

**WALLA WALLA CITY COUNCIL**  
**Work Session Minutes**  
**December 10, 2012**

**1. CALL TO ORDER**

Mayor Barrow called the meeting to order at 4:00 p.m.

Present: Councilmembers Conrado Cavazos, Jr., Barbara Clark, Jerry Cummins, Mary Lou Jenkins, Shane Laib, and Mayor Jim Barrow.

Absent: Councilmember Chris Plucker.

City staff in attendance: City Manager Nabel Shawa, Deputy City Manager Tim McCarty, Public Works Director Ki Bealey, Finance Manager Jean Teasdale, Assistant Development Services Director Brian Walker, City Engineer Neal Chavre, and City Clerk Kammy Hill.

Also present: Tom Glover, Executive Director of the Joint Community Development Agency.

**2. ACTIVE AGENDA**

- A. Establishment of the Walla Walla Valley Metropolitan Planning Organization (MPO).

City Manager Shawa reported the formation of a MPO is being required as a result of the 2010 census. A formation committee has been meeting for the last six months.

Public Works Director Bealey reviewed:

- Purpose of a Metropolitan Planning Organization (MPO) for multimodal transportation planning process for a Metropolitan Planning Area (MPA).
- Basic MPO facts:
  - The Census Bureau designates a new list of Urbanized Areas (UZAs) every ten years.
  - Current federal law requires every UZA be represented by a MPO to carry out the metropolitan planning process for the UZA and surrounding areas (MPA).
  - Urbanized areas with a population over 50,000 are required by federal law to designate an MPO to carry out the metropolitan transportation planning process for the area.

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- Per 23 USC 134, the largest incorporated city (based on population) within the UZA must be represented on the MPO.
- Formation deadline is March 26, 2013 for a new MPO in the Walla Walla Valley area or the area is at risk of losing all federal transportation funding.
- Proposed MPA/UZA map.
- Proposed Walla Walla Valley MPO members include: Cities of College Place, Milton-Freewater, Walla Walla; Port of Walla Walla; Umatilla County; Walla Walla County; Valley Transit; Oregon Department of Transportation; Washington State Department of Transportation.
- An Interlocal agreement is entered into by the member agencies. This agreement establishes the MPO, defines the MPO's organization and powers, and establishes the MPO's jurisdictional area.
- The bylaws provide an operating framework for the MPO including: meetings and organization; officers; operations (Executive Director, committees, processes, decision making procedures); lead planning agency designation.
- MPO organizational structure as documented in the Interlocal agreement.
- The MPO designation process.
- Next steps include adoption of Interlocal agreement by each jurisdiction/agency and establishment of the MPO planning area boundary. The designation request is then sent to the Washington and Oregon governors with endorsement by affected state transportation agencies. Both state governors sign official designation letters.
- Discussion highlights from the seven MPO formation meetings include:
  - Is participation required?
  - What is the benefit?
  - What are the dues?
  - What match will be required?
  - Will member votes be weighted by population (associated with the member agency)?
  - Project selection.
  - What does being the largest entity on the MPO mean?

There was discussion on:

- Establishing project criteria for selection.
- Who decides whether a project meets criteria?

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- Transportation planning across state lines. This will be the third MPO to cross state lines.
- Addition of language regarding selection criteria.
- Importance of having the MPO in place by March 2013 to preserve Federal transportation funds.
- Designation of members to serve on the policy board and ensuring elected officials are the representatives on the policy board.
- Providing that a non-elected official can be removed from the board without cause.

Council commended Tom Glover, Public Works Director Bealey, City Engineer Neal Chavre, and Councilmember Cummins for their work on establishing an MPO.

- B. Request for assistance from Salvation Army for sewer and water hookup fees.

City Manager Shawa introduced Mr. Rodriguez and Major Dickenson with the Salvation Army. The Salvation Army has requested assistance from the City by waiving the sewer and water connection fees. These fees are estimated at less than \$10,000. The Salvation Army was advised the CDBG funds may or may not be available since the project is adjacent to, but not in, a low-moderate income area.

Mr. Rodriguez reported the project will benefit the community and is receiving a dollar for dollar match from the divisional commander. The division is using this as a pilot project. The project will combine the food bank with three social service offices and a demonstration kitchen. Food will be distributed based on family need.

There was discussion on how social services are provided at the Salvation Army.

Major Dickenson reported the current facility was constructed in 1959-1960 and is not adequate for the services they are trying to provide for the community. If the City provides the funds for the water and sewer hookup fees, these funds will be counted toward the match.

It was the consensus of a majority of Council for the City Manager to determine, with legal counsel, if CDBG funds can be used since the proposed use meets the needs of the population intended by the City for assistance.

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C. Fairgrounds water rates.

City Manager Shawa reported the County has requested the City remove the out-of-city surcharge for water and wastewater services at the fairgrounds. The impact is a loss of approximately \$13,000 revenue annually. Staff will ensure the surcharge is only removed from those meters serving the fairgrounds and not those on residential homes owned by the County. A Municipal Code amendment will be necessary to waive this surcharge.

There was discussion on:

- The water use agreement for the High School was put into place because of the location of available land for construction.
- The loss of revenue would impact the water and wastewater utilities but is not a major amount. Rates for water and sewer service are set through 2015. At that time, a water rate analysis will be done and a number of factors will be reviewed.
- The County has contributed a very nominal amount for engineering for the Orchard Street project. Council suggested the County be asked to repair the sewer line to the fairgrounds at the time of construction of the Orchard Street project.
- The City gains revenue from activities and events at the fairgrounds.

It was the consensus of a majority of Council to have staff move forward with a Municipal Code amendment strictly for the water and sewer service at the Fairgrounds and not adjacent properties.

D. Draft 2013 Legislative Priorities.

City Manager Shawa reviewed the proposed 2013 legislative priorities. No action is required this month but staff will bring the priorities back in January for approval.

Council suggested inclusion of air service in Walla Walla; the air traffic control tower; and discussing other possible issues with Dave Mastin. There were comments on a bipartisan leadership coalition in the legislature and meeting with local State representatives prior to commencement of the next legislative session.

**3. OTHER BUSINESS**

No other business was discussed.

**4. ADJOURNMENT**

There being no further business, the meeting adjourned at 5:30 p.m.