

**RECORD OF PROCEEDINGS
MINUTES OF THE REGULAR MEETING
OF THE TOWN COUNCIL OF THE TOWN OF FRISCO
MARCH 24, 2020**

Mayor Wilkinson called the meeting to order at 7:00 p.m. Town Clerk Deborah Wohlmuth called the roll.

Present: Jessica Burley
Dan Fallon
Rick Ihnken
Hunter Mortensen
Deborah Shaner
Melissa Sherburne
Gary Wilkinson

Absent:

Public Comment:

There was no public comment.

Council Comment:

Mayor Wilkinson thanked staff for their efforts during this health emergency.

Council member Fallon thanked staff for keeping the Nordic trails groomed and open.

Mayor Pro-Tem Mortensen noted the activity levels at trail heads, and indicated that the County is working on messaging concerning this issue.

Manager Nancy Kerry also acknowledged staff's hard work.

Consent Agenda:

Minutes March 10, 2020 Meeting

MOTION: COUNCIL MEMBER MORTENSEN TO APPROVE THE CONSENT AGENDA AS PRESENTED. SECOND, COUNCIL MEMBER SHANER. VOTE:

BURLEY	YEA	SHANER	YEA
FALLON	YEA	SHERBURNE	YEA
IHNKEN	YEA	WILKINSON	YEA
MORTENSEN	YEA	MOTION CARRIED.	

New Business:

Agenda Item #1: First Reading Ordinance 20-06, an Ordinance Amending Chapter 87 of the Code Ordinances of the Town of Frisco, Concerning Excavation Permit Applications; 87-5, Concerning Fees and Bonds, 87-7, Concerning Performance Requirements; 87-10 Concerning Cuts and Backfill; and 87-14, Concerning the Duty to Inform the Public Works Director of Pipe

Locations STAFF: ADDISON CANNINO 1) MAYOR OPENS PUBLIC HEARING 2) STAFF REPORT 3) PUBLIC COMMENTS 4) MAYOR CLOSSES PUBLIC HEARING 5) COUNCIL DISCUSSION 6) MOTION MADE 7) MOTION SECONDED 8) DISCUSSION ON MOTION 9) QUESTION CALLED

Assistant Public Works Director Addison Cannino stated that in early in 2019, Public Works staff analyzed Chapter 87, Excavations, of Town Code, and decided that it was necessary to change multiple sections of the code. These changes addressed fees and bonding, Town staff in charge of permits (or their designee), construction practices that fall in line with Street Design and Access Criteria, traffic control and other safety measures. Mayor Wilkinson opened the public hearing at 7:05 p.m. There being no public comment, Mayor Wilkinson closed the public hearing at 7:08 p.m.

MOTION: COUNCIL MEMBER FALLON MOVED TO APPROVE ON FIRST READING ORDINANCE 20-06, AN ORDINANCE AMENDING CHAPTER 87 OF THE CODE ORDINANCES OF THE TOWN OF FRISCO, CONCERNING EXCAVATION PERMIT APPLICATIONS; 87-5, CONCERNING FEES AND BONDS, 87-7, CONCERNING PERFORMANCE REQUIREMENTS; 87-10 CONCERNING CUTS AND BACKFILL; AND 87-14, CONCERNING THE DUTY TO INFORM THE PUBLIC WORKS DIRECTOR OF PIPE LOCATIONS. SECOND, COUNCIL MEMBER MORTENSEN. VOTE:

BURLEY	YEA	SHANER	YEA
FALLON	YEA	SHERBURNE	YEA
IHNKEN	YEA	WILKINSON	YEA
MORTENSEN	YEA	MOTION CARRIED.	

Old Business:

Agenda Item #2: Second Reading Ordinance 20-03, an Ordinance Amending Chapters 65 and 180 of the Code of Ordinances of the Town of Frisco, Concerning Building Construction and Housing Standards, and the Unified Development Code, Respectively, by Amending Subsection 180-2.3.2.C, Concerning Development Review Fees, and Section 65-13, Concerning Construction Permit Fees, to Provide a Limited Fee Exemption to Governmental and Quasi-Governmental Entities STAFF: BILL GIBSON 1) MAYOR OPENS PUBLIC HEARING 2) STAFF REPORT 3) PUBLIC COMMENTS 4) MAYOR CLOSSES PUBLIC HEARING 5) COUNCIL DISCUSSION 6) MOTION MADE 7) MOTION SECONDED 8) DISCUSSION ON MOTION 9) QUESTION CALLED

Assistant Community Development Director Bill Gibson stated that this ordinance amends the Frisco Unified Development Code (UDC) and the Building Construction and Housing Standards to waive permit fees, not to exceed \$1,000 in value, associated with public projects by other governmental and quasi-governmental agencies. Mayor Wilkinson opened the public hearing at 7:10 p.m. There being no public comment, Mayor Wilkinson closed the public hearing at 7:11 p.m.

MOTION: COUNCIL MEMBER BURLEY MOVED TO APPROVE ON SECOND READING ORDINANCE 20-03, AN ORDINANCE AMENDING CHAPTERS 65 AND 180 OF THE CODE OF ORDINANCES OF THE TOWN OF FRISCO, CONCERNING BUILDING CONSTRUCTION AND HOUSING STANDARDS, AND THE UNIFIED DEVELOPMENT CODE, RESPECTIVELY, BY AMENDING SUBSECTION 180-2.3.2.C, CONCERNING DEVELOPMENT REVIEW FEES, AND SECTION 65-13, CONCERNING CONSTRUCTION PERMIT FEES, TO PROVIDE A

LIMITED FEE EXEMPTION TO GOVERNMENTAL AND QUASI-GOVERNMENTAL ENTITIES. SECOND, COUNCIL MEMBER FALLON. VOTE:

BURLEY	YEA	SHANER	YEA
FALLON	YEA	SHERBURNE	YEA
IHNKEN	YEA	WILKINSON	YEA
MORTENSEN	YEA	MOTION CARRIED.	

Agenda Item #3: Second Reading Ordinance 20-05, an Ordinance Amending Chapter 110 of the Code of Ordinances of the Town of Frisco, Concerning the Licensing of Businesses, by Amending Subsection 110-39.C, to Simplify the Process for Renewal of a License for Short-Term Rental Property STAFF: DON REIMER 1) MAYOR OPENS PUBLIC HEARING 2) STAFF REPORT 3) PUBLIC COMMENTS 4) MAYOR CLOSSES PUBLIC HEARING 5) COUNCIL DISCUSSION 6) MOTION MADE 7) MOTION SECONDED 8) DISCUSSION ON MOTION 9) QUESTION CALLED

Community Development Director Don Reimer stated that staff is recommending provisions of the short term rental license renewal process be revised to simplify the process. These regulations have been in place for a sufficient period of time for staff to determine that the current requirements for renewal would prove cumbersome for the Town's short-term rental taxpayers and that the information provided with the original license application could be re-certified by the taxpayer, unless the information provided in those original documents is no longer valid. Only those whose information has changed would be required to submit updated documentation. Not only would this simplify the process for the Town's short-term property owners, this would greatly reduce the amount of time staff needs to process renewals. Mayor Wilkinson opened the public hearing at 7:11 p.m. There being no public comment, Mayor Wilkinson closed the public hearing at 7:12 p.m.

MOTION: COUNCIL MEMBER FALLON MOVED TO APPROVE ON SECOND READING ORDINANCE 20-05, AN ORDINANCE AMENDING CHAPTER 110 OF THE CODE OF ORDINANCES OF THE TOWN OF FRISCO, CONCERNING THE LICENSING OF BUSINESSES, BY AMENDING SUBSECTION 110-39.C, TO SIMPLIFY THE PROCESS FOR RENEWAL OF A LICENSE FOR SHORT-TERM RENTAL PROPERTY SECOND, COUNCIL MEMBER BURLEY. VOTE:

BURLEY	YEA	SHANER	YEA
FALLON	YEA	SHERBURNE	YEA
IHNKEN	YEA	WILKINSON	YEA
MORTENSEN	YEA	MOTION CARRIED.	

Agenda Item #4: Town of Frisco Financial Impacts from COVID-19, Establishment of Strategic Economic Response Team STAFF: NANCY KERRY 1) MAYOR OPENS PUBLIC HEARING 2) STAFF REPORT 3) PUBLIC COMMENTS 4) MAYOR CLOSSES PUBLIC HEARING 5) COUNCIL DISCUSSION 6) MOTION MADE 7) MOTION SECONDED 8) DISCUSSION ON MOTION 9) QUESTION CALLED

Town Manager Nancy Kerry gave an overview and answered questions about the current COVID-19 situation. Council considered directing all capital projects not critical to operations to be put on hold; directing staff to offer residents and businesses the opportunity to defer their water utility payments for one quarter without interest or penalties; and directing staff to work with local business community to develop a business assistance program consisting of a variety

of financial, marketing, and promotional support to encourage local shopping once the public health orders allow. Council also discussed Sales Tax Deferment in recognition of some interest among Town Council to consider allowing local businesses to retain a portion or all of the Town's sale tax revenues collected by local retailers on the Town's behalf, by potentially offering to local Frisco businesses (non-corporate) who have been ordered closed to the public, the ability to borrow the Town's sales tax without interest, or penalty, by deferring the April 20, and May 20, 2020 payments for up to 90 days. Staff would return to the Council frequently to evaluate the policy decision for expansion or termination. Should the Council wish to proceed in this direction, staff would return with an ordinance requiring two readings of the Town Council.

Adjourn:

There being no further business, the meeting adjourned at 8:40 p.m.

Respectfully Submitted,

Deborah Wohlmuth, CMC
Town Clerk