



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: January 18, 2024		Subject: Resolution No. 3108 Authorize the City Manager to Enter Into and Execute the Intergovernmental Agreement with Washington County for Design of Public Utility Improvements on Basalt Creek Parkway. Staff Member: Zach Weigel, PE, City Engineer Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): 2012 Water System Master Plan – Project #362	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville resolution approving an Intergovernmental Agreement (IGA) between the City of Wilsonville and Washington County for design of public utility improvements as part of the Basalt Creek Parkway Extension (BCPE) project.

EXECUTIVE SUMMARY:

Washington County is undertaking a major transportation enhancement project, extending Basalt Creek Parkway between Grahams Ferry Road and Boones Ferry Road, spanning over Tapman Creek with a new roadway bridge. The Basalt Creek Parkway Extension (BCPE) project is currently in the advance design phase but does not have construction funding. While the planned roadway alignment is currently within unincorporated Washington County, the Basalt Creek Parkway is designated as the northern boundary of the Wilsonville Basalt Creek Industrial Area and the future boundary between the City of Wilsonville and the City of Tualatin.

In December 2022, Washington County staff queried the City regarding the need for any City utilities to be incorporated within the BCPE project. Due to the new bridge over Tapman Creek, design and installation of utilities as part of the BCPE project is more efficient and less costly than attempting to retrofit the needed utilities at a later date, after the road and bridge are in place.

In review of the City’s utility planning documents, the Wilsonville 2012 Water System Master Plan identifies the need for an 18-inch water line along the Basalt Creek Parkway alignment to serve the future Basalt Creek Industrial Area. Washington County has agreed to incorporate design of the City water line into the BCPE project construction documents for a compensation amount of \$57,000. An intergovernmental agreement (IGA) is required between Washington County and the City of Wilsonville that documents each jurisdiction’s responsibility for the City’s water line to be incorporated into the Washington County roadway and bridge project.

At such time the County is ready to construct the BCPE project, another IGA between the Wilsonville and Washington County will be necessary to outline each jurisdiction’s responsibilities and compensation amounts for the water line construction.

EXPECTED RESULTS:

Approval of the IGA will allow Washington County to incorporate design of the City’s water line into the County’s Basalt Creek Parkway Extension project construction documents and for the City to compensate Washington County for the waterline design work.

TIMELINE:

Upon approval of the IGA, the City shall make initial payment to Washington County in the amount of \$25,800. Washington County will then begin design work on the City’s waterline and incorporate the design into the County’s BCPE project construction documents. Upon submission of 90% construction documents for City review, the City will make an additional payment to Washington County in the amount of \$25,800. A timeframe for construction of the project has not yet been determined.

CURRENT YEAR BUDGET IMPACTS:

The adopted budget for fiscal year (FY) 2023-2024 includes funding for project design and development and early planning for future capital improvement projects (CIP) as summarized below.

CIP No.	Project Name	Funding Source	Adopted FY 23/24 Budget	IGA Amount
1995	Early Planning for Future CIP Projects	Water Operations & SDC	\$10,500	\$5,000
1999	Project Design & Development	Water Operations & SDC	\$63,500	\$52,000
Total			\$ 74,000	\$57,000

A separate CIP project number will be created for the Basalt Creek Parkway Waterline project to track project costs. While the IGA compensation amount is within the FY 2023-2024 budgeted amount, a fund transfer from these project development accounts to the project CIP account will be necessary as part of an upcoming supplemental budget adjustment.

COMMUNITY INVOLVEMENT PROCESS:

The 2012 Water System Master Plan included a public engagement program that resulted in the identification of water pipeline locations and sizes needed to serve areas identified for future development, including an 18-inch waterline along the planned Basalt Creek Parkway alignment. In addition, Washington County staff are implementing an extensive public engagement process for the design and construction of the Basalt Creek Parkway Extension project. The City staff will support Washington County and participate in the public engagement process as a partner to the project.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Joint design and construction of the Washington County Basalt Creek Parkway Extension project and the City’s waterline project will minimize construction costs between the two projects while decreasing the length of construction time and impacts to the community. Construction of the waterline project after completion of the BCPE project would present significant design challenges and excess costs to retrofit the water pipeline across the planned bridge.

ALTERNATIVES:

Reject the intergovernmental agreement with Washington County and design and construct the two projects independently. This option is not recommended, as it will significantly increase the cost of the City’s waterline project and add unnecessary complications to retrofit the waterline across the Tapman Creek Bridge.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3108

A. Intergovernmental Agreement Between the City of Wilsonville and Washington County for Design of Public Utility Improvements on Basalt Creek Parkway