Electronic City Council Meeting (Tuesday, June 9, 2020)
Generated by Lisa Neissl on Tuesday, June 9, 2020

PRESENT:

Mayor – Via Web	Norma L. Hernández
Council Members – Via Web	Jerry Bobbitt, Michael Cleveland, Loren Peterson, Melodie Selby, Heather Schermann, Byron Trop
Council Members – Via Phone	Marge Nyhagen,
City Attorney – Via Web	Rea Culwell
Staff – Via Web	Administrator, Mike Rizzitiello; City Engineer, Robert Gordon; City Clerk, Lisa Neissl; Deputy City Clerk, Carolyn Holm

MEMBERS EXCUSED:
MEMBERS ABSENT:

1. Opening Items.

Information: 1.01 Council Reference Materials
Procedural: 1.02 Call To Order

Mayor Hernández called the meeting to order at 7:00 PM

Procedural: 1.03 Pledge of Allegiance
Procedural: 1.04 Moment of Silence for Reflection / Invocation - Any City Employee or Elected Official; delivering the invocation, does so in his/her capacity as a private citizen, and not in his/her official position as a city employee/elected city official.

Information: 1.05 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

The Clerk noted that no one had provided written public comment or made arrangements for live comment.

2. Consent Agenda.

Action (Consent): 2.01 AB 20108 - Approve Agenda for June 9, 2020
Action (Consent), Minutes: 2.02 AB 20109 - Approve Council Minutes from 5/26/2020
Action (Consent): 2.03 AB 20110 - Confirmation of UTAC Commission Member
Action (Consent): 2.04 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 Trop made a motion to approve the consent agenda. Second by Council Member Schermann and the motion passed 7-0.

3. Presentations.

Discussion, Information: 3.01 AB 20111 - 6/9/2020 COVID-19 Update -
Mr. Rizzitiello gave an update of the current COVID-19 response status.

4. Public Hearings-None.

5. Action Items.

Action: 5.01 AB 20112 - COVID-19 Emergency Declaration Extension Resolution
Mr. Rizzitiello explained the need to update and extend the emergency declaration resolution.
Discussion ensued.

> **Council Member Cleveland made a motion to approve Resolution No. 20-009.1 extending the emergency declaration and aligning the timing with the safe start phase plan. Second by Council Member Bobbitt and the motion passed 7-0.**

Action: 5.02 AB 20113 - Autumn Meadows Homeowners Association Petition for Public Assumption of Private Infrastructure -
Mr. Gordon spoke to Council about a request for the City to approve a study to assess the merits of assuming the private infrastructure in the Autumn Meadows HOA as the association has requested the ability to dissolve and have the City take over the public infrastructure.
Discussion ensued.

> **Council Member Trop made a motion to authorize study to assess merits of Autumn Meadows petition to assume private infrastructure. Second by Council Member Peterson and the motion passed 6-0. Note: Council Member Schermann abstained from discussion and vote on the subject as she is a member of the Autumn Meadows HOA.**

Action: 5.03 AB 20014 - Traffic Utility Signal Box Wraps -
Mr. Rizzitiello spoke to Council about an opportunity to bring artistic traffic utility signal box wraps to College Place.
Discussion ensued.

> **Council Member Schermann made a motion to approve Resolution No. 20-024 which permits traffic utility box wrap sponsorship project with P1FCU and ArtWalla. Second by Council Member Trop and the motion passed 7-0.**

Action: 5.04 AB 20115 - iWorQ Permit and Asset Management System Acquisition -
Mr. Gordon spoke to Council about the need for a software program to assist with the management of the community development process. He spoke about the research staff has done regarding this type of software and explained the reasoning behind staff recommendation to purchase iWorQ Systems, Inc. program.
Discussion ensued.

> **Council Member Selby made a motion to authorize the Mayor or Administrator to execute Community Development and Asset Management service agreements with iWorQ Systems, Inc. based on final review and approval of proposals by staff and administrator for a not-to-exceed first three-year amount of $115,000 and a subsequent not-to-exceed annual amount of $32,000 until agreement is terminated. Second by Council Member Schermann and the motion passed 7-0.**

6. Administrative Reports.

Discussion, Information: 6.01 AB 20116 - 6-year Transportation Improvement Plan -
Mr. Gordon spoke to Council about the proposed 6-Year TIP.
Discussion ensued.

Discussion, Information: 6.02 AB 20117 - Electronic Signature Policy -
Ms. Culwell spoke to Council about the need for the City to adopt a formal Electronic Signature Policy due to the need for so much remote working due to the current COVID-19 pandemic.
Discussion ensued.

7. Informational Reports-None.

8. Executive Session-None.

9. Closing Items.

Action: 9.01 Adjournments

Council Member Schermann made a motion to adjourn the meeting at 8:21 PM. Second by Council Member Selby and with no objection, the meeting adjourned.

Approved:

Norma L. Hernández

Norma L. Hernández – Mayor

Attest:

Lisa R. Neissl

Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred June 9, 2020. Further detail may be obtained by reviewing the actual audio recording made during this session.