



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MEETING
MINUTES
Monday, May 9, 2022
5:00 PM**

MEETING INFORMATION

Please click on the link below to join webinar:
<https://us02web.zoom.us/j/84464019783>

VIDEO I. CALL TO ORDER

Mayor Rochelle Ramos called the meeting to order at 5:01 pm.

II. ROLL CALL

Present: Mayor Rochelle Ramos and Councilmembers Michelle Wagner, David Stuebe, Janice Killian, Molly Coston, Julie Russell, and Ernie Suggs

Staff:

David Scott, City Manager
Trevor Evers, Director of Public Works
Jennifer Forsberg, City Clerk/Finance Director
Wendi Steinbronn, Police Chief
Michelle Wright, Public Works Business Administrator
Rose Jewell, Community Engagement Manager

III. PUBLIC COMMENTS

None

IV. NEW BUSINESS

VIDEO A. Public Works: Hartwood Park Pedestrian Bridge Construction Contract

Rob Charles presented the bid from McDonald Excavating Inc for the Hartwood Park Pedestrian Bridge Replacement Project.

- Existing bridge is in disrepair and has been closed
- Property located northeast of 49th Street across Campen Creek
- Bid \$339,526.00
- Next step is to authorize city manager to sign thru May 23rd consent agenda
- Discussion on options and cost ensued

VIDEO B. Public Works: 39th Street Realignment Construction Award

Rob Charles presented the award bid from Haag & Shaw Inc for the 39th Street & Evergreen Way Intersection Improvements.

- 39th Street realignment to the west
- Loss of three parking spaces at the Permit Center.
- Haag and Shaw bid was for \$152,727.00. Bid received was below engineers estimate.
- Discussion on plans ensued
- Next step to authorize city manager to sign thru May 23rd consent agenda

C. Public Works/Finance: Professional Services Agreement with FCS Group for Utility Rate Study

Trevor Evers presented the following:

- **Task Plan**
 - Task 1: Project Kickoff
 - Data Collection & Validation
 - Task 2: Revenue Requirement
 - Customer Data Validation
 - Equipment Rental and Revolving Fund (ER&E) Plan Update
 - Benchmarking Analysis
 - Task 3: Rate Equity
 - Task 4: Rate Structure/Design
 - Task 5: Cost of Service
 - City Service Fee Cost of Service
 - Utility Tax Benchmarking
 - Task 6: Rate Study Customer Engagement and Communication Plan
 - Rate Study Outreach
 - Task 7: Documentation
- **Budget**
- **Appendix A: Subtask 6B**
 - Task 1. Stakeholder Interviews
 - Task 2. Citizens Advisory Committee
 - Task 3. Public Meeting
 - Task 4. Fact Sheet
 - Task 5. Special Events
 - Task 6 Website and Social Media Support
 - Task 7. Animoto Video
- Next step to authorize city manager to sign thru May 23rd consent agenda

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- **Task Plan**
 - **Task 1: Project Kickoff**
 - Data Collection & Validation
 - **Task 2: Revenue Requirement**
 - Customer Data Validation
 - Equipment Rental and Revolving Fund (ER&E) Plan Update
 - Benchmarking Analysis
 - **Task 3: Rate Equity**
 - **Task 4: Rate Structure/Design**
 - **Task 5: Other Service Charges**
 - City Service Fee Cost of Service
 - Utility Tax Benchmarking
 - **Task 6: Rate Study Customer Engagement**
 - Rate Study Outreach
 - **Task 7: Documentation**
- **Budget**
- **Appendix A: Subtask 6B**
 - **Task 1. Stakeholder Interviews**
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V. PUBLIC COMMENTS

Larry Kiester inquired about water flowing from 2" pipe from Campen onto Steigerwald.

VI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott polled the council on availability on the annual retreat on Saturday, June 11th from 8-3. He mentioned the Steigerwald reopening and the OPMA ruling on hybrid meeting requirements. City Managers May report and JPAC at Camas/Washougal.

B. MAYOR

Deferred to council meeting.

C. CITY COUNCIL

Deferred to council meeting

VII. ADJOURNMENT

Meeting was adjourned at 6:30 pm..

Mayor

City Clerk