



CITY COUNCIL MEETING MINUTES

Vancouver City Hall | Council Chambers | 415 W. 6th St.
PO Box 1995 | Vancouver, WA 98668-1995
www.cityofvancouver.us

Anne McEnery-Ogle, Mayor

Bart Hansen · Bill Turlay · Ty Stober · Linda Glover · Laurie Lebowsky · Erik Paulsen

February 25, 2019

WORKSHOPS

Vancouver City Hall - 415 W 6th Street, Vancouver WA

Councilmember Glover was absent from workshops

4:00-4:30 PM C-TRAN Mill Plain Bus Rapid Transit Locally Preferred Alternative

Presenters: Scott Patterson, C-TRAN Chief External Affairs Officer; Randy Parker, C-TRAN Senior Transit Planner; Shawn Donaghy, C-TRAN CEO

Summary

C-TRAN staff presented Council with the details of the Locally Preferred Alternative for the proposed Mill Plain Bus Rapid Transit Project and sought Council feedback about alignment and proposed East and West Terminus locations.

4:30-5:00 p.m. Water Station 1 Project Update

Presenters: Tyler Clary, Water Engineering Program Manager, 487-7169; Michelle Henry, Senior Civil Engineer, 487-7155

Summary

Provided Council with an overview of the Water Station 1 upgrade project and details about future phases of the project.

5:00-6:00 p.m. Westside Bike Mobility Project Update

Presenters: Rebecca Kennedy, Long Range Planning Manager, 487-7896; Jennifer Campos, Principal Transportation Planner, 487-7728; Anna Dearman, Senior Transportation Planner, 487-7738

Summary

Provided Council with an overview of the Westside Bike Mobility Project and proposed next steps.

COUNCIL DINNER/ADMINISTRATIVE UPDATES (6 PM)

COUNCIL REGULAR MEETING

Pledge of Allegiance

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 6:31 p.m. by Mayor McEnerny-Ogle in the Council Chambers of City Hall, 415 W. 6th Street, Vancouver, Washington.

Present: Councilmembers Paulsen, Lebowsky, Stober, Turley, Hansen, Mayor McEnerny-Ogle

Absent: Glover

Motion by Councilmember Hansen, seconded by Councilmember Lebowsky, and carried unanimously to excuse Councilmember Glover.

Approval of Minutes

Minutes - January 28, 2019

Motion by Councilmember Stober, seconded by Councilmember Paulsen, and carried unanimously to approve the meeting minutes of January 28, 2019.

Minutes - February 4, 2019

Motion by Councilmember Hansen, seconded by Councilmember Lebowsky, and carried unanimously to approve the meeting minutes of February 4, 2019.

Minutes - February 11, 2019

Motion by Councilmember Paulsen, seconded by Councilmember Lebowsky, and carried unanimously to approve the meeting minutes of February 11, 2019.

Citizen Communication (Items 1-5)

Mayor McEnemy-Ogle opened Citizen Communication, and receiving none, closed Citizen Communication.

Consent Agenda (Items 1-5)

Motion by Councilmember Hansen, seconded by Councilmember Turlay, and carried unanimously to approve the consent agenda.

1. Continued Use of Washington State Contract 05916 for vehicle purchases

Staff Report 028-19

Summary

The City uses Washington State Contract #05916 for vehicle purchases such as police vehicles, light duty vehicles, and medium duty vehicles.

Equipment Services would like authorization to continue to use the contract to purchase up to the Council-approved annual budgeted amount for vehicle purchases through the end of the contract, which is 1/5/2021, and into any extended period offered by the State of Washington.

The City has purchased up to the approved levels authorized by Council in 2017 and requests authority to continue to purchase using this contract up to the amounts approved by Council in City's budget process.

Request: Authorize the City Manager or his designee to approve purchases under Washington State contract #05916 for the life of the contract with Columbia Ford, Northsound Dwayne Lane, and Bud Clary Chevrolet.

Dan Zenger, Equipment Services Superintendent, 487-8205

Motion approved the request.

2. Lease Agreement with Del Sol, Inc.

Staff Report 029-19

Summary

Del Sol, Inc. is a janitorial and property maintenance company with its primary base of operations currently located in Pasco, WA. The City of Vancouver recently completed a Request for Proposals process to provide janitorial services to the City and Del Sol was awarded the contract. Del Sol is setting up a local base of operations in Vancouver and became aware that the City had some short-term rental space within the "Zhen"

building available for use while they look for a more permanent location. The Zhen building, located at 5107 E. Fourth Plain Boulevard, was purchased by the City in 2018 as part of the Operations Center property consolidation efforts. The Zhen building is Class C office space that is anticipated to be demolished in 2023. With such a short life span remaining on the building, it is difficult to find tenants. This short term lease will work well with the City's timeline and bring in some unanticipated revenue.

It is proposed to enter into a lease agreement with Del Sol for approximately 2,200 square feet for a two (2) year period with one (1) year option to extend. In order to update the space to accommodate Del Sol's needs, the parties have negotiated a tenant improvement allowance valued at \$8,800.00. Del Sol will manage their improvements. Rent will be \$10.00 per square foot and will escalate 3% in year two of the Lease. This rate is consistent with the three other tenants in the building (Columbia Insurance, Amazing Hair Salon and Dice Age Games).

Request: Approve the Lease Agreement between City of Vancouver and Del Sol, Inc. and authorize the City Manager or his designee to execute the document.

Brian Carlson, Public Works Director, 487-7131

Motion approved the request.

3. Burnt Bridge Creek Neighborhood Action Plan

Staff Report 030-19

A RESOLUTION of the City of Vancouver, Washington relating to neighborhood planning; accepting the revised Neighborhood Action Plan for the Burnt Bridge Creek Neighborhood Association.

Summary

The Vancouver Comprehensive Plan states that "Vancouver is a city of neighborhoods". The plan emphasizes preserving or enhancing the unique character and function of individual neighborhoods, commercial districts and other places, which make Vancouver a special place to live. To help achieve this result, the neighborhood action planning program was started in 1994.

The Burnt Bridge Creek Neighborhood Association was established and recognized by the Vancouver City Council in 1998. The initial neighborhood action plan was adopted by the neighborhood association and accepted by city council in 2005. Since that time a substantial number

of components of the plan were addressed or completed. Over the past year, the neighborhood association action plan committee worked with neighbors to get input on priorities and update the plan. City staff provided feedback which was considered by the neighborhood action plan committee. The proposed plan was made available to every household in the neighborhood. The plan was officially approved and adopted by the Burnt Bridge Creek Neighborhood Association at a general meeting on January 15, 2019.

Request: Adopt a resolution to accept the updated Burnt Bridge Creek Neighborhood Action Plan.

Judi Bailey, Neighborhoods Coordinator, 487-8608

Judi Bailey, Office of Neighborhoods Coordinator, provided an overview of the revision process of the Burnt Bridge Creek Neighborhood Action Plan.

Steve Downing, Vice-Chair of the Burnt Bridge Creek Neighborhood Association provided an overview of the key items that were revised in the Action Plan.

Councilmember Stober thanked the neighborhood for its efforts and asked whether the City provides the neighborhoods with any guidance as they put together an Action Plan. Ms. Bailey explained the Office of Neighborhoods provides a template of objectives and encourages neighborhoods to reference that. Councilmember Stober recommended the City provide some policy guidance such as the City's Strategic Plan and asked Neighborhoods to consider these items and incorporate them as they work on an Action Plan. Specifically he stated he is interested in documenting what a twenty minute neighborhood means to each neighborhood association.

Motion approved Resolution M-4001.

4. **Approval of New (Extended) Contract with Waste Connections of Washington to provide Comprehensive Garbage, Recyclables, and Organics Collection Services through April 30, 2030**

Staff Report 031-19

Summary

The City contracts with a private hauling company, Waste Connections of Washington, to provide comprehensive garbage, recycling and yard debris collection services to residents and businesses within city limits. The existing contract, last updated on June 1, 2009, is scheduled to expire on January 31, 2020. In response to City Council direction, City staff

negotiated with Waste Connections and prepared a new contract for City Council consideration. The contract language and structure is entirely new and is not a revision of the existing contract. If the new contract is approved by Council, then an Ordinance providing rate adjustments and other code changes, mostly associated with the new contract, and included as Item No. 6 for this evening's Hearings Agenda are needed to implement the new contract on April 1, 2019. If the contract is sent back for revision or a decision is made to issue a request for proposals (RFP), then the ordinance would need to be modified, in which case, staff will come back to a future meeting with appropriate changes focused primarily on the new curbside and multifamily "recyclables processing surcharges".

The new contract with Waste Connections of Washington incorporates the following service aspects/changes:

- ***Establishes a comprehensive curbside organics collection program for residents.*** *This service will expand the existing every-other-week 96-gallon curbside yard debris collection program to include food waste (food only, no compostable food service ware) without an increase in the current cost (\$7.43 per month). It will also add new service levels of 64, 32 and 20 gallons every other week for a slightly lower monthly cost. The program will begin October 1, 2019. The current on-call yard debris service option will no longer continue to be offered.*

Commercial and Multifamily organics collection will be available on the same timeline as an option at savings over the current rates. 64-gallon organics carts for commercial sites will be collected for \$8.26/month for every-other-week service or \$16.52/month for weekly service; the latter service level represents a savings of 43% compared with the current food waste pilot program charge of \$29.15/month.

- ***Recycling Revenue and Customer Rates.*** *The current cost per ton paid for collected recyclables by the City to Waste Connections for single family and multifamily recycling will be reduced from \$39.50 to \$10 per ton. This change better reflects the current value of recyclable commodities (on average \$12 per ton) and reduces the financial risk to the Solid Waste Fund, currently subsidizing this shortfall by approximately \$440,000 per year.*

This reduction in the per ton fee paid to Waste Connections requires a corresponding increase to single-family rates of \$0.69 per month and multi-family rates of \$0.20 per month per unit to keep Waste Connections revenue neutral in the compensation that they currently receive. However, Waste Connections has offered to offset the majority of this increase with a rate reduction of \$0.50 per month for single-family customers and \$0.20 per month for multi-family

customers. This results in no net increase in recycling fees for multi-family customers (remains \$1.29 per unit per month) and a \$0.19 per month increase for single-family customers (\$3.01 to \$3.20 per month). These changes would be effective April 1, 2019.

In addition to the proposed changes to recycling collection fees, regional partners have reviewed and approved a recyclables processing fee of \$68.91 per ton. This processing fee will be paid by the contracted hauler and passed on to customers through monthly rates, resulting in an increase of \$1.77 per month for single family customers and \$0.78 per month for a multifamily unit. More detail is provided in the accompanying staff report for the rate ordinance.

- **Commercial Recycling Pilot Program.** Commercial Recycling has been offered to businesses through both a subsidized City program and on the open market. The City currently pays \$26 per customer per month for any business with a Waste Connections garbage account that needs between one 96 gallon cart up to a three yard container. In the new contract, the City will reduce this payment to \$15 per month and Waste Connections will bill commercial customers \$11 to make up the difference and also has the opportunity to pass through recycling costs associated with seasonal market swings. This change represents an approximate \$140,000 annual savings to the City's Solid Waste Fund. The current commercial recycling program will be continued as a pilot program.
- **Services to Customers in Space Constrained or High Density Areas.** To provide services to densely developed areas that may be limited on space, Waste Connections will offer services 7 days per week starting with the new effective date of the contract. A "space saver" rate for service has been developed so that customers in a space constrained building or area can opt for more frequent collection without as heavy of a cost burden as would be under the current rates. The goal is to have customers like restaurants in dense areas opt to have smaller containers emptied more frequently. This helps with design, safety and health. The new "space saver" rates are calculated by adding a 10% fee to the most efficient service level.
 - This change will increase the rates to the "non-benefiting" commercial customer base by 0.5% starting January 2020
 - This change will decrease the "benefiting" customers' rate an average of 14% (anywhere from 4% to 36% depending on the service level).
 - Potentially benefiting customers represent about 10 percent of the revenue base
- **Shifting Certain Other Costs from City to Contractor.** Waste Connections will take over costs that have been previously covered by the City including the truck and labor fees for Saturday

Neighborhood Cleanup events (\$80,000-\$100,000 per year) for up to 60 neighborhoods, and all costs associated with purchasing residential garbage carts (\$70,000 per year). The City will continue to pay disposal costs for the neighborhood cleanups, currently approximately \$70,000 annually.

- **Equipment.** *Waste Connections will not utilize any trucks older than 15 years. Within one year of executing the contract the company will paint all steel receptacles utilized under the contract – garbage will be gray, recycling will be blue and organics will be green. The City will also have the option to own the receptacles at the end of the contract.*
- **Recycling Contamination Reduction Plan.** *Waste Connections will develop a recycling contamination reduction plan and it will include the addition of a Recycling Coordinator whose role will be to reduce contamination with a particular focus in the single and multi-family recycling programs.*
- **Enhanced Customer Service.** *Waste Connection's existing phone system and website will be upgraded and will offer auto call back, texting, chat, and translation services. Customer hold times will not exceed 30 seconds on average (currently 2 minutes).*
- **Complementary Drop-Off Recycling Services.** *Waste Connections will provide drop off recycling service for block foam and plastic bag/film recycling at the transfer stations.*
- **Annexation.** *Any annexation(s) before January 2025 will not result in the contract being extended. The first annexation after January 2025 will result in a 2-year extension and each annexation resulting in 5,000 households in aggregate being added will result in another 2-year extension.*
- **Term.** *The new contract term has an effective date of April 1, 2019 and will run through April 30, 2030.*
- **Rate Model and Adjustments.** *The current rate model (included in the contract as Exhibit D) remains largely unchanged – the City retains the ability to adjust the City fee or utility tax as necessary as well as provide recycling credit rebates should recyclable material markets rebound.*

If Council approves award of the new contract, Staff recommends modifying customer rates through adoption of the ordinance (Item No. 6).

Request: On Monday, February 25, 2019, approve award of a new

Contract with Waste Connections of Washington to provide Comprehensive Garbage, Recyclables, and Organics Collection Services from April 1, 2019 through April 30, 2030.

Tanya Gray, Solid Waste Supervisor, 487-7163

Motion approved the request.

5. Approval of Claim Vouchers

Request: Approve claim vouchers for February 25, 2019.

(Copy available upon request.)

Motion approved claim vouchers for February 25, 2019, in the amount of \$10,230,981.32.

Public Hearings (Item 6)

6. Garbage, Yard Debris/Organics and Recycling Collection Rate Modifications and Other Solid Waste Code Updates to be effective April 1, 2019

Staff Report 027-19

AN ORDINANCE relating to the collection of solid waste, recyclable materials and organics, and Titles 5.94 and 6.12 of the Vancouver Municipal Code; amending Vancouver Municipal Code sections 5.94.020, 6.12.010, 6.12.020, 6.12.110, 6.12.115, 6.12.120, 6.12.130, 6.12.140, 6.12.161, 6.12.190, 6.12.201, 6.12.202, 6.12.203, 6.12.208, 6.12.209, 6.12.210, 6.12.211, 6.12.212, and 6.12.213; providing for severability; and establishing an effective date.

Summary

City Council is the rate-making authority for garbage, residential recycling, and yard debris/organics collection services within the City of Vancouver. The City contracts with a private hauling company, Waste Connections of Washington, to provide comprehensive garbage, recycling and yard debris collection services to residents and businesses within city limits. The existing contract, last updated on June 1, 2009, is scheduled to expire on January 31, 2020. In response to City Council direction, City staff has negotiated with Waste Connections and prepared a draft contract for City Council consideration. The contract is presented as a separate item on the February 25 agenda and a draft of the new contract is attached to the February 11 staff report. If the new contract is approved, then the full set of

rate adjustments included in the subject ordinance are needed to implement the new contract on April 1, 2019. If the contract is sent back for revision or a decision is made to issue an RFP, then the ordinance would need to be modified, in which case, staff will come back to a future meeting with appropriate changes focused primarily on the new curbside and multifamily “recyclables processing surcharges”.

Recyclables Processing Surcharge/Reduced Revenue from Sale of Recyclables

The rate change of most consequence to single-family curbside and multi-family recycling customers is a new “recyclables processing surcharge” of \$1.77 per month for single-family households and \$0.78 per month per unit for multi-family complexes. This surcharge is independent of the new Waste Connections contract; however, there is also a \$0.19 per month added cost for single-family curbside recycling that is linked to the new contract and is explained further in the following section below. Clark County is expected to approve a \$68.91 per ton processing fee on residential recycling tons delivered to the West Van Material Recovery Center effective March 1, 2019. The calculated pass-through surcharge will not apply to City customer bills until April 1; consequently the monthly charge for the remainder of the year will be slightly higher than if the effective date was also on April 1. City staff worked closely with Clark County Public Health, Columbia Resource Company and Waste Connections to review and analyze the rationale and calculations for these surcharges and believes the amount of the fees are reasonable and appropriate to address the need for slower processing speeds and increased staffing at the processing facility as a means of responding to the changes in global recycling markets over the last year and a half. As reported in August when staff previewed this topic, recycling continues to be marketed, mostly domestically; however, revenue is much lower than in the past and this is recognized through changes to the new contract, discussed below, and also is a factor in establishing the new surcharge. Note that the surcharge varies between single-family and multi-family service due to variation in the typical volumes set out on an annual basis (554 pounds per year for single-family and 245 pounds per year for multi-family units).

Currently single-family customers’ bills for garbage service include \$3.01 per month for required recycling service. With the change in the contract and as a result of reduced revenue received by the City from the sale of processed materials, the City has reduced its per ton payments to Waste Connections from \$39.50 per ton to \$10.00 per ton of recyclables collected. This increases by \$0.69 per month the portion of collection costs that single-family residents pay; however, Waste Connections has agreed to partially offset the increase by \$0.50 per household per month. So the net increase to the basic single-family fee is \$0.19 per month effective April 1 bringing the cost to \$3.20 per month which is included in the monthly

garbage fee tied to the level of service. The recyclables processing fee surcharge discussed above (\$1.77/month) is added to this amount and will be identified separately on the bill – the total single-family recycling charge with the surcharge is \$4.97 per month. For multi-family complexes the recycling fee is currently at \$1.29 per month and does not change because Waste Connections is offsetting the increase by \$0.20; however, the \$0.78 surcharge will bring the total cost to \$2.07 per month for multi-family units.

Organics Rates

A key new service in the contract is for expansion of the existing subscription-based every-other-week yard debris program (offered at the curb for residential customers) to include food scraps. This will be implemented six months after the new contract starts (October 1) allowing six months for planning, and development of outreach information. The fee for Organics collection (combined food scraps and yard debris) will be the same \$7.43 per month as the current yard debris only program (96-gallon volume). Rates will also be offered for reduced volumes of residential organics: \$6.43 per month for 64-gallons, \$5.43 for 32-gallons, and \$4.43 for 20-gallons. Once full Organics collection is offered the current “on-call” yard debris option/rate will no longer be offered. Commercial and multi-family Organics collection service at the curb will also be offered, beginning October 1, with the every-other-week option rate set at \$8.26 per month and a weekly option rate set at \$16.52 per month. Additional fees established for container garbage service will apply for those commercial or multi-family customers opting not to set carts at the curb. New drop box hauling rates, \$105.86 for non-compacted and \$117.62 for compacted, are also established for commercial customers selecting that service option, other existing drop box fees would apply when used.

Optional Commercial Recycling Pilot Program

The City has worked with Waste Connections over the last ten years to implement and expand a popular optional pilot commercial recycling program and has fully subsidized recycling service with carts, or up to a 3 cubic yard container, at a cost of \$26.00 per month per business serviced. With the new contract, the City’s pilot program is being modified and the City subsidy will reduce to \$15.00 per month so that the participating businesses, if they choose to continue the service, will be asked to pay the balance, around \$11.00 per month; however, that fee may go up or down throughout the year in response to market fluctuations and material processing costs.

Services to Customers in Space Constrained areas – Space Saver and Seven Day Service Rates

Areas in Vancouver that include the historic downtown and newer mixed

use zones aim to maximize space and create areas that are pleasant for both living, working and recreating. These designs may result in enclosures or garbage rooms in densely developed areas that lack sufficient space to store and service larger volume garbage containers. With less room, customers may require more frequent collection of a smaller-sized container(s). This design results in higher costs under the regular container rate schedule. New rates are established with the new contract to provide "space saver" rates for those locations where solid waste storage is identified as a significant challenge; thereby reducing the disincentive that some generators have reported under the existing linear rate structure. The rates are intended to encourage frequent removal of garbage and discourage storage of large containers in areas where aesthetics are important due to the mixed use design. The space saver rates offer an average of 14 percent savings over the regular container rates but still require the businesses to pay a 10 percent premium (embedded in the rates being adopted) over what they would pay with a larger container and less frequent pickups, were the site conducive to using a larger container. Effective January 1, 2020, commercial container rates will increase by 0.5 percent to offset the cost of efficiently servicing the space constrained locations. It is anticipated that the space saver rates will apply to 10 percent of the customers. New rates for sites requiring seven days per week service are also created through the ordinance. Under the new contract, Waste Connections agrees to collect on Sundays where this is required to best meet customer needs.

Summary

Other changes within the code either refine definitions or provide needed clarifications to be consistent with terms of the proposed new Contract for Waste Connections of Washington. There are also a few other minor housekeeping changes unrelated to the contract. These are shown as edits to the existing code within the ordinance.

Staff recommends modifying customer rates as detailed in the ordinance. Unless noted within the sections (as for organics services) all adjustments will be effective April 1, 2019.

Request: On Monday, February 25, 2019, subject to second reading and public hearing, approve ordinance.

Tanya Gray, Solid Waste Supervisor, 487-7163

Mayor McEnemy-Ogle read the title of the ordinance into record.

Rich McConaghy, Environmental Resources Manager, and Tanya Gray, Solid Waste Supervisor, were present to address Council comments.

Ms. Gray provided Council with an overview of the proposed solid waste code updates and how they relate to the contract with Waste Connections that Council approved under the Consent Agenda.

Mayor McEnery-Ogle opened public hearing and receiving no testimony, closed public testimony.

Motion by Councilmember Hansen, seconded by Councilmember Stober, and carried unanimously to approve Ordinance M-4264.

Communications

A. From the Council

B. From the Mayor

Mayor McEnery-Ogle noted that former Alishia Topper's board assignments needed to be filled. She recommended to Council that Councilmember Paulsen be assigned those seat assignments.

Motion by Councilmember Hansen, seconded by Councilmember Lebowsky, and carried unanimously to assign Councilmember Paulsen to the board seats formerly held by Alishia Topper.

C. From the City Manager

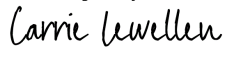
Adjournment

7:11 p.m.

DocuSigned by:

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Anne McEnery-Ogle, Mayor

Attest:

DocuSigned by:

661359AB277E439...
Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

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