



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MEETING
MINUTES
Monday, November 8, 2021
5:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83337868254>

I. CALL TO ORDER

Mayor Molly Coston called the meeting to order at 5:00 pm.

II. ROLL CALL

Present: Mayor Molly Coston and Councilmembers Michelle Wagner, Paul Greenlee, Alex Yost, Julie Russell, and Ernie Suggs

Absent: Councilmembers David Stuebe

Staff:

David Scott, City Manager
Kenneth Woodrich, City Attorney
Trevor Evers, Director of Public Works
Jennifer Forsberg, City Clerk/Finance Director
Mitch Kneipp, Community Development Director
Wendi Steinbronn, Police Chief
Jeanette Cefalo, Human Resources Director
Rose Jewell, Community Engagement Manager

III. PUBLIC COMMENTS

None

IV. NEW BUSINESS

A. 2022 Budget Update

Jennifer Forsberg presented the following:

- Key Assumptions - General and Street
- Prior meeting information and changes
- Key investments
- Continue to fund fire per latest agreement
- Use of Reserves \$646 K
- Next steps
 - Public hearings will be held tonight ~ The Property Tax (ad valorem) and EMS Tax levies can be adopted tonight and need to be adopted prior to 11/30
 - The Budget Ordinance can be adopted tonight as well - November 15th, December 6th, 13th and 20th would be available to adopt if not approved tonight.

B. City Manager's Office - 2022 Legislative Agenda and CCTA Policy Statement

David Scott presented the draft agenda:

- Support economic development tools to encourage job creation and economic growth
- Restore and maintain exiting infrastructure funding programs
- Provide funding for transportation needs
- Local government funding and local authority
- Provide funding for specific Washougal capital and transportation projects
 - Fort Vancouver Regional Library District and City of Washougal Civic Center Parking \$1.2M
 - Washougal Town Center Transportation Access Improvements \$80M
 - SR-14 West Camas Slough Bridge \$35M
- Additional topics for the state legislator were discussed.
- Clark County Transportation Alliance 2022 Policy Statement
 - 1-5 Bridge Replacement
 - Catalyst Economic Development Investments
 - Critical Regional Projects and Needs
 - Regional Maintenance and Operations Needs

V. PUBLIC COMMENTS

None

VI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott noted the next meeting is on November 15th. The last meeting meeting could possibly be December 6th.

B. MAYOR

Deferred to council meeting.

C. CITY COUNCIL

Councilmember Wagner asked for a workshop to learn more about the local income tax bill.

Councilmember Greenlee announced his plans to remain on council until the end of the year. He will be presented to the Camas Council regarding RTC and would like to give the same presentation to Washougal.

Councilmember Yost may be late on November 15th due to training.

Councilmember Russell inquired about the city's emergency plan and would like a workshop on this topic.

VII. ADJOURNMENT

Meeting adjourned at 6:02 pm.

Mayor

City Clerk

2022 City Manager's Proposed Budget Modifications

11/8/2021 | Presented by Jen Forsberg



City of Washougal

Key Assumptions – General and Street

Prior Meeting Information:

- Key investments based on Council priorities
 - Strategic Plan
 - Comprehensive Plan/Town Center Sub Area Plan/Planned Action Ordinance (use of reserves/surplus previously approved and rolling from 2021)
 - General Facilities Plan
 - Community Engagement
- Continue to fund Fire per the latest agreement
 - Use of fire reserves

Changes:

- Key investments based on Council priorities – *all but Community Engagement will be a budgeted use of reserves*
 - Strategic Plan
 - Comprehensive Plan/Town Center Sub Area Plan/Planned Action Ordinance (use of reserves/surplus previously approved and rolling from 2021)
 - General Facilities Plan
 - \$325K ERR transfer - \$46K will be reserves
 - Community Engagement
- Continue to fund Fire per the latest agreement
 - Use of fire reserves



Changes – General and Street

Prior Meeting Information:

- Use of reserves: \$400K

New Information:

- Use of reserves: \$646K



Changes – General and Street

Prior Meeting Information:

	<u>2018 Year End</u>	<u>2019 Est Actual</u>	<u>2020 Est</u>	<u>2021 Est</u>	<u>2022 Est</u>	<u>2023 Est</u>	<u>2024 Est</u>	<u>2024 Est</u>	<u>2024 Est</u>	<u>2025 Est</u>
Revenue	\$ 12,962,204	\$ 13,268,699	\$ 15,056,910	\$ 14,675,692	\$ 16,194,286	\$ 16,680,115	\$ 17,180,518	\$ 17,695,934	\$ 18,226,812	\$ 18,773,616
Expenditure	\$ 13,193,461	\$ 13,182,904	\$ 14,171,660	\$ 14,671,833	\$ 16,593,817	\$ 16,708,225	\$ 17,226,180	\$ 17,760,192	\$ 18,310,758	\$ 18,878,391
Surplus/(Deficit)	\$ (231,258)	\$ 85,795	\$ 885,250	\$ 3,859	\$ (399,531)	\$ (28,111)	\$ (45,662)	\$ (64,258)	\$ (83,946)	\$ (104,775)
Ending Cash Reserve	\$ 3,424,963	\$ 3,510,758	\$ 4,396,008	\$ 4,399,867	\$ 4,000,336	\$ 3,972,225	\$ 3,926,562	\$ 3,862,304	\$ 3,778,358	\$ 3,673,582
Reserves as % Expense	26.0%	26.6%	31.0%	30.0%	24.1%	23.8%	22.8%	21.7%	20.6%	19.5%
Reserves as % Revenue	26.4%	26.5%	29.2%	30.0%	24.7%	23.8%	22.9%	21.8%	20.7%	19.6%
Net Revenue as % Expense	-1.8%	0.7%	6.2%	0.0%	-2.4%	-0.2%	-0.3%	-0.4%	-0.5%	-0.6%
Minimum Reserve at 16%	\$ 1,583,628	\$ 1,573,157	\$ 1,704,605	\$ 1,757,385	\$ 2,030,531	\$ 2,033,316	\$ 2,116,189	\$ 2,201,631	\$ 2,289,721	\$ 2,380,543
Additional Reserves	\$ 1,841,335	\$ 1,937,601	\$ 2,691,402	\$ 2,642,481	\$ 1,969,805	\$ 1,938,909	\$ 1,810,374	\$ 1,660,673	\$ 1,488,637	\$ 1,293,040



Changes – General and Street

New Information:

	<u>2018 Year End</u>	<u>2019 Est Actual</u>	<u>2020 Est</u>	<u>2021 Est</u>	<u>2022 Est</u>	<u>2023 Est</u>	<u>2024 Est</u>	<u>2024 Est</u>	<u>2024 Est</u>	<u>2025 Est</u>
Population	15,863	16,101	16,342	16,588	16,836	17,089	17,345	17,605	17,869	18,138
Rev/Capita	\$ 817	\$ 824	\$ 921	\$ 885	\$ 962	\$ 976	\$ 991	\$ 1,005	\$ 1,020	\$ 1,035
Exp/Capita	\$ 832	\$ 819	\$ 867	\$ 885	\$ 1,000	\$ 978	\$ 994	\$ 1,009	\$ 1,025	\$ 1,041
Forecast Revenue % Chg	5.47%	2.36%	13.48%	-2.53%	10.35%	3.00%	3.00%	3.00%	3.00%	3.00%
Forecast Expense % Chg	6.19%	-0.08%	7.50%	3.53%	14.78%	3.10%	3.10%	3.10%	3.10%	3.10%

	<u>2018 Year End</u>	<u>2019 Est Actual</u>	<u>2020 Est</u>	<u>2021 Est</u>	<u>2022 Est</u>	<u>2023 Est</u>	<u>2024 Est</u>	<u>2024 Est</u>	<u>2024 Est</u>	<u>2025 Est</u>
Revenue	\$ 12,962,204	\$ 13,268,699	\$ 15,056,910	\$ 14,675,692	\$ 16,194,286	\$ 16,680,115	\$ 17,180,518	\$ 17,695,934	\$ 18,226,812	\$ 18,773,616
Expenditure	\$ 13,193,461	\$ 13,182,904	\$ 14,171,660	\$ 14,671,833	\$ 16,839,817	\$ 16,715,851	\$ 17,234,043	\$ 17,768,298	\$ 18,319,115	\$ 18,887,008
Surplus/(Deficit)	\$ (231,258)	\$ 85,795	\$ 885,250	\$ 3,859	\$ (645,531)	\$ (35,737)	\$ (53,525)	\$ (72,364)	\$ (92,304)	\$ (113,392)
Ending Cash Reserve	\$ 3,424,963	\$ 3,510,758	\$ 4,396,008	\$ 4,399,867	\$ 3,754,336	\$ 3,718,599	\$ 3,665,074	\$ 3,592,710	\$ 3,500,406	\$ 3,387,014
Reserves as % Expense	26.0%	26.6%	31.0%	30.0%	22.3%	22.2%	21.3%	20.2%	19.1%	17.9%
Reserves as % Revenue	26.4%	26.5%	29.2%	30.0%	23.2%	22.3%	21.3%	20.3%	19.2%	18.0%
Net Revenue as % Expense	-1.8%	0.7%	6.2%	0.0%	-3.8%	-0.2%	-0.3%	-0.4%	-0.5%	-0.6%
Minimum Reserve at 16%	\$ 1,583,628	\$ 1,573,157	\$ 1,704,605	\$ 1,757,385	\$ 2,069,891	\$ 2,034,536	\$ 2,117,447	\$ 2,202,928	\$ 2,291,058	\$ 2,381,921
Additional Reserves	\$ 1,841,335	\$ 1,937,601	\$ 2,691,402	\$ 2,642,481	\$ 1,684,445	\$ 1,684,063	\$ 1,547,627	\$ 1,389,782	\$ 1,209,347	\$ 1,005,093



Next Steps

Public hearings will be held tonight ~

- The Property Tax (ad valorem) and EMS Tax levies can be adopted tonight and need to be adopted prior to 11/30
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