

College Place Economic Development, Tourism, and Events Commission - Electronic Meeting (Monday, July 6, 2020)

Generated by Carolyn Holm on Monday, July 6, 2020

1. Opening Items

Procedural: 1.01 Call To Order

Member Clemens called the meeting to order at 5:02 PM.

PRESENT:

Commission Members	Bill Clemens, Kelli Leen, Jenny Fuchs
Ex- Officio	Kyle Tarbet-Walla Walla Chamber of Commerce
Staff	City Administrator, Mike Rizzitiello Finance Director, Brian Carleton; Deputy City Clerk, Carolyn Holm;

MEMBERS EXCUSED: Jeff Lambert

MEMBERS ABSENT: Doug Case/Dan Andrews

2. Consent Agenda

Action (Consent): 2.01 Approve Agenda for 7/6/2020

Action (Consent), Minutes: 2.02 Approve Minutes from February 3rd, 2020

Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing items for approval of the Commission by a single motion. Typically the items listed under the consent agenda are the minutes from previous meetings and the agenda for the current meeting. Documentation concerning these items has been provided to all Commission 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 Commission Member.

Member Tarbet made a motion to approve the consent agenda. Second by Member Leen and the motion passed 3-0.

3. Reports

Information: 3.01 Discussion Protocol for Virtual Meetings

Discussion, Information: 3.02 Safe Start Reopening

Mr. Rizzitiello informed we are in Phase 2 and reviewed how we will move forward with the Safe Start. He indicated the county submitted an application for Phase 2.5 Phase 2 weeks ago; but during this timeframe the county did not meet one of the benchmarks. The Governor announced a freeze of any county moving phases for the next two weeks. Mr. Rizzitiello reviewed the case counts for the county by city. The city received some emergency cares money from the state to assist with COVID-19 preparedness; this money was used to purchase personal protective equipment. The City will have a drive-through distribution of free sanitizer and masks at the City Hall and another at Lion's Park.

The City recently passed the continuation of the City Emergency Disaster Declaration. He reviewed the items that are covered in the Declaration. The library will not be opened until we are approved for the Phase 2.9, submitted to the State. He informed the original plan was to have the Library staff serve as the distribution for masks and hand sanitizer.

Discussion, Information: 3.03 Business Aide - COVID-19

Mr. Rizzitiello informed a group of advisors have been working on business aide to provide grants and technical assistance to small businesses in the community. He informed they have received grant funding from Working Washington Small Business Emergency Grants and Walla Walla Small Business Relief Program. The award amounts and recipients are available in the packet attachments.

Discussion, Information: 3.04 Economic Impact

Mr. Rizzitiello announced he was recently appointed to Association Washington Municipal Cities Legislative Priorities Committee. He gave an update regarding the economic impacts at this time.

Discussion, Information: 3.05 Farmers Market Stats / Update

Ms. Holm provided an update on the status of the Farmers Market; the market season opened with Phase 1 allowing only essential vendor types. When the County moved to Phase 2, the market was able to extend the vendor opportunity to hand crafters/artisans and any others. The season to date gross revenue pie graph was provided for review. Supplemental Nutritional Assistance Program (SNAP) is a new program this year and requires that we have 50% of annual gross sales are from staple foods. The COVID-19 updated layout and logistics were reviewed.

Discussion, Information: 3.06 College Avenue Study

Mr. Rittitiello introduced the report for the College Avenue Traffic Study and asked the Commission to review. This will be provided at the next meeting for comment. He reviewed key points in the report.

Discussion, Information: 3.07 Eservices - Community Development

Mr. Rizzitiello provided an informational update regarding the new software purchase for Community Development. This software will automate our permitting program and provide a project management platform, which is required. Many grant applications ask if a formal project management platform is being used. The software allows contractors and homeowners who have submitted permit applications to see where their applications are in the approval process.

Discussion, Information: 3.08 Development Tracker

Mr. Rizzitiello gave an overview of the status of current and potential development projects. Discussion ensued.

4. Action Agenda

Action: 4.01 Lions Park Renovation Letter of Support - Mr. Rizzitiello

Member Leen made a motion to approve issuing letter of support for the various submittals to the State Recreation Conservation Office (RCO) for grants to renovate Lions Park.

Second by Member Tarbett and the motion passed 4-0.

5. Closing Items

Procedural: 5.01 Adjourn

With no further business, Member Clemens adjourned the meeting at 6:03 PM.

Approved:

Jeff Lambert- Chair

Attest:

Lisa Neissl – City Clerk

The foregoing minutes are the official record of the Economic Development, Tourism, and Events Commission meeting that occurred July 6 2020. Further detail may be obtained by reviewing the actual audio recording made during this session.