforever.com/donate), managed by their financial partner, the Greater Tacoma Community Foundation. These contributions are directed to the City of Fircrest through the Foundation, which oversees the Fircrest Parks and Recreation funds.

The following page provides a summary of the funds donated through March 2026 and how they were utilized.

## Fircrest Forever Foundation Funds Donated (2022 – 2025)

**2025 Foundation Contributions (Total: \$5,140) (Additional funds provided at year-end, but received by City on 1/15/26 = \$5,760 for grand total of = \$10,900)**

Grant	Date	Purpose	Amount	Utilization
1	06/30/2025	Summer Day Camp	\$1,500.00	Provided materials and supplies outside of the allocated budget for the Fircrest Summer Day Camp.
2	06/30/2025	Geocaching Supplies	\$1,140.00	The geocaching supplies donated by the Foundation were used in our youth day camps and special one-day camps to introduce kids to geocaching. These activities help get participants outdoors while teaching them how to use technology to explore parks and discover a fun recreational hobby.
3	06/30/2025 & 07/18/2025	Fircrest Fun Days Friday Night Event	\$2,500.00	Sponsorship funds were used to help offset the costs of the Centennial Talent Show as part of the Fircrest Fun Days Friday night event. These funds allowed staff to enhance the overall program beyond what was available through the City's event budget by supporting entertainment and key event elements, including the event emcee, décor, prizes, and other materials necessary to create a fun and engaging experience for the community.
4	01/15/2026	Roller Shade Blinds for Gym on SE corner	\$5,760.00	Grant will be used to install electronic roller shades on the east-facing windows in the Community Center gym to reduce morning glare on the southeast pickleball court. This improvement will enhance the playing experience and support one of the Community Center's most popular and well-attended recreational programs.

### 2024 Foundation Contributions (Total: \$6,700.00)

Grant	Date	Purpose	Amount	Utilization
1	7/9/2024	Fircrest Fun Days – Friday Night Fun	\$1,500.00	Provided materials and supplies outside of the allocated budget for the Friday night portion of Fircrest Fun Days.
2	12/31/2024	Masko Park Swing Set	5,200.00	Helped offset the cost of the Masko Park Swing Set, scheduled for completion in May 2025.

**2023 Foundation Contributions (Total: \$6,300.00)**

Grant	Date	Purpose	Amount	Utilization
1	5/22/2023	Fircrest Fun Days – Friday Night Fun	\$1,250.00	Offset costs, allowing for the purchase of various field games and equipment.
2	5/22/2023	Murphy Bear Mascot Costume	2,000.00	Funded the purchase of the Murphy costume.
3	12/29/2023	Foosball Table	1,000.00	Planning to purchase in 2025 for use in Teen Room.
4	12/29/2023	Senior Programming	683.00	Included items outside of allocated budget for Bingo, Bunco, Senior Mornings, and other senior social events.
5	12/29/2023	Youth Programming	683.00	Provided pizza and refreshments for Teen Late Nights in 2024.
6	12/29/2023	Volunteer Recognition	684.00	Supported the Volunteer Appreciation event in April 2024.

**2022 Foundation Contributions (Total: \$7,300.00)**

Grant	Date	Purpose	Amount	Utilization
1	6/5/2022	Free/Reduced-Cost Swimming Lessons	\$1,000.00	Provided lessons for Fircrest residents, prioritizing special needs, foster families, and those in financial need.
2	6/9/2022	All Access Van Shuttle Service	1,000.00	Operated shuttle service for Fircrest Fun Days, prioritizing residents with mobility challenges.
3	12/20/2022	Youth Programming	1,800.00	Funded teen room games and tot gym equipment.
4	12/20/2022	Senior Programming	1,800.00	Supported the Senior Mornings program with coffee, donuts, and supplies.
5	12/20/2022	Volunteer Recognition	1,700.00	Purchased volunteer t-shirts, name tags, and items for the 2023 recognition program.

**Total Foundation Contributions (2022 – 2026): \$31,200.00**

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**NEW BUSINESS:** Resolution Accepting Fircrest Backstop Project Grant Funding  
**ITEM:** 13B  
**DATE:** March 24, 2026  
**FROM:** Jeff Grover, Parks and Recreation Director

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**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_, authorizing the acceptance of grant funding in the amount of \$456,785.71 from the Names Family Foundation, distributed through the Fircrest Forever Foundation, for the Fircrest Park Backstop and Dugout Replacement Project, and authorizing the City Manager to execute all necessary documents required to implement the project.

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**PROPOSAL:** The City Council is being asked to authorize acceptance of grant funding from the Names Family Foundation, distributed through the Fircrest Forever Foundation, to support the Fircrest Park Backstop and Dugout Replacement Project. This project will replace aging backstops, dugouts, and related field amenities across the three baseball fields at Fircrest Park. Improvements include demolition of existing structures, installation of new backstops with enhanced safety features, construction of new dugouts, and installation of site furnishings and other related upgrades. The project is intended to improve safety, usability, and accessibility for youth baseball, softball, T-ball, and coach-pitch programs.

**FISCAL IMPACT:** The City will receive \$456,785.71 in grant funding from the Names Family Foundation, distributed through the Fircrest Forever Foundation, to fully support the project. Any funds not expended for the purposes described will revert to the Foundation in accordance with the grant terms.

**ADVANTAGE:** This project addresses aging infrastructure and improves overall safety for participants and spectators. Upgraded backstops and dugouts will enhance the user experience, increase accessibility, and support continued use of Fircrest Park for a wide range of youth programs. The improvements also align with the City's long-term maintenance and capital investment goals for Fircrest Park assets.

**DISADVANTAGES:** Construction may temporarily limit access to baseball fields.

**ALTERNATIVES:** Do not accept the grant funding and defer replacement of the backstops and dugouts, which would likely result in continued deterioration and increased maintenance needs.

**HISTORY:** Fircrest Park serves as a primary location for youth baseball and softball programming in the community. The existing backstops and dugouts are aging and in need of replacement to improve safety and accessibility. Staff have identified these improvements as a priority to ensure continued program quality and ensure safe, reliable facilities.

**ATTACHMENTS:** [Resolution](#)  
[Scope of Work](#)  
[Fircrest Forever Foundation Grant Letter](#)

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON, AUTHORIZING THE ACCEPTANCE OF GRANT FUNDING IN THE AMOUNT OF \$456,785.71 FROM THE NAMES FAMILY FOUNDATION, DISTRIBUTED THROUGH THE FIRCREST FOREVER FOUNDATION, FOR THE FIRCREST PARK BACKSTOP REPLACEMENT PROJECT, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO IMPLEMENT THE PROJECT.**

**WHEREAS**, the City of Fircrest owns and operates Fircrest Park, which includes three baseball fields that serve youth baseball, softball, T-ball, and coach-pitch programs; and

**WHEREAS**, the existing backstops, dugouts, and related field amenities have reached the end of their useful life and require replacement to maintain safe, functional, and accessible facilities; and

**WHEREAS**, the Fircrest Park Backstop and Dugout Replacement Project will include the removal and replacement of aging backstops, dugout structures, and associated amenities to improve safety, usability, and accessibility for a wide range of community users; and

**WHEREAS**, the project scope includes site preparation and demolition, earthwork and minor grading, installation of concrete footings and foundations, construction of new backstops with enhanced height and safety features, construction of new dugouts with ADA-compliant design elements, and installation of site furnishings and related improvements; and

**WHEREAS**, the Names Family Foundation, through the Fircrest Forever Foundation, has awarded grant funding in the amount of \$456,785.71 to support the completion of this project; and

**WHEREAS**, any grant funds not expended for the purposes described shall revert back to the Fircrest Forever Foundation in accordance with the terms of the grant; and

**WHEREAS**, acceptance of this grant funding will allow the City to complete critical improvements that enhance the safety, accessibility, and overall quality of Fircrest Park athletic facilities;

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:**

**Section 1.** The City Council hereby authorizes the acceptance of grant funding in the amount of \$456,785.71 from the Names Family Foundation, distributed through the Fircrest Forever Foundation, for the Fircrest Park Backstop and Dugout Replacement Project.

**Section 2.** The City Manager is hereby authorized to execute all necessary agreements, documents, and amendments related to this grant, and to take any actions necessary to

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implement and complete the project in accordance with applicable laws, regulations, and City standards.

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

**APPROVED:**

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

**ATTEST:**

\_\_\_\_\_  
Arlette Burkhart, City Clerk

**APPROVED AS TO FORM:**

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

## **City of Fircrest Parks & Recreation Department**

### **Project: Fircrest Park Backstop and Dugout Replacement Project**

Funding: Fircrest Forever Foundation & Names Family Foundation Fircrest Park Backstop Grant

#### Project Overview

The Fircrest Park Backstop and Dugout Replacement Project involve the removal and replacement of aging backstops, dugout structures, and associated field amenities at the three Fircrest Park baseball fields. This project is focused on improving safety, usability, and accessibility for diverse users including youth baseball leagues, softball, T-ball, and coach-pitch programs. All work will take place within the existing park footprint and will comply with City of Fircrest codes, and industry best practices.

#### **Project Scope**

##### Site Preparation and Demolition

- Secure the work site with fencing and signage.
- Remove and dispose of existing backstop structures, fencing, netting, posts, and concrete footings.
- Demolish dugouts including framing, roofing, and seating.
- Transport and dispose of all demolition debris per regulations.

##### Earthwork and Site Improvements

- Minor grading and preparation for new construction.
- Site adjustments to accommodate ADA-compliant paths and site furnishings.
- Coordinate utility locates and site inspections.
- Concrete Footings and Foundations
- Form and pour footings for new backstop posts and dugout foundations.
- Ensure compliance with engineering specifications; allow for proper curing.

##### Backstop Construction

- Install taller backstop framing and bracing using steel or aluminum materials.
- Add chain link fencing and netting to improve safety.
- Install protective padding and signage as specified.

##### Dugout Construction

- Build new dugouts with roofing, sidewalls, benches, and accessibility features.
- Use weather-resistant, durable materials.
- Ensure compliance with ADA standards.
- Site Furnishings and Amenities

- Install benches, trash receptacles, and other specified furnishings.
- Complete minor hardscape restoration and landscaping.
- Compliance and Inspections
- Follow all ADA, safety, and City of Fircrest requirements.
- Coordinate all required inspections and submit warranties and close-out documentation.

**Contractor Responsibilities**

- Provide all labor, materials, and supervision.
- Maintain a clean, safe, and secure job site.
- Communicate progress regularly with the City’s project manager.
- Submit shop drawings, samples, and certifications as requested.
- Manage waste according to City sustainability goals.

**Exclusions**

- No major field grading or irrigation system replacement.
- Landscaping work is limited to disturbed areas adjacent to dugout and backstop construction zones.

**Project Objectives**

- Replace outdated and undersized backstops with modern, safe structures.
- Construct durable, inclusive dugouts with ADA access.
- Improve field functionality for youth leagues and community events.
- Maintain accessibility and minimize disruption during construction.

**Estimated Budget Summary**

<u>Category</u>	<u>Work Type</u>	<u>Estimated Cost</u>
Admin, Architecture & Engineering	L.A. Consulting Services	\$20,500.00
Site Preparations	Construction	\$46,000.00
Backstops, Dugouts, and Fields	Materials and Construction	\$201,000.00
Site Furnishings	Materials and Construction	\$14,500.00
Site Improvements	ADA Paths and Hardscape	\$19,500.00
<u>Field Amenities</u>	<u>Installation</u>	<u>\$155,258.00</u>
<b>Total</b>		<b>\$456,758.00</b>

## Proposed Project Timeline

### Phase 1: Bidding & Pre-construction

<u>Date Range</u>	<u>Task</u>
June 2026	Finalize construction bid package and RFP
June/July 2026	RFP Advertisement and Contractor Outreach
August 2026	Contractor Selection / Council Award
August 2026	Contract Execution & Pre-Construction Meeting

### Phase 2: Construction Schedule

<u>Date Range</u>	<u>Task</u>
September 2026	Mobilization, Demolition, Remove backstops, dugouts, and prep site
September 2026	Concrete Footings and Foundations, Concrete pours and curing
September 2026	Framing Backstop and Dugouts      Install structural framing, roofing, benches
September 2026	Fence/Netting Install & Dugout Finishing      Final installation, painting, touch-ups
September 2026	Final Inspection & Project CloseoutPunch list, clean-up, final walkthrough

# Names Family Foundation (Grantor)

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## *Greater Tacoma Community Foundation (Grantee)*

Project Name: Fircrest Park Backstop Replacement Project

Amount Awarded \$456,785.71

### Acceptance

The Grantee's deposit, negotiation or endorsement of the Grantor's payment will constitute the Grantee's agreement to the terms and conditions as set forth below. (Payment will be processed once this completed grant agreement is received.)

### Grant Agreement Representation and Indemnification\*

Grantee represents and warrants that all information submitted for this grant is true and correct. Grantee shall indemnify, defend, and hold harmless Grantor and its officers, directors, employees, agents, affiliates, and contractors from and against any and all claims, liabilities, damages, losses, expenses, demands, suits, and judgments, including without limitation reasonable attorneys' fees and costs, arising from or related to breach of Grantee's representations, warranties and conditions of this grant.

### Choices

- Yes  
 No

### Funds\*

I agree to the grant funds being used exclusively for exempt purposes as described in Section 501(c)(3) of the Internal Revenue Code of 1986.

### Choices

- Yes  
 No

### Conditions\*

1. The Grantee agrees that no part of the funds will benefit or be paid to any Names Family Foundation family member through salary, benefits, consulting fees or reimbursement of personal expenses or for any other personal benefit.
2. The Grantee shall not, under any circumstances transfer, assign or encumber any portion of this grant.
3. The Grantee represents that it is tax-exempt under federal law and that any agents shall comply with all applicable federal, state and local laws, regulations and rules and upon request shall provide Grantor with documentation of compliance.

4. The Grantee agrees not to use any of the funds to carry on propaganda, influence legislation, influence the outcome of any public elections, carry out voter registration drives, or, when the recipient is a private foundation, to make grants that do not comply with the requirements regarding grants to individuals or expenditure responsibility.

Choices

- Yes
- No

Return of Funds Agreement\*

Funds are to be used for the stated purpose. If there are substantial changes to the project and/or funds are not expended at the completion of the term you must contact our office. Any funds not being applied to the agreed purpose are to be returned to the foundation upon consultation.

Do you agree to these terms?

Choices

- Yes
- No

Publicity Agreement\*

Prior to public release, all materials acknowledging Names Family Foundation (NFF) support that are produced by the Grantee will be approved by NFF to ensure accuracy and consistency of message, including in public statements, reports and other print and on line publications. Grantee does not serve as a spokesperson for NFF in the media.

Choices

- Yes
- No

If you have any questions you may contact Linsey Sauer, Grant and Administrative Manager, at 253-236-7333 x1002 or lsauer@namesfoundation.org

This contract must be signed by the Executive Director, CEO or President

Kathi Littmann  
\_\_\_\_\_

Printed Name

12/10/2024  
\_\_\_\_\_

Date

DocuSigned by:  
*Kathi Littmann*  
F3DED1371DC14BB...

Signature

**FIRCREST CITY COUNCIL AGENDA SUMMARY**

**SUBJECT:** Approval of 2026 Stormwater Management Program (SWMP) Plan Update  
**ITEM:** 13C  
**DATE:** March 24, 2026  
**FROM:** Tyler Bemis, Public Works Director

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**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_, adopting the City of Fircrest’s 2024 Stormwater Management Program Plan Update.

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**PROPOSAL:** The Council is being asked to approve a Resolution adopting the 2026 updates to the City’s Stormwater Management Program Plan (SWMP). The SWMP Plan is a crucial component of ensuring the City’s compliance with the Department of Ecology’s Western Washington Phase II NPDES Permit requirements, which regulate the discharge of stormwater from the City’s stormwater system. 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 was held on March 10, 2026, as required to gather public testimony regarding the proposed 2026 Stormwater Management Program Plan.

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





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# **THE CITY OF FIRCREST**

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## **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](http://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.

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# 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**

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## 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 rank “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.

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**APPENDIX B**

**S5.C.9 DOCUMENTATION**

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# 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

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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

**NEW BUSINESS:** EMS Levy Ballot Measure Resolutions  
**ITEM:** 13D & 13 E  
**DATE:** March 24, 2026  
**FROM:** Dawn Masko, City Manager

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### RECOMMENDED MOTIONS:

1. I move to adopt Resolution No. \_\_\_\_\_, authorizing the placement of an Emergency Medical Care and Services levy for the years 2027 through 2032 on the ballot for the primary election to be held on August 4, 2026.
  2. I move to adopt Resolution No. \_\_\_\_\_, authorizing the placement of an Emergency Medical Care and Services levy for the years 2027 through 2032 on the ballot for the general election to be held on November 3, 2026.
- 

**PROPOSAL:** The current Emergency Medical Care and Services (EMS) levy expires on December 31, 2026. To ensure the continued provision of EMS services, the City Council is being asked to adopt the attached resolutions to place a renewal of the EMS levy on both the August 4, 2026, Primary Election ballot and the November 3, 2026, General Election ballot. The proposed levy would be set at \$ 0.50 per \$1,000 of assessed valuation and would be effective from January 1, 2027, through December 31, 2032.

Under RCW 84.52.069, uninterrupted continuation of a six-year EMS levy requires approval by a majority of voters at a general or special election. Adoption of both resolutions at this time ensures compliance with Pierce County Elections submittal deadlines, as the deadline to submit measures for the November 3<sup>rd</sup> General Election coincides with the August 4<sup>th</sup> Primary Election. Approving the November resolution now ensures that the measure is automatically placed on the General Election ballot if the levy does not pass in the Primary Election. If the levy is approved on August 4<sup>th</sup>, the November resolution may be rescinded.

If the Council chooses to adopt the resolutions to place the EMS replacement levy on the ballot, the City will solicit names of individuals interested in serving on committees to prepare statements for and against the ballot measure for the voters' pamphlet.

**FISCAL IMPACT:** The fiscal impact is the cost of the election(s), which is included in the 2026 budget. The current EMS levy rate is \$.3843 per \$1,000 of assessed valuation, generating an estimated \$585,230 in EMS revenue in 2026. The proposed renewal would restore the levy rate to \$0.50 per \$1,000 of assessed valuation, the maximum authorized under RCW 84.52.069.

**ADVANTAGE:** Provides uninterrupted funding for EMS services provided by the Tacoma Fire Department.

**DISADVANTAGES:** Cost of the election.

**ALTERNATIVES:** None that is feasible.

**HISTORY:** Fircrest voters have approved EMS levies in 1991, 1996, 2002, 2008, 2014, and 2020. At the August 4, 2020, Primary Election, voters approved the EMS levy for the years 2021 through 2026 at a rate of \$0.50 per \$1,000 of assessed valuation, with 75.61% voter approval. That levy expires on December 31, 2026.

**ATTACHMENTS:** [Resolution – Primary Election](#)  
[Resolution – General Election](#)  
[RCW 84.52.069](#)

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AUTHORIZING THE PLACEMENT  
ON THE BALLOT AT THE NEXT PRIMARY ELECTION OF AN  
EMERGENCY MEDICAL CARE AND SERVICES LEVY FOR THE  
YEARS 2027 THROUGH 2032.**

**WHEREAS**, RCW 84.52.069 authorizes taxing districts, including cities, to levy a tax in an amount equal to fifty cents or less per thousand dollars of the assessed value of a property in the taxing district in each year for six consecutive years when specifically authorized to do so; and

**WHEREAS**, the uninterrupted continuation of a six-year levy under this section must be specifically authorized by a majority of the registered voters thereof approving a proposition authorizing the levies submitted at a general or special election; and

**WHEREAS**, authorization was previously granted to the City of Fircrest at a special election in 2020, and the year 2026 will be the last year during which taxes may be levied pursuant to such authorization; and

**WHEREAS**, it is necessary to place a proposition on the ballot at the primary election to be held on August 4, 2026, to seek renewal of such authorization for years 2027 through 2032; and

**WHEREAS**, the City of Fircrest contracts with the City of Tacoma to provide fire suppression and emergency medical services to the City of Fircrest and forwards emergency medical services taxes collected to Tacoma as part of the contract payment; and

**WHEREAS**, the citizens of Fircrest have a need for emergency medical care and emergency medical services;

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

**Section 1.** A proposition be placed on the ballot for the next primary election, August 4, 2026, to enable the citizens of the City of Fircrest to vote for or against such tax levy.

**Section 2.** Such ballot proposition shall be worded as follows:

Special Election – Proposition No. 1 – Submitted by the City of Fircrest

**EMERGENCY MEDICAL CARE AND SERVICES**

Shall the City of Fircrest’s authority to impose regular property tax levies of up to fifty cents or less per thousand dollars of assessed valuation for emergency medical care and services be renewed for six consecutive years?

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Yes

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**Section 3.** Notice that such proposition shall be on the ballot for the next primary election to be held August 4, 2026, shall be given by publication in the manner required by law for the giving of notices of general election, with at least one publication not more than ten nor less than three days prior to the election.

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

**APPROVED:**

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AUTHORIZING THE PLACEMENT  
ON THE BALLOT AT THE NEXT GENERAL ELECTION OF AN  
EMERGENCY MEDICAL CARE AND SERVICES LEVY FOR THE  
YEARS 2027 THROUGH 2032.**

**WHEREAS**, RCW 84.52.069 authorizes taxing districts, including cities, to levy a tax in an amount equal to fifty cents or less per thousand dollars of the assessed value of a property in the taxing district in each year for six consecutive years when specifically authorized to do so; and

**WHEREAS**, the uninterrupted continuation of a six-year levy under this section must be specifically authorized by a majority of the registered voters thereof approving a proposition authorizing the levies submitted at a general or special election; and

**WHEREAS**, authorization was previously granted to the City of Fircrest at a special election in 2020, and the year 2026 will be the last year during which taxes may be levied pursuant to such authorization; and

**WHEREAS**, it is necessary to place a proposition on the ballot at the general election to be held on November 3, 2026, to seek renewal of such authorization for years 2027 through 2032; and

**WHEREAS**, the City of Fircrest contracts with the City of Tacoma to provide fire suppression and emergency medical services to the City of Fircrest and forwards emergency medical services taxes collected to Tacoma as part of the contract payment; and

**WHEREAS**, the citizens of Fircrest have a need for emergency medical care and emergency medical services;

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

**Section 1.** A proposition be placed on the ballot for the next general election, November 3, 2026, to enable the citizens of the City of Fircrest to vote for or against such tax levy.

**Section 2.** Such ballot proposition shall be worded as follows:

Special Election – Proposition No. 1 – Submitted by the City of Fircrest

**EMERGENCY MEDICAL CARE AND SERVICES**

Shall the City of Fircrest’s authority to impose regular property tax levies of up to fifty cents or less per thousand dollars of assessed valuation for emergency medical care and services be renewed for six consecutive years?

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- Yes
- No

**Section 3.** Notice that such proposition shall be on the ballot for the next general election to be held on November 3, 2026, shall be given by publication in the manner required by law for the giving of notices of general election, with at least one publication not more than ten nor less than three days prior to the election.

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

**APPROVED:**

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

## RCW 84.52.069

### Emergency medical care and service levies.

(1) As used in this section, "taxing district" means a county, emergency medical service district, city or town, public hospital district, urban emergency medical service district, regional fire protection service authority, or fire protection district.

(2) Except as provided in subsection (10) of this section, a taxing district may impose additional regular property tax levies in an amount equal to fifty cents or less per thousand dollars of the assessed value of property in the taxing district. The tax is imposed (a) each year for six consecutive years, (b) each year for ten consecutive years, or (c) permanently. Except as otherwise provided in this subsection, a permanent tax levy under this section, or the initial imposition of a six-year or ten-year levy under this section, must be specifically authorized by a majority of at least three-fifths of the registered voters thereof approving a proposition authorizing the levies submitted at a general or special election, at which election the number of persons voting "yes" on the proposition must constitute three-fifths of a number equal to forty percent of the total number of voters voting in such taxing district at the last preceding general election when the number of registered voters voting on the proposition does not exceed forty percent of the total number of voters voting in such taxing district in the last preceding general election; or by a majority of at least three-fifths of the registered voters thereof voting on the proposition when the number of registered voters voting on the proposition exceeds forty percent of the total number of voters voting in such taxing district in the last preceding general election. The subsequent approval of a six-year or ten-year tax levy under this section must be specifically authorized by a majority of the registered voters thereof approving a proposition authorizing the levies submitted at a general or special election. If the entire region comprising a newly formed regional fire protection service authority was subject to the levy authorized under this section immediately prior to the creation of the authority under chapter 52.26 RCW, the initial imposition of a six-year or ten-year tax levy under this section may be approved by a majority of the registered voters thereof approving the creation of the authority and the related service plan. Ballot propositions must conform with RCW 29A.36.210. A taxing district may not submit to the voters at the same election multiple propositions to impose a levy under this section.

(3) A taxing district imposing a permanent levy under this section must provide for separate accounting of expenditures of the revenues generated by the levy. The taxing district must maintain a statement of the accounting which must be updated at least every two years and must be available to the public upon request at no charge.

(4)(a) A taxing district imposing a permanent levy under this section must provide for a referendum procedure to apply to the ordinance or resolution imposing the tax. This referendum procedure must specify that a referendum petition may be filed at any time with a filing officer, as identified in the ordinance or resolution. Within ten days, the filing officer must confer with the petitioner concerning form and style of the petition, issue the petition an identification number, and secure an accurate, concise, and positive ballot title from the designated local official. The petitioner has thirty days in which to secure the signatures of not less than fifteen percent of the registered voters of the taxing district, as of the last general election, upon petition forms which contain the ballot title and the full text of the measure to be referred. The filing officer must verify the sufficiency of the signatures on the petition and, if sufficient valid signatures are properly submitted, must certify the referendum measure to the next election within the taxing district if one is to be held within one hundred eighty days from the date of filing of the referendum petition, or at a special election to be called for that purpose in accordance with RCW 29A.04.330.

(b) The referendum procedure provided in this subsection (4) is exclusive in all instances for any taxing district imposing the tax under this section and supersedes the procedures provided under all other statutory or charter provisions for initiative or referendum which might otherwise apply.

(5) Any tax imposed under this section may be used only for the provision of emergency medical care or emergency medical services, including related personnel costs, training for such personnel, and related

equipment, supplies, vehicles and structures needed for the provision of emergency medical care or emergency medical services.

(6) If a county levies a tax under this section, no taxing district within the county may levy a tax under this section. If a regional fire protection service authority imposes a tax under this section, no other taxing district that is a participating fire protection jurisdiction in the regional fire protection service authority may levy a tax under this section. No other taxing district may levy a tax under this section if another taxing district has levied a tax under this section within its boundaries: PROVIDED, That if a county levies less than fifty cents per thousand dollars of the assessed value of property, then any other taxing district may levy a tax under this section equal to the difference between the rate of the levy by the county and fifty cents: PROVIDED FURTHER, That if a taxing district within a county levies this tax, and the voters of the county subsequently approve a levying of this tax, then the amount of the taxing district levy within the county must be reduced, when the combined levies exceed fifty cents. Whenever a tax is levied countywide, the service must, insofar as is feasible, be provided throughout the county: PROVIDED FURTHER, That no countywide levy proposal may be placed on the ballot without the approval of the legislative authority of a majority of at least seventy-five percent of all cities exceeding a population of fifty thousand within the county: AND PROVIDED FURTHER, That this section and RCW **36.32.480** may not prohibit any city or town from levying an annual excess levy to fund emergency medical services: AND PROVIDED, FURTHER, That if a county proposes to impose tax levies under this section, no other ballot proposition authorizing tax levies under this section by another taxing district in the county may be placed before the voters at the same election at which the county ballot proposition is placed: AND PROVIDED FURTHER, That any taxing district emergency medical service levy that is limited in duration and that is authorized subsequent to a county emergency medical service levy that is limited in duration, expires concurrently with the county emergency medical service levy. A fire protection district that has annexed an area described in subsection (10) of this section may levy the maximum amount of tax that would otherwise be allowed, notwithstanding any limitations in this subsection (6).

(7) The limitations in RCW **84.52.043** do not apply to the tax levy authorized in this section.

(8) If a ballot proposition approved under subsection (2) of this section did not impose the maximum allowable levy amount authorized for the taxing district under this section, any future increase up to the maximum allowable levy amount must be specifically authorized by the voters in accordance with subsection (2) of this section at a general or special election.

(9) The limitation in RCW **84.55.010** does not apply to the first levy imposed pursuant to this section following the approval of such levy by the voters pursuant to subsection (2) of this section.

(10) For purposes of imposing the tax authorized under this section, the boundary of a county with a population greater than one million five hundred thousand does not include all of the area of the county that is located within a city that has a boundary in two counties, if the locally assessed value of all the property in the area of the city within the county having a population greater than one million five hundred thousand is less than two hundred fifty million dollars.

(11) For purposes of this section, the following definitions apply:

(a) "Fire protection jurisdiction" means a fire protection district, city, town, Indian tribe, or port district; and

(b) "Participating fire protection jurisdiction" means a fire protection district, city, town, Indian tribe, or port district that is represented on the governing board of a regional fire protection service authority.

[ **2018 c 136 s 1; 2012 c 115 s 1; 2011 c 365 s 2; 2004 c 129 s 23; 1999 c 224 s 1; 1995 c 318 s 9; 1994 c 79 s 2; 1993 c 337 s 5; 1991 c 175 s 1; 1985 c 348 s 1; 1984 c 131 s 5; 1979 ex.s. c 200 s 1.**]

## NOTES:

**Findings—Intent—2011 c 365:** "(1) The legislature finds that King county currently imposes an emergency medical services levy throughout the entire county. The legislature further finds that the city of

Milton is located partially within King and Pierce counties and the residents of Milton within King county pay the county emergency medical services levy. The legislature further finds that King county, through an interlocal agreement with the city of Milton, has not provided emergency medical services to the city for many years and instead has remitted the county emergency medical services levy collected within the city back to the city. The legislature further finds that the city of Milton has collected only twenty cents per thousand dollars of assessed valuation under its city emergency medical services levy, and not the full fifty cents authorized by the city's voters, because state law limits the city's levy, as well as any other taxing district's emergency medical services levy, if the county also imposes the tax. The legislature further finds that the city of Milton is exploring the possibility of being annexed by a fire protection district located in Pierce county; however, if the district annexes the entire city, including the portion in King county, the district would have to lower its emergency medical services levy as required under state law.

(2) It is the intent of the legislature to address this unusual situation by excluding the portion of the city of Milton within King county from the county emergency medical services levy. It is the further intent of the legislature to clarify that a fire protection district is able to levy the full amount of emergency medical services levy otherwise allowed by law throughout the entire city." [ [2011 c 365 s 1.](#)]

**Application—2011 c 365:** "This act applies to taxes levied for collection in 2012 and thereafter." [ [2011 c 365 s 3.](#)]

**Application—1999 c 224:** "This act applies to levies authorized after July 25, 1999." [ [1999 c 224 s 3.](#)]

**Effective date—1995 c 318:** See note following RCW [82.04.030](#).

**Finding—1993 c 337:** See note following RCW [84.52.105](#).

**Purpose—1984 c 131 ss 3-9:** See note following RCW [29A.36.210](#).

**Severability—1979 ex.s. c 200:** "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [ [1979 ex.s. c 200 s 3.](#)]