

**Electronic City Council Meeting (Tuesday, December 8, 2020)**

Generated by Lisa Neissl on Tuesday, December 8, 2020

**PRESENT:**

Mayor – Via Web Norma L. Hernández

Council Members – Via Web Jerry Bobbitt, Michael Cleveland, Loren Peterson, Marge Nyhagen, Melodie Selby, Heather Schermann, Byron Trop

City Attorney – Via Web Rea Culwell  
Finance Director, Brian Carleton; Deputy Finance Director, DaShari Cinnamon; Police Chief, Troy Tomaras; Community Development Director, Jon Rickard; HR Manager, Shawn Doering;

Staff – Via Web City Clerk, Lisa Neissl; Deputy Clerk; Carolyn Holm

**MEMBERS EXCUSED:****MEMBERS ABSENT:****1. Opening Items.**

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.

Michael Laizure 275 NE Deccio Rd made a statement regarding parking on Deccio Rd against Resolution 20-049.

Kimberly Toomey 287 NE Deccio Rd made a statement regarding parking on Deccio Rd - safety concerns, too narrow.

Johnna Starcher 275 NE Deccio Rd made a statement regarding parking on Deccio Rd against Resolution 20-049.

Dianna Barnett 268 NE Deccio Rd made a statement regarding the need for street parking on Deccio Rd for the townhomes. Residents not notified of change in advance.

Stephanie Kaping 262 NE Deccio Rd made a statement regarding the need for street parking on Deccio Rd for the townhomes. Residents not notified of change in advance.

Nicole Larson 270 NE Deccio Rd made statement regarding the need for street parking for townhomes on Deccio Rd. Not aware of changes being considered before resolution passed.

**2. Consent Agenda.**Action (Consent): 2.01 AB 20249 - Approve Agenda for December 8, 2020Action (Consent), Minutes: 2.02 AB 20250 - Approve Council Minutes from November 24, 2020 MeetingAction (Consent), Minutes: 2.03 AB 20251 - Approve Council Workshop Minutes from December 1, 2020Action (Consent): 2.04 AB 20252 - Emergency Medical Services Data Submission AgreementAction (Consent): 2.05 AB 20253 - International Association of Firefighters (IAFF) FY 2021 to 2023 ContractAction (Consent): 2.06 AB 20254 - Grant Agreement & Consultant Selection - Poor Farm Cemetery

Recommended Action: Authorize authorization for the City Administrator to: - Sign the agreement with DAHP accepting the terms of the grant; and - Enter into contract with Western WA University, Geology Department in the amount not to exceed \$12,567.50 (includes a 10% contingency).

Action (Consent): 2.07 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 Nyhagen made a motion to approve the consent agenda. Second by Council Member Selby and the motion passed 7-0.**

### **3. Presentations**-None.

### **4. Public Hearings.**

Discussion, Information, Procedural: 4.02 AB 20255 - Fiscal Year 2021 Budget Public Hearing - Mr. Carleton gave a presentation on the proposed final budget for Fiscal Year 2021 and answered questions from the Council.

**Mayor Hernández opened the public hearing at 7:58 PM**

**Testimony:** The Clerk noted that no one made arrangements to provide testimony written or verbal for this hearing.

**Council Member Trop made a motion to close the public hearing at 7:59 PM. Second by Council Member Peterson and the motion passed 7-0.**

### **5. Action Items.**

Action: 5.01 AB 20255 - Fiscal Year 2021 Budget Public Hearing - Mr. Carleton offered to answer any additional questions on the proposed budget.

**Council Member Trop made a motion to approve Ordinance 20-025 setting the final budget for Fiscal Year 2021. Second by Council Member Nyhagen and the motion passed 7-0.**

Action: 5.02 AB 20247 - Administrative Fees Resolution Update - Ms. Cinnamon reviewed the updates to the administrative fees for fiscal year 2021.

**Council Member Cleveland made a motion to authorize Resolution No. 20-051 adopting the updated City fees and charges for 2021. Second by Council Member Schermann and the motion passed 7-0.**

Action: 5.03 AB 20248 - Misuse of 911, Emergency Response System Ordinance - Chief Tomaras reviewed the proposed ordinance regarding the misuse of the 911 Emergency Response System.

**Council Member Peterson made a motion to adopt Ordinance No. 20-026 adding Chapter 8.05 Misuse of the 011 Emergency Management System to the College Place Municipal Code. Second by Council Member Bobbitt and the motion passed 7-0.**

Action: 5.04 AB 20256 - Resolution Declaring 2021 Community Events - Ms. Neissl presented a resolution to designate which events will be declared official community events for the City of College Place in fiscal year 2021. Discussion ensued.

**Council Member Trop made a motion to approve Resolution No. 20-052 to declare official community events for fiscal year 2021. Second by Council Member Cleveland and the motion passed 7-0.**

Action: 5.05 AB 20257 - Modifications to Economic Development Tourism and Events Commission Code - **This item postponed to January**

### **6. Administrative Reports.**

Discussion, Information: 6.01 AB 20258 - Draft Green Tank Irrigation District Consolidation Study - **This item postponed to January**

Discussion, Information: 6.02 AB 20259 - ER&R Allocation Procedure & Policy -

Ms. Cinnamon reviewed the process that the Finance Department uses to allocate funds to the Equipment Repair and Replacement fund on a quarterly basis. She explained that it was the desire of the State Auditor that the process be approved by the City Council.

Discussion ensued. It was noted by several Council Members that this should be an administrative process rather than a council approved policy as it is too deep.

Discussion, Information: 6.03 AB 20260 - Financial Policies - Meals with Meetings Policy -

Mr. Carleton reviewed the proposed meals with meetings policy that was developed in response to a request from the State Auditor.

Discussion ensued.

Discussion, Information: 6.04 AB 20261 - Banner Code - Amendment to Include Nonprofits Corporations Located in the Walla Walla Valley Region -

Mr. Rickard spoke to Council about the need to update the banner code to allow for nonprofits to utilize the banners as well.

Discussion ensued and direction was given.

**7. Informational Reports.** The following report was included in the packet for review:

Information: 7.01 Police Department Monthly Report

**8. Executive Session**-None.**9. Closing Items.**

Action: 9.01 Cancellation of December 22, 2020 Council Meeting

**Council Member Trop made a motion to cancel the next regular council meeting scheduled for December 22, 2020. Second by Council Member Selby and the motion passed 7-0.**

9.02 Adjournments

**Council Member Selby made a motion to adjourn the meeting at 8:51 PM. Second by Council Member Cleveland and, with no objection the meeting adjourned.**

Approved:

DocuSigned by:

*Norma L. Hernandez*

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Norma L. Hernández –  
Mayor

Attest:

DocuSigned by:

*Lisa R. Neissl*

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Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred December 8, 2020. Further detail may be obtained by reviewing the actual audio recording made during this session.