

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

Mayor Hunter T. George called the regular meeting to order at 6:00 P.M. and led the Pledge of Allegiance. Councilmembers Shannon Reynolds, Brett Wittner, Denny Waltier, Blake Surina, and Jamie Nixon were present. Councilmember David M. Viafore was absent and excused.

**AGENDA MODIFICATIONS**

There were none.

**DEPARTMENT OF COMMERCE PLANNING INTERAGENCY AGREEMENT**

City Manager Pingel briefed the Council on the proposed \$20,000 grant contract with the Department of Commerce for the proposed work plan to develop a form-based code in the northwest corner of Fircrest and study code amendments that would permit duplexes on corner lots in one or more single-family zones. **Waltier MOVED to adopt Resolution No. 1634, authorizing the City Manager to execute a grant contract with the Washington State Department of Commerce for \$20,000 as approved by bill E2SHB 1923; seconded by Reynolds.** George invited councilmember comment; Surina requested clarification of the affecting zoned areas and design charettes. Pingel confirmed it was the northwest corner of the City and that stakeholders would be invited to the charettes. George invited public comment; none were provided. **The Motion Carried (6-0 with Viafore absent).**

**FORM-BASED CODE CONSULTING SERVICES AGREEMENT**

Pingel briefed the Council on the proposed agreement between Rangwala Associate and the City of Fircrest for land use consultant services to develop a draft form-based code for the Commercial Mixed Use and Residential-30 zones. **Reynolds MOVED to adopt Resolution No. 1635, authorizing the City Manager to execute an agreement between Rangwala Associates and the City of Fircrest for land use consultant services; seconded by Wittner.** George invited councilmember comment; George and Waltier commented on looking forward to the discussion and design charettes. George invited public comment; none were provided. **The Motion Carried (6-0 with Viafore absent).**

**PERSONNEL POLICIES AND PROCEDURES MANUAL UPDATE**

Pingel briefed the Council on the proposed amendments to the personnel policies and procedures manual, stating they were necessary due to the Public Works crew decertifying from their union earlier in the year. Pingel indicated the amendments would keep the personnel policies and procedures for the crew consistent in their transition to being non-represented employees. **Wittner MOVED to adopt Resolution No. 1636, adopting a Personnel Policies and Procedures manual for employees of the City of Fircrest and repealing Resolution No. 1581; seconded by Nixon.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0 with Viafore absent).**

**IT SERVICES: PRESENTATION AND DISCUSSION**

Sean Padget, Right Systems, Inc., briefed the Council on their proposal for information technology managed services, which included background, process, scope of work, backup and disaster recovery, vendor management, and professional services. There was a brief discussion on backup and disaster recovery, ticketing system, reporting, technology and business product reviews, contract limitations, and additional costs. Pingel briefed the Council on next steps and stated SS911 would provide interim services and that the proposal would be brought to Council at its January 14, 2020 meeting for approval.

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**ADJOURNMENT**

**Reynolds MOVED to adjourn the meeting at 7:05 P.M., seconded by Wittner. The Motion Carried (6-0 with Viafore absent).**

  
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Hunter T. George, Mayor

  
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Jessica Nappi, City Clerk