



## **CITY COUNCIL REGULAR MEETING MINUTES - DRAFT**

**Monday, April 4, 2016, 7:00 PM**

**City Municipal Center, 616 NE 4th Avenue**

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### **I. CALL TO ORDER**

Mayor Pro Tem Turk called the meeting to order at 7:00 p.m.

### **II. PLEDGE OF ALLEGIANCE**

### **III. ROLL CALL**

Present: Greg Anderson, Bonnie Carter, Don Chaney, Steve Hogan and Shannon Turk

Excused: Tim Hazen and Melissa Smith

Staff: Bernie Bacon, Pete Capell, Jennifer Gorsuch, Cathy Huber Nickerson, Robert Maul, Shawn MacPherson, Heather Rowley and Steve Wall.

Press: No one from the press was present.

### **IV. PUBLIC COMMENTS**

No one from the public wished to speak.

### **V. CONSENT AGENDA**

- A. Approved the minutes of the March 21, 2016 Camas City Council Meeting and the Workshop minutes of March 21, 2016.

 [March 21, 2016 Camas City Council Workshop Minutes - Draft](#)

[March 21, 2016 Camas City Council Regular Meeting Minutes - Draft](#)

- B. Approved claim checks numbered 129141-129247 in the amount of \$666,944.20.

- C. Authorized the Mayor to provide a letter to the Grass Valley Parent Teacher Association (PTA) that grants permission to sell raffle tickets. (Submitted by Mitch Lackey)

 [160404 Grass Valley PTA May Raffle Authorization Letter Trisha Brotherton.pdf](#)

- D. Authorized the Mayor to sign the consultant agreement with Harper Houf Peterson Righellis (HHPR), Inc. for engineering, permitting and preliminary design services as needed for slope failure repair caused by the December 2015 storms for the Lacamas Lane Landslide Project in an amount not to exceed \$136,896.00. The project is eligible for funding reimbursement through Federal Emergency Management Agency (FEMA) at a rate of 75% of the total. At this time the remaining 25% is anticipated to be covered by the Stormwater Utility Fund with some matching funds possible from the Washington State Office of Emergency Management

(OEM). The expense budget line item for the project will be included in the 2016 Spring Omnibus Budget under the Capital projects list. (Submitted by James Carothers)

 [Lacamas Lane Landslide HHPR Consultant Agreement](#)


- E. Authorized the Mayor to sign the professional services agreement with HDJ, a division of PBS Engineering and Environmental, Inc. for Development Review Assistance in 2016 for the Public Works Department in an amount not to exceed \$30,000. The need for additional assistance with development review and inspection was presented to Council at the March 7, 2016 Workshop. It is anticipated that additional revenue collected for development review and inspection will offset the additional consultant cost. This contract work will occur as needed. The budget line item expense will be covered in the 2016 Spring Omnibus Budget. (Submitted by James Carothers)

 [Development Review Assistance Agreement with HDJ](#)  
[Engineering Development Presentation from 3-7-16](#)

- F. Authorized the Mayor to sign Consultant Services Agreement Supplement 3 with HDJ Design Group, PLLC for construction services for NW 6th Avenue and NW Norwood Intersection Improvements in the amount of \$126,436.75. The total contract amount with this supplement is not to exceed \$404,544.51. This contract is included in the 2016 Budget and is funded by the general obligation bond (GO). Funding for the project in its entirety, including this agreement supplement, will be addressed in the 2016 Spring Omnibus Budget. (Submitted by James Carothers)

 [NW 6th & Norwood Consultant Agreement Supplement 3](#)

- G. Authorized the Mayor to sign Change Order No. 2 for required additional work on the Slow Sand Water Treatment Plant project to Rotschy, Inc. in the amount of \$66,660.07. This project is included in the 544' Zone Water Main Treatment capital budget line item. Explanation of funding for this change order and project are outlined in the attached memorandum. (Submitted by James Carothers)

 [Rotschy Inc. Change Order No. 2 Slow Sand Water Treatment Plant Project](#)  
[Slow Sand Change Order No. 2 Memo](#)

- H. Authorized the Mayor to sign Change Order No. 3 for required additional work for the STEP Sewer Transmission Main project to McDonald Excavating, Inc. in the amount of \$132,995.40 and to add 17 working days to the contract. A full description of the nine items included with this change order are included in the attached Change Order No. 3. The total for this change order is \$132,995.40 and is amply funded by a Public Works Trust Fund (PWTF) loan and by the Water Utility Fund. This project is now substantially complete. Change Order No. 3 is for 5.2% of the original contract bid. The total amount of all change orders is 7.5% of the original contract bid. (Submitted by James Carothers)

 [McDonald Excavating Inc. Change Order No. 3 STEP Sewer Transmission Main](#)

- I. Authorized Retainage Release for the Washougal River Overlook project to Michael Green Construction, Inc. in the amount of \$2,762.23. Approval for retainage release has been received from the Washington Departments of Labor and Industries, Revenue and Employment Security. (Submitted by James Carothers)

 [Washougal River Overlook Final Pay Estimate](#)

[Department of Revenue Release](#)

[Employment Security Release](#)

[Labor & Industries Release](#)

- J. Authorized the City to rescind the contract with Haag and Shaw Inc. dated February 26, 2016, relating to 2016 STEP/STEF Tank Pumping project. The contractor utilized incorrect Labor and Industry Prevailing Wage Rates in determining their quote. (Submitted by Sam Adams)

 [Haag and Shaw Inc. Signed Quote](#)

**It was moved by Council Member Anderson, seconded by Council Member Chaney, to approve the Consent Agenda. The motion carried unanimously.**

## **VI. NON-AGENDA ITEMS**

- A. Staff

There were no comments from staff.

- B. Council

There were no Council comments.


## **VII. MAYOR**

- A. Announcements

Mayor Pro Tem Turk had no announcements.

## **VIII. MEETING ITEMS**

- A. NW 6th Avenue and NW Norwood Intersection Improvements Contract Bid  
Details: Staff opened bids for this project on Tuesday, March 29, 2016, and the apparent low bidder was McDonald Excavating, Inc. The bid tabulations are attached for Council's information. The Base Bid with Additive Alternate No. 1, which is the least expensive possibility for awarding the project, is \$1,943,821.73. The other potential award amounts are the Base Bid plus Additive Alternates No. 1 and No. 3 at a cost of \$2,036,856.73; the Base Bid plus Additive Alternate No. 2 at a cost of \$2,107,496.73; and the Base Bid plus Additive Alternate No. 2 and No. 3 at a cost of \$2,200,531.73. Staff does not recommend in any scenario the selection of Additive Alternate No. 2, Cement Concrete Pavement in the roundabout, due to the high cost and lack of funding availability. Staff will provide a detailed summary of the project costs and potential options for awarding the project, including a review of the attached NW 6th Avenue Corridor Revenue and Expenditure Summary.  
Presenter: Steve Wall, Public Works Director

 [NW 6th Ave Corridor Revenue and Expenditure Summary](#)  
[NW 6th & Norwood Bid Tabulations](#)

**A motion was made by Council Member Anderson, seconded by Council Member Carter, that the contract be awarded to McDonald Excavating, Incorporated, for the base bid, plus Alternatives 1 and 3 for the total amount of \$2,036,856.73. The motion passed by the following vote:**

**Yes:** Council Member Anderson, Council Member Carter, Council Member Chaney and Council Member Turk

**No:** Council Member Hogan

- B. Resolution No. 16-006 Revising the Position Descriptions for the Represented Positions within the Information Systems Division, Including Creation of a New Position  
Details: This resolution will revise the current represented positions within the Information Systems Division. The Information Systems Analyst position will become Information Technology Systems Analyst/Programmer and the Information Systems Technician will become Information Technology Support Specialist. The Analyst/Programmer position will receive a 6% wage adjustment after a review of comparable positions. This resolution will also create a new position and salary scale for an Information Technology Network Administrator. This topic was an agenda item at the March 21, 2016, workshop.  
Presenter: Jennifer Gorsuch, Administrative Services Director

 [Resolution 16-006 Revising Position Description within the Information Systems Division](#)  
[Exhibit A Information Technology Systems Analyst/Programmer](#)  
[Exhibit B Information Technology Support Specialist](#)  
[Exhibit C Information Technology Network Administrator](#)

**It was moved by Council Member Carter, seconded by Council Member Hogan, that Resolution No. 16-006 be read by title only. The motion carried unanimously.**

**It was moved by Council Member Carter, seconded by Council Member Anderson, that Resolution No. 16-006 be adopted. The motion carried unanimously.**

## **IX. PUBLIC COMMENTS**

No one from the public wished to speak.

## **X. ADJOURNMENT**

The meeting adjourned at 7:23 p.m.

NOTE: The City welcomes participation of its citizens in the public meeting process. Effort will be made to ensure anyone with special needs can participate. For more information call 360.834.6864.