

City Council Meeting - Hybrid (In-Person & Electronic) (Tuesday, January 23, 2024)
Generated by Sherri St Clair on Tuesday, January 23, 2024

1. Opening Items.

Procedural: 1.01 Call To Order

Mayor Hernández called the meeting to order at 7:01 PM.

Procedural: 1.02 AB 24014 - Oath of Office - Paul Jessup - Council Position 1 and Monica Boyle - Council Position 7

The City Clerk administered the Oath of Office to Council Member Monica Boyle.

Clerk note: Council Member Paul Jessup was not present.

Procedural: 1.03 Roll Call

PRESENT:

Mayor - Norma L. Hernández

Council Members – Michael Cleveland; Tito Espinoza; Loren Peterson; Melodie Williams; Heather Schermann; Monica Boyle

Staff- City Administrator, Michael Rizzitiello; Finance Director, Brian Carleton; City Attorney, Rea Culwell; Public Works Director, Robert McAndrews; HR Manager, Shawn Doering; Community Development Director, Jon Rickard; Deputy City Clerk, Athen Reid; City Clerk, Sherri St. Clair

Also Present - Gregg Dohrn - G.R. Dohrn and Associates
Scott Bauer - Northwest Municipal Advisors
Ryan Neumeister - Northwest Municipal Advisors

MEMBERS EXCUSED:

MEMBERS ABSENT:

Paul Jessup

Procedural: 1.04 Pledge of Allegiance

Information: 1.05 Public Comment - None

2. Consent Agenda.

Action (Consent): 2.01 AB 24015 - Approve Agenda for January 23, 2024

Action (Consent), Minutes: 2.02 AB 24016 - Approve Council Minutes from January 9, 2024

Action (Consent): 2.03 AB 24017 - Purchase of Traffic Paint for Routine Road Maintenance

Action (Consent): 2.04 AB 24018 - Salary Ordinance No. 24-001

Action (Consent): 2.05 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 Schermann made a motion to approve the consent agenda. Second by Member Boyle and the motion 6-0.

3. Presentations - None

4. Public Hearings - None

5. Action Items.

Action: 5.01 AB 24019 - Agreement for Professional Services for Analysis to Develop Improvement Options and Costs for SE Corner of Lamperti/College Ave Intersection -

Mr. McAndrews informed the Council that there have been multiple accidents at the SE corner of Lamperti and the College Avenue intersection. The City has contacted JUB Engineers about analyzing safety improvements in this area. The City is requesting to sign an agreement to analyze and develop improvement options and costs for the intersection.

Council Member Cleveland made a motion to authorize Public Works Director to sign Professional Services Agreement with JUB Engineers for \$38,400 to analyze and develop improvement options and costs for the SE corner of Lamperti and College Ave intersection. Second by Member Williams and the motion passed 6-0.

Discussion ensued.

Action: 5.02 AB 24020 - Award Contract to J-U-B Engineers for Veterans Park Engineering -

Mr. Rizzitiello informed the Council that the City received a grant for the State Recreation Conservation Office Youth Facility Grant program to add recreational items to the park. The City would like to sign a contract with JUB Engineers to conduct engineering activities for the Veterans Park Project. Mr. Rizzitiello anticipates that if approved, the engineering would be completed this year and construction could begin the following year.

Discussion ensued.

Council Member Boyle made a motion to adopt Resolution #24-001 permitting City Administrator to sign contract with J-U-B Engineers to conduct engineering activities on the Veterans Park project for \$62,000 with a contingency of 10% (\$6,200) not to exceed \$68,200. Second by Member Peterson and the motion passed 6-0.

Action: 5.03 AB 24021 - Revision to City Council Rules Adding Rules Addressing Public Comment and Public Testimony -

Ms. Culwell presented the amendment to the City Council Rules that addresses public comment and public testimony. City staff was requested to explore options to prevent disruptions in regards to recent incidences that have occurred at Council Meetings. Ms. Culwell informed the Council that the changes would require anyone interested in making a public comment or testimony register 24 hours in advance of the meeting unless they meet the physical attendance requirements.

Discussion ensued.

Council Member Schermann made a motion to approve Resolution No. 24-002, a resolution by the City Council of the City of College Place, Washington, amending rules of conduct for council meetings established in City Resolution 20-003. Second by Member Williams and the motion passed 6-0.

Action: 5.04 AB 24022 - Agreement with Northwest Municipal Advisors (NWMA) to provide financing services for the TIF bond issuance -

Mr. Carleton introduced Ryan Neumeister and Scott Bauer from Northwest Municipal Advisors (NWMMA). Mr. Carleton informed the Council that of the 4 projects outlined in the Tax Increment Financing (TIF) analysis, \$8.7 million of the total \$19.3 million was identified as the TIF financing amount. In addition, Mr. Carleton noted that this is the first time the City has gone through the process of bond financing and recommends seeking outside advisors to determine the best financing option. Mr. Bauer provided an overview of NWMMA's services.

Discussion ensued.

Council Member Williams made a motion to adopt Resolution No. 24-003 which authorizes the City Administrator to sign the professional services agreement with Northwest Municipal Advisors to provide financing services for selection of funding of the TIF Bond for a cost not to exceed \$20,000. Second by Member Boyle and the motion passed 6-0.

Action: 5:05 AB 24023 - College Place Unified Development Code - Update -

Mr. Rickard provided an overview of the changes to the College Place Unified Development Code (UDC) which included: changes to the College Place Municipal Code (CPMC) 14.30 Permit Processing Procedures, CPMC 14.60.170 Accessory Buildings, Structures, Dwelling Units, and Uses, CPMC 14.40.140 Categorical Exemptions, CPMC Mobile Vendors, CPMC Vendor Food Courts, CPMC 14.60.145 Temporary Use of Sidewalks and Public Spaces, CPMC 14.120 Building and Construction, with additional minor amendments to other categories. Mr. Dohrn informed the Council that changes were made to the Mobile Food Vendors section to clarify the intent and language since the recommendation to Council by the Planning Commission.

Discussion ensued.

Council Member Peterson made a motion to approve Ordinance No. 24-002. Second by Member Boyle and the motion passed 6-0.

6. Administrative Reports.

Discussion, Information: 6.01 AB 24024 - Economic Development Fliers for FY 2024 -

Mr. Rizzitiello informed the Council that the City has a general marketing flier as well as corridor specific fliers for downtown College Place, Myra Road, and the Meadowbrook and Stone Creek area. Mr. Rizzitiello presented the key takeaways from the Downtown flier.

Discussion ensued.

7. Informational Reports - None

8. Executive Session - None

9. Closing Items.

Discussion, Information: 9.01 Good of the Order?

Council Member Peterson congratulated Public Works Director, Robert McAndrews, regarding Public Works Staff's on taking care of the streets and intersections during the winter weather.

Discussion ensued.

Council Member Espinoza made a comment regarding the student's use of the crosswalks at the Walla Walla University during the winter season.

Discussion ensued.

Action: 9.02 Conclusion - Motion to Conclude the Meeting.

Council Member Peterson made a motion to conclude the meeting at 8:01 PM. Second by Member Cleveland and with no objection, the meeting concluded.

Approved:

DocuSigned by:

Norma L. Hernandez

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Norma L. Hernandez – 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 January 23, 2024. Further detail may be obtained by reviewing the actual audio recording made during this session.