**City Council Meeting - Hybrid (In-Person & Electronic) (Tuesday, March 28, 2023)**
*Generated by Sherri St Clair on Tuesday, March 28, 2023*

## 1. Opening Items.
Procedural: 1.01 Call To Order

**Mayor Hernández called the meeting to order at 7:02 PM.**

Procedural: 1.02 Roll Call

PRESENT:

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| Mayor - | Norma L. Hernández |
| Council Members – | Paul Jessup, Michael Cleveland, Loren Peterson, Melodie Williams (left at 7:58 PM), Heather Schermann, Monica Boyle |
| Staff- | Administrator, Mike Rizzitiello; City Attorney, Rea Culwell; Finance Director, Brian Carleton; Fire Chief, David Winter; Community Development Director, Jon Rickard; Director of Public Works, Robert McAndrews; City Clerk, Sherri St. Clair |

MEMBERS EXCUSED: Tito Espinoza Jr.
MEMBERS ABSENT:

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None

## 2. Consent Agenda.
Action (Consent): 2.01 AB 23074 - Approve Agenda for March 28, 2023
Action (Consent), Minutes: 2.02 AB 23075 - Approve Council Minutes from February 28, 2023
Action (Consent), Minutes: 2.03 AB 23076 - Approve Council Workshop Minutes from March 7, 2023
Action (Consent): 2.04 AB 23077 - December 2022 Check Register/Financial Reports
Action (Consent): 2.05 Approve Absence of Council Member Espinoza
Action (Consent): 2.06 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

**Council Member Boyle made a motion to approve the consent agenda. Second by Member Jessup and the motion passed 6-0.**

## 3. Presentations. - None

## 4. Public Hearings. - None

## 5. Action Items.
Action: 5.01 AB 23078 - Engineering for Rose Street Roadway Re-Channelization -
Mr. McAndrews informed the Council that Rose Street was re-channelized up to Lambert Ave during construction for the CARS project. However, Lambert Ave to Carey Court was never addressed. Mr.

McAndrews informed Council that the City of Walla Walla is planning a road re-channelization for their portion of Rose Street in 2024. Mr. Rizzitiello informed the Council that if the road section between Lambert Ave to Carey Court is not reconstructed, after Walla Walla's road construction is finished there would be odd transitions where each City's portion of the road meets. The City is proposing to engineer a re-channelization to provide a safe and seamless avenue of travel.

Discussion ensued.

> **Council Member Peterson made a Motion to authorize City Administrator to sign agreement for engineering services for the Rose Street Re-Channelization project (Carey Court to NE Lambert Avenue). Second by Member Williams and the motion passed 6-0.**

Action: 5.02 AB 23079 - Chip Seal Contract with Walla Walla County -
Mr. McAndrews informed the Council that in the past, the City has contracted with Walla Walla County to provide chip seal services for City streets. Mr. McAndrews added that the County has provides an estimate of costs for streets scheduled to recieve chip seal in 2023.

Discussion ensued.

> **Council Member Boyle made a motion to allow the Public Works Director to sign the Reimbursable Work Agreement with Walla Walla County Public Works for performing the 2023 chip seal work. Second by Member Cleveland and the motion passed 6-0.**

Action: 5.03 AB 23080 - Vespr Parking Agreement -
Ms. Culwell informed the Council that there is a apartment complex being developed in close proximity to the City of College Place Municipal Campus. The size of the property on which the apartment complex is being built does not support the number of parking spaces required per the City's development code. The City has proposed to provide seven parking spaces at the City Hall campus to meet requirement needs.

Discussion ensued.

> **Council Member Jessup made a motion to approve the Vespr Parking Agreement and to authorize the Mayor or City Administrator to execute the agreement. Second by Member Peterson and the motion passed 6-0.**

Action: 5.04 AB 23081 - Fire Department Water Heater Replacement Project -
Mr. Rickard informed the Council that the College Place Fire Department has two water heaters that supply HVAC hot water and domestic hot water. Both of the water heaters are in need of replacement. The City requested proposals from plumbing contractors and after review, the City recommend rewarding the job to JRT Mechanical.

Discussion ensued.

> **Council Member Peterson made a motion to aurhtorize the City Administrator to enter into contract with JRT Mechanical in the amount not to exceed $34,795.00. Second by Member Schermann and the motion passed 6-0.**

Action: 5.05 AB 23082 - Historic Cemetery Grant - Poor Farm Monument Sign -
Mr. Rickard informed the Council that the City is a recipient of a $28,000.00 grant from the Department of Archeology and Historic Preservation to install a granite monument sign at the Poor Farm Cemetery in Country Estates. Mr. Rickard noted that about 700 people have been buried in the cemetery, approximately

450 known burials from County records. Ground penetrating radar has also been used to identify the locations of burials within the cemetery.

Discussion ensued.

**Council Member Peterson made a motion to authorize City Staff to enter into a purchase agreement and work order with Wylie Monument in an amount not to exceed $38,104.00. Second by Member Boyle and the motion passed 6-0.**

Action: 5.06 AB 23083 - Resolution of Support for State Community Forestry Grant Applications for Veterans Park Tree Planting and SW Mojonnier Rd (College to Bluvue) Tree Planting and Irrigation Work -
Mr. Rizzitiello informed the Council that the City is eligible for the State Department of Natural Resources Community Forestry Grant. Mr. Rizzitiello would like to apply for two grant applications. One application to plant trees at Veterans Park and another application to plant trees and install irrigation as part of the SW Mojonnier reconstruction project.

Discussion ensued.

**Council Member Jessup made a motion to adopt Resolution #23-022 which authorizes and supports applications to the State Department of Natural Resources Community Forestry Grant Program for trees at Veterans Park and trees/irrigation along SW Mojonnier Rd. (College to Bluvue) right-of-way. Second by Member Boyle and the motion passed 6-0.**

Action: 5.07 AB 23084 - Federal Lobbyist - Desimone Consulting -
Mr. Rizzitiello informed the Council that the City has many earmark requests. In order to facilitate community projects, the City is proposing hiring a Federal Lobbyist and is requesting to sign a one-year agreement with Desimone Consulting.

Discussion ensued.

**Council Member Peterson made a motion to approve a one year agreement with Desimone Consulting. Second by Member Williams and the motion passed 6-0.**

Council Member Williams left the meeting at 7:58 PM.

Action: 5.08 AB 23085 - FY 2023 Community Grant Program Recommended Allocations -
Mr. Rizzitiello informed the Council that members of the Ad-Hoc Committee made the following funding recommendations: Full $500.00 request to the City of Walla Walla Bikes and Ped Committee, the full $5,000.00 request to Walla Walla Sustainable Living Center, the full $4,000.00 request to Sonbridge Center for Better Living, $3,450.00 to Common Roots Land Trust, $1,610.00 to the Walla Walla University Tool Library, $102.00 to Accessible Walla Walla, $30.00 to the Garrison Creek Heights HOA, and $308.00 to Enactus.

Discussion ensued.

**Council Member Cleveland made a motion to approve Resolution #23-023 fiscal year 2023 Community Grant allocations. Second by Member Boyle and the motion passed 5-0.**

Action: 5.09 AB 23086 - City Information Technology Services -
Mr. Rizzitiello informed the Council that Intermountain Education Service District has announced that they are discontinuing services on June 30, 2023. Mr. Rizzitiello noted that are a few options, one would be to create an in-house IT department but there is a possibility of potential employee retention in the future. Another would be to contract out services as the City has previously done, but has experienced a delay in

response to resolving key issues. The other would be to create an IT Analyst Possition and issue a Request for Managed IT Services.

Discussion ensued.

**Council Member Boyle made a motion to direct the City Administrator to pursue hybrid option (create IT Analyst position and issue RFQ for managed IT services). Second by Member Cleveland and the motion passed 5-0.**

Action: 5.10 AB 23087 - Pavement Rating Study -
Mr. Rizzitiello informed the Council that the City contracted to have a Pavement Rating Study conducted to inventory the City's streets. The City is requesting that Council approve the Pavement Rating Study.

**Council Member Jessup made a motion to adopt Resolution #23-024 which accepts the Pavement Management Report. Second by Member Peterson and the motion passed 5-0.**

**6. Administrative Reports.** - None

**7. Informational Reports.**
Information: 7.01 AB 23088 - CPPD Monthly Report

**8. Executive Session.** - None

**9. Closing Items.**
Discussion, Information: 9.01 Good of the Order?
It was recommeded that the City contact Wal-Mart to address the broken fence at the parking lot entrance.

Action: 9.02 Conclusion -

**Council Member Cleveland made a motion to conclude the meeting at 8:21 PM. Second by Member Boyle and with no objection, the meeting concluded.**

Approved:

DocuSigned by:
Norma L. Hernandez
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Norma L. Hernández – Mayor

Attest:

DocuSigned by:
Sherri St.Clair
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Sherri St. Clair – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred March 28, 2023. Further detail may be obtained by reviewing the actual audio recording made during this session.