



September 5, 2023 City of Port Angeles Council Meeting Agenda

This meeting will be conducted as a hybrid meeting. In hybrid meetings, members of the public, Council members, and City staff have the option to attend the meeting in person, in Council chambers at City Hall located at 321 East 5th Street, Port Angeles, or remotely via telephone or video link.

The Mayor may determine the order of business for a particular City Council meeting. The agenda should be arranged to best serve the needs and/or convenience of the Council and the public. The Mayor will determine time of break. Hearing devices are available for those needing assistance. The items of business for regular Council meetings may include the following:

A. Call to Order – Regular Meeting at 6:00 p.m.

B. Roll Call, Pledge of Allegiance

Ceremonial Matters, Proclamations & Employee Recognitions

1. Recovery Month Proclamation

C. Public Comment

The City Council desires to allow the opportunity for Public Comment. However, the business of the City must proceed in an orderly and timely manner. Visit <https://www.cityofpa.us/Live-Virtual-Meetings> to learn how to participate during public comment and or watch the meeting live. Written public comments can be submitted to: council@cityofpa.us, comments will not be read aloud.

To provide pre-recorded messages to the City Council by phone, please call 360-417-4504. Messages received will be made a part of the final record. Comments should be received by 2:00 p.m. Tuesday, September 5, 2023.

For audio only please call: 1-844-992-4726

Access code: 2555 537 5150

Webinar password: 3MiCKik6fv3 (36425456 from phones and video systems)

Once connected, press *3 to raise your virtual hand if you wish to make a comment or public testimony. You will be notified when it is your turn to speak. This access code is good for the Tuesday, September 5, 2023 meeting only.

If you are joining in through the Webex link:

<https://cityofpa.webex.com/cityofpa/j.php?MTID=m61b2bffb03aab05d12fdbb16229639f3>

and wish to make a comment or public testimony, please use the “raise your hand” feature in Webex. You will be notified when it is your turn to speak.

Members of the public may address the City Council at the beginning and end of any Regular Meeting under "Public Comment." During the "Public Comment" portion of the meeting, individuals may speak to agenda items, except those scheduled for a Public Hearing. The City Council desires to allow the opportunity for Public Comment. However, the business of the City must proceed in an orderly, timely manner. At any time, the presiding officer, in the presiding officer's sole discretion, may set such reasonable limits as are necessary to prevent disruption of other necessary business. At its most restrictive, Public Comment shall be limited to a total of 15 minutes for the first Public Comment period and shall be concluded not later than 9:45 for the second Public Comment period. Individuals may speak for three (3) minutes or less, depending on the number of people wishing to speak. If more than 20 people are signed up to speak each speaker may be allocated two (2) minutes.

Individuals who are residents of the City or own businesses within the City will be called to speak first, with preference given to those who wish to speak to an item on the meeting's agenda. If time remains, the presiding officer will call other individuals wishing to speak, generally in the order in which they have signed in. If time is available, the presiding officer may call for additional unsigned speakers.

Persons speaking shall state their name, whether they reside within the City limits, whether they have any other pertinent connection to the City, and whether they are appearing as the representative of an organization. *Excerpts: Council Rules of Procedure Section 12*

D. Late Items

To be placed on this or future agendas, including any executive session needed during or at the end of the meeting.

E. Consent Agenda | Approve

- 1. City Council Minutes of August 15, 2023 / ApproveE-1
- 2. Expenditure Report: *From August 5, 2023 to August 25, 2023 in the amount of \$4,266,460.98* / ApproveE-5
- 3. Clallam County Interlocal Agreement for Automatic Aid / *Approve the Interlocal Agreement for Automatic Aid and authorize the City Manager to sign the agreement and make minor modifications as necessary.*E- 28
- 4. Milsoft Electric System Modeling Software Purchase / *1) Award a Software Purchase and License Agreement for Milsoft Engineering Analysis software and database conversion tool with Milsoft Utility Solutions of Abilene, TX, in the amount of \$54,060.00, including applicable taxes and, 2) authorize the City Manager to execute all documents necessary to complete the purchase and to make minor modifications to the agreement if necessary*.....E- 39
- 5. Vehicle Purchase / Replacement of Wastewater Division Vehicle #4600 / *1) Approve the purchase of a new Wastewater Division Pickup that is the functional equivalent of existing vehicle #4600 from Bud Clary Ford, for an amount not to exceed \$49,205.63, including tax and accessories, and 2) Authorize the City Manager to approve and execute the final purchase documents and to complete the purchase, and 3) Authorize the City Manager to surplus vehicle #4600, and to dispose of that vehicle in a commercially reasonable manner, upon addition of the new vehicle to the City fleet*.....E- 41
- 6. Vehicle Purchase / Replacement of Finance Department Pickup #194 / *1) Approve the purchase of a new Finance Department Pickup that is a functional equivalent of existing vehicle #194 from Bud Clary Ford for an amount not to exceed \$54,800.97, including tax and accessories, and 2) Authorize the City Manager to approve and execute the final purchase documents and to complete the purchase and 3) Authorize the City Manager to surplus vehicle #194, and to dispose of that vehicle in a commercially reasonable manner, upon addition of the new vehicle to the City fleet.*E- 43
- 7. Vehicle Purchase / Replacement of Light Operations Division Vehicle #135 / *1) Approve the purchase of a new Light Operations Division Vehicle that is the functional equivalent of existing vehicle #135 from Bud Clary Ford for an amount not to exceed \$54,800.97, including tax and accessories and 2) Authorize the City Manager to approve and execute the final purchase documents and to complete the purchase and 3) Authorize the City Manager to surplus vehicle #135, and to dispose of that vehicle in a commercially reasonable manner, upon addition of the new vehicle to the City fleet.*E- 44
- 8. Vehicle Purchase / Replacement of Light Operations Division Vehicle #133 / *1) Approve the purchase of a new Light Operations Division Vehicle that is the functional equivalent of existing vehicle #133 from Bud Clary Ford for an amount not to exceed \$54,800.97, including tax and accessories, and 2) Authorize the City Manager to approve and execute the final purchase documents and to complete the purchase, and 3) Authorize the City Manager to surplus vehicle #133, and to dispose of that vehicle in a commercially reasonable manner, upon addition of the new vehicle to the City fleet.*E- 46
- 9. Landfill Beach Nourishment CON 2023-19 Final Acceptance / *Accept the Landfill Beach Nourishment project CON 2023-19 as complete, and authorize staff to proceed with project closeout, and release the retainage upon receipt of all required clearances.*.....E-47
- 10. Olympic Discovery Trail On-Call Maintenance Final Acceptance / *Accept the Olympic Discovery Trail Maintenance Contract CON 2021-23 as complete, and authorize staff to proceed with project closeout, and release the 5% retainage upon receipt of all required clearances.*E-48
- 11. Byrne JAG Agreement and Grant Acceptance / *Accept the grant offered by BJA in the amount of \$13,700 for enhancement of the PAPD and Clallam Sheriff body worn camera programs and authorize the City Manager to sign the required memorandum of understanding, to implement and approve all actions necessary to accomplish the purposes of the grant and to make minor modifications to the contract if necessary.*E-49
- 12. Ratification of Declaration of Emergency / *Pass the attached resolution, affirming and ratifying the Declaration of Emergency issued by the Acting City Manager on August 28, 2023.*E-54

F. Public Hearings | 6:30 p.m. or Soon ThereafterNone

G. Ordinances Not Requiring Council Public Hearings

- 1. Transportation Benefit District Ordinance / *Conduct 1st reading / Continue to September 19*G-1
- 2. Port Angeles Municipal Code Re-Envisioning Fee Schedule & Re-Envisioning Adopting Status Quo / *Conduct 2nd reading / Adopt Ordinance / Pass Resolutions*G-7
- 3. Decant Facility Property Annexation / *Conduct 1st Reading / Waive the 2nd Reading and Adopt Ordinance*G-157

H. Resolutions Not Requiring Council Public HearingsNone

I. Other Considerations

- 1. Association of Washington Cities Alternative Response Grant Award / *Accept, Authorize, and Approve*I-1
- 2. Stage 3 Water Notice / *Authorize*I-21
- 3. Wastewater Comp Plan / *Presentation*I-23

J. Contracts & Purchasing

- 1. Vehicle Purchase / Replacement of Parks Department Vehicle #4328 / *Approve and Authorize*J-1
- 2. Vehicle Purchase / Replacement of Wastewater Division Vehicle #1616 / *Approve and Authorize*J-3
- 3. Signal Controller Grant Amendment / *Accept and Authorize*.....J-5
- 4. Bird Ride, Inc. Program Update and Extension / *Authorize*J-7

K. Council Reports

L. Information

City Manager Reports:

- 1. Verbal Update on August 26th Water Main Break
- 2. Mid-Year Budget Status ReportL-1

M. Second Public Comment

Follow the instructions from the first public comment period.

Adjournment

PUBLIC HEARINGS

Public hearings are set by the City Council in order to meet legal requirements. City Council may set a public hearing in order to receive public input prior to making decisions which impact citizens. Certain matters may be controversial and City Council may choose to seek public opinion through the public hearing process.