

A work session of the Astoria Common Council was held at the above place at the hour of 1:00 pm.

Councilors Present: Brownson, Herman, Rocka, and West.

Councilors Excused: Mayor Jones

Staff Present: City Manager Estes, Executive Assistant Benoit, and Finance Director Brooks. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REGULAR AGENDA ITEMS

City Manager Estes explained that work began to update the City's website two years ago at the direction of City Council. This work would impact the way agenda packets, minutes, and other information would be tracked online.

Item 3(a): Implementation of Granicus Peak and iLegislate – Overview

Executive Assistant Benoit briefly introduced the City's new agenda management software called Peak and a new application called iLegislate. She noted this presentation would focus on the Council's use of the programs and Staff would receive role-specific training next week

Michael, Granicus (via telephone) gave a high-level overview of the software and application via GoToMeeting, which included an outline of the implementation process and how they integrate with the City's website, a brief explanation of their functions and capabilities, differences between the software and application, and basic instructions on how to use the software and application. Peak would integrate with the City's website, allowing the public to access interactive documents, files, and information. iLegislate would be used internally by Councilor and Staff to manage website content, documents, and files. During the presentation, he and Staff answered clarifying questions from Councilors about both programs and other services offered by Granicus.

City Manager Estes noted the new programs would make access to public information easier to find and more thorough. He gave a brief explanation of the City's transition from employing a stenographer to having digitally recorded minutes transcribed, noting the cost savings. He confirmed for President Brownson that the City is required by law to provide audio recordings and written accounts of all public meeting, noting what had to be included in meeting minutes. Over the years, the City has preferred more detailed minutes for better transparency.

The Councilors and Staff discussed the pros and cons of audio versus transcribed minutes, agreeing that some people prefer to listen while others prefer to read. Additionally, in digital formats, both types of files are searchable.

Stan stated the audio equipment for the hearing impaired worked wonderfully. He was currently using two of the Bluetooth connected devices and could hear. He also noted that he was able to read lips when the curtains were down. He appreciated the accessibility.

Item 3(b): Preview of City of Astoria Website Redesign

Executive Assistant Benoit displayed the new City website on the screen, pointing out links, buttons, information, and other features. She explained how the updates would make it easier for people to find the information they came to the website to find. She and City Manager Estes answered questions about website maintenance, the functionality of the search feature and the calendar, and the user experience.

President Brownson suggested his page include links to his social media accounts. The Council and Staff discussed cyber-security and the legal requirements and limitations that regulate publicly available information. They also discussed the pros and cons of social media accounts for elected and public officials.

Executive Assistant Benoit noted the new website could be live by the end of the month.

City Manager Estes asked Councilors to inform Staff of any bugs they find in the new site. The next work session would include a presentation on OpenGov, the City's financial reporting software.

President Brownson called for a recess at 2:14 pm. The meeting reconvened at 2:33 pm.

CELEBRATING THE 125TH ANNIVERSARY OF THE ASTORA REGATTA (2:30)

Item 4(a): Congresswoman Suzanne Bonamici presents a Statement for the Congressional Record honoring the 125th anniversary of the Astoria Regatta and City leaders

Congresswoman Bonamici said she was honored to represent Clatsop County in the United States Congress. She congratulated Astoria on the 125th anniversary of the Regatta. She explained that Congress celebrates significant achievements across the country and the statement she would be presenting would become part of the official Congressional record.

President Brownson, Congressional Aid Fred Happes, Regatta Presidents Eric and Paul joined Congresswoman Bonamici at the front of the room as she read the statement into the record. She presented the statement to Regatta officials and City Council, noting that paper copies were available for the public.

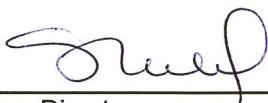
President Brownson thanked Congresswoman Bonamici for her leadership, representation, and acknowledgement of the Regatta.

Eric presented Congresswoman Bonamici, her staff, and City Council with 2019 Regatta pins and lanyards. He added that all of the princesses gave a history lesson on the Regatta during their speeches and it was nice to hear some of the same history in the Congressional statement.

ADJOURNMENT

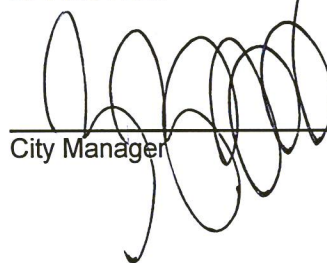
There being no further business, the meeting was adjourned at 2:44 pm.

ATTEST:



Finance Director

APPROVED:



City Manager