

**FIRCREST CITY COUNCIL  
REGULAR MEETING AGENDA**

**TUESDAY, APRIL 14, 2026  
7:00 P.M.**

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

	<b>Pg.#</b>
<b>1. CALL TO ORDER</b>	
<b>2. PLEDGE OF ALLEGIANCE</b>	
<b>3. ROLL CALL</b>	
<b>4. PRESIDING OFFICER'S REPORT</b>	
A. <a href="#">Proclamation: Parks Appreciation Day</a>	2
B. <a href="#">Proclamation: Sexual Assault Awareness Month</a>	3
<b>5. CITY MANAGER COMMENTS</b>	
<b>6. DEPARTMENT HEAD COMMENTS</b>	
<b>7. COUNCILMEMBER COMMENTS</b>	
<b>8. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA</b> (If you would like to make a public comment, you may speak at the appropriate time using the raise your hand feature or by pressing *9 on your phone.)	
<b>9. COMMITTEE, COMMISSION &amp; LIAISON REPORTS</b>	
A. Administration	
B. Built Environment, Planning, and Building	
C. Finance and Information Technology	
D. Pierce Transit	
E. South Sound Housing Affordability Partners	
F. Other Reports	
<b>10. CONSENT CALENDAR</b>	
A. Approval of <a href="#">vouchers</a> /payroll checks	4
B. <a href="#">Stina's Cellars Liquor License Renewal</a>	22
<i>There were no objections registered for the approval of this liquor license application.</i>	
C. Approval of Minutes: <a href="#">March 16, 2026, Study Session</a>	23
<a href="#">March 24, 2026, Regular Meeting</a>	25
<b>11. PUBLIC HEARING</b>	
<b>12. UNFINISHED BUSINESS</b>	
<b>13. NEW BUSINESS</b>	
A. <a href="#">Motion: Letter of Support to Sound Transit for Tacoma Community College Extension</a>	29
B. <a href="#">Resolution: Alameda Avenue Sidewalk Project Change Order No. 1</a>	31
C. <a href="#">Whittier Park Interlocal Agreement Discussion</a>	44
D. <a href="#">2025 Year-End Financial Report</a>	73
<b>14. CALL FOR FINAL COMMENTS</b>	
<b>15. EXECUTIVE SESSION</b>	
<b>16. ADJOURNMENT</b>	



## THE CITY OF FIRCREST

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

**WHEREAS**, well-maintained parks, playgrounds, trails, open spaces, and our community center enhance quality of life and make Fircrest an attractive and desirable place to live, work, play, and visit; and

**WHEREAS**, parks offer essential spaces for recreation, reflection, exercise, play, and social connection, fostering a strong sense of community and belonging for all; and

**WHEREAS**, parks and natural areas provide a critical connection to the environment, offering a peaceful escape from daily life while helping to preserve our natural resources and protect local ecosystems; and

**WHEREAS**, Earth Day, celebrated annually on April 22<sup>nd</sup>, reminds us of the importance of environmental stewardship and the 2026 theme of “Our Power, Our Planet” emphasizes that environmental progress is driven by community action, daily efforts, and collective power, focusing on sustainable actions to protect local communities; and

**WHEREAS**, Parks Appreciation Day and Earth Day align in their shared goal of celebrating nature, promoting sustainability, and encouraging community engagement; and

**WHEREAS**, on Saturday, April 18, 2026, a Parks Appreciation and Earth Day volunteer event will be held at Whittier Park in Fircrest, hosted by the Pierce Conservation District, focusing on invasive species removal, litter pickup, and care for native plants.

**NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS of the City of Fircrest, do hereby proclaim** April 18, 2026, as **Parks Appreciation Day** in the City of Fircrest, Washington, and encourage all residents to participate in local efforts to care for our parks and environment, and to enjoy the many benefits our local and regional parks provide.

Passed this 14<sup>th</sup> day of April 2026

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Nikki Bufford, Mayor



## THE CITY OF FIRCREST

### *PROCLAMATION OF THE CITY COUNCIL*

**WHEREAS**, Rebuilding Hope Sexual Assault Center, incorporated in 1975 as Pierce County Rape Relief, is one of the longest continuously operated community sexual assault centers in Washington State; and

**WHEREAS**, Rape Awareness Week, established in 1979 by the Washington Coalition of Sexual Assault Programs, expanded into Sexual Assault Awareness Month in the late 1990s, and has been nationally recognized each April since 2009; and

**WHEREAS**, according to data from the Centers for Disease Control and Prevention, almost half of all women and almost one in four men in the United States experience sexual assault, and at least half of our LGBTQIA2S+ community is sexually assaulted, and at least one in four girls and as many as one in six boys are sexually abused before the age of eighteen; and

**WHEREAS**, increased awareness around the prevalence of sexual violence has improved our communities' response to sexual assault and abuse, but intersecting forms of oppression continue to contribute to victimization; and

**WHEREAS**, continued efforts to increase awareness about how sexual violence impacts individuals, institutions, and communities are critical to dismantling the myths, beliefs, behaviors, and systems that promote sexual violence; and

**WHEREAS**, partnerships with local governments, philanthropists, and community-based organizations have supported Rebuilding Hope's delivery of 24/7 victim-survivor advocacy, trauma-focused therapy services, and prevention education curricula to thousands of youth and adults to recognize the signs of unhealthy behaviors and relationships, build skills for healthy boundaries and communication, and stop sexual violence before it occurs; and

**WHEREAS**, for more than 50 years, Rebuilding Hope has served as Pierce County's designated sexual assault center, remaining committed to its mission to provide support, promote healing, and work collaboratively to end sexual violence.

**NOW, THEREFORE, WE, MAYOR AND COUNCILMEMBERS of the City of Fircrest, do hereby proclaim** April 2026 as **Sexual Assault Awareness Month** in the City of Fircrest, Washington, and encourage residents to seek information, education, and support related to sexual assault and abuse.

Passed this 14<sup>th</sup> day of April 2026

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Nikki Bufford, Mayor

# ACCOUNTS PAYABLE

City Of Fircrest

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
37590	04/07/2026	04/14/2026	4296 AWC	2,552.94	AWC 2026 Annual Conference Registration(s)
	511 60 49 05	Reg & Tuition - Legisl	001 000 511	1,914.71	AWC 2026 Annual Conference - N Bufford, H George & S Reynolds
	513 10 49 01	Reg & Tuition - Admin	001 000 513	638.23	AWC 2026 Annual Conference - D Masko
37453	03/24/2026	04/14/2026	11339 Abulsaad, Hebba	150.00	Arabic Interpreting (2 hrs) 25CR60271, 25IN60270
	512 51 41 03	Prof Svcs - Interpreter - FMC	001 000 512	150.00	Arabic Interpreting (2 hrs) 25CR60271, 25IN60270
37586	04/07/2026	04/14/2026	3647 Agrishop, Inc	133.56	PO#Parks: Belt, Edger Blade, and Overdue Finance Charges
	576 80 31 02	Oper Supplies - Parks	001 000 576	133.56	PO#Parks: Belt, Edger Blade, and Overdue Finance Charges
37461	03/24/2026	04/14/2026	10562 Amazon Capital Services	45.95	Laminating Machine & Pouches
	531 50 31 01	Office & Oper Sup - Storm	415 000 531	3.57	Pouches
	531 50 35 00	Small Tools & Equip - Storm	415 000 531	7.91	Laminating Machine
	534 10 31 00	Office & Oper Sup - Water A	425 000 534	3.58	Pouches
	534 10 35 00	Small Tools & Equip - Water	425 000 534	7.91	Laminating Machine
	535 10 31 00	Office & Oper Sup - Swr Adr	430 000 535	3.58	Pouches
	535 10 35 00	Small Tools & Equip - Sewer	430 000 535	7.91	Laminating Machine
	542 30 31 01	Office & Oper Sup - Street R	101 000 542	3.57	Pouches
	542 30 35 00	Small Tools & Equip - Street	101 000 542	7.92	Laminating Machine
37466	03/25/2026	04/14/2026	10562 Amazon Capital Services	39.53	Office Date Stamp
	531 50 35 00	Small Tools & Equip - Storm	415 000 531	9.88	Office Date Stamp
	534 10 35 00	Small Tools & Equip - Water	425 000 534	9.88	Office Date Stamp
	535 10 35 00	Small Tools & Equip - Sewer	430 000 535	9.88	Office Date Stamp
	542 30 35 00	Small Tools & Equip - Street	101 000 542	9.89	Office Date Stamp
37467	03/25/2026	04/14/2026	10562 Amazon Capital Services	110.04	Gate Openers for PW Gate
	531 50 35 00	Small Tools & Equip - Storm	415 000 531	27.51	Gate Openers for PW Gate
	534 10 35 00	Small Tools & Equip - Water	425 000 534	27.51	Gate Openers for PW Gate
	535 80 35 00	Small Tools & Equip - Sewer	430 000 535	27.51	Gate Openers for PW Gate
	542 30 35 00	Small Tools & Equip - Street	101 000 542	27.51	Gate Openers for PW Gate
37475	03/26/2026	04/14/2026	10562 Amazon Capital Services	132.10	Lights for Roof at Rec Center
	518 30 31 01	Oper Supplies - Rec Bldg	001 000 518	132.10	Lights for Roof at Rec Center
37503	03/31/2026	04/14/2026	10562 Amazon Capital Services	5.60	Address Labels

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	521 22 31 00	Office & Oper Sup - Police	001 000 521 General Fund	5.60	Address Labels
37523	03/31/2026	04/14/2026	10562 Amazon Capital Services	13.64	Well Light Indicators
	534 50 31 01	Oper Supplies - Water Main	425 000 534 Water Fund (dep	13.64	Well Light Indicators
37585	04/07/2026	04/14/2026	10562 Amazon Capital Services	33.00	Stress Ball Fidget Toy for Wellness Event (Stress Month Awareness)
	517 90 31 01	Oper Supplies - Wellness Pr	001 000 517 General Fund	33.00	Stress Ball Fidget Toy for Wellness Event (Stress Month Awareness)
Total Amazon Capital Services				379.86	
37535	04/01/2026	04/14/2026	10279 Ault Electric Services, LLC	3,091.72	Replace Existing Field Light Disconnects Mounted on Poles at Fircrest Park (Qty 5)
	594 76 63 03	Other Improvements - PBCF	301 000 594 Park Bond Capit	3,091.72	Replace Existing Field Light Disconnects Mounted on Poles at Fircrest Park (Qty 5)
37522	03/31/2026	04/14/2026	5781 Batteries Plus Bulbs	110.24	Speed Sign Battery Replacement
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fund	110.24	Speed Sign Battery Replacement
37526	03/31/2026	04/14/2026	5781 Batteries Plus Bulbs	40.76	Sewer Camera Light
	535 50 31 01	Oper Supplies - Sewer Main	430 000 535 Sewer Fund (dep	40.76	Sewer Camera Light
Total Batteries Plus Bulbs				151.00	
37472	03/26/2026	04/14/2026	2114 Betz, Pauline	39.00	Library Reimbursement - 1/2 Year (Paul)
	572 21 49 00	Library Services	001 000 572 General Fund	39.00	Library Reimbursement - 1/2 Year
37431	03/23/2026	04/14/2026	9759 Bright*, Amie	289.45	04-00740.4 - 527 RAMSDELL ST
	343 10 00 00	Storm Drain Revenues	415 000 340 Storm Drain	-73.26	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (dep	-88.65	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (dep	-127.54	
37439	03/23/2026	04/14/2026	3572 CED	33.97	Light Repair at PW
	518 30 31 03	Oper Supplies - PWF	001 000 518 General Fund	33.97	Light Repair at PW
37442	03/23/2026	04/14/2026	3572 CED	557.02	Photocells for Street Lights (Qty 24)
	542 63 31 00	Oper Supplies - St Light	101 000 542 City Street Fund	557.02	Photocells for Street Lights (Qty 24)

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Total CED	590.99	
37471	03/26/2026	04/14/2026	6018 Canon Financial Services Inc	194.54	Police Copier/Fax - March 2026
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521 General Fund	17.85	Police Copier/Fax Tax - March 2026
	591 21 70 22	Lease Payments - Police	001 000 591 General Fund	176.69	Police Copier/Fax Rental - March 2026
37548	04/01/2026	04/14/2026	4288 Carnival Time	550.00	Mother Son Dance Photo Booth
	573 90 49 01	Community Events	001 000 573 General Fund	550.00	Mother Son Dance Photo Booth
37438	03/23/2026	04/14/2026	7088 Certified Laboratories	648.69	Latex Gloves (3) Cases
	535 50 31 01	Oper Supplies - Sewer Maini	430 000 535 Sewer Fund (dep	648.69	Latex Gloves (3) Cases
37560	04/02/2026	04/14/2026	11058 City of Tacoma Washington	2,772.00	Q2 2026 Public Safety Radio System User Fee (22 devices)
	521 22 41 01	Radio Infrastructure Fees	001 000 521 General Fund	2,772.00	Q2 2026 Public Safety Radio System User Fee (22 devices)
37423	03/19/2026	04/14/2026	3555 Code Publishing Co	70.50	Municipal Code - Web Update
	511 60 49 03	Codification Costs	001 000 511 General Fund	70.50	Municipal Code - Web Update
37524	03/31/2026	04/14/2026	6268 Cole-Parmer Instrument Company	149.93	Chlorine Buffer (Qty 1) & Dispensers (Qty 2) for Daily Water Testing
	534 80 31 03	Oper Supplies - Chlorine	425 000 534 Water Fund (dep	149.93	Chlorine Buffer (Qty 1) & Dispensers (Qty 2) for Daily Water Testing
37562	04/02/2026	04/14/2026	8188 Comcast Business Communications LLC	470.68	Internet Access Fee - April 2026
	518 81 42 00	Communication/Internet - I/	001 000 518 General Fund	470.68	Internet Access Fee - April 2026
37575	04/03/2026	04/14/2026	3573 Copiers Northwest Inc	29.77	Copier Usage 03/01/26-03/31/26
	521 22 45 00	Oper Rentals - Copier - Polic	001 000 521 General Fund	29.77	Copier Usage 03/01/26-03/31/26
37462	03/24/2026	04/14/2026	11322 Cummins Inc.	1,048.65	Diagnose Generator - Fault Code and Low Fuel Warning
	518 30 48 01	Rep & Maint - Rec Bldg	001 000 518 General Fund	1,048.65	Diagnose Generator - Fault Code and Low Fuel Warning
37473	03/26/2026	04/14/2026	3589 Databar Inc	1,780.91	Town Topics Newsletter - April 2026

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518 10 49 01	Town Topics/Citizen Commu		001 000 518 General Fund	1,780.91	Town Topics Newsletter - April 2026
37474	03/26/2026	04/14/2026	3589 Databar Inc	887.75	Community Sponsorship Program - April 2026
542 80 31 04	Oper Supplies - Beautificatic		101 000 542 City Street Fund	887.75	Community Sponsorship Program - April 2026
Total Databar Inc				2,668.66	
37592	04/07/2026	04/14/2026	3367 Davis, Nancy	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37530	04/01/2026	04/14/2026	9303 Deal, Robert L.	498.75	Police Background Checks (9.25 Hrs) & Mileage 02/24/26-03/31/26
521 22 41 00	Prof Svcs - Police		001 000 521 General Fund	498.75	Police Background Checks (9.25 Hrs) & Mileage 02/24/26-03/31/26
37520	03/31/2026	04/14/2026	8532 Dog Waste Depot	369.98	Dog Waste Bags (2 Cases)
576 80 31 02	Oper Supplies - Parks		001 000 576 General Fund	369.98	Dog Waste Bags (2 Cases)
37454	03/24/2026	04/14/2026	3638 Fircrest Golf Club	1,408.12	Land Rental for Water Tank on Golf Course Property - April 2026
591 34 70 00	Lease Payments - Water Adr		425 000 591 Water Fund (dep	1,408.12	Land Rental for Water Tank on Golf Course Property - April 2026
37464	03/25/2026	04/14/2026	11288 Flowline LLP	7,752.00	P#88 Alameda Avenue West Sidewalk Extension Project - Progress Payment - 02/01/26-02/27/26
595 32 63 10	Street Improvements - Alam		101 000 594 City Street Fund	7,752.00	P#88 Alameda Avenue West Sidewalk Extension Project - Progress Payment - 02/01/26-02/27/26
37581	04/03/2026	04/14/2026	11288 Flowline LLP	100,705.32	P#88 Alameda Avenue West Sidewalk Extension Project - Progress Payment -27/27/26-03/31/26
595 32 63 10	Street Improvements - Alam		101 000 594 City Street Fund	100,705.32	P#88 Alameda Avenue West Sidewalk Extension Project - Progress Payment -27/27/26-03/31/26
Total Flowline LLP				108,457.32	
37425	03/19/2026	04/14/2026	9893 Freeman Lane, Dashawna	78.00	Library Reimbursement - 1 Year (Eric)
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Eric)

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37579	04/03/2026	04/14/2026	11253 G&G, Inc.	9,500.00	Regents Blvd. Traffic Signal Project - Pedestrian Heads & Push Buttons - PO 42252
	595 63 63 01	Regents Blvd Traffic Signal P	101 000 594 City Street Fund	9,500.00	Regents Blvd. Traffic Signal Project - Pedestrian Heads & Push Buttons - PO 42252
37551	04/01/2026	04/14/2026	8046 Goncharova, Natalya	130.00	Russian Interpreting (2 hrs) 25IN3850, 25IN122230, 26IN4747, 26IN26659
	512 51 41 03	Prof Svcs - Interpreter - FMC	001 000 512 General Fund	130.00	Russian Interpreting (2 hrs) 25IN3850, 25IN122230, 26IN4747, 26IN26659
37436	03/23/2026	04/14/2026	7475 Goodyear Tire & Rubber Company	241.67	#59094D 2008 Utility Truck with Crane & Compressor: Front End Alignment
	548 65 48 12	O & M - Street	501 000 548 Equipment Rent:	241.67	#59094D 2008 Utility Truck with Crane & Compressor: Front End Alignment
37440	03/23/2026	04/14/2026	3666 Grainger Inc, Dept 826129041	319.29	Lightbulbs (Qty 25)
	518 30 31 04	Oper Supplies - CH	001 000 518 General Fund	447.29	Lightbulbs for Court Offices (Qty 25)
	518 30 31 04	Oper Supplies - CH	001 000 518 General Fund	-447.29	Credit Return for Wrong Lightbulbs (Qty 25)
	518 30 31 04	Oper Supplies - CH	001 000 518 General Fund	319.29	Lightbulbs for Court Offices (Qty 25)
37457	03/24/2026	04/14/2026	3666 Grainger Inc, Dept 826129041	77.42	Air Filters - Rec Center
	518 30 31 01	Oper Supplies - Rec Bldg	001 000 518 General Fund	77.42	Air Filters - Rec Center
37458	03/24/2026	04/14/2026	3666 Grainger Inc, Dept 826129041	78.61	Air Filters - Rec Center
	518 30 31 01	Oper Supplies - Rec Bldg	001 000 518 General Fund	167.00	Air Filters - Rec Center
	518 30 31 01	Oper Supplies - Rec Bldg	001 000 518 General Fund	-88.39	Credit Return for Wrong Air Filters - Rec Center
			Total Grainger Inc, Dept 826129041	475.32	
37583	04/03/2026	04/14/2026	10305 Gunderson Law Office PLLC	12,500.00	City of Fircrest - March 2026
	515 41 41 03	City Prosecutor	001 000 515 General Fund	12,500.00	City of Fircrest - March 2026
37573	04/03/2026	04/14/2026	11180 Gunderson, Kimberly	6,941.40	Contracted Services 03/01/26-03/31/26
	524 20 41 04	Prof Svcs - Consultants	001 000 524 General Fund	1,850.70	Contracted Services 03/01/26-03/31/26
	558 60 41 00	Prof Svcs - Planning	001 000 558 General Fund	5,090.70	Contracted Services 03/01/26-03/31/26
37444	03/23/2026	04/14/2026	3651 H D Fowler Co Inc	8,631.95	Ready Subscription Upgrade for 2400 Metering Points (1/4/26-1/3/27)

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534 10 41 00	Prof Svcs - Water Admin		425 000 534 Water Fund (dep	8,631.95	Ready Subscription Upgrade for 2400 Metering Points (1/4/26-1/3/27)
37542 04/01/2026	04/14/2026	9927	Harris, Mitchell	78.00	Library Reimbursement - 1 Year (Daniella)
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Daniella)
37432 03/23/2026	04/14/2026	10730	Hawkins, Michael	344.00	06-02630.1 - 1574 CYPRESS POINT AVE
343 40 00 00	Sale Of Water		425 000 340 Water Fund (dep	-130.71	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (dep	-213.29	
37539 04/01/2026	04/14/2026	11226	Hollensbe, Heath	200.00	Graphic Design - Fircrest Fun Days 2026 Poster
573 90 49 01	Community Events		001 000 573 General Fund	200.00	Graphic Design - Fircrest Fun Days 2026 Poster
37493 03/27/2026	04/14/2026	1253	Holzborn, Lavone M.	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37460 03/24/2026	04/14/2026	3692	Home Depot Credit Services	63.91	Supplies for Shop
518 30 31 00	Oper Supplies - Facilities		001 000 518 General Fund	63.91	Supplies for Shop
37477 03/26/2026	04/14/2026	3692	Home Depot Credit Services	36.33	Scrub Brush & Broom
571 10 31 04	Janitorial Supplies - Rec Bldg		001 000 571 General Fund	36.33	Scrub Brush & Broom
37521 03/31/2026	04/14/2026	3692	Home Depot Credit Services	77.19	Battery Charger for Shop
518 30 35 00	Small Tools & Equip - Facilit		001 000 518 General Fund	77.19	Battery Charger for Shop
37527 03/31/2026	04/14/2026	3692	Home Depot Credit Services	47.24	Supplies for Well Repairs
534 50 31 01	Oper Supplies - Water Main		425 000 534 Water Fund (dep	47.24	Supplies for Well Repairs
Total Home Depot Credit Services				224.67	
37549 04/01/2026	04/14/2026	4131	Humane Society - Tacoma	1,437.18	April 2026 Boarding Contract
554 30 41 00	Animal Control		001 000 554 General Fund	1,437.18	April 2026 Boarding Contract
37497 03/30/2026	04/14/2026	1843	Jacobson, Sandra	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37434 03/23/2026	04/14/2026	3735	Judicial Conference Registrar	165.00	2026 DMCJA Spring Conference Incidental Fee - Judge Orlando

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
512 51 49 01	Reg & Tuition - Court		001 000 512 General Fund	165.00	2026 DMCJA Spring Conference Incidental Fee - Judge Orlando
37550	04/01/2026	04/14/2026	11294 Kullman, Martha M.	160.00	Spanish Interpreting (2 hrs) - 26CR24979, 261IN24978, 26CR23980
512 51 41 03	Prof Svcs - Interpreter - FMC		001 000 512 General Fund	160.00	Spanish Interpreting (2 hrs) - 26CR24979, 261IN24978, 26CR23980
37538	04/01/2026	04/14/2026	10264 Larson, Shari	1,666.70	Gentle Yoga & Chair Yoga Classes (3/01/26-3/31/26)
571 10 49 04	Instructor Fees		001 000 571 General Fund	1,666.70	Gentle Yoga & Chair Yoga Classes (3/01/26-3/31/26)
37547	04/01/2026	04/14/2026	10264 Larson, Shari	1,643.60	Gentle Yoga & Chair Yoga Classes (2/01/26-2/28/26)
571 10 49 04	Instructor Fees		001 000 571 General Fund	1,643.60	Gentle Yoga & Chair Yoga Classes (2/01/26-2/28/26)
Total Larson, Shari				3,310.30	
37451	03/23/2026	04/14/2026	10459 Locke Systems Inc.	4,300.84	Veeam M365 Backup Licensing - 3 Years
518 81 49 01	Software Licenses		001 000 518 General Fund	4,300.84	Veeam M365 Backup Licensing - 3 Years
37570	04/02/2026	04/14/2026	10459 Locke Systems Inc.	4,954.50	IT Managed Services - April 2026 (for March Services)
518 81 41 01	Prof Svcs - I/S		001 000 518 General Fund	4,954.50	IT Managed Services - April 2026 (for March Services)
Total Locke Systems Inc.				9,255.34	
37447	03/23/2026	04/14/2026	3024 Long, Kevin	39.00	Library Reimbursement - 1/2 Year
572 21 49 00	Library Services		001 000 572 General Fund	39.00	Library Reimbursement - 1/2 Year
37544	04/01/2026	04/14/2026	11342 Mattingly Designs, LLC	2,325.62	Roller Shade Blinds for Gym - Funded by Fircrest Forever Foundation Grant - 1st Half Payment
571 10 41 01	Prof Svcs - Rec		001 000 571 General Fund	2,325.62	Roller Shade Blinds for Gym - Funded by Fircrest Forever Foundation Grant - 1st Half Payment
37494	03/30/2026	04/14/2026	1688 Maxey, Jerry	78.00	Library Reimbursement - 1 Year (Kathryn)
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year (Kathryn)
37463	03/25/2026	04/14/2026	11025 McCloud, Kenneth	153.54	01-02310.3 - 536 FARALLONE AVE

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City Of Fircrest

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
343 10 00 00	Storm Drain Revenues		415 000 340 Storm Drain	-33.16	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-40.21	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-80.17	
37591	04/07/2026	04/14/2026	7465 Merryweather, Caroline	39.00	Library Reimbursement - 1/2 Year
572 21 49 00	Library Services		001 000 572 General Fund	39.00	Library Reimbursement - 1/2 Year
37537	04/01/2026	04/14/2026	3841 Metropolitan Ballet of Tacoma	6,318.90	Dance Classes 01/15/26-06/04/26
571 10 49 04	Instructor Fees		001 000 571 General Fund	6,318.90	Dance Classes 01/15/26-06/04/26
37541	04/01/2026	04/14/2026	10282 Mitchell, Andrew	78.00	Library Reimbursement - 1 Year
572 21 49 00	Library Services		001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37450	03/23/2026	04/14/2026	3898 Northwest Aerial Services	11,909.54	#59094D (2008 Utility Truck with Crane & Compressor) Maintenance & Repairs - Perform LOF, Topped off Fluids/Oils, Replace Front Hub Assemblies, Front Brake Rotors & Front Brake Pads; Add 200a Fuse
548 65 48 14	O & M - Water/Sewer		501 000 548 Equipment Rent:	11,909.54	#59094D (2008 Utility Truck with Crane & Compressor) Maintenance & Repairs - Perform LOF, Topped off Fluids/Oils, Replace Front Hub Assemblies, Front Brake Rotors & Front Brake Pads; Add 200a Fuse
37525	03/31/2026	04/14/2026	3923 Orca Pacific Inc	531.72	Chlorine for Wells (102 gallons)
534 80 31 03	Oper Supplies - Chlorine		425 000 534 Water Fund (de	531.72	Chlorine for Wells (102 gallons)
37445	03/23/2026	04/14/2026	3961 PCRCD, LLC dba LRI-HV	1,418.49	Dump Fees - Street Sweeping - January 2026
542 30 47 01	Dumping Fees - Street		101 000 542 City Street Fund	1,418.49	Dump Fees - Street Sweeping - January 2026
37452	03/23/2026	04/14/2026	8993 Pacific Office Automation, Inc.	781.05	Copier Usage 02/01/26-02/28/26
512 51 45 00	Oper Rentals - Copier - Cour		001 000 512 General Fund	23.32	Court 02/01/26-02/28/26
518 10 45 00	Oper Rentals - Copier - Non		001 000 518 General Fund	301.84	City Hall 02/01/26-02/28/26
531 50 45 00	Oper Rentals - Copier - Stori		415 000 531 Storm Drain	8.28	Storm 02/01/26-02/28/26
534 10 45 02	Oper Rentals - Copier - Wat		425 000 534 Water Fund (de	8.28	Water 02/01/26-02/28/26
535 10 45 00	Oper Rentals - Copier - Sew		430 000 535 Sewer Fund (de	8.28	Sewer 02/01/26-02/28/26
542 30 45 00	Oper Rentals - Copier - Stree		101 000 542 City Street Fund	8.28	Street 02/01/26-02/28/26
571 10 45 01	Oper Rentals - Copier - Rec		001 000 571 General Fund	380.49	Rec 02/01/26-02/28/26
576 80 45 00	Oper Rentals - Copier - Park		001 000 576 General Fund	42.28	Parks 02/01/26-02/28/26

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37468	03/25/2026	04/14/2026	4680 Parametrix Engineering	14,185.15	P#91 Wastewater System Inflow & Infiltration (I&I) Analysis Project - Professional Svcs thru 02/27/26
	594 35 63 04	Project Engineering - Sewer	432 000 594	14,185.15	P#91 Wastewater System Inflow & Infiltration (I&I) Analysis Project - Professional Svcs thru 02/27/26
37564	04/02/2026	04/14/2026	3955 Petrocard Systems Inc	1,027.30	Gas/Fuel - 03/2026
	548 65 31 12	Gas - Street	501 000 548	79.81	Street - 03/2026
	548 65 31 13	Gas - Storm	501 000 548	468.66	Storm - 03/2026
	548 65 31 14	Gas - Water/Sewer	501 000 548	478.83	Water/Sewer - 03/2026
37545	04/01/2026	04/14/2026	10221 Petty Cash-ParksRec	33.75	Petty Cash Reimbursement - 04/14/26
	571 10 31 02	Senior Program Supplies	001 000 571	33.75	Senior Morning Supplies
37580	04/03/2026	04/14/2026	7315 Pizzano, Christine	39.00	Library Reimbursement - 1/2 Year
	572 21 49 00	Library Services	001 000 572	39.00	Library Reimbursement - 1/2 Year
37498	03/30/2026	04/14/2026	1249 Porter, Shelley	39.00	Library Reimbursement - 1/2 Year
	572 21 49 00	Library Services	001 000 572	39.00	Library Reimbursement - 1/2 Year
37540	04/01/2026	04/14/2026	10161 Print NW	165.90	2026 Fircrest Fun Days Banner Coverup Decal
	573 90 49 01	Community Events	001 000 573	165.90	2026 Fircrest Fun Days Banner Coverup Decal
37433	03/23/2026	04/14/2026	11223 Pripa, Gheorghe	0.69	12-00480.1 - 4418 60TH AVE W
	343 50 00 00	Sewer Revenues	430 000 340	-0.69	Sewer Fund (dep
37532	04/01/2026	04/14/2026	4828 Protect Youth Sports	107.55	Personnel Background Checks - Youth Baseball Coach Volunteers
	518 11 41 00	Prof Svcs - Personnel	001 000 518	107.55	Personnel Background Checks - Youth Baseball Coach Volunteers
37561	04/02/2026	04/14/2026	10983 Public Safety Testing, Inc.	260.00	Recruiting Assistance, Application Processing, Written & Physical Ability Testing Subscription - 01/01/26-03/31/26
	521 22 49 03	Dues/Member/Subscriptions	001 000 521	260.00	Recruiting Assistance, Application Processing, Written & Physical Ability Testing Subscription - 01/01/26-03/31/26
37500	03/31/2026	04/14/2026	3986 Puget Sound Energy, BOT-01H	201.56	Natural Gas - Pool/Bathhouse - March 2026

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	576 20 47 00	Public Utility Services - Pool	001 000 576 General Fund	201.56	Natural Gas - Pool/Bathhouse - March 2026
37501	03/31/2026	04/14/2026	3986 Puget Sound Energy, BOT-01H	101.65	Natural Gas - Rec Center - March 2026
	571 10 47 00	Public Utility Services - Rec	001 000 571 General Fund	101.65	Natural Gas - Rec Center - March 2026
			Total Puget Sound Energy, BOT-01H	303.21	
37435	03/23/2026	04/14/2026	11297 Redfern, Erin	78.00	Library Reimbursement - 1 Year
	572 21 49 00	Library Services	001 000 572 General Fund	78.00	Library Reimbursement - 1 Year
37476	03/26/2026	04/14/2026	4018 Rosen Supply Company Inc	221.09	Toilet Repair
	518 30 31 02	Oper Supplies - PSB Bldg	001 000 518 General Fund	221.09	Toilet Repair
37536	04/01/2026	04/14/2026	10398 Rubke, Patricia	448.00	Barre Classes (Beginning Barre, Barre HIIT, Barre) 3/01/26-3/31/26
	571 10 49 04	Instructor Fees	001 000 571 General Fund	448.00	Barre Classes (Beginning Barre, Barre HIIT, Barre) 3/01/26-3/31/26
37546	04/01/2026	04/14/2026	10398 Rubke, Patricia	413.00	Barre Classes (Beginning Barre, Barre HIIT, Barre) 2/01/26-2/28/26
	571 10 49 04	Instructor Fees	001 000 571 General Fund	413.00	Barre Classes (Beginning Barre, Barre HIIT, Barre) 2/01/26-2/28/26
			Total Rubke, Patricia	861.00	
37529	03/31/2026	04/14/2026	4026 S & B Inc	4,136.02	Estate Place Lift Station - Cellular Communication Upgrade
	594 35 63 03	Project Engineering - Sewer	432 000 594 Sewer Improver	4,136.02	Estate Place Lift Station - Cellular Communication Upgrade
37512	03/31/2026	04/14/2026	4035 Sarco Supply	183.97	Operating Supplies - PW Facilities
	518 30 31 03	Oper Supplies - PWF	001 000 518 General Fund	183.97	Operating Supplies - PW Facilities
37513	03/31/2026	04/14/2026	4035 Sarco Supply	209.86	Janitorial Supplies - PSB
	518 30 31 02	Oper Supplies - PSB Bldg	001 000 518 General Fund	209.86	Janitorial Supplies - PSB
37514	03/31/2026	04/14/2026	4035 Sarco Supply	645.43	Janitorial Supplies - Rec Bldg
	571 10 31 04	Janitorial Supplies - Rec Bldg	001 000 571 General Fund	645.43	Janitorial Supplies - Rec Bldg

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37515	03/31/2026	04/14/2026	4035 Sarco Supply	403.65	Operating Supplies - City Hall
	518 30 31 04		Oper Supplies - CH 001 000 518 General Fund	403.65	Operating Supplies - City Hall
37516	03/31/2026	04/14/2026	4035 Sarco Supply	61.35	Janitorial Supplies - Parks Structures
	576 80 31 01		Janitorial Supplies - Parks St 001 000 576 General Fund	61.35	Janitorial Supplies - Parks Structures
37517	03/31/2026	04/14/2026	4035 Sarco Supply	849.26	Janitorial Supplies - Pool
	576 20 31 02		Janitorial Supplies - Pool 001 000 576 General Fund	849.26	Janitorial Supplies - Pool
Total Sarco Supply				2,353.52	
37577	04/03/2026	04/14/2026	6088 Sentinel Pest Control Inc	141.83	Pest Control - City Hall - 03/2026
	518 30 48 02		Rep & Maint - City Hall 001 000 518 General Fund	141.83	Pest Control - City Hall - 03/2026
37578	04/03/2026	04/14/2026	6088 Sentinel Pest Control Inc	270.90	Pest Control - PW - 03/2026
	531 50 48 00		Rep & Maint - Storm 415 000 531 Storm Drain	67.72	Pest Control - PW - 03/2026
	534 50 48 01		Rep & Maint - Water Maint 425 000 534 Water Fund (de	67.73	Pest Control - PW - 03/2026
	535 50 48 00		Rep & Maint - Sewer Maint 430 000 535 Sewer Fund (de	67.73	Pest Control - PW - 03/2026
	542 30 48 01		Rep & Maint - Street Maint 101 000 542 City Street Fund	67.72	Pest Control - PW - 03/2026
Total Sentinel Pest Control Inc				412.73	
37589	04/07/2026	04/14/2026	7308 SiteCrafting Inc	897.00	Monthly Hosting - CityofFircrest.net - Jan-Mar 2026
	518 81 41 02		Web Design & Maintenance 001 000 518 General Fund	897.00	Monthly Hosting - CityofFircrest.net - Jan-Mar 2026
37430	03/23/2026	04/14/2026	7212 Smith, Matt	24.25	07-00110.1 - 1517 COTTONWOOD AVE
	343 10 00 02		Penalties - Storm 415 000 340 Storm Drain	-3.52	
	343 40 00 03		Penalties - Water 425 000 340 Water Fund (de	-5.31	
	343 50 00 03		Penalties - Sewer 430 000 340 Sewer Fund (de	-15.42	
37424	03/19/2026	04/14/2026	11313 Sound Defenders, PLLC	6,500.00	Indigent Defense Services - March 2026
	515 41 41 00		Assigned Counsel 001 000 515 General Fund	6,500.00	Indigent Defense Services - March 2026
37587	04/07/2026	04/14/2026	11313 Sound Defenders, PLLC	4,080.00	March 2026 - Post Sentencing Reviews and SOCs
	515 41 41 00		Assigned Counsel 001 000 515 General Fund	4,080.00	March 2026 - Post Sentencing Reviews and SOCs
37588	04/07/2026	04/14/2026	11313 Sound Defenders, PLLC	960.00	Transfer and Warrant Cases - March 2026

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515 41 41 00	Assigned Counsel		001 000 515 General Fund	960.00	Transfer and Warrant Cases - March 2026
				11,540.00	
37567	04/02/2026	04/14/2026	5304 South Sound 911	35,360.87	2nd Qtr 2026 - SouthSound 911 Contract Services
521 22 41 02	Dispatch (Communications)		001 000 521 General Fund	22,787.50	LE Communications Services 2nd Qtr 2026
521 22 41 04	Records (CPL Permitting)		001 000 521 General Fund	4,660.00	Record Services & IT Services 2nd Qtr 2026
521 22 41 05	IT Charges (RMS)		001 000 521 General Fund	7,913.37	RMS Services & IT Services 2nd Qtr 2026
37574	04/03/2026	04/14/2026	4084 Staples Business Advantage	161.84	Office Supplies - Planning, Building & Central
518 10 34 01	Office & Oper Sup - Central		001 000 518 General Fund	26.28	Office Supplies - Central
524 20 31 00	Office & Oper Sup - Building		001 000 524 General Fund	67.78	Office Supplies - Building
558 60 31 00	Office & Oper Sup - Planning		001 000 558 General Fund	67.78	Office Supplies - Planning
37504	03/31/2026	04/14/2026	4110 Superior Linen Service	52.42	Linen Service 03/19/26 - Pool Party Room
576 20 49 02	Miscellaneous - Pool		001 000 576 General Fund	52.42	Linen Service 03/19/26 - Pool Party Room
37505	03/31/2026	04/14/2026	4110 Superior Linen Service	52.42	Linen Service 03/05/26 - Pool Party Room
576 20 49 02	Miscellaneous - Pool		001 000 576 General Fund	52.42	Linen Service 03/05/26 - Pool Party Room
37506	03/31/2026	04/14/2026	4110 Superior Linen Service	119.69	Linen Service 03/19/26 - Rec Center
518 30 48 01	Rep & Maint - Rec Bldg		001 000 518 General Fund	119.69	Linen Service 03/19/26 - Rec Center
37507	03/31/2026	04/14/2026	4110 Superior Linen Service	119.69	Linen Service 03/05/26 - Rec Center
518 30 48 01	Rep & Maint - Rec Bldg		001 000 518 General Fund	119.69	Linen Service 03/05/26 - Rec Center
37508	03/31/2026	04/14/2026	4110 Superior Linen Service	78.70	Linen Service 03/26/26 - City Hall
518 30 48 02	Rep & Maint - City Hall		001 000 518 General Fund	78.70	Linen Service 03/26/26 - City Hall
37509	03/31/2026	04/14/2026	4110 Superior Linen Service	78.70	Linen Service 03/12/26 - City Hall
518 30 48 02	Rep & Maint - City Hall		001 000 518 General Fund	78.70	Linen Service 03/12/26 - City Hall
37510	03/31/2026	04/14/2026	4110 Superior Linen Service	66.68	Linen Service 03/26/26 - Public Works
518 30 48 03	Rep & Maint - PW		001 000 518 General Fund	66.68	Linen Service 03/26/26 - Public Works
37511	03/31/2026	04/14/2026	4110 Superior Linen Service	66.68	Linen Service 03/12/26 - Public Works
518 30 48 03	Rep & Maint - PW		001 000 518 General Fund	66.68	Linen Service 03/12/26 - Public Works

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			Total Superior Linen Service	634.98	
37531	04/01/2026	04/14/2026	4328 Systems for Public Safety Inc	1,650.23	#68055D - 2019 Ford Interceptor - LOF, Replace Front Brake Pads, Replace Engine Oil Cooler, Replace Repaired Tire
	548 65 48 08	O & M - Police	501 000 548 Equipment Rent	1,650.23	#68055D - 2019 Ford Interceptor - LOF, Replace Front Brake Pads, Replace Engine Oil Cooler, Replace Repaired Tire
37455	03/24/2026	04/14/2026	9888 T-Mobile (Cell Phone Bill)	1,295.05	Cell Phones & Air Cards - 03/2026
	513 10 42 00	Communication - Admin	001 000 513 General Fund	31.35	City Manager 03/2026
	518 30 42 00	Communication - Fac/Equip	001 000 518 General Fund	92.49	Maint. Lead, 2 Workers 03/2026
	521 22 42 00	Communication - Police	001 000 521 General Fund	656.88	Police Officers, Chief and Air Cards 03/2026
	524 20 42 00	Communication- Building	001 000 524 General Fund	15.42	Community Development Dir. 03/2026
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	89.92	Public Works Crew, Director, PW Office Coord. 03/2026
	534 10 42 00	Communication - Water Adr	425 000 534 Water Fund (dep	121.24	Public Works Crew, Director, PW Office Coord., PW Water Meter Collector 03/2026
	535 10 42 01	Communication - Sewer Adr	430 000 535 Sewer Fund (dep	89.92	Public Works Crew, Director, PW Office Coord. 03/2026
	542 30 42 00	Communication - Street Reg	101 000 542 City Street Fund	89.92	Public Works Crew, Director, PW Office Coord. 03/2026
	558 60 42 00	Communication - Planning	001 000 558 General Fund	15.42	Community Development Dir. 03/2026
	576 80 42 00	Communication - Parks	001 000 576 General Fund	92.49	P/R Director, Events, Maint. Worker 03/2026
37456	03/24/2026	04/14/2026	9888 T-Mobile (Cell Phone Bill)	132.47	JAMF Pro Monthly - 03/2026; Court, PW, City Hall Fax Lines - 02/2026
	512 51 42 00	Communication - Court	001 000 512 General Fund	12.37	Court Fax Line - 02/2026
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	3.66	Non Dept - 03/2026 - JAMF Pro Monthly
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	12.37	City Hall Fax Line - 02/2026
	518 30 42 00	Communication - Fac/Equip	001 000 518 General Fund	11.01	Maint. Lead, 2 Workers - 03/2026 - JAMF Pro Monthly
	521 22 42 00	Communication - Police	001 000 521 General Fund	36.70	Police Officers, Chief - 03/2026 - JAMF Pro Monthly
	524 20 42 00	Communication- Building	001 000 524 General Fund	1.83	Community Development Dir. - 03/2026 - JAMF Pro Monthly
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	7.32	Public Works Crew, Director, PW Office Coord. - 03/2026 - JAMF Pro Monthly
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	3.10	PW Fax Line - 02/2026
	534 10 42 00	Communication - Water Adr	425 000 534 Water Fund (dep	7.32	Public Works Crew, Director, PW Office Coord. - 03/2026 - JAMF Pro Monthly

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534 10 42 00	Communication - Water	Adr	425 000 534 Water Fund (dep	3.10	PW Fax Line - 02/2026
535 10 42 01	Communication - Sewer	Adr	430 000 535 Sewer Fund (dep	7.32	Public Works Crew, Director, PW Office Coord. - 03/2026 - JAMF Pro Monthly
535 10 42 01	Communication - Sewer	Adr	430 000 535 Sewer Fund (dep	3.10	PW Fax Line - 02/2026
542 30 42 00	Communication - Street	Reg	101 000 542 City Street Fund	7.32	Public Works Crew, Director, PW Office Coord. - 03/2026 - JAMF Pro Monthly
542 30 42 00	Communication - Street	Reg	101 000 542 City Street Fund	3.10	PW Fax Line - 02/2026
558 60 42 00	Communication - Planning		001 000 558 General Fund	1.84	Community Development Dir. - 03/2026 - JAMF Pro Monthly
576 80 42 00	Communication - Parks		001 000 576 General Fund	11.01	P/R Director, Events, Maint. Worker - 03/2026 - JAMF Pro Monthly
Total T-Mobile (Cell Phone Bill)				1,427.52	
37563 04/02/2026	04/14/2026	4120	Tacoma Daily Index	124.41	March 2026 Publications
511 60 41 01	Advertising - Legisl		001 000 511 General Fund	40.56	Stormwater Management Public Hearing - 03/10/26
558 60 41 01	Advertising - Planning		001 000 558 General Fund	83.85	Whittier Public Hearing - 03/31/26
37543 04/01/2026	04/14/2026	4130	Tacoma P C Health Dept	1,200.00	Swimming Pool Permits - 2026
576 20 49 02	Miscellaneous - Pool		001 000 576 General Fund	1,200.00	Swimming Pool Permits - 2026
37518 03/31/2026	04/14/2026	4135	Tacoma Screw Products Inc	129.18	Bolts & Nuts for Tables at Whittier Park
576 80 31 02	Oper Supplies - Parks		001 000 576 General Fund	129.18	Bolts & Nuts for Tables at Whittier Park
37576 04/03/2026	04/14/2026	4135	Tacoma Screw Products Inc	20.72	Driver Bit Set
518 30 35 00	Small Tools & Equip - Facilit		001 000 518 General Fund	20.72	Driver Bit Set
Total Tacoma Screw Products Inc				149.90	
37584 04/06/2026	04/14/2026	4322	Tacoma, City of - POWER	3,254.40	Power - Various Locations - 03/2026
531 50 47 02	Public Utility Services - Bldg		415 000 531 Storm Drain	87.58	PW Power - 03/2026
534 80 47 01	Utility Services/Pumping		425 000 534 Water Fund (dep	2,586.70	PW, Well #4, #6, #7, #8, #9, Golf Course, Weathervane Booster - 03/2026
535 80 47 01	Utility Services/Pumping		430 000 535 Sewer Fund (dep	453.61	Pumps/LS Power - 03/2026
542 30 47 02	Electricity & Gas/Bldg - Stret		101 000 542 City Street Fund	113.65	PW Power - 03/2026
542 63 47 00	Electricity/Street Lights		101 000 542 City Street Fund	12.86	Street Lights - 03/2026
37448 03/23/2026	04/14/2026	10617	TechPower Solutions, Inc.	145.33	SAA #2136 - Acer B247Y Monitor (Spare)
518 10 35 00	Small Tools & Equip - Non E		001 000 518 General Fund	145.33	SAA #2136 - Acer B247Y Monitor (Spare)

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37502	03/31/2026	04/14/2026	10617 TechPower Solutions, Inc.	290.66	SAA #2137-2138 Acer B247Y Monitors- Qty 2 (T Bemis)
531 50 35 00	Small Tools & Equip - Storm		415 000 531 Storm Drain	72.67	SAA #2137-2138 Acer B247Y Monitors- Qty 2 (T Bemis)
534 80 35 00	Small Tools & Equip - Water		425 000 534 Water Fund (dep	72.67	SAA #2137-2138 Acer B247Y Monitors- Qty 2 (T Bemis)
535 80 35 00	Small Tools & Equip - Sewer		430 000 535 Sewer Fund (dep	72.66	SAA #2137-2138 Acer B247Y Monitors- Qty 2 (T Bemis)
542 30 35 00	Small Tools & Equip - Street		101 000 542 City Street Fund	72.66	SAA #2137-2138 Acer B247Y Monitors- Qty 2 (T Bemis)
Total TechPower Solutions, Inc.				435.99	
37496	03/30/2026	04/14/2026	5934 US Bank, City Hall Account	663.06	P-Card Charges thru 03/18/26
518 10 42 01	Postage - Non Dept		001 000 518 General Fund	354.00	Postage - Passports
521 10 49 01	Meals - Other Than Travel/Ti		001 000 521 General Fund	54.87	Oral Board Lunch - 03/11/26
558 60 41 01	Advertising - Planning		001 000 558 General Fund	254.19	Public Notice Signs - Whittier Elementary
37499	03/30/2026	04/14/2026	8483 US Bank, Public Works Dept Account	135.58	P-Card Charges thru 03/05/26
518 30 31 01	Oper Supplies - Rec Bldg		001 000 518 General Fund	135.58	Table Leg Repair Part
37566	04/02/2026	04/14/2026	8484 US Bank, Recreation Dept Account	1,507.80	P-Card Charges thru 03/27/26
517 90 31 01	Oper Supplies - Wellness Pro		001 000 517 General Fund	50.00	Toilet Bowl Winner Lunch - Wellness Program
571 10 31 02	Senior Program Supplies		001 000 571 General Fund	115.16	Senior Morning Supplies
571 10 49 00	Miscellaneous - Rec		001 000 571 General Fund	7.43	Toilet Bowl Winner Lunch - Wellness Program
573 90 49 01	Community Events		001 000 573 General Fund	1,335.21	Easter Egg Hunt Supplies, Mother Son Dance Supplies, Medallion Madness Supplies, Credit Refund for Easter Bunny Costume Damage
37426	03/19/2026	04/14/2026	9253 University Place Tire & Auto	77.20	#62852D 2017 Chevy Silverado 2500HD - LOF, Reset Maintenance Light & Vehicle Inspection
548 65 48 12	O & M - Street		501 000 548 Equipment Rent:	77.20	#62852D 2017 Chevy Silverado 2500HD - LOF, Reset Maintenance Light & Vehicle Inspection
37427	03/19/2026	04/14/2026	9253 University Place Tire & Auto	77.20	#63581D 2017 Chevy Silverado 2500HD - LOF, Reset Maintenance Light & Vehicle Inspection
548 65 48 14	O & M - Water/Sewer		501 000 548 Equipment Rent:	77.20	#63581D 2017 Chevy Silverado 2500HD - LOF, Reset Maintenance Light & Vehicle Inspection

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37443	03/23/2026	04/14/2026	9253 University Place Tire & Auto	84.42	#63582D 2017 Ford F350 Super Duty XL - LOF, Reset Maintenance Light, Vehicle Inspection
	548 65 48 12	O & M - Street	501 000 548 Equipment Rent:	84.42	#63582D 2017 Ford F350 Super Duty XL - LOF, Reset Maintenance Light, Vehicle Inspection
37459	03/24/2026	04/14/2026	9253 University Place Tire & Auto	88.41	#62855D 2017 Ford F150 XLT - LOF, Reset Maintenance Light, Vehicle Inspection
	548 65 48 11	O & M - Parks/Rec	501 000 548 Equipment Rent:	88.41	#62855D 2017 Ford F150 XLT - LOF, Reset Maintenance Light, Vehicle Inspection
37519	03/31/2026	04/14/2026	9253 University Place Tire & Auto	167.07	#68054D 2018 Ford E350 Super Duty - Muffler Hanger Replaced, LOF, Reset Maintenance Light
	548 65 48 11	O & M - Parks/Rec	501 000 548 Equipment Rent:	167.07	#68054D 2018 Ford E350 Super Duty - Muffler Hanger Replaced, LOF, Reset Maintenance Light
Total University Place Tire & Auto				494.30	
37528	03/31/2026	04/14/2026	4179 Unum Life Insurance Company of America	69.20	W. Smith Retired Benefits - April 2026
	521 22 20 02	LEOFF I Long Term Care Pre	001 000 521 General Fund	69.20	W. Smith Retired Benefits - April 2026
37572	04/02/2026	04/14/2026	4180 Utilities Underground	79.08	Locates 03/2026
	534 10 49 00	Miscellaneous - Water Admi	425 000 534 Water Fund (de	39.54	Locates 03/2026
	535 10 49 00	Miscellaneous - Sewer Admi	430 000 535 Sewer Fund (de	39.54	Locates 03/2026
37533	04/01/2026	04/14/2026	4211 W M C A	100.00	2027 Membership Dues - A Burkhart
	513 10 49 02	Dues/Member/Subscriptions:	001 000 513 General Fund	100.00	2027 Membership Dues - A Burkhart
37495	03/30/2026	04/14/2026	4226 WA St Criminal Justice Training Comm.	386.05	Pre-Supervisor Training - J Roberts
	521 22 49 02	Reg & Tuition - Police	001 000 521 General Fund	386.05	Pre-Supervisor Training - J Roberts
37446	03/23/2026	04/14/2026	10040 WECL	1,161.56	Drake St L/S Pump Repair - Parts, Labor and Travel
	535 50 48 00	Rep & Maint - Sewer Maint	430 000 535 Sewer Fund (de	1,161.56	Drake St L/S Pump Repair - Parts, Labor and Travel
37569	04/02/2026	04/14/2026	3645 WEX BANK, Wright Express FSC	5,144.85	Gas/Fuel - 03/2026
	548 65 31 06	Gas - Facilities	501 000 548 Equipment Rent:	250.65	F&E 03/2026
	548 65 31 08	Gas - Police	501 000 548 Equipment Rent:	3,679.70	Police 03/2026
	548 65 31 11	Gas - Parks/Rec	501 000 548 Equipment Rent:	333.57	Parks 03/2026
	548 65 31 12	Gas - Street	501 000 548 Equipment Rent:	413.60	Street 03/2026

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 12:52:04 Date: 04/08/2026

As Of: 04/14/2026

Page: 17

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
	548 65 31 14	Gas - Water/Sewer	501 000 548	467.33	Equipment Rent: W/S 03/2026
37449	03/23/2026	04/14/2026	4229 Washington State Patrol	600.00	Access User Fee - 1st Quarter 2026
	521 22 41 03	WACIC/NCIC	001 000 521	600.00	General Fund Access User Fee - 1st Quarter 2026
37571	04/02/2026	04/14/2026	4231 Water Mgmt Labs Inc	510.00	Monthly Testing & Well #7 Testing - 03/2026
	534 80 41 00	Water Testing	425 000 534	510.00	Water Fund (dep) Monthly Testing & Well #7 Testing - 03/2026
37565	04/02/2026	04/14/2026	9311 Watt, Alexis	78.00	Library Reimbursement - 1 Year (Alexis)
	572 21 49 00	Library Services	001 000 572	78.00	General Fund Library Reimbursement - 1 Year (Alexis)
37422	03/19/2026	04/14/2026	6666 Wilhelm, Robert	78.00	Library Reimbursement - 1 Year (Susan)
	572 21 49 00	Library Services	001 000 572	78.00	General Fund Library Reimbursement - 1 Year (Susan)
37568	04/02/2026	04/14/2026	3437 Williams, Michael	2,350.00	Sewer Back Up 01/31/26 - Claim for Damages
	535 10 49 04	Insurance Deductible - Sewer	430 000 535	2,350.00	Sewer Fund (dep) Sewer Back Up 01/31/26 - Claim for Damages
37437	03/23/2026	04/14/2026	4252 Wimbles Logging & Tree	4,932.48	Remove & Limb Up Trees (Qty 2) on Sewer Easement on Altadena
	535 50 48 00	Rep & Maint - Sewer Maint	430 000 535	4,932.48	Sewer Fund (dep) Remove & Limb Up Trees (Qty 2) on Sewer Easement on Altadena
37465	03/25/2026	04/14/2026	4253 Windmill Gardens LLC	3,725.98	2026 Hanging Baskets (2nd Half Payment)
	542 80 31 02	Oper Supplies - Flower Bask	101 000 542	3,725.98	City Street Fund 2026 Hanging Baskets (2nd Half Payment)
37441	03/23/2026	04/14/2026	5286 Winsupply	283.78	Sewer Saddle for Sewer Service on Spring Street
	535 50 31 01	Oper Supplies - Sewer Maini	430 000 535	283.78	Sewer Fund (dep) Sewer Saddle for Sewer Service on Spring Street
37492	03/27/2026	04/14/2026	4247 Wofsco Inc	499.41	#68057D (2019 Freightliner Vactor Truck) Replace Damaged Hose
	548 65 48 12	O & M - Street	501 000 548	62.42	Equipment Rent: #68057D (2019 Freightliner Vactor Truck) Replace Damaged Hose
	548 65 48 13	O & M - Storm	501 000 548	62.43	Equipment Rent: #68057D (2019 Freightliner Vactor Truck) Replace Damaged Hose
	548 65 48 14	O & M - Water/Sewer	501 000 548	374.56	Equipment Rent: #68057D (2019 Freightliner Vactor Truck) Replace Damaged Hose
37534	04/01/2026	04/14/2026	10035 Zoom Video Communications	1,905.15	Monthly Phone Rental 3/31/26-4/29/26; Zoom One Pro Annual Fee 3/31/26-3/30/27

# ACCOUNTS PAYABLE

City Of Fircrest

Time: 12:52:04 Date: 04/08/2026

As Of: 04/14/2026

Page: 18

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
513 10 42 00	Communication - Admin		001 000 513 General Fund	559.37	Meeting Webinar & Recording - 3/31/26-4/29/26; Zoom One Pro Annual Fee - 3/31/26-3/30/27
518 10 42 00	Communication - Non Dept		001 000 518 General Fund	1,043.82	Monthly Phone Service - 3/31/26-4/29/26
591 18 70 10	Lease Payments - Non-Dept		001 000 591 General Fund	301.96	Monthly Phone Rental - 3/31/26-4/29/26

	Report Total:	310,085.38
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Fund	
001 General Fund	116,970.23
101 City Street Fund	125,081.20
301 Park Bond Capital Fund	3,091.72
415 Storm Drain	495.40
425 Water Fund (department)	14,512.94
430 Sewer Fund (department)	10,645.42
432 Sewer Improvement Fund	18,321.17
501 Equipment Rental Fund	20,967.30

This report has been reviewed by:

REMARKS:

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

\_\_\_\_\_  
Date



**LIQUOR LICENSE RENEWAL**

**Applicant Information**

**Licensee Name:** Perry Dwayne Preston  
**Establishment Name:** Stina's Cellars  
**Address:** 173 Golden Gate Ave, Fircrest WA 98466  
**License Number:** 428403  
**Request Received:** 04/01/2026  
**Expiration Date:** 6/30/2026

**Department Comments**

**Finance**

No concerns.

**Planning and Building**

No concerns.

**Police**

No concerns.

*Allison Deskins*

Director Signature

04/06/26

Date

*Dawn Masko*

Director Signature

04/01/26

Date

*Victor Celis*

Police Chief Signature

04/06/26

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

Councilmember Shannon Reynolds attended the meeting virtually.

Councilmember Hunter T. George joined the meeting at 6:22 P.M.

**AGENDA MODIFICATIONS**

There were none.

**WASTEWATER FLOW PRESENTATION**

Parametrix Consultant Brian Casey presented the findings of the City’s I&I analysis and stated that the study evaluated wastewater system performance and flow conditions. He reported on several items to include that the City’s I&I levels were classified as non-excessive under EPA and Department of Ecology standards, the Contra Costa lift station pumping rate, varying peak flows, and results indicate a well-performing system.

There was a brief discussion on recommendations to include continued system maintenance and monitoring, video inspection of pipes, and updating agreement language with the City of Tacoma.

Council discussions included analyzing rainfall data versus drier years. Mr. Casey reported that the results were overall consistent.

**COMPREHENSIVE PLAN AMENDMENT/STEP HOUSING DISCUSSION**

Kim Gunderson, Mahoney Planning, provided an update on the Comprehensive Plan amendments related to STEP Housing and stated that House Bill 2266 is currently awaiting the Governor’s signature, which impacts the City’s implementation schedule.

Ms. Gunderson reviewed the supplemental memo that provided two options for Council consideration. The first option was to proceed with House Bill 1220 implementation to maintain Growth Management Act (GMA) compliance and address House Bill 2266 at a later date. The second option was to pause current work and revise the code to align with House Bill 2266, which would impact the implementation schedule.

Ms. Gunderson highlighted the impacts of House Bill 2266 to include a prohibition on treating STEP Housing differently than other residential uses, removal of proposed permit processes specific to STEP Housing, and limited ability for Cities to regulate STEP Housing without public engagement.

There was a brief discussion on the need for additional legal review for any potential risks associated with the options presented.

There was a consensus from the Council to pause the project until the Governor has signed House Bill 2266 and the City Attorney has provided legal guidance.

**COUNCIL RULES UPDATE**

City Manager Masko briefed the Council on the purpose of the Council Rules Update discussion and highlighted that the last major update to the Council Rules occurred in 2018. The intent was to initiate discussions and gather Council feedback for potential updates.

The Council identified several topics for future consideration to include clarifying requirements for presiding officers’ physical appearance, remote participation, establishing a three-minute public comment limit, consent calendar criteria, updating outdated language, public hearing processes, codifying procedures for the selection of Council officers, quasi-judicial rules update, committee appointment processes, clarifying the role of Council liaisons and adding language related to Council decorum.

Council discussions included public recording/photography, safety during public meetings, and compliance with ADA requirements.

Councilmember Viafore commented on the importance of understanding City priorities and stated that the Council Rules update was not a current priority.

**ADJOURNMENT**

**Councilmember George MOVED to adjourn the meeting at 7:09 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

**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 Shannon Reynolds, Karen Mauer-Smith, Hunter T. George, and Joe Barrentine were present.

Councilmember David M. Viafore attended the meeting virtually.

Councilmember Brett L. Wittner was absent and excused.

**PRESIDING OFFICER’S REPORT**

There was no report.

**CITY MANAGER COMMENTS**

City Manager Masko provided updates on several items, including the City’s Tree City USA designation, continued coordination with the Whittier School Capital Project, the congressionally directed spending request for Alameda Avenue Sidewalk Project – Phase 2A, and stated that Council photos are scheduled for April 14, 2026.

**DEPARTMENT HEAD COMMENTS**

- Police Chief Celis provided a departmental update to include calls for service, response to recent incidents, ongoing officer training, coordination with Language Line Solution for translation service, discussions with AXON for equipment contracts, and fuel station transition.
- Finance Director Deskins provided an update on the GreenLeaf invoicing process and stated that future invoices will reflect service periods.

**COUNCILMEMBER COMMENTS**

- Councilmember Barrentine reported that he attended the Tacoma Sea Scouts ceremony and highlighted the first quarterly Coffee with a Councilmember community event.
- Councilmember Mauer-Smith shared a positive interaction with a student regarding the City of Fircrest and how it is known as the “Jewel of Pierce County”.
- Councilmember George commented on the Pierce County Charter Review open house.
- Councilmember Reynolds; no comments.
- Councilmember Viafore; no comments.
- Mayor Bufford expressed appreciation for the coffee event and recognized volunteers and staff involved in the March Medallion Madness.

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

Mayor Bufford invited public comment. There were none.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS**

**A. Parks, Recreation, and Sustainability**

There was no report.

**B. Police/Public Safety and Court**

Councilmember George reported that he is coordinating a meeting with the Court Administrator.

**C. Public Works and Facilities**

Councilmember Reynolds reported the progress of the Alameda Avenue sidewalk project and facility updates.

**D. Pierce County Regional Council**

Councilmember Reynolds reported that the Pierce County Regional Council held their Small Cities roundtable.

Councilmember Reynolds also reported on the Puget Sound Regional Council (PSRC) Transportation Policy Board, which launched a new dashboard to track regional transportation plan performance.

**E. Other Liaison Reports**

Councilmember George reported on the Sound Transit Board workshop and stated that discussions focused on three project scenarios. He highlighted funding constraints, project cost challenges, and regional prioritization. He encouraged public engagement and stated that the Council may consider providing formal input. There was a brief discussion on staying informed through Sound Transit meetings, social media, and public comment opportunities.

**CONSENT CALENDAR**

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

- A. Approval of Check No. 224257 through 224311 in the amount of \$248,699.55  
Approval of payroll electronic funds transfer in the amount of \$176,687.24
- B. Approval of the February 17, 2026, Study Session minutes  
Approval of the March 10, 2026, Regular Meeting minutes

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

**The Motion Carried (6-0).**

**PUBLIC HEARING**

There was no public hearing scheduled.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**A. Fircrest Forever Foundation Year-End Report**

Parks and Recreation Director Grover presented the Foundation’s year-end report and highlighted their support for community programs, including Fircrest Fun Days, geocaching activities, and summer day camp. He also reported on a planned project to address the glare in the Community Center gym. The total contributions to date are \$31,200.

Fircrest Forever Foundation Chair Andrew Imholt expressed appreciation for the partnership and highlighted the positive community impact of funded projects. The Council expressed appreciation for the Foundation’s contributions and ongoing support.

**B. Resolution No. 2018: Fircrest Park Backstop Grant Acceptance**

Parks and Recreation Director Grover briefed the Council on the proposed resolution and highlighted the grant funding from the Names Family Foundation, distributed through the Fircrest Forever Foundation, for the Fircrest Park backstop and dugout replacement project. **Councilmember Mauer-Smith MOVED to adopt Resolution No. 2018, 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; seconded by Councilmember Barrentine.** Mayor Bufford invited Councilmember comment. There was a brief discussion on the project scope, funding use, and potential recognition of grant contributors. Mayor Bufford invited public comment; none were provided.

**The Motion Carried (6-0).**

**C. Resolution No. 2019: Approval of the 2026 Stormwater Management Program Plan Update**

Public Works Director Bemis briefed the Council on the proposed resolution and highlighted that it provides continued compliance with Department of Ecology Phase II NPDES permit requirements. **Councilmember Mauer-Smith MOVED to adopt Resolution No. 2019, adopting the City of Fircrest’s 2026 Stormwater Management Program Plan Update; seconded by Councilmember Barrentine.** Mayor Bufford invited Councilmember comment; none were provided. Mayor Bufford invited public comment; none were provided.

**The Motion Carried (6-0).**

**D. Resolution No. 2020: EMS Levy Renewal – Primary Election**

City Manager Masko briefed the Council on the proposed resolutions to place an EMS levy renewal on the ballot, and highlighted that the levy requires voter approval every six years, and explained the need to include both primary and general election options. **Councilmember Mauer-Smith MOVED to adopt Resolution No. 2020, 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; seconded by Councilmember Barrentine.** Mayor Bufford invited Councilmember comment. There was a brief discussion on the levy structure and potential options for maintaining the tax rate. Mayor Bufford invited public comment; none were provided.

**The Motion Carried (6-0).**

**E. Resolution No. 2021: EMS Levy Renewal – General Election**

City Manager Masko briefed the Council on the proposed resolution and highlighted that this resolution would place the levy on the general election ballot if it does not pass in the primary. **Councilmember Mauer-Smith MOVED to adopt Resolution No. 2021, 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; seconded by Councilmember Barrentine. Mayor Bufford invited Councilmember comment; none were provided. Mayor Bufford invited public comment; none were provided.

**The Motion Carried (6-0).**

**CALL FOR FINAL COMMENTS**

There was none.

**EXECUTIVE SESSION**

**A. To Review the Performance of a Public Employee, pursuant to RCW 42.30.110(1)(g)**

At 7:51 P.M., Mayor Bufford reported that the Council would take a five-minute recess and convene into Executive Session, not to exceed fifteen (15) minutes, to review the performance of a public employee, pursuant to RCW 42.30.110(1)(g). Mayor Bufford noted that City Manager Masko was invited to the Executive Session.

Councilmember Viafore left the meeting at 8:05 P.M. The Council reconvened at 8:06 P.M. and no action was taken.

**ADJOURNMENT**

**Councilmember George MOVED to adjourn the meeting at 8:06 P.M., seconded by Councilmember Barrentine.**

**The Motion Carried (5-0).**

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

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



## THE CITY OF FIRCREST

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115 RAMSDELL STREET • FIRCREST, WA 98466 • 253-564-8901 • [www.cityoffircrest.net](http://www.cityoffircrest.net)

April 14, 2026

Sound Transit Board of Directors  
c/o Board Administrator  
401 S Jackson St  
Seattle, WA 98104

**Subject: Fircrest Priorities for Sound Transit 3 (ST3) Implementation**

Dear Members of the Sound Transit Board of Directors,

On behalf of the Fircrest City Council and its residents, we submit this letter to outline our critical priorities and expectations for the implementation of the Sound Transit 3 (ST3) plan within our region. We urge the Board to ensure a balanced investment strategy that finishes the “spine” and completes the Tacoma Dome Link Extension, while also achieving other promised investments in the Tacoma Community College Link Extension and enhanced Sounder regional rail service.

Fircrest remains a dedicated partner in the vision for a regionally connected mass transit system. We encourage the Sound Transit Board to continue to creatively solve problems and advance projects forward. Pierce County has been waiting decades for regional light rail connections – it is time for Sound Transit to fulfill that commitment.

1. Tacoma Community College (TCC) Extension

The extension of the T Line from the Tacoma Dome to Tacoma Community College is essential for expanding transit equity and serving the urban core. This is a high-value project for Pierce County due to its in-street design and its service to the growing communities of Fircrest, University Place, and West Tacoma. Quite literally, the terminus of the TCC extension is at an intersection shared by those three cities and the college, which serves 12,000 students from its 150-acre main campus. The cities, the college, and other partners have worked together for years on an initiative called the “Four Corners” to ensure that the jurisdictions jointly plan for a transit-oriented future that centers around light rail. Additionally, this line will serve a central Tacoma campus that is home to a Triple-A baseball stadium, a regional sports complex, and a high school, as well as a separate hospital campus. The entire extension features high transit-oriented development potential.

- **Accelerated Planning:** This project faces a deficit of information compared to most other major projects in ST3. Since planning has not begun, we do not know if the \$2.5 billion estimate is within range or overstated. We also don't know what percentage of that cost is for a new bridge over SR-16 and if alternatives that avoid a bridge are possible. More planning is needed to better understand the scope and cost of this project. Therefore, we urge the Sound Transit Board to advance planning and route analysis on the TCC extension so the agency can make more informed and strategic decisions about the implementation of this crucial project.

## 2. Link Light Rail: Tacoma Dome Link Extension (TDLE)

The Tacoma Dome Link Extension (TDLE) represents the singular, vital connection that finally integrates Pierce County into the comprehensive Puget Sound light rail network. For decades, Pierce County has been a major contributor to the regional economy and tax base, yet its residents, workers, and businesses have lacked access to the high-capacity, congestion-free transit options available in King and Snohomish Counties. The TDLE is the overdue fulfillment of a regional promise.

It is essential that the project adhere to its currently adopted schedule. The mandate is clear: **Finish the spine to Tacoma without further delay.** This connection is fundamental to the long-term prosperity, sustainability, and connectivity of Pierce County and the entire Puget Sound region.

## 3. Sounder Commuter Rail Enhancements (Increased Trips)

Sounder service is the backbone of regional commuter transit for Pierce County. Many of our residents use this system to reach jobs in King County. Focusing on more trips throughout more times of the day and week should be the priority of the Sound Transit Board.

- **Increased Off-peak Service:** By focusing on more trips the agency can serve a regional rail backbone that is more usable by traditional commuters as well as swing shift workers, students, and families. The focus should be on more trips, not longer trains and peak capacity.
- **Creativity to DuPont:** The promised DuPont Extension provides a unique opportunity to deliver better transit service to South Pierce County and beyond. By utilizing Federal Railroad Administration grants and creative service options on ST-owned track, this project could be delivered in an affordable and timely manner.

The City of Fircrest stands ready to work with Sound Transit and regional partners to extend light rail. We are doing this through upzoning and land-use planning, and understanding best practices on permitting to make our community an easy place for Sound Transit to invest in.

Sincerely,

***City of Fircrest City Council***

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**AGENDA TOPIC:** Alameda Avenue West Sidewalk Project Change Order No. 1  
**ITEM:** 13B  
**DATE:** April 14, 2026  
**FROM:** Tyler Bemis, Public Works Director

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**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to execute Change Order No. 1 to the Alameda Avenue West Sidewalk Project construction contract to include paving of the east side of Alameda Avenue.

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**PROPOSAL:** The City Council is being asked to authorize the City Manager to execute Change Order No. 1 to the construction contract with Flowline LLP. This change order extends the project limits of the Alameda Avenue West Sidewalk Project to include paving of the east side of Alameda Avenue for the full length of the project.

**FISCAL IMPACT:** Change Order No. 1 increases the construction contract by \$48,400, resulting in a revised total construction cost of \$276,223. The Washington State Transportation Improvement Board (TIB) grant will fund this change order using additional funds made available due to the lower-than-anticipated bid from Flowline LLP.

**ADVANTAGE:** This change order completes pavement improvements along the east side of Alameda Avenue for the full project length and maximizes the use of available TIB funding, while maintaining total project costs within the original estimate.

**DISADVANTAGES:** None identified.

**ALTERNATIVES:** None.

**HISTORY:** Alameda Avenue is classified as an Urban Major Collector and serves as a key connection between Emerson Street to the north and the City of University Place to the south. The City Council previously approved acceptance of Transportation Improvement Board (TIB) funds on December 10, 2024, and awarded the design contract on March 25, 2025.

Flowline LLP submitted the lowest responsive bid and was awarded the construction contract on January 13, 2026. Following receipt of the favorable bid, staff initiated discussions with TIB regarding a potential extension of the project limits. TIB subsequently approved the use of additional grant funds to extend the overlay work, allowing for paving on the east side of Alameda Avenue throughout the project corridor.

Improvements to the west side of Alameda Avenue, between Cypress Point and Emerson Street, are currently under construction. This project supports the City's ongoing efforts to enhance pedestrian infrastructure citywide and is included in the City's 6-Year Transportation Improvement Plan.

In coordination with this effort, the Public Works Director is working with the City of University Place on the design of sidewalks along 44th Street (from Alameda Avenue to 67th Avenue West). Staff will also continue to pursue grant funding opportunities to support the design and construction of sidewalks on the east side of Alameda Avenue between 44th Street West and Rosewood Lane.

**ATTACHMENTS:** [Resolution](#)  
[Change Order No. 1](#)  
[Exhibit B – Change Order No. 1](#)

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AUTHORIZING THE CITY  
MANAGER TO EXECUTE CHANGE ORDER NO. 1 TO THE  
PUBLIC WORKS CONTRACT WITH FLOWLINE LLP FOR THE  
ALAMEDA AVENUE WEST SIDEWALK PROJECT.**

**WHEREAS**, the City of Fircrest maintains Alameda Avenue from Emerson Street to Cypress Point; and

**WHEREAS**, the City has been awarded a cost-sharing grant from the Washington State Transportation Improvement Board (TIB) for the Alameda Avenue West Sidewalk Project; and

**WHEREAS**, Flowline LLP was the responsive low bidder selected through a competitive bidding process; and

**WHEREAS**, the City desires to extend the project limits of the Alameda Avenue West Sidewalk Project to include paving of the east side of Alameda Avenue for the full length of the project; and

**WHEREAS**, the TIB has agreed to fund the additional work using additional grant funds resulting from the lower-than-expected bid from Flowline LLP;

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

**Section 1.** The City Manager is hereby authorized and directed to execute Change Order No. 1 to the contract with Flowline LLP, in the amount of \$48,400, to extend the project limits of the Alameda Avenue West Sidewalk Project to include paving of the east side of Alameda Avenue for the full length of the project.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON**, at a regular meeting thereof this 14<sup>th</sup> day of April 2026.

**APPROVED:**

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

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**ATTEST:**

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

**APPROVED AS TO FORM:**

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

**CHANGE ORDER #1  
TO THE CITY OF FIRCREST  
PUBLIC WORKS CONTRACT  
WITH FLOWLINE LLP  
FOR THE ALAMEDA AVENUE WEST SIDEWALK PROJECT**

This First Amendment is hereby made and entered into this 14th day of April 2026 by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the “City,” and Flowline LLP, hereinafter referred to as “Contractor”, to be effective April 15, 2026.

**WITNESSETH:**

1. **Purpose**

The purpose of this First Change Order is to amend the January 13, 2026 contract. This change order is limited to the amendments as set forth herein. All of the remaining terms and conditions of the January 13, 2026 contract shall remain in full force and effect. The amendments are as follows:

2. Exhibit B is hereby supplemented with Change Order #1 to extend the project limits of the Alameda Avenue West Sidewalk Project to include paving of the east side of Alameda Avenue for the full length of the project and increasing the project budget by \$48,400 to a total construction budget of \$276,223.

3. Section 3 is hereby amended to read as follows:

PAYMENT. Upon receipt of an invoice from the Contractor, the City may make monthly progress payments for work completed. Each invoice shall itemize by site and date the work performed and include the “Affidavit of Wages Paid” that was filed with the State of Washington Department of Labor and Industries. The total cost for the Alameda Avenue West Sidewalk Project shall not exceed \$276,223. Labor and services on public street projects are exempt from sales tax.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in three counterparts, each of which shall be deemed as originals, in the year and day first above mentioned.

**CITY OF FIRCREST**

**FLOWLINE LLP**

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

By \_\_\_\_\_

Approved as to Form:

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

**CITY OF FIRCREST  
CHANGE ORDER #1**

# Change Order 1

Project Number: **TIB No.3-P-130(005)-1**  
 Project Owner: **City of Fircrest**  
 Project Name: **Alameda Ave. West Sidewalk Extension**

Change Order Number: **001**

Prime Contractor: **Flowline** Subcontractor: **0**

- Ordered by the Engineer under the terms of section 1-04.4 of the Standard Specification
- Change proposed by Contractor

Surety Consent (if required)  _____ Attorney in Fact  _____ Date	
--	--

Original Contract Amount	\$227,823.00
Current Contract Amount	\$227,823.00
Estimated Net Change this Order	\$48,400.00
Estimated Contract Total After Change	\$276,223.00
Original Contract Duration	40 Working Days
Current Contract Duration	40 Working Days
Additional Days This Order	0 Working Days
Proposed Contract Duration	40 Working Days

<input checked="" type="checkbox"/> Approval Recommended <input type="checkbox"/> Approved	<input type="checkbox"/> Approval Recommended <input type="checkbox"/> Approved
Project Engineer - Jake Williams, Psomas	Contractor - Seth Parshall, Flowline
Date	Date
<input type="checkbox"/> Approval Recommended <input type="checkbox"/> Approved	<input type="checkbox"/> Other Approval When Required
Project Owner - Tyler Bemis, City of Fircrest	Signature <span style="float: right;">Date</span>
Date	Representing

# Change Order 1

*You are ordered to perform the following described work upon receipt of an approved copy of this change order:*

**Background:**

The City determined it made sense to pave both sides of the road to provide a more complete finished product. As part of this work, the detection loops will have to be replaced at Alameda and Emerson.

**Reason/Justification for Change:**

City request.

**Description of Change:**

**Contract Items Added/Deducted:** N/A

**New Items Added:**

<u>Add new item: C01-01 - HMA CI 1/2" PG 58H-22:</u>	Add 103 TN
<u>Add new item: C01-02 - Detection Loop:</u>	Add 1 LS

Zero (0) additional working days are added to the contract time.

# Change Order 1

**Measurement:**

Measurement for New Item #C01-01 will be per TN.  
 Measurement for New Item #C01-02 will be per LS.

**Payment:**

Payment for all work associated with the tasks described above shall be made under new items at unit prices as detailed in the summary of quantities below, and will be full compensation for all costs associated with labor, equipment, incidental material, haul, tools, incidentals, subcontractor and service provider mark-up, overhead and profit required to furnish, install, and successfully complete all work for the above-described tasks

**SUMMARY OF QUANTITIES**

Existing Bid Item Adjustments						
Item No.	Description	Unit	Qty.	Unit Price	Amount	
				-	-	
				-	-	
				-	-	
				-	-	
				-	-	
<b>Subtotal Existing Items:</b>					<b>\$0.00</b>	
Change Order Items						
Item No.	Description	Unit	Qty.	Unit Price	Amount	
C01-01	HMA CI 1/2" PG 58H-22	TN	103	\$ 400.00	\$ 41,200.00	
C01-02	Detection Loop	LS	1	\$ 7,200.00	\$ 7,200.00	
				-	-	
				-	-	
				-	-	
				-	-	
<b>Subtotal Change Order Items:</b>					<b>\$48,400.00</b>	
<b>SUBTOTAL CHANGE ORDER AMOUNT:</b>					<b>\$48,400.00</b>	
<b>WSST (%):</b>					<b>\$0.00</b>	
<b>TOTAL CHANGE ORDER AMOUNT:</b>					<b>\$48,400.00</b>	

**CONTRACTOR'S PROPOSAL /  
COST ESTIMATE**





# Quote

Project ID: F2511  
Contract: 9FIR010400  
Date: 3/16/2026

Project: City of Fircrest

---

### Scope of Work

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- 1) Additional HMA overlay limits as shown on page 3 of this document
- 2) Installation of new traffic detection loops for the south end of the Alameda Ave and Emerson St intersection
- 3) Pavement butt joints as shown on page 3

---

### Exclusions

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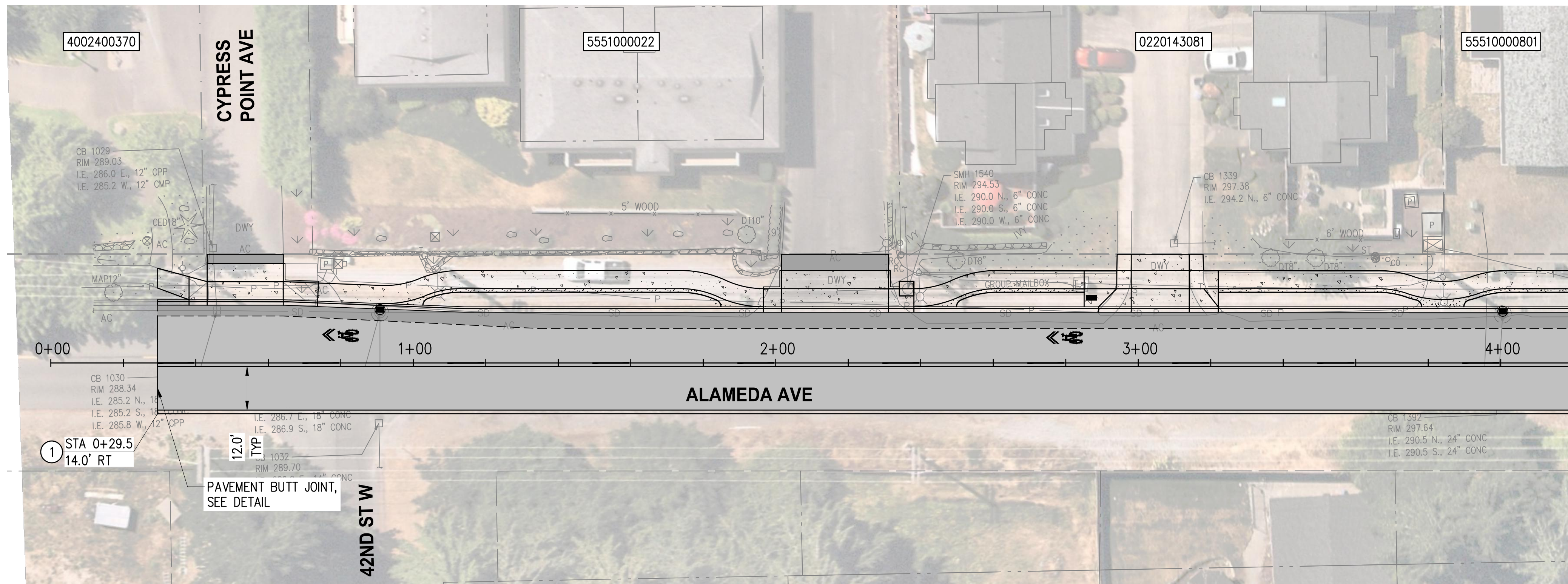
- 1) Shoulder rock beyond 1' from overlay boundaries
- 2) Plastic stop line, unless requested per additional bid item
- 3) Driveways on the East side of Alameda Ave
- 4) This document and the exclusions/inclusions listed above shall be included as an appendix to any subcontract between Flowline and the G.C.
- 5) Material pricing is subject to change, and shall be adjusted by documented material costs from suppliers
- 6) Price plus Washington state sales tax or resale permit
- 7) Total due 30 days after work reaches final completion

Above accepted by:

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

Date: \_\_\_\_\_

J:\PNW\FIRCREST\9FIR010400 - Alameda Ave West Sidewalks\CADD\SheetFiles\9FIR010400 NEW PAVING - OPTION 1.dwg Plotted:3/16/2026 1:20 PM by Dane Yamane



MATCH LINE STA 4+20, THIS SHEET

**GENERAL NOTES**

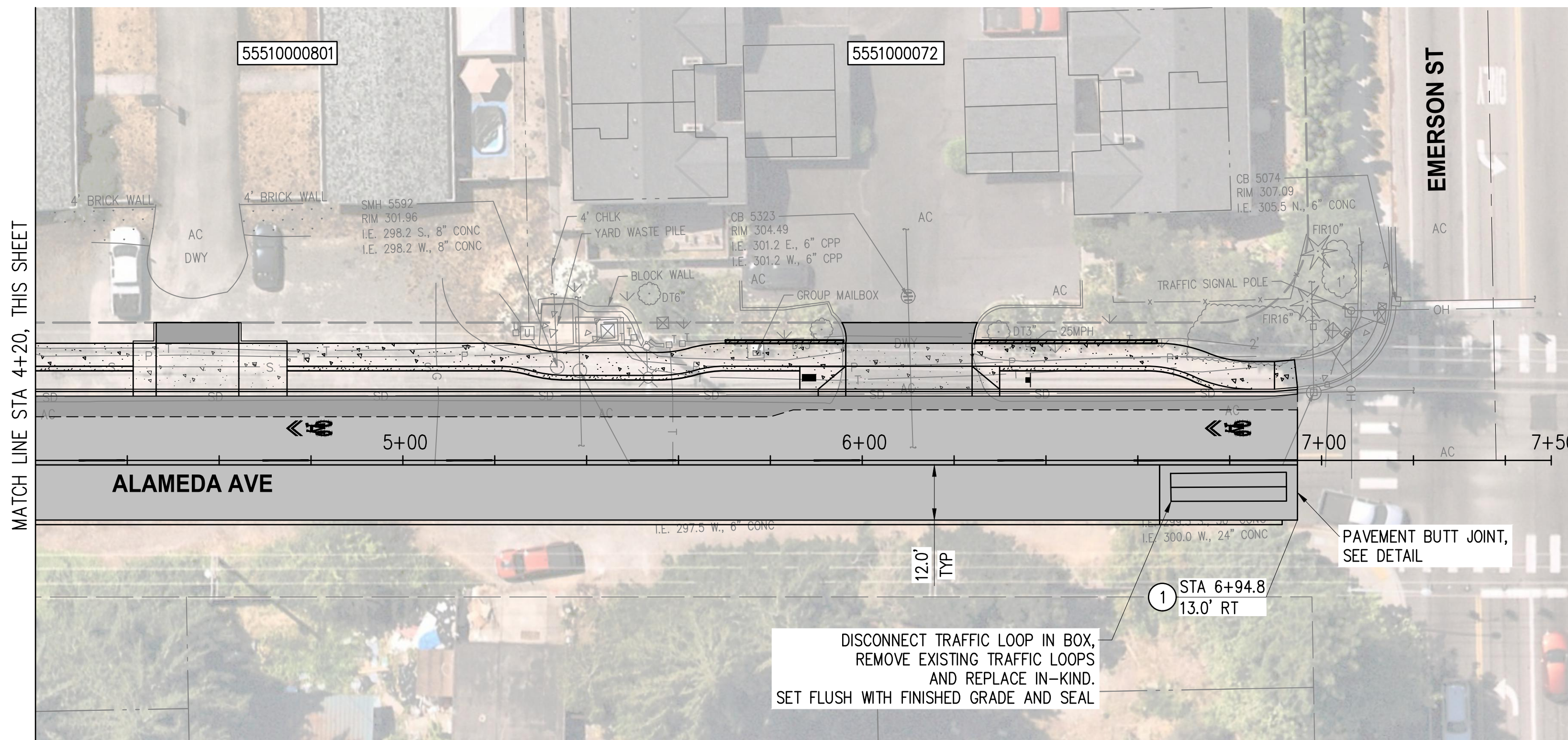
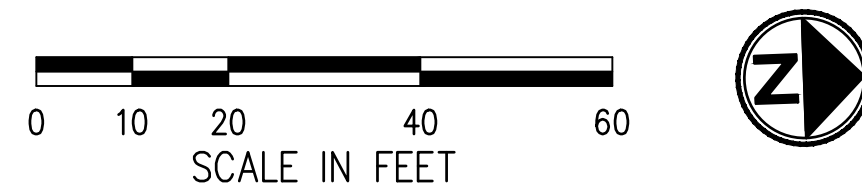
1. ALL RAMP AND SIDEWALKS SHALL BE COMPLIANT WITH CURRENT ADA STANDARDS. COMPLIANCE SHALL BE CHECKED BY THE CONTRACTOR AND APPROVED BY THE ENGINEER WHEN FORMS ARE SET AND WHEN CONCRETE IS POURED. ANY GRADING MODIFICATIONS REQUIRED FOR ADA COMPLIANCE SHALL BE APPROVED BY THE ENGINEER.
2. PROPOSED CURB & GUTTER, SIDEWALK, AND DRIVEWAYS SHALL BE INSTALLED PER THEIR RESPECTIVE WSDOT STD PLANS AND TYPICAL SECTIONS, SHEET 3.
3. ALL AREAS DISTURBED BUT NOT SPECIFICALLY SHOWN FOR RESTORATION IN THE PLANS SHALL BE RESTORED PER THE RESTORATION TABLE, SHEET 3.
4. PRESERVE AND PROTECT ALL IMPROVEMENTS AND STRUCTURES NOT SPECIFICALLY MARKED FOR REMOVAL.
5. CONSTRUCTION ACTIVITIES SHALL BE PHASED AS NECESSARY TO MAINTAIN ACCESS FOR RESIDENTS. DRIVEWAY CLOSURES SHALL BE COORDINATED WITH THE ENGINEER AND PROPERTY OWNER A MINIMUM OF 2 WORKING DAYS IN ADVANCE.
6. APPROXIMATE LIMITS OF RESTORATION ARE SHOWN ON THE PLANS. FINAL LIMITS MAY BE ADJUSTED BY THE ENGINEER IN THE FIELD TO REFLECT ACTUAL FIELD CONDITIONS.
7. CONTRACTOR SHALL FURNISH, INSTALL, AND MAINTAIN INLET PROTECTION, SILT FENCE, WATTLES, AND OTHER EROSION CONTROL MEASURES TO MINIMIZE SEDIMENT MIGRATION INTO STORM DRAINAGE SYSTEMS WITHIN THE PROJECT LIMITS AND 100' DOWNSTREAM OF THE PROJECT LIMITS.

**CONSTRUCTION NOTES**

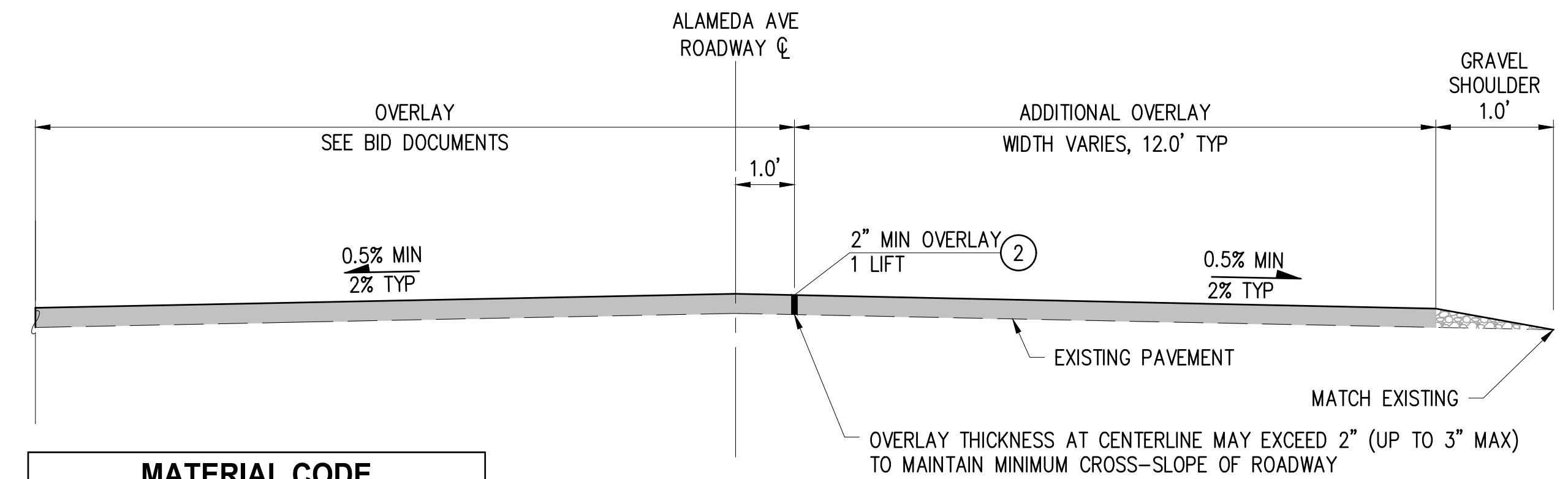
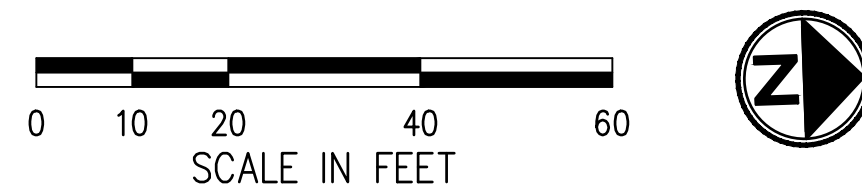
- ① MATCH EXISTING.

**LEGEND**

- CEMENT CONCRETE PAVEMENT
- CRUSHED SURFACING CHOKER COURSE
- NEW HMA PAVEMENT
- 2" OVERLAY
- SAWCUT LINE

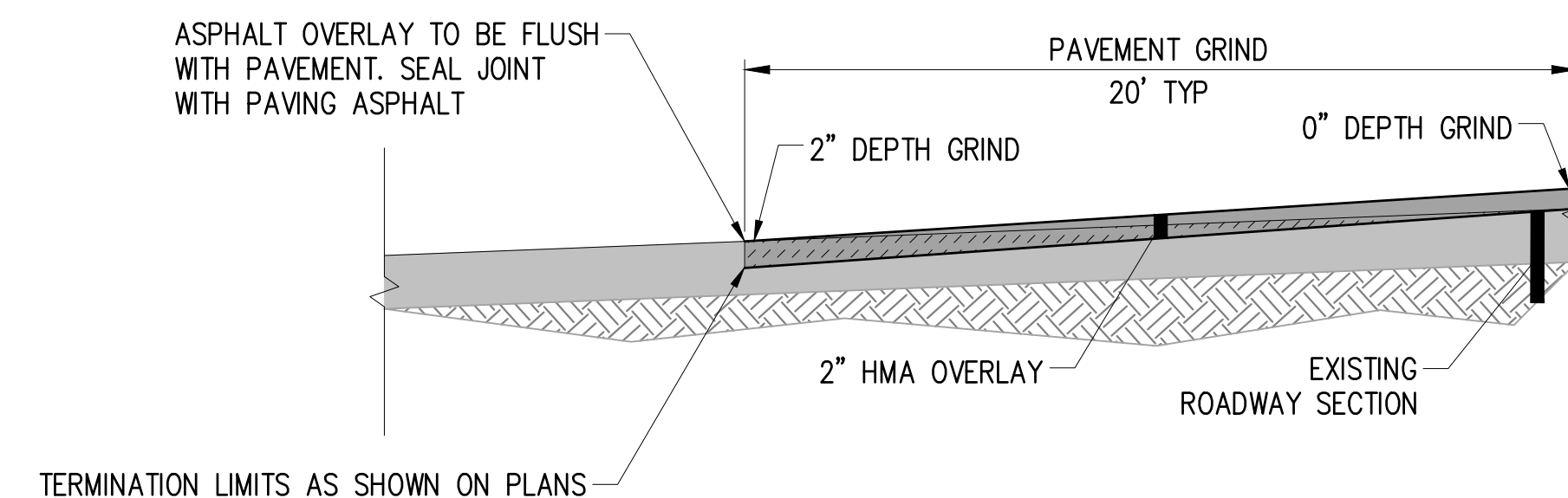


MATCH LINE STA 4+20, THIS SHEET



MATERIAL CODE	
②	INSTALL HMA CL 1/2" PG 58H-22

**OVERLAY AND TRANSITION**  
TYP ALL SECTIONS



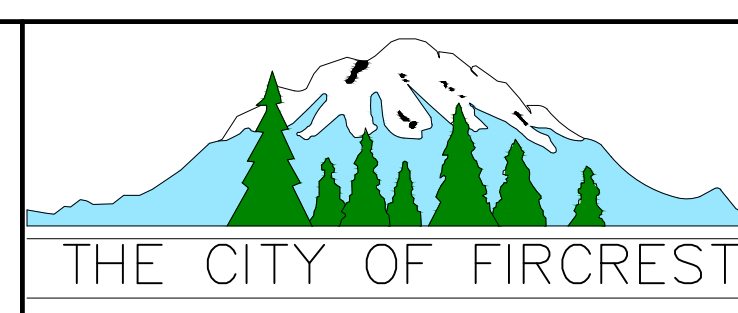
**PAVEMENT BUTT JOINT DETAIL**  
NTS

NO.	DATE	BY	APPR.	REVISIONS

Approved By		9FIR010400 NEW PAVING - OPTION 1.dwg
ENGINEERING MANAGER	DATE	HH 11/2025
DESIGNED BY	DATE	HH 11/2025
PROJECT MANAGER	DATE	HH 11/2025
DRAWN BY	DATE	DPY 11/2025
CHECKED BY	DATE	

**PSOMAS**  
2502 JEFFERSON AVENUE  
TACOMA, WA 98402  
253.627.0720  
www.psomas.com

**BID DOCUMENT**



**CITY OF FIRCREST**  
ALAMEDA AVENUE SIDEWALKS EXTENSION  
CYPRESS POINT AVE TO EMERSON STREET

**SIDEWALK & STORMWATER PLAN & PROFILE**  
ALAMEDA AVE  
STA 0+00 TO STA 4+20

PROJ. No. 9FIR010400 SHT 4 OF 9

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**AGENDA TOPIC:** Whittier Park Interlocal Agreement Discussion  
**ITEM:** 13C  
**DATE:** April 14, 2026  
**FROM:** Dawn Masko, City Manager

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**RECOMMENDED MOTIONS:** None. Discussion only.

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**BACKGROUND:** Tacoma Public Schools (District) has awarded a contract to Cornerstone Construction for the design and construction of a new Whittier Elementary School. The new facility will be built adjacent to the existing school, allowing students to remain on campus throughout construction.

To support this approach, space will be needed for temporary construction staging activities. A portion of Whittier Park, located adjacent to District property, has been identified as the most suitable location for staging construction materials, vehicles, and equipment during the project.

The City of Fircrest has been supportive of this proposal, as it reduces the impact of construction-related parking on surrounding neighborhood streets. In exchange for the use of a portion of Whittier Park, the District will reimburse the City for lost revenue and will restore the impacted park area to its pre-construction condition – or better – including repair of any other damage resulting from construction activities on City property.

The City and District have been working collaboratively on an Interlocal Agreement (ILA) that outlines roles, responsibilities, and expectations related to the use and restoration of Whittier Park. While the attached draft ILA still includes a few outstanding items, it is substantially complete and expected to be presented to the City Council for consideration at the April 28<sup>th</sup> Council meeting.

The Tacoma Public Schools Board of Directors approved the Whittier Park ILA at its April 2<sup>nd</sup> Board meeting, with the understanding that minor details remain to be finalized.

**FISCAL IMPACT:** The District will reimburse the City for eligible costs, including lost program revenue, and will fund park restoration through the Capital Projects bond issue approved by voters on February 11, 2020.

**ADVANTAGE:** Provides necessary space for construction staging and contractor parking during the Whittier Elementary School project. Reduces or eliminates the need for construction vehicles to park on public streets.

**DISADVANTAGES:** Temporary loss of access to a portion of Whittier Park during construction.

**ALTERNATIVES:** None that is feasible.

**ATTACHMENTS:** [Draft Interlocal Agreement with Tacoma Public Schools](#)

This banner indicates that you are utilizing the latest and greatest template!  
Thank you!! This banner will be removed prior to signatures.



**AGREEMENT No. TSD-26-038**  
*For District Use Only*

# DRAFT AGREEMENT

*[NOTE THAT AGREEMENTS MAY NEED BOARD APPROVAL.]*

**TSD-26-038**

**CITY OF FIRCREST**

**(WHITTIER ELEMENTARY SCHOOL WHITTIER  
PARK USE AND RESTORATION)**

*[DO NOT BACK-DATE, UTILIZE DATE EFFECTIVE THROUGH EXPIRATION- NO MORE THAN 5 YEARS]*

**MAY 1, 2026 – JANUARY 1, 2028**

between

**TACOMA SCHOOL DISTRICT NO. 10**

(hereinafter referred to as “the District”)

601 South 8<sup>th</sup> Street

P. O. Box 1357

Tacoma, WA 98401-1357

Contact: Morris Aldridge

Email: [maldrid@tacoma.k12.wa.us](mailto:maldrid@tacoma.k12.wa.us)

Ph: 253.571.3350

and

**THE CITY OF FIRCREST**

(hereinafter referred to as “City”)

115 Ramsdell Street

Fircrest, WA 98466

Contact: Dawn Masko

Email: [dmasko@cityoffircrest.net](mailto:dmasko@cityoffircrest.net)

**THIS AGREEMENT** is by and between Tacoma School District No. 10 (“District”), a political subdivision of the State of Washington, and the City of Fircrest (“City”), a public municipal corporation organized under the laws of the State of Washington, referred to individually as a “Party” and collectively as the “Parties”.

## **RECITALS**

**WHEREAS**, the Interlocal Cooperation Act, as amended, and codified in Chapter 39.34 of the Revised Code of Washington (“RCW”), provides for interlocal cooperation between governmental agencies; and

**WHEREAS**, the City of Fircrest’s comprehensive plan calls upon the City to partner with regional organizations to facilitate educational opportunities for Fircrest residents; and

**WHEREAS**, the District owns Whittier Elementary School and the real property upon which Whittier Elementary is located (the “School Site”); and

**WHEREAS**, except for a small triangle portion owned by the District, the City owns Whittier Park (the “Park”), which is located adjacent to the School Site; and

**WHEREAS**, since the Park’s creation, the City has operated, managed, maintained, and improved the Park in its entirety, including the small triangle portion of the Park property owned by the District; and

**WHEREAS**, the District plans to redevelop the School Site by constructing a new school facility on the School Site next to the existing Whittier school facility and then demolishing the existing Whittier school facility (collectively the “Project”); and

**WHEREAS**, the Parties seek to work together to conserve and improve educational facilities and park amenities in Fircrest; and

**WHEREAS**, the City and the District desire to work together to utilize a portion of the Park to facilitate the Project during construction activities planned for May 1, 2026, through January 1, 2028, thus reducing construction related impacts to the neighborhood and other areas surrounding the Project; and

**WHEREAS**, use of the Park for Project construction staging will allow continuing operation of the existing Whittier Elementary School during construction, resulting in significant cost savings to the District by avoiding the need to bus students to another school during the construction period; and

**WHEREAS**, the District intends to minimize the total impact to the Park from its use to support construction activities as much as practicable, and further intends to restore the portion or portions of Whittier Park that may be impacted by construction to its pre-construction condition or better once use of the Park is no longer needed to for the Project; and

**WHEREAS**, use of portions of the Park for the Project will preserve educational opportunities in Fircrest consistent with the Fircrest Comprehensive Plan and benefit the general public through the reduction of construction related pressure on surrounding streets, including avoiding street parking by construction workers and contractors; and

**WHEREAS**, the Parties will work together to ensure construction staging at the Park occurs with the least amount of disruption to the Park and its users as practicable, thereby preserving open space and park availability in the City during the Project.

**NOW, THEREFORE**, the Parties agree as follows:

### **AGREEMENT**

1. Incorporation of Recitals. The Parties acknowledge and agree that the above stated recitals are true and correct to the best of their knowledge and are incorporated by this reference as though fully set forth herein.
2. Interlocal Cooperation Act Compliance. This Agreement is entered into pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW for the purposes provided in Section 3 below. The duration and method of termination of this Agreement is included in Section 4 below. Except as otherwise specifically provided herein, each Party shall bear its own costs and control its own manner of financing and of establishing and maintaining a budget for the activities contemplated herein. No separate entity is created hereby and, except as otherwise provided in this Agreement, no real or personal property shall be acquired pursuant to this Agreement which will need to be disposed of upon partial or complete termination of this Agreement.
3. Purpose. This Agreement's purpose is to provide a framework for the Parties to engage in mutually beneficial activities and reduce overall impacts to the community and students during the Project. Specifically, the City and District agree that:

A. The District may utilize those portions of the Park for construction activities during the Project depicted in **Exhibit A**, attached hereto and incorporated in full by this reference. For the purposes of this Agreement, planned construction staging and site use includes:

1. Administrative and Personnel Facilities.
  - a. Contractor and Subcontractor Office Trailers
  - b. Staff and Craft Parking
  - c. Temporary Facilities
2. Temporary Utilities and Infrastructure
  - a. Power and Communications
  - b. Site Lighting
3. Material Logistics and Storage

- a. Laydown and Staging Areas
- b. Conex and Tool Storage
- c. Equipment Storage

4. Access, Circulation, and Environmental Controls

- a. Stabilized Drive Aisles
- b. Sediment Tank Storage
- c. Erosion Control

B. The District may utilize a portion of the Park *owned by the District* for staging and temporary construction storage activities during the Project, as depicted in **Exhibit B** attached hereto and incorporated in full by this reference

C. The District shall utilize that portion of the Park depicted in **Exhibit C** attached hereto for daytime only parking between the hours of 6:00 am and 6:00 pm for construction worker personal vehicles and construction equipment vehicles. The Parties shall work together to appropriately designate half of the parking spaces for construction-related parking and provide signage or otherwise mark the parking spaces that will be used for the same.

D. Once construction is complete, the District will restore the City-owned land and all portions of the Park, regardless of ownership, used for or otherwise impacted by the Project to its pre-construction (current) condition at minimum consistent with the provisions of Section 6 of this Agreement. Such restoration work shall be completed and the site fully restored and available to be used for park purposes not later than March 31, 2028. Should any instance arise that may result in the actual or potential delay of the restoration deadline of March 31, 2028, the Parties agree to meet and confer regarding said delays and negotiate in any adjustments to timelines and compensation for loss of use resulting from such delay.

E. The Parties agree that the benefit to the community of keeping students at their existing school, the cost-savings the District will realize as a result of students remaining at the existing school facility, the District's restoration or improvement of the Park after use for construction activities, compensation to the City as outlined in this Agreement, and ongoing City use of TPS-owned land for park purposes, including lighting and baseball amenities, are an adequate and appropriate exchange of value for the District's use of the Park for the Project.

F. The District will keep the City informed of the status, activities, and changes at the construction storage and staging area at the Park and of the Project over the course of the construction and demolition periods.

G. The Parties will also coordinate communications regarding use of the park space for the Project through a mutually created communications plan and will partner in delivering such communications and information to the public. The City encourages the District to do similar communications to the public regarding the Whittier Elementary

School redevelopment and welcomes the opportunity to partner with the District as needed for such efforts.

4. Term and Termination. This Agreement shall be effective upon mutual execution by the Parties (the “Effective Date”) and shall remain in effect until completion of the Project and the written confirmation from the City that all restoration work has been completed per Section 6.C. of this Agreement, anticipated to occur no later than March 31, 2028. While the Parties acknowledge that the termination of this Agreement prior to the completion of the Project and site restoration is not in the best interest of either Party or the community, and the Parties shall communicate openly and in good faith throughout the term of this Agreement as well as meet and confer and/or mediate any dispute or disagreement related to this Agreement pursuant to the terms of Section 11, either Party may unilaterally terminate this Agreement upon written notice to the other Party. If such notice is given, each Party shall bear its own costs incurred pursuant to this Agreement in addition to the following:

- A. Termination by the City. Should the City unilaterally terminate this Agreement prior to the completion of the Project and site restoration, the City will reimburse the District on a pro rata basis for all compensation for the use of the Park space for the Project.

- B. Termination by the District. Should the District unilaterally terminate this Agreement prior to completion of the Project and restoration work, the District shall remain liable for all restoration work and full compensation to the City under the terms of this Agreement as if the entirety of the Term had elapsed and the Project were completed in full.

5. Construction Specific Obligations and Project Coordination.

- A. District’s Obligations:

1. Project Approval. The District has submitted a conditional Use Permit (CUP) application to the City via the project team led by Cornerstone GCI as part of its permitting path for this project.
    2. Consultant Expenses. The District will enlist the services of and fund the costs associated with an external consultant selected by the District such as Cornerstone CGI and Parametrix project management services who will provide alternative project delivery (APD) advisory and project management services related to the tasks the District approves related to design and construction activities for this Project.
    3. Sewer Lift Station Access. The District will ensure the City retains access to the sewer lift station located within or adjacent to the planned construction staging and storage area for the duration of this Agreement.
    4. Marking and Fencing. The construction staging, storage, and parking area shall be marked in a similar manner as utilities are marked prior to the erection of fences or any other such barrier identifying the staging, storage, and parking area during

or subsequent to a site visit to be attended by representatives from each Party. Fencing shall remain in place until Final Acceptance by the City, or as otherwise agreed to in writing by the representatives of the Parties. The District shall communicate with the City should it require the fences to be moved at any point during the course of the Project, and such movement of fences shall be agreed to in writing by the Parties. Any expansion of the use area as defined and depicted in **Exhibit C** shall only be effective if agreed to by mutual written amendment to this Agreement by the Parties consistent with Section 9.F. of this Agreement. The District and Contractor shall clearly define and adhere to limits of disturbance.

5. Conditions on use.

a. The District shall:

- i. Install and maintain stabilized construction entrances and haul routes.
- ii. Provide geotextile fabric underlayment beneath all staging and access areas.
- iii. Install quarry spalls (6–12 inches minimum depth) to support construction traffic.
- iv. Restrict all vehicle and equipment movement to designated routes only.
- v. Protect all existing improvements including light poles (protect in place), irrigation systems, and drainage systems.

b. Prohibited activities within turf areas:

- i. Fuel storage;
- ii. Concrete washout (unless contained); and
- iii. Hazardous material storage.

c. Temporary Infrastructure Protection Requirements:

- i. Catch Basins. Install inlet protection on all catch basins. Prevent sediment and debris entry into catch basins during construction.
- ii. Drainage Trenches. Expose and protect all drainage trenches encountered. Repair any damage immediately. Full system functionality shall be maintained throughout construction.
- iii. Irrigation Valve Boxes. Protect all valve boxes during construction. Remove and reinstall any impacted boxes. Install concrete block support at all four corners. Set lids flush with final grade.

d. Upon completion, in addition to the Restoration work as required by this Agreement, the District shall remove inlet protection and clean grates, frames, and interiors of all debris and aggregate.

6. Parking. The District shall require that all construction worker, contractor, and construction-related vehicles park entirely within the area(s) designated on

**Exhibit C** hereto. No construction-related parking shall be allowed in public park parking lots outside the **Exhibit C** parking area(s) or on adjacent streets. The District further agrees to address and remedy any noncompliance with such parking requirements.

7. Disruption Reduction. The District shall make reasonable efforts to prevent, reduce, and address noise, dust, and visual disruption that may affect or actually affects scheduled programming occurring at the Park and park user experience, potentially impacting future use and rentals. The City will communicate or otherwise relay concerns it receives from park users or the general public for the purposes of the District's responsibilities under this subsection. The District is only responsible for addressing those concerns or issues that are reasonably practicable to address, as some level of reasonable disruption should be expected by park users and the general public during construction activities.
8. Compensation. The District will compensate the City for anticipated costs impacts and projected lost revenue resulting from the loss of use of the portions of Whittier Park that will be used for construction staging activities as detailed in **Exhibit D**, attached hereto and incorporated by this reference.
9. Additional Preventative Measures. The District understands and acknowledges that the City may experience impacts resulting from reduced access, altered traffic circulation, or construction-adjacent hazards. Should the City determine that conditions surrounding the construction staging area at the Park require the City to engage in increased preventative measures such as additional fencing, signage, or access control to separate construction and public areas, as well as increased City staff presence or monitoring to ensure public safety and contractor compliance, the District agrees to collaborate in such efforts of such activities.

**B. City's Obligations.**

1. Project Cooperation. The City will provide the District with relevant City information related to its operations, intent, and requirements for use of the City-owned park land during construction activities for this Project, work with the District as may be necessary for community communication process, and provide input and answer questions in the permit application and implementation process. The City will co-present with representatives of the District at community meetings related to implementation methods for and information regarding the park space usage during this Project as requested by the District.

C. Internal Staff Costs. Except as otherwise provided in this Agreement, each Party will be responsible for the Party's own internal staff costs related to the implementation and administration of this Agreement.

D. Timetable. The Parties anticipate the following Project schedule for the initial Term of this Agreement:

<b>Task</b>	<b>Timeline</b>
CUP Submission	October 16, 2025
Community Presentation	October 22, 2025
Agreement Submitted	November 13, 2025
CUP Approval	April 30, 2026
Site Development Permit Submission	January 28, 2026
Site Development Permit Approval	April 30, 2026
Building Permit Submission	January 28, 2026
Building Permit Approval	April 29, 2026
Construction Start Date	May 1, 2026
Construction Completed (with Park restoration)	December 31, 2027

The Parties agree to communicate about the Project schedule openly and discuss any anticipated changes thereto in a prompt manner with as much advanced notice as practicable to further the goal of a successful overall Project.

E. Ongoing Use Agreement. The Parties shall work towards an agreement to be completed prior to the conclusion of the Project regarding the continued use of that portion of the Park that is located on District property as identified in **Exhibit B** hereto, for Park purposes.

6. Site Restoration.

A. Site Restoration Scope Development. The City and District agree to cooperatively develop the site restoration package and scope of work for areas of the Park that will be used for the Project, regardless of underlying land ownership, to ensure a holistic approach to the restoration work. Such site restoration package shall be completed not later than **[INSERT DATE]**. Each Party will have the opportunity to contribute to, review, and approve the site restoration plans and package before it is finalized, issued, and approved. Unless otherwise agreed in writing signed by both Parties, the primary goal of the restoration shall be to restore the areas of the Park, including parking lot(s), impacted by construction activities to pre-construction conditions.

The Parties will consider and include as appropriate all restoration details in this Agreement as they work together to define the scope of work for the same per the terms of this Agreement. The restoration scope details included in this Agreement are based on industry-standard sports field rehabilitation practices and is modeled after the Fircrest Park Turf Replacement project recently completed by the City. To establish clear expectations for restoration of the area of the Park used for the Project, the scope of work for the Park restoration shall include, but not necessarily be limited to, the following:

1. Full restoration of all underground drainage lines impacted by construction activities;

2. Full restoration of the irrigation system within the construction staging area;
3. Restoration of all disturbed, uneven, or regraded areas using USGA sand to ensure a smooth, level, and safe natural grass playing surface suitable for competitive sports where appropriate;
4. Following grading, full restoration of natural grass turf using the appropriate sod variety (no hydroseeding);
5. Repair of any damage to or wear and tear to areas outside the defined construction staging location that can reasonably be attributed to construction activities; and
6. The specific restoration items as listed in **Exhibit E**, incorporated in its entirety by this reference.

All such site restoration work will occur upon the completion of construction activities portion of the Project, or when the Park property is no longer needed for construction activities, whichever comes first. The Parties may agree to phase the restoration work if practicable once locations within the construction staging and storage area subject to this Agreement are no longer needed for construction activities to promote the maximum availability of use of the park by the public for park purposes. Such phased restoration agreement(s) shall be in writing executed by the authorized representatives for both Parties.

The Parties may also consider improvements or other enhancements to the Park should those be possible to include as part of the site restoration work. Such an arrangement shall be in writing and signed by authorized representatives of both Parties to be effective.

- B. Contract Documents. The District will obtain the services of, and fund all costs associated with, External Legal Counsel who are experienced in alternative project delivery contracting and will assist and advise the District and the City in drafting, negotiating, executing and enforcing the Contract Documents with the construction team for the site restoration/improvement package. The District and the City will develop the proposed Contract Documents cooperatively utilizing the services External Legal Counsel and the APD Advisory Consultant. Each Party will have the opportunity to review, provide input on, and approve the proposed Contract Documents to be included with the site restoration/improvements package.
- C. Final Inspection. The City will coordinate with the District to arrange for the City's final inspection of the restored Park area upon completion of the restoration work by the District per the site restoration package and Contract Documents as described above, and will provide written confirmation the restoration work satisfies the scope agreement upon approval of the same.

7. Public Information Communications. The District and the City agree to coordinate communications regarding the Project's use of Whittier Park space through a mutually created communications plan, regular meetings between City and District communications staff, and the use of mutually agreeable language describing Project updates and information. Each Party shall supply the other Party as much advanced notice and opportunity for review of such public information communications and materials related to the Project's use of Whittier Park as practicable.

8. Indemnification.

- A. The District agrees to indemnify and hold harmless the City, its officials, officers, agents, employees, volunteers, and representatives, from, and shall defend at its sole expense, against any and all claims, demands, damages, suits at law or at equity, liabilities, losses, judgments, liens, expenses, and costs arising out of or occasioned by the District's negligence or wrongful conduct in fulfillment of its obligations pursuant to this Agreement. In the event of recovery due to the aforementioned circumstances, the District shall pay any judgment or lien arising therefrom, including any and all costs as part thereof.
- B. The City agrees to indemnify and hold harmless the District, its officials, officers, agents, employees, volunteers, and representatives, from, and shall defend at its sole expense, against any and all claims, demands, damages, suits at law or at equity, liabilities, losses, judgments, liens, expenses, and costs arising out of or occasioned by City negligence or wrongful conduct in fulfillment of its obligations pursuant to this Agreement. In the event of recovery due to the aforementioned circumstances, the City shall pay any judgment or lien arising therefrom, including any and all costs as part thereof.
- C. In the event of liability based upon the alleged concurrent or joint negligence of the Parties, the Parties shall individually bear their respective liability, including costs, as determined according to RCW 4.22.015.
- D. The indemnification provisions of this Agreement shall not be limited by any worker's compensation, benefit, or disability laws, and each indemnifying Party hereby waives, solely for the benefit of the indemnified Party, any immunity that such indemnifying Party may have under the Industrial Insurance Act, Title 51 RCW.
- E. The foregoing obligations shall survive termination of this Agreement with respect to acts or omissions occurring during its term and relating to or involving the subject matter of this Agreement.

9. Miscellaneous:

- A. Examination And Retention Of Records: The District agrees that any duly authorized representative of the City, including the City's Auditor, shall, until the expiration of three (3) years after the last of the Project is completed, have access to and the right to examine any books, documents, papers and records of involving any matter directly related to this

Agreement. All Project records shall be retained in accordance with each Party's document retention schedule.

- B. Assignment & Subcontract: Except as otherwise expressly provided in this Agreement, each Party covenants and agrees that it will not assign, transfer, or subcontract its rights and obligations hereunder without first obtaining the written consent of the other Party. Any approved assignment or subcontract may require new or extended insurance and indemnification being provided by the assignee or transferee.
- C. No Third-Party Beneficiary: The Parties understand and expressly agree that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties. Nothing contained in this Agreement shall give or allow any such claim or right of action by any third person. It is the express intention of the Parties that any person other than the District or the City receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.
- D. No Authority to Bind the City to Contracts: The District has no authority to bind the City on any contractual matters. Final approval of all contractual matters which obligate the City or District must be by the City and/or District, as applicable.
- E. No Authority to Bind the District to Contracts: The City has no authority to bind the District on any contractual matters. Final approval of all contractual matters which obligate the City or District must be by the City and/or District, as applicable.
- F. Complete Agreement, Integration, & Amendments: This Agreement, including the exhibits and attachments hereto (each of which is specifically incorporated herein), is intended as the complete integration of all understandings between the Parties. There are no oral Agreements between the parties affecting the meaning, content, purpose, or effect of this Agreement. No prior or contemporaneous addition, deletion, or other modification hereto shall have any force or effect, unless embodied in this Agreement in writing. The provisions of this Agreement may be amended with the mutual consent of the Parties, however, no subsequent novation, renewal, addition, deletion, or other amendment shall have any force of effect unless embodied in a written amendment to this Agreement executed by the Parties in the same manner as this Agreement.
- G. Severability: The Parties agree that if any provision of this Agreement or any portion thereof is held by a court of competent jurisdiction to be invalid, illegal, unenforceable, or in conflict with any law, the validity of the remaining portions or provisions shall not be affected, if the intent of the Parties can be fulfilled.
- H. Conflict of Interest: No employee of the City or the District shall have any personal or beneficial interest in the services or property described in the Agreement; and neither the District nor any contractor hired by the District under this Agreement shall hire, or contract for services with, any employee or officer of the City in violation of the District's Code of Ethics.

- I. Notices: All notices required under this Agreement, notices concerning the termination of this Agreement, notices of alleged or actual violations of the terms or conditions of this Agreement, and other notices of similar importance, including changes to the persons to be notified or their addresses, shall be in writing and delivered to:

For the City: Dawn Masko, City Manager  
The City of Fircrest  
115 Ramsdell Street  
Fircrest, WA 98466  
Tel: (253) 238-4124  
E-mail: dmasko@cityoffircrest.net

For the District: Morris Aldridge, Executive Director of Planning & Construction  
Tacoma Public Schools  
3223 South Union Avenue  
Tacoma, Washington 98409  
Tel: (253) 571-3350  
E-mail: maldrid@Tacoma.K12.Wa.US

All notices shall be in writing and provided by personal delivery, certified mail, return receipt requested, or overnight courier. All notices are effective upon personal delivery or upon placing in the United States mail or with the courier service.

- J. Counterparts. This Agreement may be executed in two or more identical counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
10. No Waiver. No failure by either Party to insist upon the performance of any of the terms of this Agreement or to exercise any right or remedy consequent upon a breach thereof shall constitute a waiver of any such breach or of any of the terms of this Agreement. None of the terms of this Agreement to be kept, observed, or performed by either Party, and no breach thereof, shall be waived, altered, or modified except by a written instrument executed by the injured party. No waiver of any breach shall affect or alter this Agreement, but each of the terms of this Agreement shall continue in full force and effect with respect to any other then existing or subsequent breach thereof. No waiver of any default of the defaulting party hereunder shall be implied from any omission by the injured party to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated. One or more waivers by the injured party shall not be construed as a waiver of a subsequent breach of the same covenant, term, or conditions.
11. Dispute Resolution. In the event of a dispute between the City and the District arising out of or relating to this Agreement, the City's City Manager and the District's Superintendent or their designated representatives shall review such dispute and options for resolution and meet

and confer regarding the same. If the dispute cannot be resolved by the City's City Manager and the District's Superintendent, the dispute may be submitted to mediation before a mediator agreed to by the Parties, and if still not resolved, the matter will be resolved in the Superior Court of the State of Washington for Pierce County.

12. Enforcement, Interpretation, Venue. The laws of the State of Washington shall govern the validity, performance, interpretation, and enforcement of this Agreement. Any lawsuit for enforcement or interpretation of any provision contained herein shall be filed in the Superior Court of and for Pierce County, Washington.
13. Equal Participation in Drafting. The Parties agree that each of them were adequately represented by independent counsel, and that both Parties shared equally in the drafting of this Agreement. Therefore, this Agreement shall not be construed either for or against the District or the City as drafter, but this Agreement shall be interpreted in accordance with the general tenor of the language in an effort to reach an equitable result.
14. Authority and Filing. By their signatures below, each party confirms it approves of and is authorized to enter into this Agreement pursuant to RCW 39.34.080. A copy of this Agreement shall be filed with the Pierce County Auditor or be listed by subject on the District and City's website or other electronically retrievable public source, pursuant to and consistent with the requirements of Chapter 39.34 RCW.

#### **CONDITIONS OF COMMENCEMENT OF PERFORMANCE**

The parties to this Agreement shall not commence performance or be entitled to compensation or reimbursement for any services rendered or materials provided, prior to the occurrence of each of the following conditions: (1) this Agreement must be executed by an authorized representative of both Parties, and (2) this Agreement must be approved by the City of Fircrest City Council and the District's Board of Directors.

[SIGNATURE PAGE FOLLOWS]

ACKNOWLEDGED AND AGREED:

**CITY OF FIRCREST**

**TACOMA SCHOOL DISTRICT NO. 10**

By: \_\_\_\_\_  
(signature)

By: \_\_\_\_\_  
(signature)

Its: City Manager  
\_\_\_\_\_  
Dawn Masko  
(print name)

Its: Superintendent  
\_\_\_\_\_  
Joshua J. Garcia  
(print name)

Who certifies that they are the party identified herein, OR a person duly qualified and authorized to sign for the party.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

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

# EXHIBIT A

## Description of Construction Phasing



PHASE 0



PHASE 1



PHASE 2A



PHASE 2B



PHASE 2C



COMPLETE



WHITTIER  
ELEMENTARY SCHOOL  
1100 N. 10th St.  
Tacoma, WA 98401

CONDITIONAL USE PERMIT



NOT FOR  
CONSTRUCTION

2021 TACOMA PUBLIC UTILITIES		
DATE	DESCRIPTION	BY

PRELIMINARY  
PHASING PLAN

CUP-002

# EXHIBIT B

## Site Plan



**EXHIBIT C**

**Subcontractor Parking, and Licensed Area**

DRAFT

## EXHIBIT D

### **Compensation to City for Whittier Park use Impacts**

The District shall reimburse the City for actual costs incurred by the City from the use of the areas of the Park for the Project, provided that the City supplies proof thereof. While a portion of Whittier Park is within the City of Tacoma city limits, these fields have been fully operated and programmed by Fircrest since the development of Whittier Park. However, since the Project will span two seasons, a sizeable amount of time for use of the Park for the Project, the Parties acknowledge that the City needs some flexibility in how cost impacts will be determined.

**[INSERT COMPENSATION FOR USE OF THE TENNIS COURT PARKING SPACES HERE?  
HOW DO WE DETERMINE WHAT A REASONABLE “LEASE” RATE IS FOR THIS?]**

The City has completed preliminary outreach and research to determine costs for the City to relocate programming that would normally occur at Whittier Park through existing contracts with third parties. In some instances, the City can provide estimates of expected cost/loss impacts now through the range provided below, but the actual final costs/losses will not be known until a later date as the City continues to work to finalize agreements with third parties. The cost estimates included below reflect current market conditions and availability.

#### **1. Loss of Use – Fircrest Park Baseball Field (April 20 through June 27)**

Use of the construction staging area will result in the full loss of the Fircrest Park baseball field during peak season.

- Approximately six (6) to eight (8) teams will need to be relocated.
- The City will need access to a full-size 10U field during this timeframe to meet league and program obligations.
- Estimated relocation cost: \$8,000 – \$10,000, depending on availability and rental rates at alternate facilities.
- If the City is unable to receive funding to secure relocating these teams to an alternative off-site field, the City anticipates a potential reduction in registered participation of 140-160 players across the affected teams. At the current registration rate this could result in a potential loss of revenue to the City of roughly \$12,000—a significant amount that the City relies on to support seasonal programming. This loss could be felt for future seasons, as it increases the risk of the groups not returning to Whittier Park once the fields in question are available again.

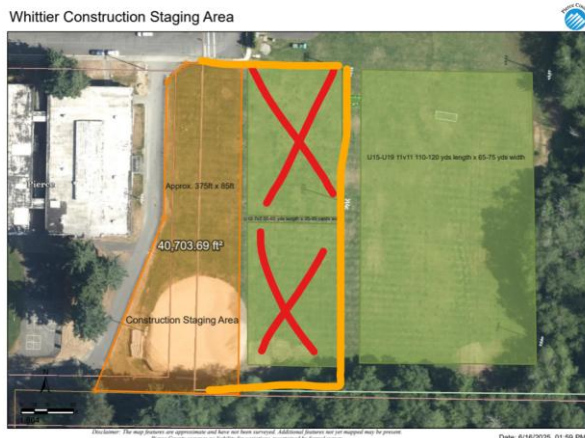
#### **2. Loss of Use – Whittier Park 11U–12U Soccer Field (July – November)**

The construction staging area will result in the full loss of the only regulation-size 11U–12U soccer field within the City of Fircrest. There is no comparable field within City limits to accommodate this level of play. While two (2) smaller 10U fields may be configured within the remaining space, this does not replace the capacity or functionality of a full-size field.

- The Fircrest Soccer Club relies on this field for core seasonal programming, and its loss will directly impact their operations.
- Based on preliminary discussions, the Club will be required to secure off-site field space and is expecting a corresponding reduction in fees from the City to offset those additional costs. This expectation has already been communicated and established.
- Estimated City revenue impact: \$2,500 – \$3,500, with final costs dependent on third-party field rental agreements.

### **3. Loss of Use – Whittier Park U10 (7v7) Soccer Fields (Option B Configuration)**

Under the proposed construction staging configuration (Option B, depicted below), the Fircrest Soccer Club’s usable field space at Whittier Park will be reduced to the larger field area located on the east side of the park, extending from the center light poles to the eastern forested edge.



This change from Option A to Option B, while beneficial for parking and other purposes, results in taking up more field space with the loss of two (2) U10 (7v7) soccer fields, leaving only one U15–U19 (11v11) field available for use during the Project term. As the City’s only full-sized field, it cannot be further subdivided into smaller fields due to field wear and tear considerations, the number of teams, overall demand, and league size.

The Fircrest Soccer Club (“Club”) relies on these U10 fields to support core youth programming. The loss of these fields will directly impact the Club’s ability to accommodate current enrollment levels and maintain program structure. The City is currently under contract with the Club to provide field space at the Park during the Project term.

As a direct result of the temporary use of the Park space for construction staging under this Agreement, the Club will be required to secure and rent two (2) U10 (7v7) fields outside of the City of Fircrest to support league play as planned. This shift is expected to reduce revenue to the City to account for the loss of access and/or increased external costs incurred by the Club, or due to potential reductions in program enrollment.

Estimated City revenue impact: \$2,500–\$3,000 per season, with final impacts dependent on third-party field rental costs and any associated program adjustments.

#### **4. Additional Considerations.**

As stated above, the Parties acknowledge that not all losses or costs that the City may experience as a result of the District's use of the portions of Whittier Park for the Project as detailed in **Exhibit C** may be known or estimated at the time this Agreement is entered into. As such, the District shall consider any additional costs or losses experienced by the City as detailed by sufficient, reasonable evidence for the same, and the designated representatives of the City and the District may agree to such compensation and/or reimbursements directly arising and resulting from the District's use of the portions of the Park for the Project.

The Parties further acknowledge that any delay in the full restoration of the Park for regular Park usage will result in additional losses and/or costs incurred by the City, which shall be addressed and agreed to by the designated representatives of the City and District as appropriate.

## EXHIBIT E

### **Whittier Park Site Restoration Detailed Scope of Work Items**

#### **Field and Turf Restoration**

##### **1. General Requirements**

- A. The District shall be fully responsible for restoring all disturbed areas of the Park to conditions equal or better to pre-construction conditions.
- B. All restoration work of athletic fields shall meet athletic field industry standards suitable for youth soccer and youth baseball.
- C. The District shall require any Contractor performing the restoration work to provide all labor, materials, equipment, testing, and supervision required to complete the work.
- D. No substitutions or deviations from this scope shall be allowed without written approval from the City of Firecrest.

##### **2. Pre-Construction Documentation (Baseline Conditions)**

- A. The District shall coordinate with the City to complete a full pre-construction assessment including:
  - i. High-resolution photo and video documentation
  - ii. Topographic survey establishing existing grades and elevations
  - iii. Mapping and documentation of:
    - 1. Irrigation system layout and functionality
    - 2. Drainage infrastructure
    - 3. Turf conditions
    - 4. Perform soil testing, including:
    - 5. Compaction levels
    - 6. Soil composition
  - iv. Infiltration/drainage rates
    - 1. Establish baseline performance metrics to be used for final acceptance comparison.

##### **3. Removal of Construction Materials**

- A. Contractor shall completely remove all temporary construction materials, including:
  - i. Quarry spalls
  - ii. Gravel
  - iii. Temporary roadways
  - iv. Geotextile fabric

- v. All debris and foreign materials
- vi. No material may be buried or left in place.

B. Contractor shall verify removal through:

- i. Visual inspection
- ii. Proof rolling (as required by City)

4. Subgrade Rehabilitation

A. Perform deep ripping/tilling of all impacted areas:

- i. Minimum depth: 12–18 inches
- ii. Remove and dispose of contaminated soils (fuel, slurry, etc.).
- iii. Import and install clean structural/topsoil as needed.
- iv. Restore subgrade to pre-construction elevations per survey.
- v. Achieve compaction suitable for athletic field performance, not structural compaction.

5. Drainage System Inspection & Repair

A. Perform full inspection of all drainage infrastructure:

- i. CCTV inspection if required by City

B. Repair or replace all damaged components, including:

- i. Pipes;
- ii. Catch basins; and
- iii. Connections.

C. Conduct functional testing, including:

- i. Water flow testing; and
- ii. Drainage verification (no backups or ponding).

6. Irrigation System Restoration

A. Locate, repair, or replace all damaged irrigation components:

- i. Lines
- ii. Valves
- iii. Heads
- iv. Match all required system specifications.

B. Perform:

- i. Pressure testing
- ii. Full operational testing
- iii. Adjust system to ensure uniform coverage across entire field.

7. Turf Removal & Field Renovation Process

A. Pre-Restoration Preparation

- i. Activate irrigation system and flag all heads prior to work.

B. Turf Removal

- i. Remove existing turf using a fraize mower or equivalent method to a depth of 1.5 inches.

C. Decompaction

i. Perform:

1. One (1) initial pass across entire field (max depth: 8 inches)
2. Three (3) additional passes after initial sand application

D. Sand/Rootzone Application

i. Apply sand in two stages:

1. First: ½ inch
2. Second: ½ inch to 1 inch
3. Sand shall meet USGA rootzone specifications or approved equivalent.

8. Rootzone Installation & Fine Grading

A. Install additional USGA-spec rootzone material as required (target total depth as directed by City, typically 4–6 inches).

B. Perform laser grading to restore original elevations.

C. Conduct string line testing and regrade as needed.

D. Final surface tolerance: ±0.5 inches over 10 feet.

9. Edge Work & Turf Limits

A. Remove and replace sod at:

- i. Toe of slope areas (edge cutter required); and
- ii. Field transitions and infield lines.

B. Extend turf restoration to:

- i. Sidewalks and hardscape edges where no slope exists; and
- ii. Ensure seamless transitions between new and existing turf.

10. Turf Installation

A. Sod installation is required for all primary play areas (no hydroseeding allowed unless approved by City for non-play areas).

B. Sod shall:

- i. Match existing species (netting removed, athletic-grade rye/bluegrass blend or approved equal);

- ii. Be installed with tight seams, properly rolled, and immediately irrigated; and
- iii. Provide complete, uniform coverage.

11. Stabilized Construction Entrance Restoration

- A. Remove all aggregate and disturbed materials.
- B. Restore with:
  - i. Approved top sand;
  - ii. Fine grading to match surrounding elevations; and
  - iii. Seed or sod to match adjacent field conditions (City to determine).

12. Establishment & Maintenance Period

- A. The District/Contractor shall provide a minimum 90-day establishment period prior to release to the City, including:
  - i. Irrigation;
  - ii. Fertilization program;
  - iii. Mowing; and
  - iv. Weed control.
- B. During such establishment period, Contractor shall maintain turf to achieve full establishment and uniform growth.

13. Clean-Up

- A. Remove all debris from field areas, staging areas, and adjacent paved surfaces.
- B. Final site shall be clean, safe, and ready for standard preconstruction Park use.

14. Measurement of Work

- A. All work shall be measured for compliance, not just completion. Payment and acceptance shall be based on verified performance.
- B. Area Verification
  - i. All restoration areas shall be measured in square feet (SF) based on:
    - 1. Pre-construction survey limits
    - 2. Confirmed limits of disturbance
    - 3. Contractor shall provide a post-restoration as-built survey verifying:
      - a. Restored field elevations
      - b. Finished grades
      - c. Total restored area
- C. Material Quantities
  - i. Contractor shall submit delivery tickets and material certifications for:

1. Sand/rootzone materials (USGA spec or approved equivalent)
2. Topsoil
3. Sod
4. Quantities shall be verified against:
5. Specified application depths (e.g., ½", 1", 4–6" rootzone)
6. Field area calculations

D. **Compaction & Soil Conditions**

- i. Subgrade and rootzone shall be tested for:
  1. Compaction levels
  2. Infiltration rates (if required by City)
  3. Testing shall be performed by a third-party geotechnical firm approved by the City.

E. **System Verification**

- i. Irrigation system:
  1. Pressure test results
  2. Coverage verification
  3. Drainage system:
    4. Flow testing
    5. CCTV (if required)

15. Field Performance Standards (Required for Acceptance). The field must meet all of the following:

- A. Surface Evenness: No deviations greater than ±0.5 inches over 10 feet
- B. Turf Coverage: Minimum 95% uniform, healthy turf coverage
- C. Drainage: No standing water 24 hours after rainfall or irrigation
- D. Irrigation: Fully functional with uniform distribution
- E. Safety: No debris, rock, or hazardous conditions
- F. Playability: Suitable for youth and full-sized soccer without restriction

16. Performance Verification & Testing

- A. The City reserves the right to require independent testing at any stage, including soil composition and compaction, rootzone depth verification, and drainage performance.
- B. If work fails testing, the Contractor shall pay for all re-testing and shall perform corrective work at no cost to the City.

17. Failure to Meet Performance Standards

- A. If the field does not meet required standards at any point prior to final acceptance,

the Contractor shall regrade, rework, or reconstruct affected areas and replace turf as necessary.

B. Timeline extensions shall not be granted without City approval.

#### 18. Final Acceptance

A. Final acceptance will occur only after successful completion of establishment and maintenance period, all performance standards are met, and City inspection and approval occurs. Acceptance is contingent upon meeting all specifications, passing inspections and testing, and written approval by the City.

B. No Project Acceptance for Partial or Non-Compliant Work. Work that does not meet specifications shall not be accepted and shall be corrected at no cost to the City.

#### 19. Warranty & Corrective Work

A. Contractor shall provide a minimum one (1) year warranty covering:

- i. Turf establishment
- ii. Irrigation performance
- iii. Drainage functionality
- iv. Settlement or surface failure

B. If field conditions fail within 12 months (including but not limited to settling, turf loss, drainage failure, or uneven surface), the District shall require the Contractor, upon written notice provided by the City, to perform all corrective work to rectify the failure at no cost to the City. City's determination of failure shall be final.

C. If the Contractor fails to complete required corrective work the City reserves the right to complete the work using a third party and back-charge all costs to the District. Costs may be recovered through bond (if applicable) or direct reimbursement.

#### 20. Final Authority

A. The City shall have final authority in determining:

- i. Compliance with this scope
- ii. Acceptance of work
- iii. Adequacy of restoration
- iv. All decisions by the City shall be final and binding.

### **Parking Lot Restoration/Rehabilitation**

#### 1. General Requirements

A. Contractor shall perform all work in accordance with City standards for parking lot rehabilitation.

- B. All work shall be coordinated with the City to maintain access where feasible and minimize disruptions during peak use.
  - C. Contractor shall verify existing conditions, including pavement distress, markings, drainage, and subgrade stability, prior to starting work.
2. Surface Preparation
- A. Clean and sweep entire parking lot surface to remove debris, dirt, and loose materials.
  - B. Perform spot repairs of any areas with localized cracking or potholes prior to slurry application.
  - C. Verify that all stormwater inlets and drainage structures are protected from slurry and debris per project details.
3. Slurry Seal Application
- A. Apply full pavement slurry seal to the entire parking lot area.
  - B. Slurry shall be mixed, applied, and cured in accordance with industry standards and manufacturer specifications.
  - C. Ensure uniform coverage, proper aggregate distribution, and consistent texture across all driving and parking areas.
4. Striping and Markings
- A. After slurry seal has been cured, restripe the entire parking lot in accordance with City standards and ADA compliance.
  - B. Provide all standard markings including:
    - i. Parking stalls
    - ii. Accessible parking spaces and signage
    - iii. Fire lanes
    - iv. Directional arrows and any other pavement markings required by City code
    - v. Use durable, high-visibility paint or thermoplastic materials per City specification.
5. Cleanup and Final Inspection
- A. Remove all construction debris and sweep areas surrounding the lot.
  - B. Verify that all slurry and paint work meets specified tolerances and surface quality standards.
  - C. Conduct a final walkthrough with the City to confirm satisfaction before project acceptance.
  - D.

6. Performance and Warranty

- A. Contractor shall warrant workmanship and materials for a minimum of **one (1) year** from date of final acceptance.
- B. Any failures, delamination, cracking, or striping deficiencies occurring within this period shall be corrected at no cost to the City.
- C. City's determination of failure shall be final.
- D. If the Contractor fails to complete required corrective work the City reserves the right to complete the work using a third party and back-charge all costs to the District. Costs may be recovered through bond (if applicable) or direct reimbursement.

DRAFT

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**AGENDA TOPIC:** 2025 Year-End Financial Report  
**ITEM:** 13D  
**DATE:** April 14, 2026  
**FROM:** Allison Deskins, Finance Director

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**RECOMMENDED MOTION:** Information Only.

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**PROPOSAL:** The 2025 Year-End Financial Report is intended to provide a review of the City's primary operating funds, with graphical presentations of the City's major revenue sources with comparisons to prior year actual results. This review also provides information on ending fund balance and cash position, and financial activity for all City funds.

**FISCAL IMPACT:** N/A

**ADVANTAGES:** Quarterly financial reviews provide an opportunity for the Council and citizens to be apprised of the financial position of the City.

**DISADVANTAGES:** None identified.

**ALTERNATIVES:** N/A

**BACKGROUND:** The City provides quarterly reviews on an ongoing basis.

**ATTACHMENTS:** [2025 Year-End Financial Report](#)

# City of Fircrest

## 2025 Year-End Financial Report



# Financial Overview

**\$7.89M**

**General Fund Revenue**

vs. \$7.81M budgeted — 101% of target

**\$8.07M**

**General Fund Expenditures**

vs. \$8.28M budgeted — 98% of target

**\$4.72M**

**General Fund Balance**

Ending fund balance, up from \$4.43M budgeted

**\$2.75M**

**Cumulative Reserve**

Fully funded at 100% — city's fiscal safety net intact





# General Fund — Revenue Summary

Total General Fund revenues came in at **\$7,887,235**, surpassing the \$7,809,533 budget by approximately \$78K.

## Taxes

**\$4,246,420** collected 102.8% of budget, up +\$114,174 vs. prior year

## Charges for Services

**\$1,664,472** collected. This was driven by recreation fees, pool revenue, and planning permits

## Fines & Forfeitures

**\$337,551** collected 103.9% of budget; Municipal Court revenues up \$64K vs LY

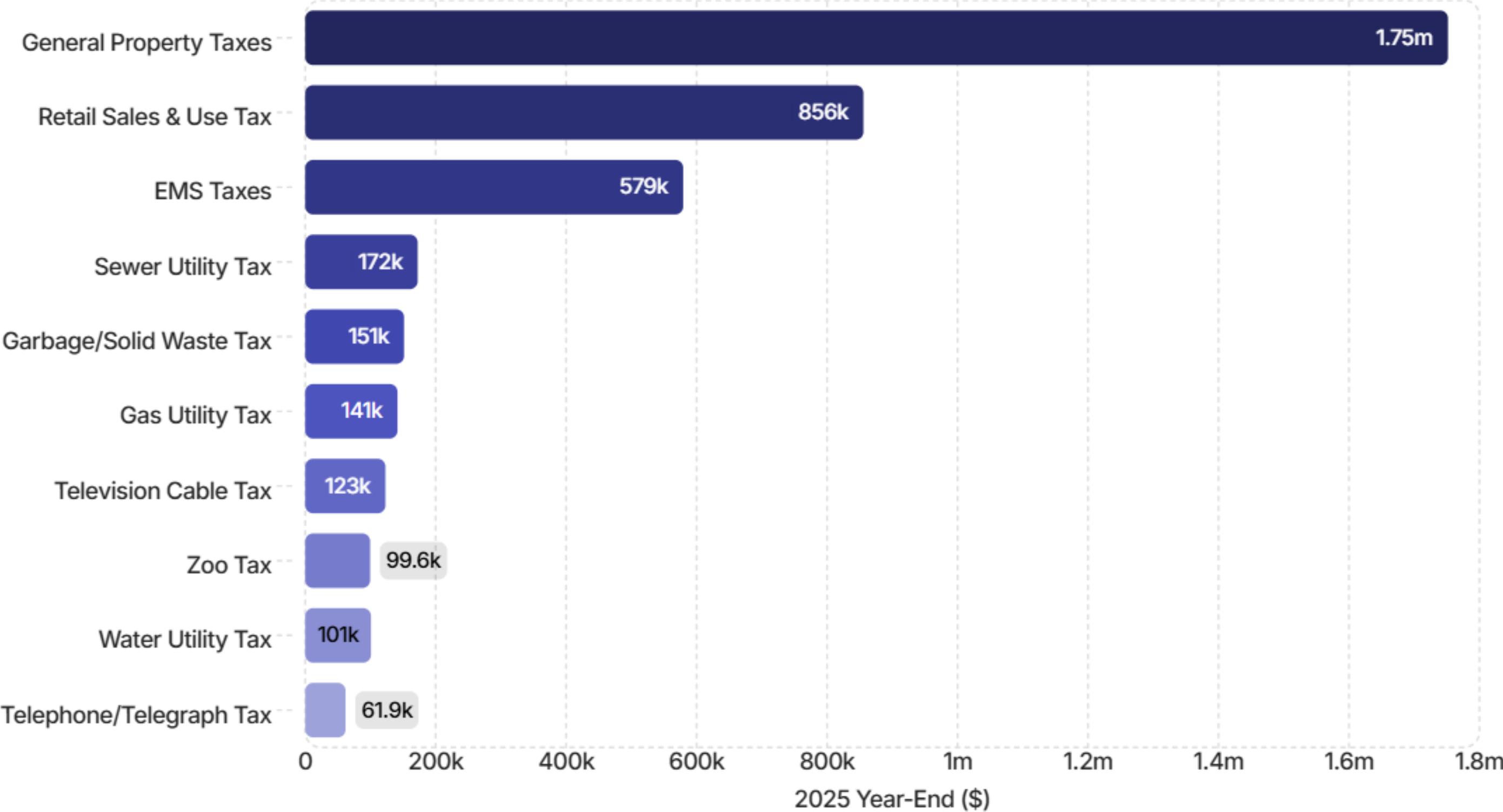
## Misc Revenues

**\$731,475** collected. Includes \$368,752 investment interest and \$132,656 facility rentals

# General Fund — Tax Revenue Detail

Tax revenues totaled \$4,246,420 — 102.8% of budget — and represent the City's largest and most stable revenue source. Nearly all tax lines came in at or above budget

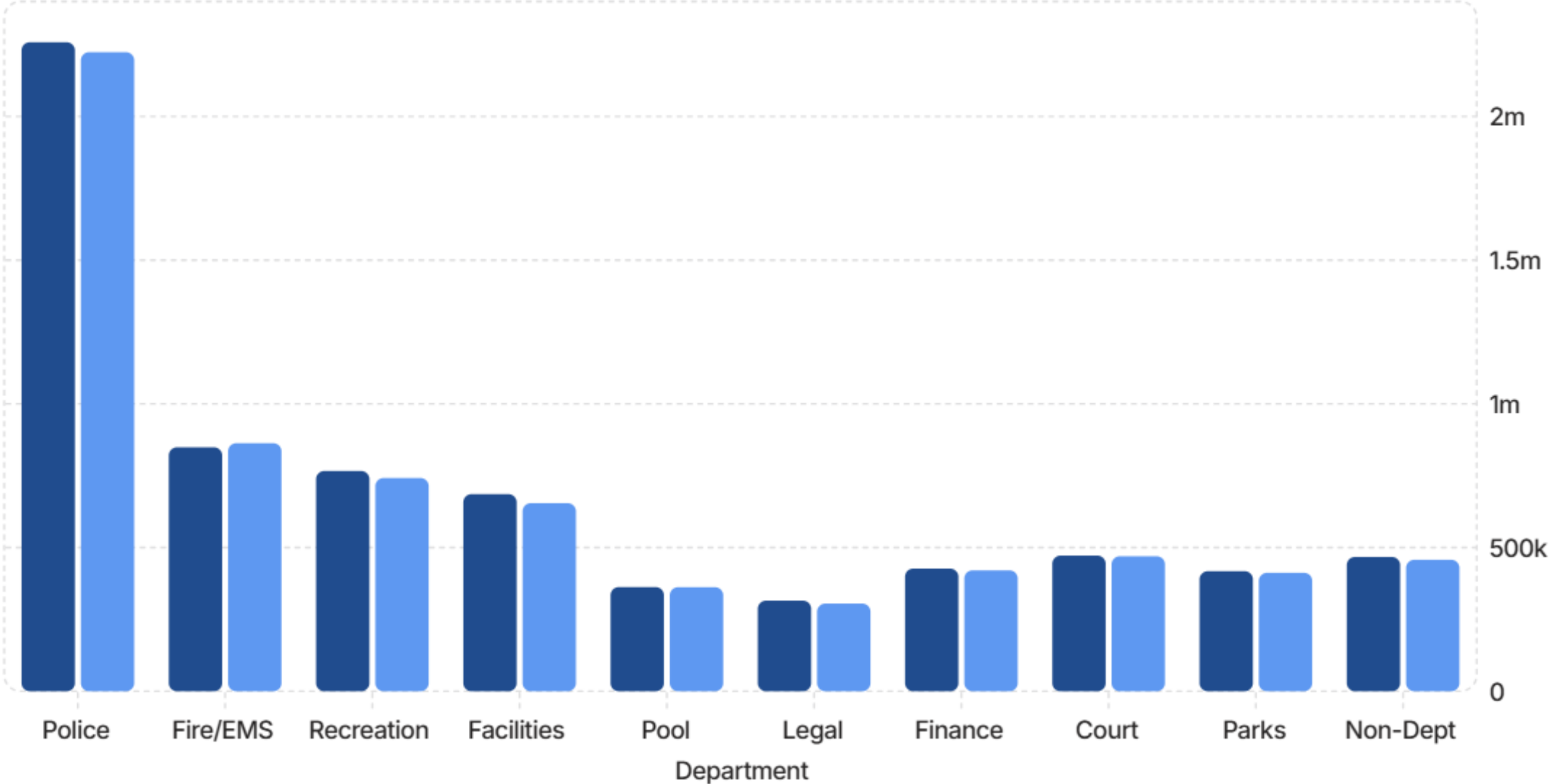
Tax Type



# General Fund — Expenditure Summary by Department

Total General Fund expenditures were **\$8,071,031**, slightly above the prior year total of \$7,810,403. The largest spending categories were Police, Recreation, Swimming Pool, and Fire/EMS — all essential public safety and community services.

■ 2025 Budget (\$)   ■ 2025 Year-End (\$)



# Public Safety — Police Department

The Police Department expended \$2,223,602, or 98.5% of its \$2,258,156 budget. Spending increased \$119,630 over the prior year, mainly due to salary growth and higher benefit costs.

## Key Expenditure Lines

- Salaries & Benefits: \$1,748,754
- South Sound 911:
  - Dispatch: \$94,710
  - Records & Permitting Services: \$13,150
  - Reporting System & Technical Support: \$41,440
- ERR: \$127,812
- Police Liability Insurance: \$48,596

## Year-Over-Year Trends

- Up \$119,630 vs. 2024 actuals
- Wages increased by \$38,916
- Personnel benefits rose by \$42,851
- Professional Services & Charges increased by \$35,071



# Recreation & Swimming Pool

Together, these departments expended **\$1,103,958** — coming in within budget (\$1,128,788) — while generating strong revenue from fees, memberships, and instruction programs.



## Swimming Pool

- Expended **\$362,042** of **\$362,408** budget (99.9%)
- Largest cost: casual & seasonal labor at **\$182,768**
- Revenues: membership fees, swim instruction, pool room rentals generated **\$307,047**



## Recreation

- Expended **\$741,916** of **\$766,380** budget (96.8%)
- Salaries increased **\$81,431** year-over-year
- Recreation fee revenues including youth sports, senior trips, room rental: **\$361,569**

# Facilities, Administration & Support Departments

## Facilities

- **\$654,376** expended (95.5% of budget)
  - Insurance: \$319,943
  - Repairs & Maintenance: \$44,741
  - Contracted Landscaping: \$39,197

## Finance

- **\$420,611** expended (98.5% of budget)
  - Salaries: \$326,278
  - Professional Services: \$15,106
  - SBITA Debt Payments: \$13,225

## Administration

- **\$355,287** expended (94.2% of budget)
  - Salaries: \$274,664
  - Benefits: \$69,401
  - Travel & Registrations: \$5,008

## Information Systems

- **\$200,186** expended (99.99% of budget)
  - Professional Services: \$66,175
  - Software Licenses: \$27,112
  - Web Design: \$24,870

# Community Events & Centennial Celebration

The City's 2025 centennial milestone generated significant community investment and engagement. Total Community Events expenditures were **\$91,908** — 85% of the \$108,100 budget — up from \$59,076 in 2024.



## Centennial Celebration

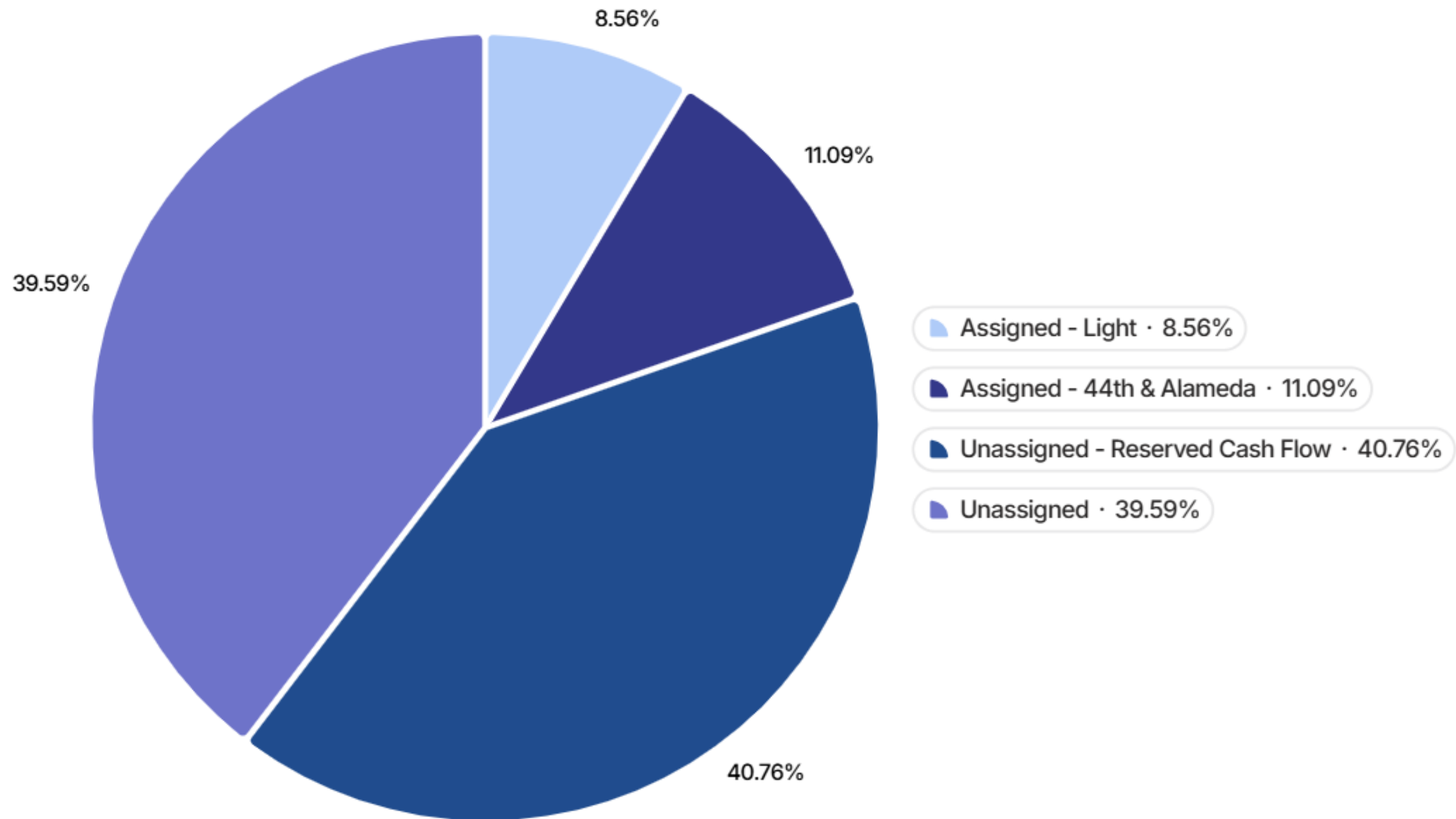
**\$31,535** expended of \$50,000 budgeted. Funded in part by \$1,675 in donations and \$30,250 in sponsorships. Merchandise sales generated \$2,448.



## Regular Community Events

**\$60,373** expended — 103.9% of \$58,100 budget. Year-over-year increase of \$1,592 vs. 2024. Includes fireworks, event vendors and supplies.

# General Fund — Ending Fund Balance Breakdown



<u>Category</u>	<u>Ending Balance</u>
Assigned - Light	\$404,431.47
Assigned - 44th & Alameda	\$523,655.94
Unassigned - Reserved Cash Flow	\$1,925,000.00
Unassigned	\$1,869,529.76
<b>Total</b>	<b>\$4,722,617.17</b>

# City Street Fund

- ☐ Total revenues reached **\$1,898,884** — an increase of +38.2% from last year — driven by **\$1,465,368** in State Generated Revenues including multiple TIB grants. The fund ended the year with an ending balance of **\$327,899**.



## Claremont Overlay #81

\$681,247 expended on design & construction. TIB Grant: \$563,250 received

## Electron Crosswalk #82

\$200,531 expended. TIB Grant + Commerce Grant: \$182,288 received

## Alameda Ave W Sidewalk #88

Design only: \$81,328. TIB Grant: \$63,371 received. Construction will continue into 2026.

## Street Beautification

\$101,935 expended — flower baskets, tree maintenance, and beautification contracted services. \$10,030 total collected in donations.

# Utility Enterprise Funds Overview

## Storm Drain Fund

- Revenues: \$678,489 total; \$519,868 operating + \$106,208 NPDES Grant
- Expenditures: \$599,948 — 98.2% of budget
- **Ending Balance: \$595,929**

## Storm Improvement Fund

- Beginning reserves: \$805,225
- Expenditures totaled \$2,199, down slightly from \$4,731 in 2024
- **Ending Balance: \$888,226**

## Water Fund

- Water Utility Charges: \$1,271,218 (99.8% of budget)
- Total revenues: \$1,364,993
- Expenditures: \$1.18M vs \$1.24M budget (95.5% of budget)
- **Ending Balance: \$462,127**

## Water Improvement Fund

- \$178,376 expended on capital projects including Princeton Water Main Upgrade & water meter exchange project
- Total revenues: \$131,550
- **Ending Balance: \$354,126**

## Sewer Fund

- Sewer service fee revenues: \$2,972,721 (98.9% of budget)
- Sewage treatment fees (largest expense): \$1,391,594 - up 1.0% from 2024
- **Ending Balance: \$1,566,162**

## Sewer Improvement Fund

- \$809,774 expended on capital projects including 44th St Lift Station & pipe bursting
- Total revenues: \$236,643
- **Ending Balance: \$767,513**

# Other Funds



## Park Bond Debt Service

Debt obligations fully met with property taxes covering payments. Ending balance of **\$172,359**.



## Park Bond Capital

Investments in park infrastructure continued, supported by donations and investment interest. **\$143,000** was expended toward the new parks facilities building.



## Real Estate Excise Tax (REET)

REET revenues of **\$407,434** (100.1% of budget) boosted the combined fund balance to **\$3,099,480**, providing reserves for future capital projects.



## Equipment Rental & Replacement

Ended with **\$2,293,939**, exceeding budget by 1.2%, ensuring resources for future equipment needs.



## Cumulative Reserve Fund

Maintained its **\$2,750,000** balance without drawdowns, serving as a critical long-term capital reserve and fiscal safety net.

# All Funds: Year-End Summary

<u>Fund Name</u>	<u>Beg Fund Balance</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>End Fund Balance</u>
General Fund	\$4,906,413	\$7,887,235	\$8,071,031	<b>\$4,722,617</b>
City Street Fund	\$16,294	\$1,898,884	\$1,587,279	<b>\$327,899</b>
Police Investigation Fund	\$13,983	\$202		<b>\$14,185</b>
Cumulative Reserve Fund	\$2,750,000			<b>\$2,750,000</b>
Park Bond Debt Service Fund	\$158,328	\$474,881	\$460,850	<b>\$172,359</b>
Park Bond Capital Fund	\$931,351	\$285,686	\$143,000	<b>\$1,074,038</b>
REET	\$2,783,548	\$407,434	\$91,501	<b>\$3,099,480</b>
Trust Fund	\$40,543	\$6,285	\$7,035	<b>\$39,793</b>
Storm Drain	\$517,388	\$678,489	\$599,948	<b>\$595,929</b>
Storm Improvement Fund	\$805,225	\$85,200	\$2,199	<b>\$888,226</b>
Water Fund	\$277,659	\$1,364,993	\$1,180,526	<b>\$462,127</b>
Water Improvement Fund	\$405,874	\$131,550	\$183,298	<b>\$354,126</b>
Sewer Fund	\$1,536,954	\$2,972,721	\$2,943,514	<b>\$1,566,162</b>
Sewer Improvement Fund	\$1,367,380	\$236,643	\$836,510	<b>\$767,513</b>
Equipment Rental Fund	\$2,135,996	\$481,388	\$323,445	<b>\$2,293,939</b>
Fircrest Court Agency Account	\$9,100	\$962,274	\$968,475	<b>\$2,899</b>