

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL (Meeting was held primarily by remote attendance)**

Mayor Hunter T. George called the regular meeting to order at 7:06 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Joe Barrentine, and Jamie Nixon were present. Councilmember Denny Waltier was absent and excused.

**PRESIDING OFFICER’S REPORT**

**A. Pool and Community Center Project**

Parks & Recreation Director Grover reported that the staff received the Operation and Maintenance manuals for the pool and the community Center has been demolished. The site exaction starts next week. Councilmember Reynolds commented that she would like the staff to consider conducting a price analysis on certifying lifeguards in-house for the 2021 swim season. City Manager Pingel reported that the staff intends to bring the ACH agreement with BricksRus.com to the meeting on November 24<sup>th</sup> and the proposed cost of the 8” x 8” brick is \$100. The bricks purchase option is slated to open on December 1<sup>st</sup>. Councilmember Viafore asked the staff to consider adding a disclaimer to the website that the bricks language is subject to City manager Approval. Pingel lastly reported that the major donation option for \$1000 or more will also be included in the December edition of Town Topics. Rick Little, 154 Harvard Ave, asked if the City intends to make a profit or break even on the bricks campaign. Pingel reported that there will be a net profit. Mayor George commented that the December edition of Town Topics will also introduce the Foundation and major donor rendering. Pingel presented the two major donor renderings for the pool and Community Center. Council comments included wanting to know the cost of the project. Pingel will report back once the final costs are received.

**CITY MANAGER COMMENTS**

City Manager Pingel briefed the Council ton the holiday sleigh ride. The dates will be December 16 and 17. The staff will work to get the information out as it becomes available.

**DEPARTMENT HEAD COMMENTS**

Acting Chief Celis reported that our Community Service Officer has returned to work and her return is going very well. Celis lastly reported that Halloween night was a success and social distancing was practiced.

Finance Director Corcoran reminded the Council that the first budget amendment reading will be on November 24<sup>th</sup> and the final reading will be on December 8<sup>th</sup>. Corcoran reported that we are short on the bond payment and that will be reflected in the amendment by a \$100,000 transfer into the Bond Debt Service fund.

**COUNCILMEMBER COMMENTS**

- Viafore; no comment provided.
- Reynolds commented that COVID-19 cases are rising, and hospitalizations increased by 25% over last week. Lastly, Reynolds commented that we need to be preparing for the chance that we could be receiving more CARES funds.
- Wittner; no comment provided.
- Barrentine; commented that Halloween was successful and is excited to see Christmas lights going up.

- Waltier; absent.
- Nixon: congratulated Twina Nobles on her Senate appointment.
- George: commented that he is concerned with the rise in COVID-19 cases and believes a response to mitigate the spread may be coming. George also thanks Police Officers Garcia and Villamor for stopping by his neighborhood and engaging the children. George acknowledged that the old community center held many memories for residents, and it is a meaningful site but is excited about what is to come. Lastly, George congratulated Ms. Leavitt, Mr. Bronoske, and Ms. Noble on their wins.

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

George invited public comment; the following individuals provided written and/ or oral comment:

- Rick Little, 154 Harvard Ave, commented on behalf of the Fircrest Parks & Recreation Foundation that he would like to thank the City for sharing consultant Briggs with the Foundation as her help was invaluable.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS**

**A. Administration**

Viafore reported that the City of Tacoma intends to cut the Fire Department budget and it could have effects on response times. Viafore also commented that the CARES grant money dispersed to businesses and renters is making a difference. Lastly, reminded Council to read the updates.

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

Waltier was absent.

**C. Finance, IT, Facilities**

Barrentine; no report provided.

**Other Liaison Reports**

City Manager Pingel reported that the Investment Committee met and discussed using Cumulative Reserves to fill the gap in the Park Bond Capital Fund. The potential loan would start in 2021. Councilmember comments included the other available options and explained why using Cumulative Reserves is the most viable with minimal risk and will save our taxpayers money. Finance Director Corcoran reported that an Ordinance for the interfund loan will be coming at the next regular meeting.

**CONSENT CALENDAR**

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 215680 through Voucher Check No. 215704 in the amount of \$91,950.00; approval of Voucher No. 215705 through Voucher Check No. 215766 in the amount of \$489,141.58; approval of Payroll Check Nos. 13973 through Payroll Check No. 13976 in the amount of \$8,591.88; approval of Payroll Check Nos. 13977 through Payroll Check No. 13982 in the amount of \$87,867.48; approval of Payroll Check Nos. 13983 through Payroll Check No. 13983 in the amount of \$105,999.76; Setting a Public hearing to receive comments on the 2020 comprehensive plan amendments, Title 22 Land Development Code amendments, including the adoption of a form-based code on November 24, 2020, at 7:15 PM; approval of October 19, 2020, Study Session Meeting Minutes; **Wittner MOVED to approve the Consent Calendar as amended; seconded by Barrentine. The Motion Carried (6-0).**

**PUBLIC HEARING**

There was no Public Hearing scheduled.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**A. Ordinance No. 1662: Adopting the Annual Budget for the Fiscal Year 2021**

Corcoran briefed the Council on the proposed ordinance adopting the annual budget for the fiscal year 2021, stating the total of the 2021 Budget, which included estimated revenues, expenditures, and fund balances, was \$36,028,698. **Viafore MOVED to adopt Ordinance No. 1662, adopting the annual budget of the City of Fircrest for the Fiscal Year 2021; seconded by Nixon.** George invited Councilmember comments; comments included expressing that this is the best budget we have had in a very long time and kudos to Council and the staff for doing such a great job. George invited public comment; none were provided. **The motion carried (6-0)**

**B. Resolution No. 1685: Department of Commerce Grant Contract**

City Manager Pingel provided an overview of the water meter replacement grant contract with the Department of Commerce. **Viafore MOVED to adopt Resolution No. 1685, authorizing the City Manager to execute a grant contract with the Washington Department of Commerce for \$194,000 for the Water Meter Replacement Program as approved by the Washington State Legislature through the State Capital Budget; seconded by Reynolds.** George invited Councilmember comments; comments included thanking legislators for ensuring that the City was awarded the funds to complete the water meter replacement project. George invited public comment; none were provided. **The motion carried (6-0)**

**C. Resolution No. 1686: Steilacoom Holiday Sleigh Contract**

City Manager Pingel reported that the only change to the contract is the end date of 2021. **Reynolds MOVED to adopt Resolution No. 1686, 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 comments; comments included being thankful we can continue the tradition although the event may look different this year. George invited public comment; none were provided. **The motion carried (6-0)**

**D. Ordinance No. 1663: Title 12, Building and Construction, adopting 2018 Code by reference**

Planning & Building Administrator Stahlnecker briefed the Council on the process to adopt the 2018 International Building Codes and reported that there has been a delay due to COVID-19. **Reynolds MOVED to adopt Ordinance No. 1663, amending Ordinance 1576 section 1 and FMC 12.04.020 adopting by reference the international and uniform codes as amended by the State Building Code Council; seconded by Wittner.** George invited Councilmember comments; comments included clarifying that we do not have to enforce Appendix U, which details residential sprinklers. Stahlnecker reported that if a resident chose

to install sprinklers, Appendix U would be used to ensure the sprinklers are compliant. George invited public comment; none were provided. **The motion carried (6-0).**

**E. Resolution No. 1687: Jeff Boers and Associates Contract Amendment**

Planning & Building Administrator Stahlnecker reported that the only change to the contract is the end date of 2021. **Viafore MOVED to adopt Resolution No. 1687, authorizing the City Manager to execute an amendment to the contract for planning services with Jeff Boers and Associates in 2021; seconded by Wittner.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (6-0).**

**F. Resolution No. 1688: Law Offices of Susan Elizabeth Drummond, PLLC Contract Amendment**

Planning & Building Administrator Stahlnecker reported that the only change to the contract is the end date of 2021. **Wittner MOVED to adopt Resolution No. 1688, authorizing the City Manager to execute an amendment to the contract for special legal counsel for land use matters with the Law Offices of Susan Elizabeth Drummond, PLLC in 2021; seconded by Barrentine.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (6-0).**

**G. Resolution No. 1689 NW GIS Consulting, LLC Contract Amendment**

Planning & Building Administrator Stahlnecker reported that the only change to the contract is the end date of 2021. **Viafore MOVED to adopt Resolution No. 1689, authorizing the City Manager to execute an amendment to the contract for on-call GIS support services with the NW GIS Consulting, LLC in 2021; seconded by Wittner.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (6-0).**

**H. Resolution No. 1690: Olbrechts & Associates, PLLC Contract Amendment**

Planning & Building Administrator Stahlnecker reported that the only change to the contract is the end date of 2021. **Wittner MOVED to adopt Resolution No. 1690 authorizing the City Manager to execute an amendment to the contract for hearing examiner services with Olbrechts & Associates, PLLC in 2021; seconded by Viafore.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (6-0).**

**I. Resolution No. 1691: Sound Inspection LLC Contract Amendment**

Planning & Building Administrator Stahlnecker reported that the only change to the contract is the end date of 2021. **Wittner MOVED to adopt Resolution No. 1691, authorizing the City Manager to execute an amendment to the contract for building official services with Sound Inspection LLC in 2021; seconded by Barrentine.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (6-0).**

**J. Resolution No. 1692: Summit Law Contract Amendment**

City Manager Pingel reported that the changes to the contract amendment are the hourly rate for John Lee increased \$5.00 per hour and the end of the term is 2021. **Wittner MOVED to adopt Resolution No. 1692, authorizing the City Manager to execute Amendment #14 to the professional services agreement with Summit Law for personnel legal services; seconded by Barrentine.** George invited Councilmember comments; comments included that Summit Law is a fantastic group and the staff has access to free webinars. George invited public comment; none were provided. **The motion carried (6-0).**

**K. Resolution No. 1693: Dude Solutions Asset Management Agreement**

Public Works Director Wakefield reported **Wittner MOVED to adopt Resolution No. 1693, authorizing the City Manager to execute a Professional Services Agreement with Dude Solutions, Inc. for providing Asset Essential software subscription services; seconded by Barrentine.** George invited Councilmember comments; none were provided. George invited public comment; none were provided. **The motion carried (6-0).**

**CALL FOR FINAL COMMENTS**


Viafore; commented that the spotlight at the intersection of Alameda and Princeton Street is out. Pingel; reported that tomorrow is Veteran's Day and City buildings are closed.

**EXECUTIVE SESSION**

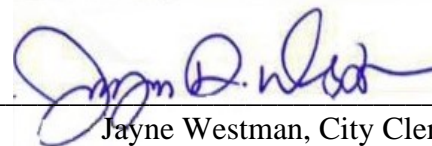
No Executive Session was scheduled

**ADJOURNMENT**

**Reynolds MOVED to adjourn the meeting at 8:25 P.M., seconded by Nixon. The Motion Carried (6-0).**



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Hunter T. George, Mayor



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Jayne Westman, City Clerk