

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor Pro Tempore Hunter T. George called the regular meeting to order at 7:00 P.M. and led the Pledge of Allegiance. Councilmembers Blake Surina, Shannon Reynolds, and Brett Wittner were present. Councilmembers Denny Waltier and Jason Medley were absent and excused. Mayor Matthew Jolibois was absent and George presented a resignation letter submitted by Jolibois resigning from the Fircrest City Council, effective immediately as of November 14, 2017. Interim City Manager Bill McDonald stated that staff will consult with Pierce County Elections, review protocols, and report back to the Council on filling a council vacancy at the upcoming Council study session.

PRESIDING OFFICER’S REPORT

George added a New Business item regarding the Weathervane Water Main Break.

A. Presentation: Representative Kilduff

Representative Christine Kilduff briefed the Council on legislative accomplishments and advancements, which include updates on the school budget, property tax reduction, distracted driving and driving under the influence laws, paid medical leave, small business licensing initiatives, reformed public records law, veteran and military laws, Sound Transit 3, and capital budget.

After a brief question and answer session on health care legislation, ST3 efforts, driving under the influence alcohol and drug related data, Kilduff concluded her briefing.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited public comment. The following individual provided comment:

- David Viafore, 1120 Paradise Parkway, commented on the procedures for filling the Mayor position.
- Eric Bergson, 350 Del Monte Avenue, commented on the procedures for filling the Mayor position.

COMMITTEE, COMMISSION AND LIAISON REPORTS

A. Parks & Recreation

Surina reported on the Holiday Bazaar scheduled for November 18 and 19, 2017 and Fircrest recreation basketball league as well as provided updates on the pool repair findings.

B. Environment, Planning, Building

As Medley was absent, no updates were provided.

C. Finance, IT

Reynolds reported no new updates.

D. Administration

Wittner reported no new updates.

CONSENT CALENDAR

George requested the City Clerk read the consent calendar as follows: approval of Voucher No. 210263 through Voucher No. 210358 in the amount of \$359,713.48; approval of Payroll Check No. 12972 through Payroll Check No. 12978 in the amount of \$86,159.73; approval of Payroll Check No. 12979 through Payroll Check No. 12982 in the amount of \$7,660.46; approval of Payroll Check No. 12983 through Payroll Check No. 12988 in the amount of \$80,857.31; approval of Payroll Check No. 12989 through Payroll Check No. 12994 in the amount of \$89,434.24; approval of the October 9, 2017 special meeting minutes; approval of the October 10, 2017 regular meeting minutes; approval of the October 16, 2017 special meeting minutes; approval of the October 23, 2017 special meeting minutes; and approval of the October 24, 2017 regular meeting minutes. **Reynolds Moved to approve the Consent Calendar as read; seconded by Wittner. The Motion Carried Unanimously.**

PUBLIC HEARING

A. Amendments to Fircrest Comprehensive Plan and Pre-Annexation Designations

At 7:32 P.M., George opened the public hearing and invited public testimony. Stahlnecker briefed the Council on the second hearing of the proposal to update the City's Comprehensive Plan by amending the Capital Facilities and Land Use Elements and establishing a pre-annexation land use designation and zoning classification for the potential annexation area. George invited councilmember comment; none were provided. George invited public testimony; none were provided.

At 7:33 P.M., George closed the public hearing.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

A. Ordinance: Amendments to Fircrest Comprehensive Plan and Pre-Annexation Designations

Stahlnecker briefed the Council on the proposed ordinance to update the City's Comprehensive Plan by amending the Capital Facilities and Land Use Elements and establishing a pre-annexation land use designation and zoning classification for the potential annexation area. Stahlnecker stated that although the proposed amendments would have no direct fiscal impact, the ordinance would amend the six-year capital improvement schedules and inclusion of the six-year schedule would be required for many grants and loans. Stahlnecker stated that the proposed amendments would update the Comprehensive Plan to ensure consistency with the Growth Management Act, the Puget Sound Regional Council, and the Pierce County Countywide Planning Policies. **Surina Moved adopt Ordinance No. 1603, amending Ordinance 1582, Section 1 and F.M.C. 23.04.020 amending the City of Fircrest Comprehensive Plan; seconded by Reynolds.** George invited councilmember comment; none were provided. George invited public comment; David Viafore, 1120 Paradise Parkway, commented on whether the Mayor vacancy prevented the approval of such action. City Attorney Mike Smith stated that the resignation of Jolibois was made at the present meeting and clarified that it was a resignation of a councilmember who held the title of Mayor. Smith indicated that per State law, the Mayor is head of the City for ceremonial purposes with no

administrative duties under the Council-Manager form of government. Smith referenced Fircrest City Council Rules of Procedures Rule 4A, which state:

Biennially, at the first meeting of the new Council, the members thereof shall choose a chair from among their number who shall have the title of Mayor. In addition to the powers conferred upon him/her as Mayor, he/she shall continue to have all the rights, privileges and immunities of a member of the Council. If a vacancy occurs in the Office of Mayor, the members of the Council at their next regular meeting shall select a Mayor from among their number for the unexpired term. (RCW 35A.13.030)

Smith stated that the selection of a Mayor should occur at the next regular Council meeting, and that nothing in the rules would preclude the Council to select a Mayor at the present meeting. McDonald and Smith verified that the Mayor Pro Tempore can serve in the absence of the Mayor. George read the motion on the floor and **the Motion Carried Unanimously.**

Wittner Moved to vote to appoint Hunter George as Mayor for the rest of this term; seconded by Reynolds. George invited councilmember comment; Wittner commented that under normal circumstances he would wait until there were six members present, however given that there were only a few meetings remaining before the end of the year, it made sense to take action at this meeting and that the full Council would have an opportunity to elect a new Mayor at the beginning of the year. Surina commended George's role as Mayor Pro Tempore and stated this appointment would be a logical choice. George invited public comment; none were provided. **The Motion Carried Unanimously.**

B. Ordinance: Amendments to FMC Title 22 Regarding Short-Term Rentals

Stahlnecker briefed the Council on the proposed ordinance to amend Fircrest Municipal Code Section 22.58.011 Bed and Breakfast Establishments, which would provide a process for licensing and regulating short-term rentals. George invited public comment; none were provided. **Wittner Moved to adopt Ordinance No. 1604, amending F.M.C. Chapter 22.58.011 Bed and Breakfast Establishments incorporating short-term rentals; seconded by Reynolds.** George invited councilmember comment; George inquired if staff received public feedback, to which Stahlnecker stated public comments were only received at the Planning Commission level. George inquired if this proposal would address the issue on Coral Drive; Stahlnecker responded no and that it is an active investigation. George invited public comment; none was provided. **The Motion Carried Unanimously.**

C. Ordinance: Amendments to FMC Title 22 Regarding Home Occupations

Stahlnecker briefed the Council on the proposed ordinance to amend F.M.C. Chapter 22.58.013 Home Occupations and amending FMC Chapter 22.98 Definitions, which would better address current trends in technology and employment patterns as well as address concerns raised by the Council and the community. **Wittner Moved to adopt Ordinance No. 1605, amending F.M.C. Chapter 22.58.013 Home Occupations and amending F.M.C. Chapter 22.98 Definitions; seconded by Reynolds.** George inquired if staff received public feedback, to which Stahlnecker stated a public comment was received at the City Council level in support of the proposed amendments. George thanked the Planning Commission for efforts. George invited public comment; none was provided. **The Motion Carried Unanimously.**

D. Ordinance: Adoption of Preliminary 2018 Budget as Adjusted

McDonald stated that Council concerns related to the police vehicle Equipment Rental and Replacement (ERR) schedule and copy machine lease versus purchase are scheduled to be discussed at the November 20, 2017 Council study session. McDonald indicated that he would debrief the new City Manager on the evaluation of the police sergeant promotion and summer water rates. McDonald stated that the 2018 Budget is a lean and maintenance of effort. Corcoran briefed the Council on the adjustments to the Preliminary 2018 Budget, which included changes to all funds, General Fund, Street Fund, Storm Fund, Water Fund, Water Capital Fund, Sewer Fund, Sewer Capital Fund, ERR Fund, and REET Fund. Wittner commented on the police sergeant promotion line item, inquiring whether this is an item for labor negotiation with the Police Guild and if this item can be a placeholder in the 2018 Budget with further approval by the Council. McDonald stated this might be an item that is subject to mandatory bargaining. Corcoran indicated that it would not be unusual for the City to include a line item as a placeholder in the budget until Council approval is obtained. Due to the absence of several Councilmembers, George continued this item to the next regular Council meeting, November 28, 2017.

E. Resolution: Amending City Council Rules of Procedures – Consent Calendar

After a brief discussion, George continued this item to the next regular Council meeting, November 28, 2017, to allow the full Council to discuss this item.

F. Resolution: Steilacoom Sleigh Contract

Police Chief Cheesman briefed the Council on the proposed resolution to authorize the City Manager to execute an Equipment Use and Hold Harmless Agreement between the Town of Steilacoom and the City of Fircrest for the use of the Holiday Sleigh. Cheesman stated the City has utilized the sleigh for many years with much success and will be traveling throughout the community on December 19 and 20, 2017. **Reynolds Moved to adopt Resolution No. 1497, authorizing the City Manager to execute an Equipment Use and Hold Harmless Agreement between the Town of Steilacoom and the City of Fircrest for the use of the Holiday Sleigh; seconded by Wittner.** George invited councilmember comment; Surina thanked the Chief's efforts to continue this tradition, and Wittner commented on the sleigh visiting the south end neighborhoods of the City. George invited public comment; none was provided. **The Motion Carried Unanimously.**

G. Resolution: South Sound 911 Dispatch and Information Services Contract

Cheesman briefed the Council on the proposed resolution with South Sound 911, which would allow the Fircrest Police Department continued access to South Sound 911 Records Management Core Technology and Radio Communication Services to the Fircrest Police Department. Cheesman stated this service is fully funded in the 2018 Budget. **Reynolds Moved to adopt Resolution No. 1498, authorizing the City Manager to execute an agreement with South Sound 911 for Public Safety Communications and Information Services; seconded by Wittner.** George invited councilmember comment; Surina inquired if there were other options for the City to pursue, to which Cheesman stated no and that this cost is partially subsidized with the Sales Tax revenue. **The Motion Carried Unanimously.**

H. Resolution: Combined Communication Network Contract

McDonald briefed the Council on the proposed Memorandum of Understanding between Pierce Transit-Pierce County and the City of Fircrest to use the Combined Communication Network (CCN) system that is incorporated into the South Sound 911 system. McDonald

stated that this is an essential system for police and fire agencies, and is heavily subsidized by South Sound 911. McDonald indicated that the City has been allowed to operate without a user agreement for the past few years, and that by this action, the City will have an executed agreement with CCN for the 2018 calendar year. McDonald stated that this is a budgeted item in the 2018 budget and that he will bring forth the outstanding 2016 and 2017 invoices at the November 28, 2017 regular Council meeting. **Reynolds Moved to adopt Resolution No. 1499, authorizing the City Manager to execute a Memorandum of Understanding between the Pierce Transit-Pierce County Combined Communication Network (CCN) and the City of Fircrest for the purpose of allowing the City of Fircrest use of the CCN Radio System; seconded by Wittner.** George invited councilmember comment; none were provided. George invited public comment; David Viafore, 1120 Paradise Parkway, commented on why the South Sound 911 subsidy does not absorb the full cost of the service, to which McDonald stated that the user fees are established by a board comprised of elected officials and that the City should pay the fee and raise this issue at the board level. George commented that the City should lobby the board but remedy outstanding balances. **The Motion Carried Unanimously.**

I. Motion: Bond Underwriter Engagement Letter

McDonald briefed the Council on the proposed engagement letter with D.A. Davidson for bond underwriting services and stated that Federal “Dodd-Frank” regulations require underwriters to have a formal engagement letter before they can provide financial information for bond funded projects, such as the Community Center and Pool. McDonald indicated that the underwriter could provide information on various bond structures, including estimated tax levy rates, costs to the average home, and, in the case of non-voted bonds, calculate debt capacity and estimated payments. McDonald stated there is no cost to the City and no obligation to proceed with a bond offering. **Wittner Moved to authorize the City Manager to sign an engagement letter with D.A. Davidson for bond underwriting services; seconded by Reynolds.** George invited councilmember comment; Surina inquired if this action should be postponed until the new City Manager starts, to which McDonald stated there is no cost to the City and is a win for the City. George invited public comment; none was provided. **The Motion Carried Unanimously.**

J. Resolution: Weather Water Main Break

Public Works Director Wakefield briefed the Council on the November 8, 2017 water main break along Weathervane between 44th and Weathervane Court. Due to the nature of the break, staff asked for Council’s approval to declare an emergency as the immediate repair resulted in no loop to the system and limited fire flow available and move the water main out in the street and have service restored as soon as possible. Corcoran stated that she confirmed with the Washington State Auditor’s office that this event would qualify as an emergency and be exempt from the competitive bidding process. Corcoran stated the preliminary cost of \$49,000 can be funded from the Water capital line that was scheduled for the Ramsdell project and that this will change the 2018 Beginning Fund Balance. Wakefield stated that staff will follow Washington state guidelines force account work. After a brief discussion, **Reynolds Moved to adopt Resolution No. 1500, declaring an emergency relating to the repair and replacement of the water main located along Weathervane Avenue between 44th Street and Weathervane Court and waiving the public bidding requirements of RCW 39.04.280 to perform water main relocation work; seconded by Wittner.** George invited public comment; none was provided. **The Motion Carried Unanimously.**

CITY MANAGER COMMENTS

- Parks and Recreation Director Grover briefed the Council on the KPG steps taken towards the investigation of the pool leak repair and areas of concern as well as next steps. Grover stated the estimate to repair the pool for 2018 operation would be approximately \$15,100.81, which includes a 30% contingency. McDonald stated the City received four RFQ responses for the Community Center and Pool project and recommended allowing the new City Manager to administer the interview panel.

DEPARTMENT HEAD COMMENTS

- Cheesman reported that the Fircrest Police Department will be hosting an Earthquake Preparedness class on November 30, 2017. Cheesman thanked the Public Works crew for their efforts on mitigating the flooding on Edwards Avenue. Cheesman reported that staff is working with Crime Stoppers on the October 30th, 2017 theft and assault at the OMG Food Mart and that this incident will be featured on Washington's Most Wanted. George commented on emergency planning and continuity plans and Cheesman stated that the 2018 work plan includes this type of planning and anticipates having this item on a 2018 study session. Reynolds indicated FEMA offers a related course for elected officials.
- Grover reported on the Holiday Bazaar scheduled for November 18 and 19, 2017 and thanked Police and Public Works staff and Kiwanis for their efforts. Grover stated that the Fircrest recreation basketball league was fully registered with a waiting list, and indicated that the size of the Recreation Center basketball court determines the size of the gym and practice space. Grover stated he anticipates all the individuals on the waitlist will be placed on a league with the use of the Wainwright facility two days a week.

COUNCILMEMBER COMMENTS

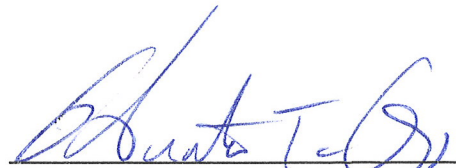
The Council expressed their sentiments and appreciation of Jolibois's time served on Council and service to the community, and thanked George for fulfilling the role of Mayor for the remainder of the year. Reynolds indicated she would be interested in serving as Mayor Pro Tempore and would appreciate Council consideration. George thanked Councilmembers for their support.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

Reynolds Moved to adjourn the meeting at 8:50 P.M., seconded by Wittner. The Motion Carried Unanimously.



Hunter T. George, Mayor



Jessica Nappi, City Clerk