City Council Meeting - Hybrid (In-Person & Electronic) (Tuesday, May 28, 2024)
Generated by Sherri St Clair on Tuesday, May 28, 2024

1. Opening Items.
Procedural: 1.01 Call To Order

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

Procedural: 1.02 Roll Call

PRESENT:

Mayor -	Norma L. Hernández
Council Members –	Paul Jessup; Loren Peterson; Melodie Williams; Monica Boyle
Staff-	City Administrator, Michael Rizzitiello; Finance Director, Brian Carleton; City Clerk, Sherri St. Clair
Also Present -	
MEMBERS EXCUSED:	Michael Cleveland; Tito Espinoza; Heather Schermann
MEMBERS ABSENT:	

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None

2. Consent Agenda.
Action (Consent): 2.01 AB 24119 - Approve Agenda for May 28, 2024
Action (Consent), Minutes: 2.02 AB 24120 - Approve Council Minutes from May 14, 2024
Action (Consent): 2.03 AB 24121 - Surplus of City Vehicles and Equipment
Action (Consent): 2.04 AB 24122 - February Financials
Action (Consent): 2.05 Excusing the Absence of Council Members Cleveland. Espinoza, and Schermann
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 Williams and the motion passed 4-0.

3. Presentations.
Information: 3.01 AB 24123 - Ride Transit Month Proclamation -
Mayor Hernandez read the Ride Transit Month Proclamation.

4. Public Hearings.

Procedural: 4.01 Procedure for Public Testimony

Procedural: 4.02 AB 24124 - Contract Closeout Hearing for the CDBG Sidewalk Project on SW 6th St and SW 8th St -
Mr. Rizzitiello informed the Council that as a requirement for Community Development Block Grant (CDBG), the Washington State Department of Commerce requires a closeout hearing. The projects funded by the CDBG include six foot sidewalk on SW 6th Street between College Avenue and Davis Street as well as SW 8th Street between College Avenue and Bade Street.

Mayor Hernández opened the public hearing at 7:07 PM

Testimony: None

Council Member Boyle made a motion to close the public hearing at 7:08 PM. Second by Council Member Jessup and the motion passed 4-0.

Procedural: 4.03 AB 24125 - Community Development Block Grant 2024 Application - Safewalk College Place -
Mr. Rizzitiello informed the Council that the City is eligible to apply for another Community Development Block Grant (CDBG) for two census block groups that qualify for funding. Mr. Rizzitiello explained that the City would like to apply for the grant to add over 1700 linear feet of sidewalk on NW B Street and SW 2nd Avenue.

Mayor Hernández opened the public hearing at 7:10 PM

Testimony: None

Council Member Peterson made a motion to close the public hearing at 7:11 PM. Second by Council Member Boyle and the motion passed 4-0.

5. Action Items.
Action: 5.01 AB 24126 - Community Development Block Grant (CDBG) 2024 Application - Safewalk College Place -
Mr. Rizzitiello informed the Council that this item was previously presented in item 4.03. The City is requesting a resolution of support to apply for the 2024 Community Development Block Grant to fund sidewalks on NW B Street and SW 2nd Street.

Discussion ensued.

Council Member Peterson made a motion to approve Resolution No. 24-038 which authorizes City Administrator to submit 2024 CDBG Resolution to the State for over 1,700 feet of new concrete sidewalk on SW 2nd Street and NW B Street. Second by Member Boyle and the motion passed 4-0.

Action: 5.02 AB 24127 - New Strategic Plan (FY 2025 to 2033) -
Mr. Rizzitiello informed the Council that the City is nearing the end of the current Strategic Plan and noted that four new elected officials have entered office since the current strategic plan was created. Mr. Rizzitiello reached out to several consultants and recommends the City contract with Mr. Ratkai from Sageland Strategic.

Council Member Jessup made a motion to approve Resolution No. 24-039 which authorized the City Administrator to sign the strategic plan consulting contract to Sageland Strategies LLC for an amount not to exceed $28,950.00. Second by Member Peterson and the motion passed 4-0.

Discussion ensued, amendment recommended.

Council Member Jessup made a motion to approve Resolution No. 24-039 which authorized the City Administrator to sign the strategic plan consulting contract to Sageland Strategic LLC. for an amount not to exceed $29,950.00 as an amendment to the previous statement. Second by Member Peterson and the motion passed 4-0.

Action: 5.03 AB 24128 - Creating CPMC 3.48 - Industrial Property Tax Exemption -
Mr. Rizzitiello informed the Council that the State of Washington has reformed its Industrial Property Tax Exemption to allow for areas with a metropolitan planning organization to be eligible. The eligibility requirements include light industrial developments that are at least 10,000 square feet with an improvement value of at least $800,000.00 that create a minimum of 25 family living wage jobs. Eligible developments could receive a tax exemption for up to 10 years. In addition, Mr. Rizzitiello informed the Council the City has eligible land on Whitman Drive and Evans Street as well as Martin Airfield between the runway and Whitman Drive. The Industrial Property Tax Exemption was recommended to City Council on May 6, 2024 by the Economic Development, Tourism, and Events Commission.

Council Member Boyle made a motion to adopt Ordinance No. 24-005 to creates Chapter 3.48 Industrial/Manufacturing Property Tax Exemption to the College Place Municipal Code. Second by Member Williams and the motion passed 4-0.

Action: 5.04 AB 24129 - Acceptance of State Energy Efficiency and Conservation Block Grant of $38,454 to cover Energy Blueprint Services (ESCO) for Certain City Facilities -
Mr. Rizzitiello informed the Council that Energy Efficiency and Conservation Block Grant was created as part of the bipartisan infrastructure package and the Inflation Reduction Act to pay for energy efficiency activities and that the City was awarded the grant. In 2018, the City has sent out an RSQ for Energy Blueprint Services (ESCO) which was awarded to McKinstry. Mr. Rizzitiello explained that due to inflation, new pricing is needed for anticipated upcoming projects.

Discussion ensued.

Council Member Peterson made a motion to adopt Resolution No. 24-040 which authorizes the Mayor to sign Energy Efficiency and Conservation Block Grant of $38,454 to cover energy blueprint (ESCO) services for Fire Station, Municipal Campus Parking Lot Lights, PW Yard exterior lights, and Kiwanis Park Pickleball/Basketball Court Lights. Second by Member Jessup and the motion passed 4-0.

Action: 5.05 AB 21130 - Acceptance of Ecology Water Quality Combined Account: Lions Park Outfall Stormwater Improvements -
Mr. Rizzitiello informed the Council that the City recently received grant agreements for agenda items 5.05, 5.06, and 5.07 that were backlogged from over two years ago, due to a lack of staffing at the Washington State Department of Ecology. Mr. Rizzitiello explained that this grant agreement will cover costs associated with the additional Lions Park Stormwater Outfall located at the west side of the park at Larch Avenue.

Discussion ensued.

Council Member Williams made a motion to adopt Resolution No. 24-041 which authorizes the City Administrator to sign grant agreement for Lions Park Outfall Improvements. Second by Member Boyle and the motion passed 4-0.

Action: 5.06 AB 24131 - Acceptance of Ecology Water Quality Combined Account: Public Works Yard Stormwater Improvements -
Mr. Rizzitiello informed the Council that the grant would cover design costs of treatment for the SW 10th Street from College Avenue to Bade Street including Puff Lane.

Clerk note: Mr. Rizzitiello's description of this item relates to Action Item 5.07, not 5.06.

Council Member Peterson made a motion to adopt Resolution No. 24-042 which authorizes Administrator to sign grant agreement for Public Works Yard Stormwater Improvements. Second by Member Boyle and the motion passed 4-0.

Action: 5.07 AB 24132 - Acceptance of Ecology Water Quality Combined Account: SW 10th Engineering -
This item was previously discussed in Action Item 5.06. Mr. Rizzitiello informed the Council that the grant would cover design costs to fix a sheet draining issue.

Council Member Jessup made a motion to adopt Resolution No. 24-043 which authorizes Administrator to sign grant agreement for SW 10th Street (College to Bade) Engineering. Second by Member Peterson and the motion passed 4-0.

Action: 5.08 AB 24133 - Award Energy Blueprint (ESCO) EECBG Implementation Work to McKinstry -
Mr. Rizzitiello informed the Council that this Action Item is a follow-up from Item 5.04 in which the grant acceptance was approved. Mr. Rizzitiello informed the Council that this would allow the City to award the Energy Blueprint implementation work to McKinstry.

Discussion ensued.

Council Member Boyle made a motion to adopt Resolution No. 24-044 which authorizes City Administrator to contract with McKinstry for $38,454 to conduct Energy Blueprint (ESCO) Investment Grade Audit work for City Facilities. Second by Member Peterson and the motion passed 4-0.

Action: 5.09 AB 24134 - Award Safe Streets For All Planning Work to JUB Engineering -
Mr. Rizzitiello informed the Council that the City used the MRSC Small Works Roster Vendor Directory to find a vendor to complete a Safe Streets 4 All Action Plan. Mr. Rizzitiello explained that the plan is necessary for the City to qualify for Federal Department of Transportation Safe Streets for All Implementation Grant Funding. Furthermore, Mr. Rizzitiello explained that grant funding through the Federal Safe Street For All program is not dependent on Federally classified roads.

Council Member Williams made a motion to adopt Resolution No. 24-045 which authorizes City Administrator to sign contract with JUB Engineers for $128,100 to conduct Safe Streets 4 All Action Plan. Second by Member Jessup and the motion passed 4-0.

Action: 5.10 AB 24135 - Award SE 8th Street Sidewalk Engineering Projects (College to Birch) & (Birch to Larch) to J-U-B Engineers as Task Order Under Agreement -
Mr. Rizzitiello informed the Council that the Washington State Transportation Improvement Board contacted the City and explained that the City needs to issue the sidewalk engineering projects right away. Therefore, rather that issuing an a new RSQ, the City is adding this work as task orders to the J-U-B Engineers On-Call Engineering Agreement. Mr. Rizzitiello explained that the Metropolitan Planning Organization Surface Transportation Block Grant will help finance sidewalk engineering on SE 8th Street from College Avenue to Birch Street. In addition, the Washington State Transportation Improvement Board Active Transportation Grant will help finance engineering for sidewalk on SE 8th Street from Birch Street to Larch Avenue.

Discussion ensued.

Council Member Peterson made a motion to adopt Resolution No. 24-046 which authorizes City Administrator to sign task orders under on-call city engineering agreement for engineering of sidewalk on SE 8th Street (College to Birch - MPO

Portion) and SE 8th Street (Birch to Larch - TIB Portion) for $120,200 with 10% contingency of $12,020 totaling $132,220. Second by Member Williams and the motion passed 4-0.

Action: 5.11 AB 24136 - Sewer Collection System Rehab Project -
Mr. Rizzitiello informed the Council that the Sewer Collection System Rehab Project is part of a funding package from the Washington State Department of Ecology (DOE). Mr. Rizzitiello explained that the DOE has provided a decade of funding to the City for one construction season to complete Cured In Place Piping.

Discussion ensued.

Council Member Williams made a motion to award the Sewer Collection System Rehabilitation Project (CIPP) to Insituform, in the amount of $1,505,646.21, and authorize Public Works Director to sign project contract documents and approve additional work up to a total of $1,656,210.83 which includes a 10% contingency of $150,564.62 based on the total construction costs. Second by Member Boyle and the motion passed 4-0.

Action: 5.12 AB 24137 - Update to the City's Fuel System -
Mr. Rizzitiello informed the Council that the City's fuel system has a proxy card reader that is unreliable and needs to be updated.

Council Member Boyle made a motion to Authorize City Administrator to approve purchase and sign contract agreements for the installation of new fuel system equipment, software, and software management in an amount not to exceed $25,519.36. Second by Member Peterson and the motion passed 4-0.

Action: 5.13 AB 24138 - Wastewater Treatment Phase 1 -
Mr. Rizzitiello informed the Council that there is mechanical equipment that will need to be updated as part of the Wastewater Treatment Plant upgrades. Mr. Rizzitiello informed the Council that Goodman & Mehlenbacher Inc. was the low bidder for this project.

Discussion ensued.

Council Member Jessup made a motion to award the Wastewater Treatment Plant Phase 1 Upgrades to Game Inc, in the amount of $5,173,440.00 and authorize the Public Works Director to sign the Project Contract Documents and approve additional work up to a total of $5,328,643.20 which includes a 3% Contingency of $155,203.20 based on the total construction costs. Second by Member Boyle and the motion passed 4-0.

6. Administrative Reports.
Discussion, Information: 6.01 AB 24139 - Park Standards and Specifications to be added to City Standards -
Mr. Rizzitiello requested that the City Council review the Park Standards and Specifications and informed the Council that the Parks, Arbor, and Recreation Board recommended this item to Council at the last board meeting. Mr. Rizzitiello outlined the proposed Park Standards.

7. Informational Reports.
Information: 7.01 College Place Police Department Update

Information: 7.02 Development Tracker usually Presented to Economic Development Commission

8. Executive Session - None

9. Closing Items.

Discussion, Information: 9.01 Good of the Order?

Council Member Peterson made a comment commending the Mayor and City Administrator for their contributions to the quality of the City's emergency services.

Mayor Hernández made a comment commending the College Place Fire Department's American Flag that was hung from a ladder truck on Whitman Drive over Memorial Day Weekend.

Action: 9.02 Conclusion - Motion to Conclude the Meeting.

Council Member Williams made a motion to conclude the meeting at 7:58 PM. Second by Member Peterson and with no objection, the meeting concluded.

Approved:

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Norma L. Hernández
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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 May 28, 2024. Further detail may be obtained by reviewing the actual audio recording made during this session.