



CITY OF LAGUNA HILLS CITY COUNCIL

SPECIAL MEETING AGENDA Tuesday, July 28, 2020 – 5:00 PM

Janine Heft, Mayor

Erica Pezold, Mayor Pro Tempore
Don Sedgwick, Council Member

Dore J. Gilbert, M.D., Council Member
Dave Wheeler, Council Member

Location: City Council Chamber, 24035 El Toro Road, Laguna Hills, CA 92653

NOTICE REGARDING CORONAVIRUS (COVID-19): This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic. The live stream of the meeting may be viewed online at <http://lagunahillsca.igam2.com/Citizens/Default.aspx>. If you wish to attend the Council meeting in person, the City Council Chambers is located at 24035 El Toro Road, Laguna Hills, CA 92653. The public shall have the right to observe and offer public comment at this location on items listed on this agenda only. If you plan on attending, please follow the California Department of Health Guidelines by wearing a mask, washing your hands often, refraining from handshakes and maintaining social distance of six feet between individuals.

Submission of Public Comments: While you may attend this meeting in person, given the health risks associated with COVID-19, the City encourages those wishing to make public comments on items listed on this agenda at the July 28, 2020, Council meeting, to please submit your comments by email to be read aloud at the meeting by the City Clerk. Email comments must be submitted to the City Clerk at publiccomments@lagunahillsCA.gov by 5:00 p.m. on July 28, 2020. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting. Electronic comments may only be submitted via email and comments via text and social media (Facebook, Twitter, etc.) will not be accepted.

Reading of Public Comments: The City Clerk shall read all email comments, provided that the reading shall not exceed three (3) minutes, or such other times as the Council may provide, consistent with the time limit for speakers at a Council meeting. The email comments submitted shall become part of the record of the Council meeting.

CALL TO ORDER

Resolution No. 96-04-09-1 established rules of decorum for public meetings held by the City of Laguna Hills. Resolution No. 96-04-09-1 is available on the table at the back of the City Council Chamber.

PLEDGE OF ALLEGIANCE**ROLL CALL OF CITY COUNCIL MEMBERS****PUBLIC COMMENTS**

Members of the public may address the City Council only on items listed on the Special Meeting Agenda. Public Comments are limited to three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes.

1. City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus

Recommendation: That the City Council review the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus.

2. Authorization to Advertise for Bids and Purchase Equipment for Traffic Signal Repair at Alicia Parkway and Community Center Drive, CIP No. 112

Recommendation: That the City Council: 1) Approve the plans and specifications for the Traffic Signal Repair at Alicia Parkway and Community Center Drive, CIP No. 112; 2) Authorize the advertisement for bids for the project; and 3) Approve the purchase of equipment as specified.

3. Progress Payment No. 1 for Community Center HVAC and Roof Replacement Project, CIP No. 513-B

Recommendation: That the City Council approve Progress Payment No. 1, in the net amount of \$198,241.25, to West Gate Contractor, for Community Center HVAC and Roof Replacement Project, CIP No. 513-B.

4. Explore the Use of Online Meeting Platform for City Council Meetings

Recommendation: Mayor Heft recommends that the City Council consider and review the option of establishing an online meeting platform as needed.

ADJOURNMENT

The next Regular Meeting of the City Council/Planning Agency will be August 25, 2020, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by July 24, 2020, at 5:00 pm.



City Clerk

July 24, 2020

Date

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the office of the City Clerk at (949) 707-2635. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 24035 El Toro Road, Laguna Hills, California, during normal business hours.



City of Laguna Hills

City Council

Staff Report

DATE: July 28, 2020
TO: Mayor and Council Members
FROM: Donald J. White
City Manager
ISSUE: City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus

RECOMMENDATION: That the City Council review the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus.

SUMMARY:

On March 18, 2020, the City Manager, acting in his capacity as Director of Emergency Services, proclaimed the existence of a local emergency relating to COVID-19 (the "coronavirus"), at which time the City Council was not in session. On March 24, 2020, during a special meeting the City Council ratified and confirmed the City Manager's proclamation declaring the existence of a local emergency. Since that time, the rate of infection and threat to public health and safety have not abated, as the number of cases continue to grow. As of July 10, 2020, there were more than 12.3 million worldwide cases of COVID-19, and 555,000 deaths. Locally, there were 22,088 confirmed cases and 376 deaths in Orange County. Since then, the worldwide cases have increased to more than 15.5 million and the worldwide deaths have increased to more than 634,000. County-wide, the number of confirmed cases has increase from 22,088 to 32,648 and deaths have increased from 376 to 543. Pursuant to Laguna Hills Municipal Code ("LHMC") Section 2-32.060, the City Council must review the necessity for continuing the local emergency no less frequently than every fourteen (14) days until the emergency is terminated. LHMC Section 2-32.150 further requires any rules and regulations, such as Executive Orders, issued by the Director of Emergency Services/City

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Manager that are reasonably related to the local emergency, such as for the protection of life and property as affected by the emergency, to be confirmed as soon as practicable by the City Council.

BACKGROUND:

On January 30, 2020, the World Health Organization ("WHO") declared the outbreak of COVID-19 a "public health emergency of international concern" and by March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19. On February 26, 2020, the County of Orange and County Health Officer Dr. Nichole Quick declared a local emergency and a local health emergency to prepare for COVID-19, and on March 4, 2020, the Governor declared a State of Emergency in California allowing state agencies to take any action necessary to address COVID-19.

On March 11, 2020, the Governor and the California Department of Health issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19" determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 250 people, while smaller events can proceed only if the organizers can implement social distancing of six (6) feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than ten (10) people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function.

Within a short period of time thereafter COVID-19 began to spread rapidly throughout California necessitating more stringent public health emergency orders. On March 12, 2020, the Governor issued Executive Order N-25-20, ordering that all residents are to heed the orders and guidance of state and local public health officials. Subsequently, on March 13, 2020, President Donald J. Trump declared a National Emergency to provide disaster funding, speed up the United States response to the crisis created by COVID-19, and to offer maximum flexibility to attack the problem. By March 16, 2020, President Trump advised the public to avoid groups of more than ten

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(10) people to fight the COVID-19 outbreak. On March 17, 2020, the Orange County Health Officer issued a Public Health Order prohibiting all public and private gatherings of any number of people, including at places of work, occurring outside a single household or living unit, until March 31, 2020, except for the purposes of engaging in an Essential Activity, as defined. This Public Health Order was superseded by the State's Executive Order and continues in effect until further notice.

In light of these events, on March 18, 2020, the City Manager, acting as the Director of Emergency Services pursuant to LPMC Section 2-32.060(B), proclaimed the existence of a local emergency within the City of Laguna Hills by enacting Proclamation No. 2020-03-18-1, at which time the City Council was not in session. A copy of Proclamation No. 2020-03-18-1 is attached hereto. On March 24, 2020, the City Council unanimously ratified and confirmed the City Manager's proclamation declaring the existence of a local emergency during a special meeting, as required by LPMC Section 2-32.060(B).

In order to mitigate the impact of COVID-19 across the State, on March 19, 2020, the Governor issued Executive Order N-33-20, which directed and ordered all residents to: 1) immediately heed the current State public health directives; and 2) to stay at home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors. On March 22, 2020, President Donald J. Trump declared California a major disaster area, thereby making federal emergency aid available for the State to supplement state, tribal, and local recovery efforts in the areas affected by the COVID-19 pandemic beginning on January 1, 2020, and continuing.

As to the continuing need for the proclamation of emergency and the rules, measures, and orders issued to date by the City Council, the following facts are instructive. As of July 10, 2020, there were more than 12.3 million worldwide cases of COVID-19, and 555,000 deaths. Locally, there were 22,088 confirmed cases and 376 deaths in Orange County. Between July 10, 2020, and the date of publication of this staff report (July 24, 2020), the worldwide cases have increased to more than 15.5 million and the worldwide deaths have increased to more than 634,000. County-wide cases have increase from 20,088 to 32,648 and county-wide deaths have increased from 376 to 543. These figures continue to grow on a daily basis. The rate of infection, potential impact to health care systems, and the threat to public health and safety have not abated. The state of local emergency continues to exist.

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It is recommended that the City Council review the necessity for continuing the local emergency related to the COVID-19 pandemic. Based on the recommendations of the Director of Emergency Services/City Manager and the Chief of Police Services, it has been determined that the need for the locally declared emergency, pursuant to Proclamation No. 2020-03-18-1, continues to exist and should not be terminated at this time.

ATTACHMENTS:

- Proclamation No. 2020-03-18-1, Declaration of Existence of a Local Emergency

PROCLAMATION NO. 2020-03-18-1

A PROCLAMATION OF THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DECLARING THE EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, Laguna Hills Municipal Code Section 2-32.060 empowers the City Council (while in session), or the Director of Emergency Services (if the City Council is not in session), to declare the existence or threatened existence of a local emergency; and

WHEREAS, California Government Code Section 8550 *et seq.*, including Section 8558(c), authorizes the Director of Emergency Services to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness and in some cases death. The Center for Disease Control and Prevention (CDC) has indicated the virus is a significant public health threat; and

WHEREAS, Chinese health officials have reported tens of thousands of cases of COVID-19 in China, with the virus reportedly spreading from person-to-person. COVID-19 illnesses, most of them associated with travel from Wuhan, are also being reported in numerous countries, with thousands of cases, including the United States; and

WHEREAS, on January 30, 2020, the World Health Organization (WHO) declared the outbreak a "public health emergency of international concern" and on March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19. On February 26, 2020, the County of Orange declared a local emergency and a local health emergency. On March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in California; and

WHEREAS, on February 2, 2020, the federal government initiated the suspension of entry of foreign nationals who were in China during the 14-day period preceding their entry or attempted entry into the United States; and

WHEREAS, as of March 10, 2020, the WHO reported that, to date, 125,048 confirmed cases of COVID-19, 4,613 of which resulted in death, across 117 countries; and

WHEREAS, the Governor and the California Department of Health on March 11, 2020, issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19," determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 250 people, while smaller events can proceed only if the organizers can implement social distancing of 6 feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than 10 people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function; and

WHEREAS, the Governor on March 12, 2020, issued Executive Order N-25-20, ordering, inter alia, that all residents are to heed the orders and guidance of state and local public health officials; and

WHEREAS, President Donald J. Trump on March 13, 2020, declared a national emergency to provide disaster funding, speed up the United States response to the crisis created by COVID-19, and to offer maximum flexibility to attack the problem; and

WHEREAS, on March 15, 2020, Governor Newsome requested bars and nightclubs to close, restaurants to reduce capacity by half, and all Californians aged 65 and older to self-isolate; and

WHEREAS, on March 16, 2020, President Donald J. Trump advised the public to avoid groups of more than 10 people to fight the coronavirus outbreak; and

WHEREAS, the City of Laguna Hills has the authority to impose measures to promote social distancing including, but not limited to, limitations on public events; and

WHEREAS, the City of Laguna Hills is a significantly populated city within Orange County, which is the sixth largest county in the United States; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen due to the potential introduction of COVID-19 to the City of Laguna Hills and Orange County; and

WHEREAS, such conditions are beyond the control of the services, personnel, equipment, and facilities of the City of Laguna Hills and require the combined forces of other political subdivisions to combat; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

WHEREAS, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the community, and limits the spread of infection in the community and within the healthcare delivery system; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to COVID-19; and

WHEREAS, the Director of Emergency Services has the authority to declare a local emergency as authorized by California Government Code Section 8630 and Laguna Hills Municipal Code Section 2-32.060.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED AND ORDERED BY DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF LAGUNA HILLS AS FOLLOWS:

Section 1. As contemplated in the Emergency Services Act contained in California Government Code Section 8550 *et seq.*, including Section 8558(c), and Chapter 2-32 of Title 2 of the Laguna Hills Municipal Code, a local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by an epidemic, as detailed in the recitals set forth above.

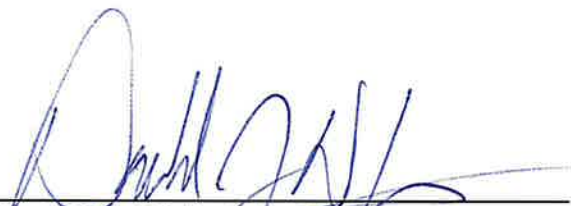
Section 2. The area of the City of Laguna Hills which is endangered/imperiled is the entire city.

Section 3. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by ordinances, resolutions, and orders of this City, including but not limited to the City's Emergency Operations Plan.

Section 4. The City Council shall review and ratify this proclamation of the City Manager within **seven (7) days** as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state and local law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.

Section 5. A copy of this proclamation shall be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with state law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the City of Laguna Hills; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

PROCLAIMED this 18th day of March 2020.


 Donald J. White,
 Director of Emergency Services/
 City Manager

ATTEST:


 Melissa Au-Yeung, City Clerk

STATE OF CALIFORNIA)
 COUNTY OF ORANGE) ss
 CITY OF LAGUNA HILLS)

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Proclamation No. 2020-03-18-1 adopted by the Director of Emergency Services of the City of Laguna Hills, California, on the 18th day of March 2020.

(SEAL)


 MELISSA AU-YEUNG, CITY CLERK



City of Laguna Hills

City Council

Staff Report

DATE: July 28, 2020

TO: Mayor and Council Members

FROM: Kenneth H. Rosenfield P.E.
Assistant City Manager/Director of Public Services

ISSUE: Authorization to Advertise for Bids and Purchase Equipment for Traffic Signal Repair at Alicia Parkway and Community Center Drive, CIP No. 112

RECOMMENDATION: That the City Council: 1) Approve the plans and specifications for the Traffic Signal Repair at Alicia Parkway and Community Center Drive, CIP No. 112; 2) Authorize the advertisement for bids for the project; and 3) Approve the purchase of equipment as specified.

SUMMARY:

Plans and Specifications have been prepared to implement a permanent repair of the damaged traffic signal equipment at the northwesterly corner of Alicia Parkway and Community Center Drive. The work will include replacement of the primary traffic signal pole and the traffic signal controller cabinet. This construction project and equipment replacement is being undertaken as a direct result of damages sustained on October 23, 2019, from a single vehicle traffic collision and resultant high intensity fire. To facilitate timely construction, in addition to advertising the project for bids, staff recommends the direct purchase of the traffic signal pole, which can take over 16 weeks to acquire, and the controller cabinet, which can take over 12 weeks to acquire. Approval of the plans and specifications, authorization to advertise the project for bids and authorization to directly purchase the specified equipment is recommended.

BACKGROUND:

On October 23, 2019, a daytime single vehicle traffic collision impacted the primary traffic signal pole at the northwesterly corner of Alicia Parkway at Community Center

Authorization to Advertise for Bids and Purchase Equipment for Traffic Signal Repair

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Drive. The impact and resultant high intensity fire damaged the signal pole, melted equipment, scorched surrounding improvements, and damaged the traffic signal controller cabinet. An emergency response to the location by the City's traffic signal maintenance contractor temporarily restored the functionality of the traffic signal within a few days of the incident.

A set of traffic signal modification plans and specifications has now been prepared in order to advertise the project for bids to implement the permanent repair at this location. The work generally includes the removal and replacement of the signal pole footing, the signal pole, the controller cabinet, a truncated dome panel, wiring and the relocating of equipment from the existing pole to the new pole. The Plans and Specifications have been prepared by Hartzog & Crabill, Inc., are on file with the office of the City Clerk and are present on the dais for today's meeting.

Traffic signal equipment has very long lead times for manufacture and delivery. It will take more than 16 weeks to acquire the signal pole and more than 12 weeks to acquire the controller cabinet. Accordingly, for the timely completion of this project, staff recommends the City directly purchase the traffic signal pole and the traffic signal controller cabinet. To that end, Staff sought and received three quotes for the galvanized signal pole, a 29-5-100-55-15 type, and anchor bolts as follows:

<u>Vendor</u>	<u>Quote</u>
Del Sol Resources	\$11,969.61
McCain	\$13,275.19
JTB Supply	\$14,567.80

In accordance with Laguna Hills Municipal Code (LHMC) Section 3.08-070, "Procurement of goods and supplies, equipment, materials, and nonprofessional services – Up to and including twenty-five thousand dollars (\$25,000.00) – Open market", the Purchasing Officer will proceed to purchase the signal pole, based upon the three quotes received, from the lowest cost supplier.

In addition to the traffic signal pole, it is necessary to also directly purchase the traffic signal controller cabinet. All of the City's controller cabinets are made by one manufacturer, Econolite. In order to match the existing equipment, fit the existing controller cabinet foundation, allow for all of the existing controller equipment to attach to fit the new cabinet, and to maintain all functionality of the traffic signal, it is necessary to sole-source purchase the controller cabinet in the amount of \$16,219.45.

Authorization to Advertise for Bids and Purchase Equipment for Traffic Signal Repair

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In accordance with LHMC Section 3-08.110 A, "Exceptions to purchasing requirements", the Purchasing Officer will proceed to purchase the controller cabinet from Econolite as a sole-source as provided in the Section, to wit: "When goods and supplies, equipment, materials, or contract services are of a unique, sole source nature because of their quality, durability, availability, or fitness for a particular use and are available only from one source. A sole source procurement is a procurement where only one source is practicably available for the type of procurement required."

The Engineer's Estimate for the construction phase of this project is \$43,000.

FISCAL IMPACT:

Traffic signal improvements are included in the FY 2020/2021 Capital Improvement Program Budget as CIP No. 112. The City will seek reimbursement for all costs of this project from the responsible party.



City of Laguna Hills

City Council

Staff Report

DATE: July 28, 2020
TO: Mayor and Council Members
FROM: Kenneth H. Rosenfield P.E.
Assistant City Manager/Director of Public Services
ISSUE: Progress Payment No. 1 for Community Center HVAC and Roof Replacement Project, CIP No. 513-B

RECOMMENDATION: That the City Council approve Progress Payment No. 1, in the net amount of \$198,241.25, to West Gate Contractor, for Community Center HVAC and Roof Replacement Project, CIP No. 513-B.

SUMMARY:

Work on the Community Center HVAC and Roof Replacement Project, CIP No. 513-B, began on May 1, 2020, and is being performed by West Gate Contractor. Work performed in May and June included removal and disposal of the existing HVAC system and existing flat roof and installation of the new flat roof. The contractor has submitted the first progress payment request for approval.

BACKGROUND:

A routine monthly action for capital improvement projects is the submission, review, and approval of the contractor's invoice. Procedurally, field staff verifies the contractor's quantities and matches them with the submitted invoice. The unit prices and total costs of the project are confirmed by the office staff and a progress payment is then processed. A five-percent (5%) retention is withheld from each payment to assure final performance of the work. The contractor for this project, West Gate Contractor, has submitted the first progress payment for the subject project as follows:

Progress Payment No. 1, for Community Center HVAC and Roof Replacement Project,
 CIP No. 513-B
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ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	\$ AMOUNT
1	Mobilization (limited to 5% of bid).	1	LS	\$15,000.00	\$15,000.00
2	Remove and Dispose of Existing HVAC Equipment and Appurtenances.	1	LS	\$25,000.00	\$25,000.00
3	Remove and Dispose of Existing Flat Roof.	1	LS	\$45,300.00	\$45,300.00
4	Furnish and Install Flat Roof, Complete and In Place.	0.80	LS	\$125,000.00	\$100,000.00
5	Furnish and Install Vibration Isolation Curbs at all HVAC Units.	0.10	LS	\$45,000.00	\$4,500.00
6	Install City Furnished HVAC Package Units and Appurtenances, Complete and In Place.	0.25	LS	\$75,500.00	\$18,875.00

TOTAL TO DATE	\$208,675.00	
LESS PRIOR BILLING	0.00	
TOTAL THIS PERIOD	\$208,675.00	\$208,675.00
LESS 5% RETENTION		\$(10,433.75)
DUE		\$198,241.75

FISCAL IMPACT:

The progress payment is within the Capital Improvement Program Budget for the Community Center HVAC and Roof Replacement Project, CIP No. 513-B.



City of Laguna Hills

City Council

Staff Report

DATE: July 28, 2020
TO: Mayor and Council Members
FROM: Janine Heft
Mayor
ISSUE: Explore the Use of Online Meeting Platform for City Council Meetings

RECOMMENDATION: Mayor Heft recommends that the City Council consider and review the option of establishing an online meeting platform as needed.

SUMMARY:

With the changes brought by COVID-19 in mid-March 2020, council meetings normally held in person at City Hall have had to allow for council members to call in via telephone. Many city councils and other government bodies have adopted an online platform. Instead of a phone-in format, council members and staff would be able to see each other, which would facilitate a smoother meeting and help to alleviate long pauses and confusion in communication because council and staff are not able to see each other.

FISCAL IMPACT:

The cost of Zoom, WebEx, or other platform online subscription.