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**CITY OF FIRCREST  
ORDINANCE NO. 1741**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,  
AMENDING FIRCREST MUNICIPAL CODE (FMC) SECTION 1.04.020  
RELATING TO PUBLIC WORKS FACILITY OPERATING HOURS;  
AMENDING FMC 1.04.030 RELATING TO COMMUNITY CENTER  
OPERATING HOURS; ADOPTING A NEW FMC SECTION 1.04.050  
RELATING TO HOLIDAY CLOSURES AND TEMPORARY  
ADJUSTMENTS TO OPERATING HOURS OF CITY OFFICES AND  
FACILITIES; PROVIDING FOR SEVERABILITY; AND  
ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, RCW 35A.21.070 provides that all code cities shall prescribe the days and hours of operation of City offices for the transaction of business; and

**WHEREAS**, by Ordinance No. 1238, codified at Fircrest Municipal Code (“FMC”) Section 1.04.010, the City of Fircrest (“City”) established office hours for the transaction of business at City Hall; and

**WHEREAS**, Ordinance No. 1238, codified at FMC 1.04.020, established office hours for the transaction of business for the City’s public works facility; and

**WHEREAS**, Ordinance No. 1435, codified at FMC 1.04.030, modified office hours for the transaction of business at the City’s Community Center; and

**WHEREAS**, Resolution No. 1980 authorized the City Manager to execute a collective bargaining agreement with Teamsters Local Union No. 117 (“CBA”), which adjusts public works facility hours; and

**WHEREAS**, the City Council finds that the existing public works office hours should be modified to align with the hours of operation specified in the CBA; and

**WHEREAS**, the City Council also finds that the existing Community Center hours should be modified to align with current City activities; and

**WHEREAS**, the City Council desires to adopt a new section within Chapter 1.04 of the FMC to allow for flexibility in the hours of operation for City offices and facilities, as deemed necessary and appropriate by the City Manager to ensure the efficient operation of the City and its facilities and to establish provisions for holiday closures;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FIRCREST DO  
ORDAIN AS FOLLOWS:**

**Section 1. FMC 1.04.010 (City Hall Hours for Transaction of Business), Amended.**  
Fircrest Municipal Code Section 1.04.010 (City Hall hours for transaction of business) is hereby amended to read as follows:

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**1.04.010 City Hall hours for transaction of business.**

Normal office hours for City Hall for the transaction of business shall be from 8:00 a.m. to 5:00 p.m., Monday through Friday.

**Section 2. FMC 1.04.020 (Public Works Facility Hours for Transaction of Business), Amended.** Fircrest Municipal Code Section 1.04.020 (Public works facility hours for transaction of business) is hereby amended to read as follows:

**1.04.020 Public Works Facility hours for transaction of business.**

Normal office hours for the Public Works Facility for the transaction of business shall be from 8:00 a.m. to 4:30 p.m., Monday through Friday. As authorized by the City Manager, normal Public Works office hours shall be from 7:00 a.m. to 3:30 p.m., Monday through Friday, during the period beginning on the Monday following the start of Daylight Saving Time and ending on the last Friday before the return to Standard Time.

**Section 3. FMC 1.04.030 (Community Center Hours for Transaction of Business), Amended.** Fircrest Municipal Code Section 1.04.020 (Public works facility hours for transaction of business) is hereby amended to read as follows:

**1.04.030 Community Center hours for transaction of business.**

Normal office hours for the Community Center for the transaction of business shall be from 8:00 a.m. to 9:00 p.m., Monday through Friday, and from 9:00 a.m. to 5:00 p.m., each Saturday and Sunday.

**Section 4. New FMC Section 1.04.050 (Temporary Adjustments to Hours of Operation for City Offices and Facilities), Adopted.** A new Fircrest Municipal Code Section 1.04.050, to be entitled "Temporary adjustments to hours of operation for City officers and facilities," is hereby adopted to read as follows:

**1.04.050 Temporary adjustments to hours of operation for City offices and facilities.**

The City Manager is authorized to temporarily adjust the hours of operation for City offices and facilities on a short-term basis, as necessary, to ensure the efficient and effective delivery of City services or to address specific needs or special circumstances, with concurrence of the Mayor.

**Section 5. Corrections.** The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance, including, but not limited to, the correction of scrivener/clerk errors, references, ordinance numbering, section/subsection numbers, and any references thereto.

**Section 6. Severability.** If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

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**Section 7. Effective Date.** This ordinance shall take effect five days after its passage, approval, and publication as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON,** at a regular meeting thereof this 22nd day of July, 2025.

**APPROVED:**

  
\_\_\_\_\_  
Shannon Reynolds, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

Publication Date:

Effective Date: