



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP AGENDA
Monday, October 28, 2024
5:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/82198865429>

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENTS

IV. NEW BUSINESS

A. Police: Wheeled All-Terrain Vehicles (WATVs)

B. Finance: City Manager's Proposed 2025-2026 Biennial Budget

V. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

B. MAYOR

C. CITY COUNCIL

VI. ADJOURNMENT

A. EXEMPT MEETING: Labor Negotiations (following workshop)

UPCOMING MEETINGS: Monday, November 4, 2024 - Workshop at 5:00 pm and Council at 7:00 pm

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

8/26/2024

SUBJECT:

MEETING INFORMATION

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82198865429>

DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

Workshop Coversheet
BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

10/28/2024

SUBJECT:

Wheeled All-Terrain Vehicles (WATVs) Ordinance

DEPT. OF ORIGIN:

Police

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

Yes

ATTACHMENTS:

▯ **WATVs Presentation**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

Wheeled All Terrain Vehicles (WATVs)

10/28/2024 | Presented by Chief Wendi Steinbronn



City of Washougal

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State of Washington RCWs

In 2013, the Washington State Legislation passed RCW 46.09.455 allowing the use of Wheeled All-Terrain Vehicles (WATVs) on public roadways having a speed limit of thirty-five miles per hour or less if the City approves an ordinance. Operators must possess a valid driver's license, and the vehicle must meet the equipment and declaration requirements as defined in RCW 46.09.457 for safety and identification purposes.



City of Washougal

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WA State Dept of Licensing

[Registering wheeled all-terrain vehicles \(WATV\) | Washington State Department of Licensing](#)

This site explains how operators can register their WATVs and what the equipment requirements are

Operators must follow applicable rules of the road *and* laws for motorcycle drivers (RWC 46.37.530)*

*WATVs may not travel side-by-side in a single lane of traffic



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Operator Requirements

Operators must:

- Be 18 years of age or older
- Valid Washington State Driver's License or valid driver's license issue by the state of the person's residence if the person is a nonresident
- Carry proof of liability insurance.
- Subject to all duties applicable to the operator of a motorcycle including helmets unless the vehicle is equipped with seatbelts as defined in RCW 46.09/457



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Equipment Requirements

Equipment and Certification

- Headlights, tail lamps, stop lamp, reflectors
- Turn signals during the hours of darkness
- Mirror(s) & windshield (unless the operator wears a helmet and eye protection)
- Horn, spark arrester & muffling device
- Documentation of a safety inspection by a licensed WATV dealer or motor vehicle repair shop
- A release that releases the state, counties, cities, and towns from any liability



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More Requirements

Equipment and Certification (continued)

- A release that releases the state, counties, cities, and towns from any liability
- A statement that outlines that the owner understands that the original WATV was not manufactured for on-road use and that it has been modified for use on public roadways
- The City must post a list of the streets where WATVs can ride or a map (we only have one area where the speed limit exceeds 35 mph)



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PROS

- Handy for running errands
- Fuel-efficient
- Popular with enthusiasts
- Attractive for tourists

CONS

- People don't read the law carefully
- Can be noisy, especially in neighborhoods
- Safety – protection not as robust as a regular vehicle



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Snohomish County

- In December 2017, Snohomish County Council approved the use of WATVs allowing the use of ATVs on city streets with speed limits of 35 mph or less.
- The code was updated in 2018 to require the operator to carry proof of liability insurance
- Snohomish County Code Chapter 11.50 became effective on October 4, 2019
- The population Monroe, WA in 2024 is 21,630 (as estimated by the OFM)

Photo: Woman riding ATV in Monroe WA. Sanders, J.G.(2019). Everett Herald.



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Discussion Time!



City of Washougal

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References

Sanders, J.G. (2019, August 23). *Snohomish Oks WATVs on city streets, county could add areas*. [Online image]. Everett Herald. [Snohomish OKs WATVs on city streets, county could add areas | HeraldNet.com](https://www.heraldnet.com/snohomish-oks-watvs-on-city-streets-county-could-add-areas/)



City of Washougal

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BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

10/28/2024

SUBJECT:

City Manager's Proposed 2025-2026 Biennial Budget

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

Yes

ATTACHMENTS:

- 📎 **2025-2026 Proposed Budget Presentation**
- 📎 **City Manager's 2025-26 Budget Message**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

2025-2026 City Manager's Proposed Biennial Budget

10/28/2024 | Presented by Daniel Layer



City of Washougal

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Agenda

- Key assumptions
- Presentation of the City Manager's 2025-2026 Proposed Budget
- Budget message and proposed ordinance
- Next steps



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2025-2026 General/Street Fund ~ Key Assumptions

- Key investments based on the 2023-2028 Strategic Plan:
 - ❑ Council created and funded the Strategic Plan Implementation Fund (SPIF) as a placeholder for investments to facilitate the plan's success
 - ❑ Investments for 2025 (pending further refinement of budget demands):
 - ❑ Develop a "Doing Business in Washougal" guide packet (Economic Development and Community Prosperity)
 - ❑ Implement a Citizen's Academy (Redefined Community Identity)
 - ❑ Investments for 2026 (pending further refinement of budget demands):
 - ❑ Complete a new brand identity for Washougal (Redefined Community Identity)



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2025-2026 General/Street Fund ~ Key Assumptions

- Key investments based on the 2023-2028 Strategic Plan (cont.):
 - ❑ Strategic Goals for 2025-2026 not funded through the SPIF:
 - ❑ Complete and implement Community Development procedures to streamline permit review timelines (Economic Development and Community Prosperity)
 - ❑ Identify preferred option for fire and emergency medical services (EMS) – Regional Fire Authority (Financial Health and Core Services)
 - ❑ Identify preferred option for enhanced parks and recreation services (Financial Health and Core Services)
 - ❑ Fully implement Phase 2 of the Police Department strategic plan (Financial Health and Core Services)
 - ❑ Develop parking management plan (Vibrant Town Center)
 - ❑ Improve streetscapes/business facades of downtown vacant buildings (Vibrant Town Center)
 - ❑ Adopt updated Comprehensive Plan ("Smart Growth")
 - ❑ Adopt new ordinance for urban forestry ("Smart Growth")



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2025-2026 General/Street Fund ~ Key Assumptions

Revenue Assumptions:

- 1% councilmanic property tax & EMS levy increase and
 - 2.86% new construction increase for 2025
 - 2.02% new construction increase for 2026
- Utility tax revenue pursuant to previously adopted plan
- Trending of various revenues



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2025-2026 General/Street Fund ~ Key Assumptions

Expense assumptions:

- Maintain service levels
- Contracts for both bargaining units are being negotiated
- Medical benefits cost increases: AWC 7.3% increase; KAISER 3.7% increase
- Dental benefits cost increases: Delta 0% increase; Williamette 6.9% increase
- DRS contribution rates: PERS 9.11%; LEOFF 5.32%
- Key investments based on 2023-2028 Strategic Plan
- Continued use of Economic Development and SPIF funding:
 - ❑ Government affairs support toward pursuing funding opportunities for programs and capital projects to enhance economic development



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City Manager's Proposed 2025-2026 Biennial Budget



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General and Street Fund Revenues

	2023 Actual	2024 Budget	2025 Proposed	\$ Change	% Change
Regular Property Taxes	\$ 6,234,544	\$ 7,152,169	\$ 7,428,405	\$ 276,236.00	3.86%
Retail Sales Taxes/Criminal Justice	\$ 3,915,254	\$ 4,208,000	\$ 4,175,827	\$ (32,173.00)	-0.76%
Utility Taxes/Franchise Fees	\$ 3,409,054	\$ 3,380,453	\$ 3,438,670	\$ 58,217.00	1.72%
Leasehold/Gambling Taxes & TBD	\$ 488,088	\$ 459,000	\$ 505,000	\$ 46,000.00	10.02%
Licenses and Permits	\$ 780,919	\$ 562,200	\$ 567,500	\$ 5,300.00	0.94%
State and Federal Grants	\$ 78,331	\$ 166,634	\$ 779,534	\$ 612,900.00	367.81%
State Shared Revenues/Entitlements	\$ 725,208	\$ 756,543	\$ 735,249	\$ (21,294.00)	-2.81%
Animal Control Fees	\$ 121,885	\$ 129,834	\$ 150,355	\$ 20,521.00	15.81%
General Government Charges	\$ 314,878	\$ 303,660	\$ 301,650	\$ (2,010.00)	-0.66%
Sub Division/Zoning/Planning Fees	\$ 1,229,531	\$ 1,192,350	\$ 792,600	\$ (399,750.00)	-33.53%
Indirect Cost Recovery	\$ 1,048,904	\$ 1,385,540	\$ 1,696,405	\$ 310,865.00	22.44%
Interest, Rents and Settlements	\$ 976,611	\$ 175,000	\$ 171,500	\$ (3,500.00)	-2.00%
Other Revenue Sources (Transfers)	\$ 9,318	\$ 270,400	\$ 1,308,838	\$ 1,038,438.00	384.04%
Total Revenue	\$19,332,523	\$ 20,141,783	\$ 22,051,533	\$ 1,909,750.00	9.48%



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General and Street Fund Expenses

	2023 Actual	2024 Budget	2025 Proposed	\$ Change	% Change
Council	\$ 89,406	\$ 116,910	\$ 107,044	\$ (9,866.00)	-8.44%
Judicial	\$ 500,326	\$ 546,000	\$ 582,000	\$ 36,000.00	6.59%
City Managers Office	\$ 656,491	\$ 1,007,232	\$ 531,962	\$ (475,270.00)	-47.19%
Human Resources	\$ 190,812	\$ 238,954	\$ 250,484	\$ 11,530.00	4.83%
Finance	\$ 1,230,748	\$ 1,367,514	\$ 1,498,252	\$ 130,738.00	9.56%
Community Services & Strategy	\$ 76,999	\$ 95,000	\$ 1,009,869	\$ 914,869.00	963.02%
Legal	\$ 16,281	\$ 20,000	\$ 25,000	\$ 5,000.00	25.00%
General Government Services	\$ 6,035,054	\$ 1,798,747	\$ 2,868,410	\$ 1,069,663.00	59.47%
Police	\$ 4,317,931	\$ 4,566,547	\$ 4,842,819	\$ 276,272.00	6.05%
Fire	\$ 5,112,343	\$ 5,271,569	\$ 6,364,087	\$ 1,092,518.00	20.72%
Intergovernment Services	\$ 12,600	\$ 13,000	\$ 13,000	\$ -	0.00%
Community Development/Planning	\$ 2,978,378	\$ 2,598,319	\$ 2,454,588	\$ (143,731.00)	-5.53%
Engineering	\$ 176,344	\$ 232,469	\$ 412,312	\$ 179,843.00	77.36%
Animal Control	\$ 237,788	\$ 259,668	\$ 300,710	\$ 41,042.00	15.81%
Parks	\$ 546,354	\$ 712,789	\$ 824,992	\$ 112,203.00	15.74%
City Building Maintenance	\$ 598,351	\$ 778,857	\$ 819,207	\$ 40,350.00	5.18%
Street Maintenance	\$ 979,426	\$ 1,187,121	\$ 1,167,787	\$ (19,334.00)	-1.63%
Total Expenses	\$23,755,631	\$ 20,810,696	\$ 24,072,523	\$ 3,261,827	15.67%



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2025 Use of Reserves / Fund Balance

- The 2025 Proposed Budget appropriates \$2,020,990 of General Fund Reserves:
 - 2025 Comprehensive Plan/Town Center Sub Area Plan/Planned Action Ordinance ~ \$236,990
 - Public Works Operations Center Maintenance and Repairs ~ \$550,000
 - TownCenter Downtown Revitalization Project ~ \$752,926
 - American Rescue Plan Act (ARPA) Funds:
 - PW Operations Center ~ \$202,321
 - Railroad Crossing Project ~ \$157,545
 - TownCenter Downtown Revitalization ~ \$121,208



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General and Street Fund Revenues

	2023 Actual	2025 Proposed	2026 Proposed	\$ Change	% Change
Regular Property Taxes	\$ 6,234,544	\$ 7,428,405	\$ 7,652,419	\$ 224,014.00	3.02%
Retail Sales Taxes/Criminal Justice	\$ 3,915,254	\$ 4,175,827	\$ 4,293,100	\$ 117,273.00	2.81%
Utility Taxes/Franchise Fees	\$ 3,409,054	\$ 3,438,670	\$ 3,508,770	\$ 70,100.00	2.04%
Leasehold/Gambling Taxes & TBD	\$ 488,088	\$ 505,000	\$ 515,000	\$ 10,000.00	1.98%
Licenses and Permits	\$ 780,919	\$ 567,500	\$ 567,500	\$ -	0.00%
State and Federal Grants	\$ 78,331	\$ 779,534	\$ 19,534	\$ (760,000.00)	-97.49%
State Shared Revenues/Entitlements	\$ 725,208	\$ 735,249	\$ 741,524	\$ 6,275.00	0.85%
Animal Control Fees	\$ 121,885	\$ 150,355	\$ 161,320	\$ 10,965.00	7.29%
General Government Charges	\$ 314,878	\$ 301,650	\$ 301,650	\$ -	0.00%
Sub Division/Zoning/Planning Fees	\$ 1,229,531	\$ 792,600	\$ 792,600	\$ -	0.00%
Indirect Cost Recovery	\$ 1,048,904	\$ 1,696,405	\$ 1,602,324	\$ (94,081.00)	-5.55%
Interest, Rents and Settlements	\$ 976,611	\$ 171,500	\$ 125,000	\$ (46,500.00)	-27.11%
Other Revenue Sources (Transfers)	\$ 9,318	\$ 1,308,838	\$ 348,346	\$ (960,492.00)	-73.39%
Total Revenue	\$ 19,332,523	\$ 22,051,533	\$ 20,629,087	\$ (1,422,446.00)	-6.45%



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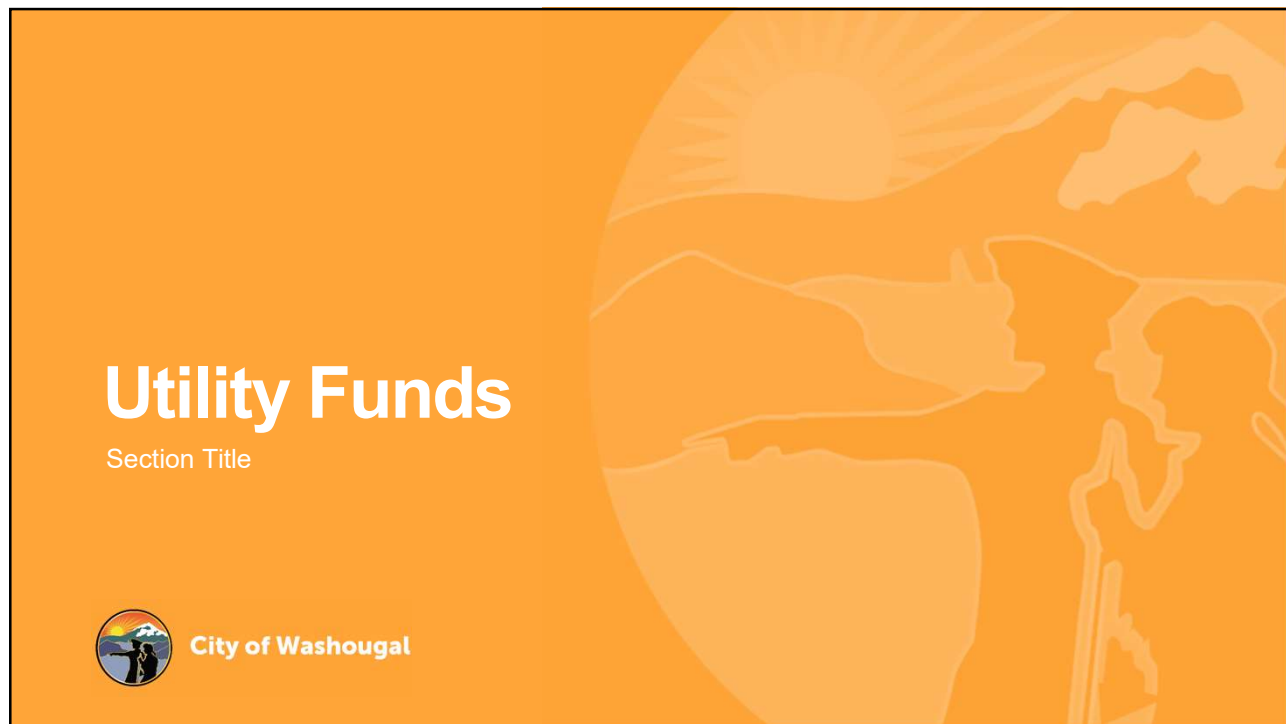
General and Street Fund Expenses

	2023 Actual	2025 Proposed	2026 Proposed	\$ Change	% Change
Council	\$ 89,406	\$ 107,044	\$ 115,195	\$ 8,151.00	7.61%
Judicial	\$ 500,326	\$ 582,000	\$ 587,000	\$ 5,000.00	0.86%
City Managers Office	\$ 656,491	\$ 531,962	\$ 549,425	\$ 17,463.00	3.28%
Human Resources	\$ 190,812	\$ 250,484	\$ 263,470	\$ 12,986.00	5.18%
Finance	\$ 1,230,748	\$ 1,498,252	\$ 1,557,079	\$ 58,827.00	3.93%
Community Services & Strategy	\$ 76,999	\$ 1,009,869	\$ 1,063,662	\$ 53,793.00	5.33%
Legal	\$ 16,281	\$ 25,000	\$ 25,000	\$ -	0.00%
General Government Services	\$ 6,035,054	\$ 2,868,410	\$ 1,018,995	\$ (1,849,415.00)	-64.48%
Police	\$ 4,317,931	\$ 4,842,819	\$ 5,040,968	\$ 198,149.00	4.09%
Fire	\$ 5,112,343	\$ 6,364,087	\$ 5,244,961	\$ (1,119,126.00)	-17.59%
Intergovernment Services	\$ 12,600	\$ 13,000	\$ 13,000	\$ -	0.00%
Community Development/Planning	\$ 2,978,378	\$ 2,454,588	\$ 1,713,656	\$ (740,932.00)	-30.19%
Engineering	\$ 176,344	\$ 412,312	\$ 248,865	\$ (163,447.00)	-39.64%
Animal Control	\$ 237,788	\$ 300,710	\$ 322,640	\$ 21,930.00	7.29%
Parks	\$ 546,354	\$ 824,992	\$ 827,683	\$ 2,691.00	0.33%
City Building Maintenance	\$ 598,351	\$ 819,207	\$ 836,665	\$ 17,458.00	2.13%
Street Maintenance	\$ 979,426	\$ 1,167,787	\$ 1,200,823	\$ 33,036.00	2.83%
Total Expenses	\$ 23,755,631	\$ 24,072,523	\$ 20,629,087	\$ (3,443,436)	-14.30%

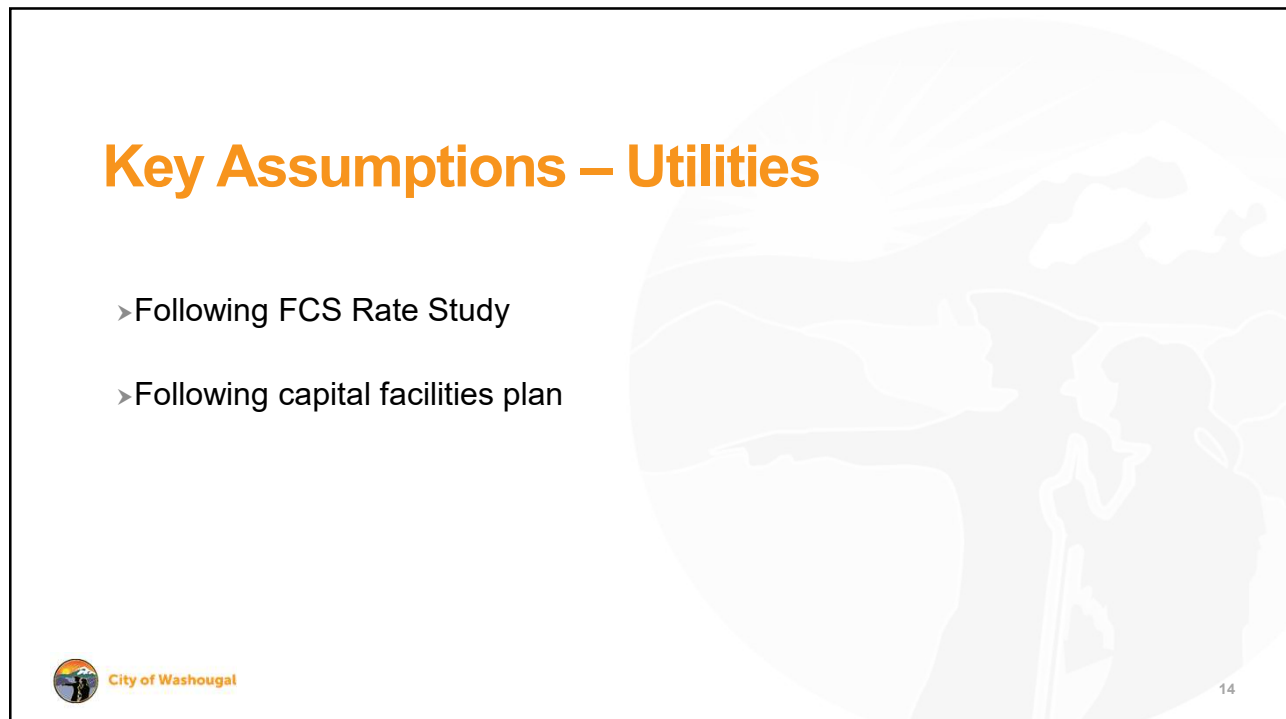


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Utility Operations & Maintenance (O&M) Fund – Water/Sewer

<u>Water/Sewer Utility</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
Revenues					
Water Sales	\$ 4,792,889	\$ 4,783,681	\$ 4,937,000	\$ 153,319	3.21%
Sewer Sales	\$ 6,424,637	\$ 6,635,203	\$ 6,810,000	\$ 174,797	2.63%
Other Revenues	\$ 253,117	\$ 157,400	\$ 185,000	\$ 27,600	17.53%
Total Revenue	\$11,470,643	\$11,576,284	\$ 11,932,000	\$ 355,716	3.07%
Total Expenses	\$10,214,078	\$17,503,148	\$ 11,660,973	\$ (5,842,175)	-33.38%
Total Net Revenue	\$ 1,256,564	\$ (5,926,864)	\$ 271,027	\$ 6,197,891	104.57%



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Utility Operations & Maintenance (O&M) Fund – Water/Sewer

<u>Water/Sewer Utility</u>	<u>2023 Actual</u>	<u>2025 Proposed</u>	<u>2026 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
Revenues					
Water Sales	\$ 4,792,889	\$ 4,937,000	\$ 5,141,800	\$ 204,800	4.15%
Sewer Sales	\$ 6,424,637	\$ 6,810,000	\$ 6,982,900	\$ 172,900	2.54%
Other Revenues	\$ 253,117	\$ 185,000	\$ 185,000	\$ -	0.00%
Total Revenue	\$11,470,643	\$11,932,000	\$ 12,309,700	\$ 377,700	3.17%
Total Expenses	\$10,214,078	\$11,660,973	\$ 11,978,326	\$ 317,353	2.72%
Total Net Revenue	\$ 1,256,564	\$ 271,027	\$ 331,374	\$ 60,347	-22.27%



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Utility O&M & Capital Fund – Stormwater

<u>Storm Water Utility</u>			2025		
	2023 Actual	2024 Budget	Proposed	\$ Change	% Change
Revenues					
Storm Water Sales	\$ 1,810,637	\$ 1,864,820	\$ 1,939,000	\$ 74,180	3.98%
Storm Water Connection Fee	\$ 94,843	\$ 50,000	\$ 50,000	\$ -	0.00%
Other Revenues	\$ 400,381	\$ 746,302	\$ 1,128,515	\$ 382,213	51.21%
Total Revenue	\$ 2,305,861	\$ 2,661,122	\$ 3,117,515	\$ 456,393	17.15%
Total Expenses	\$ 2,035,671	\$ 3,386,756	\$ 3,643,553	\$ 256,797	7.58%
Total Net Revenue	\$ 270,190	\$ (725,634)	\$ (526,038)	\$ 199,596	-27.51%



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Utility O&M & Capital Fund – Stormwater

		2025	2026		
<u>Storm Water Utility</u>	2023 Actual	Proposed	Proposed	\$ Change	% Change
Revenues					
Storm Water Sales	\$ 1,810,637	\$ 1,939,000	\$ 2,027,000	\$ 88,000	4.54%
Storm Water Connection Fee	\$ 94,843	\$ 50,000	\$ 50,000	\$ -	0.00%
Other Revenues	\$ 400,381	\$ 1,128,515	\$ 179,500	\$ (949,015)	-84.09%
Total Revenue	\$ 2,305,861	\$ 3,117,515	\$ 2,256,500	\$ (861,015)	-27.62%
Total Expenses	\$ 2,035,671	\$ 3,643,553	\$ 2,573,507	\$ (1,070,046)	-29.37%
Total Net Revenue	\$ 270,190	\$ (526,038)	\$ (317,007)	\$ 209,031	0.00%



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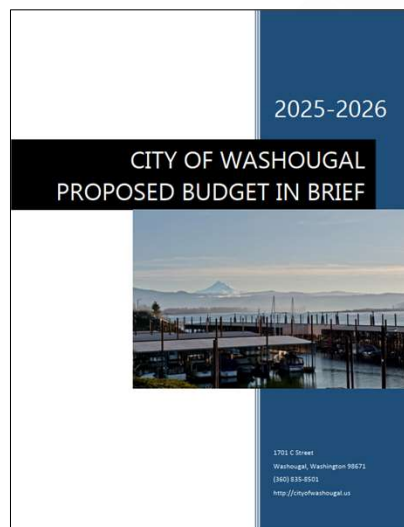
All Funds



City of Washougal

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2025-2026 Proposed Biennial Budget in Brief



City of Washougal

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2025-2026 Full-Time Equivalent (FTE) Count

Full-Time Employee Equivalent (FTE)				
Department	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Council	7.00	7.00	7.00	7.00
City Manager's Office	3.00	5.00	2.00	2.00
Human Resources	1.00	1.00	1.00	1.00
Finance/IT	8.00	8.00	9.00	9.00
Community Svcs & Strat	0.00	0.00	6.00	6.00
Community Development	10.00	10.00	8.00	8.00
Animal Control	2.00	2.00	2.00	2.00
Police/Public Safety	25.00	25.00	25.00	25.00
Parks	3.47	3.77	4.82	4.82
Engineering	0.85	0.90	0.90	0.90
Facilities	2.01	2.26	2.31	2.31
Street	4.25	4.77	4.67	4.67
Cemetery	1.02	1.17	1.22	1.22
Water	8.49	7.96	7.93	7.93
Sewer	7.41	6.92	7.90	7.90
Stormwater	6.50	6.25	6.25	6.25
Total	90.00	92.00	96.00	96.00

Budget Message and Ordinance



City Manager's Budget Message



Dear Mayor and Councilmembers,

I am pleased to present the City of Washougal's 2025-2026 biennial budget, a significant step as we transition to a biennial format after many years of annual budgets. This budget reflects our continued commitment to sound financial management, maintaining high-quality services, and ensuring alignment with the goals outlined in the City's Strategic Plan. Our Plan's Strategic Priorities of "Economic Development," "Financial Health and Core Services," "Vibrant Town Center," "Smart Growth," and "Redefined Community Identity" are the driving factors informing our priorities and budget.

The budget continues our conservative approach, prioritizing the responsible use of resources while ensuring we continue to meet the needs of our growing community. All current service levels are maintained, ensuring that essential services remain robust and responsive. While modest, the budget provides for the addition of one new wastewater utility position to support the expanded facilities in our wastewater systems, consistent with the City's long-term utility funding plans and industry standards. This targeted staffing adjustment helps ensure we are prepared for future operational demands.

To ensure that we can maintain our current service levels, the 2025-2026 general fund operating budget assumes that the Council will adopt a 1% increase in our EMS and overall property tax fees each year.

A key highlight of this budget is our continued progress on significant capital projects, which support the City's infrastructure and growth needs in support of the Strategic Priorities in our Strategic Plan. Notably, we will construct the Transcenter Revitalization Project, which will breathe new life into our downtown area, enhancing its vibrancy and appeal. We are also moving forward with the design and construction of our new Fire Station, a major investment in public safety. Another critical project is the completion of the mandated Wastewater Treatment Plant upgrades, which will ensure compliance with environmental standards and enhance service capacity. The design phase of the 32nd Street Rail Crossing Elimination Project will continue, positioning us for future construction of this transformational project. The design phase for the planned Bear Park trail and habitat enhancements project, led by our partners with the Lower Columbia Gorge Partnership, will be completed. Construction will commence as additional funding is finalized. Additionally, the design of the 27th Street Shared Use Path project and 32nd Street corridor improvements is included, with construction following if additional funding is secured.

In support of our "Smart Growth" Strategic Priority and in compliance with Growth Management Act mandates, the budget includes a modest one-time use of general fund resources combined with significant grant awards to complete the franchised codes to our Comprehensive Plan. Our "Washougal Forward Comprehensive Plan Update" will guide our growth and development through 2045.

CITY HALL
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Washougal, WA 98671
(360) 831-6500
Fax: (360) 831-8808

POLICE DEPARTMENT
1120 A Street
Washougal, WA 98671
(360) 831-6761
Fax: (360) 831-7559



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Budget Ordinance 2025

Fund	Fund Title	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General	\$ 5,494,710	\$ 21,323,533	\$ 23,344,523	\$ 3,473,720
002	Strategic Plan Implementation Fund	895,650	27,000	329,138	593,512
003	Abatement	69,000	2,500	15,000	56,500
101	Street	505,500	1,167,787	1,167,787	505,500
103	Cemetery	47,000	226,940	221,940	52,000
104	REET 1st Qtr %	1,647,000	554,800	1,856,800	345,000
105	Park Impact Fees	1,965,000	425,000	1,830,000	560,000
106	REET 2nd Qtr %	1,328,000	982,000	1,390,700	919,300
108	Hotel/Motel Tax	276,600	104,000	146,998	233,602
110	Transportation Development	4,004,000	820,000	692,000	4,132,000
120	National Opioid Settlements	200,000	55,000	-	255,000
125	EMS Restricted Revenue	68,200	1,500	69,700	-
126	Fire Impact Fees	820,000	90,000	910,000	-
127	Affordable Housing Sales Tax Credit	42,700	15,250	30,000	27,950
141	Drug Seizure Fund	20,000	2,750	2,750	20,000
211	Woodburn/JKL Lid Fund	356,000	6,000	300,000	62,000
215	Downtown Revitalization Bond	-	356,800	356,800	-
350	Parks Capital Projects	336,000	30,000	251,000	115,000
351	Building Contingency	2,398,542	15,839,911	11,238,453	7,000,000
353	Transportation Capital	100,000	7,836,678	7,865,328	71,350
355	Art Project Fund	12,000	10,000	22,000	-
401	Water/Sewer	2,700,000	11,932,000	11,660,973	2,971,027
403	Stormwater	3,300,000	3,117,515	3,643,553	2,773,962
406	Water/Sewer Capital	16,200,000	8,510,537	20,463,645	4,246,892
410	PW Trust Fund Loan	-	534,154	534,154	-
413	Water/Sewer/Storm Bond	992,300	3,379,671	2,408,469	1,963,502
414	Water/Sewer/Storm Bond Reserve	1,608,400	5,000	-	1,613,400
510	Employment Security	130,300	3,000	30,802	102,498
520	ER&R Vehicles	49,200	104,900	130,000	24,100
521	ER&R IT	83,750	90,000	99,000	74,750
604	Perpetual Care	402,250	10,000	-	412,250
608	Woodburn/JKL Lid Guarantee	209,000	3,000	200,000	12,000
610	Downtown Bond Guarantee	1,134,000	6,000	-	1,140,000
631	Low Income Assistance	7,000	8,100	8,000	7,100
Grand Total		\$ 47,402,102	\$ 77,581,326	\$ 91,219,513	\$ 33,763,915



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Fund	Fund Title	Beginning	Revenues	Expenditures	Ending Fund
		Fund Balance			Balance
001	General	\$ 3,473,720	\$ 19,897,887	\$ 19,897,887	\$ 3,473,720
002	Strategic Plan Implementation Fund	593,512	18,000	348,346	263,166
003	Abatement	56,500	2,500	15,000	44,000
101	Street	505,500	1,200,823	1,200,823	505,500
103	Cemetery	52,000	230,448	272,448	10,000
104	REET 1st Qtr %	345,000	510,000	353,600	501,400
105	Park Impact Fees	560,000	410,000	-	970,000
106	REET 2nd Qtr %	919,300	970,000	1,100,000	789,300
108	Hotel/Motel Tax	233,602	103,500	147,163	189,939
110	Transportation Development	4,132,000	570,000	-	4,702,000
120	National Opioid Settlements	255,000	52,500	-	307,500
125	EMS Restricted Revenue	-	-	-	-
126	Fire Impact Fees	-	76,000	-	76,000
127	Affordable Housing Sales Tax Credit	27,950	15,000	30,000	12,950
141	Drug Seizure Fund	20,000	2,750	2,750	20,000
211	Woodburn/JKL Lid Fund	62,000	1,000	-	63,000
215	Downtown Revitalization Bond	-	353,600	353,600	-
350	Parks Capital Projects	115,000	42,000	92,000	65,000
351	Building Contingency	7,000,000	8,000,000	15,000,000	-
353	Transportation Capital	71,350	19,400,000	19,400,000	71,350
355	Art Project Fund	-	10,000	10,000	-
401	Water/Sewer	2,971,027	12,309,700	11,978,326	3,302,401
403	Stormwater	2,773,962	2,256,500	2,573,507	2,456,955
406	Water/Sewer Capital	4,246,892	19,692,490	19,594,448	4,344,934
410	PW Trust Fund Loan	-	487,580	487,580	-
413	Water/Sewer/Storm Bond	1,963,502	3,382,734	2,411,591	2,934,645
414	Water/Sewer/Storm Bond Reserve	1,613,400	5,000	-	1,618,400
510	Employment Security	102,498	3,000	30,705	74,793
520	ER&R Vehicles	24,100	28,900	53,000	-
521	ER&R IT	74,750	90,000	99,000	65,750
604	Perpetual Care	412,250	10,000	-	422,250
608	Woodburn/JKL Lid Guarantee	12,000	500	-	12,500
610	Downtown Bond Guarantee	1,140,000	6,000	-	1,146,000
631	Low Income Assistance	7,100	8,100	8,000	7,200
Grand Total		\$ 33,763,915	\$ 90,146,512	\$ 95,459,774	\$ 28,450,653

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Formal Budget Calendar

- June 24th: Pass ordinance to adopt biennial budget process
- August 26th: Budget Strategy
- September 9th: Department Budgets:
 - ☐ City Manager's Office, Council, Finance/Information Technology, and Other
- September 23rd: "high level" revenue/expenditure estimates all funds
- September 23rd: Department Budgets:
 - ☐ Human Resources, Community Development, Hotel/Motel Lodging Tax Fund
- October 14th: Department Budgets:
 - ☐ Police/Animal Control, Public Works Operations & Maintenance, Public Works Capital Projects, Fire & Emergency Medical Services (EMS)
- **October 28th: 2025-26 City Manager's Proposed Budget and set hearings for Ad Valorem taxes, EMS levy and budget**
- November 5th: 3rd Quarter 2024 Update
- November 12th (Tuesday): Public Hearings, adopt Ad Valorem taxes, EMS levy, and possibly adopt budget
- November 18th, December 2nd, December 9th & December 16th: remaining dates for budget adoption



City of Washougal

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Questions

- Thank you!



City of Washougal

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Dear Mayor and Councilmembers,

I am pleased to present the City of Washougal's 2025-2026 biennial budget, a significant step as we transition to a biennial format after many years of annual budgets. This budget reflects our continued commitment to sound financial management, maintaining high-quality services, and ensuring alignment with the goals outlined in the City's Strategic Plan. Our Plan's Strategic Priorities of "Economic Development," Financial Health and Core Services," "Vibrant Town Center," Smart Growth," and "Redefined Community Identity" are the driving factors informing our priorities and budget.

The budget continues our conservative approach, prioritizing the responsible use of resources while ensuring we continue to meet the needs of our growing community. All current service levels are maintained, ensuring that essential services remain robust and responsive. While modest, the budget provides for the addition of one new wastewater utility position to support the expanded facilities in our wastewater systems, consistent with the City's long-term utility funding plans and industry standards. This targeted staffing adjustment helps ensure we are prepared for future operational demands.

To ensure that we can maintain our current service levels, the 2025-2026 general fund operating budget assumes that the Council will adopt a 1% increase in our EMS and overall property tax levies each year.

A key highlight of this budget is our continued progress on significant capital projects, which support the City's infrastructure and growth needs in support of the Strategic Priorities in our Strategic Plan. Notably, we will construct the Towncenter Revitalization Project, which will breathe new life into our downtown area, enhancing its vibrancy and appeal. We are also moving forward with the design and construction of our new Fire Station, a major investment in public safety. Another critical project is the completion of the mandated Wastewater Treatment Plant upgrades, which will ensure compliance with environmental standards and enhance service capacity. The design phase of the 32nd Street Rail Crossing Elimination Project will continue, positioning us for future construction of this transformational project. The design phase for the planned Kerr Park trail and habitat enhancements project, led by our partners with the Lower Columbia Estuary Partnership, will be completed. Construction will commence as additional funding is finalized. Additionally, the design of the 27th Street Shared Use Path project and 32nd Street corridor improvements is included, with construction following if additional funding is secured.

In support of our "Smart Growth" Strategic Priority and in compliance with Growth Management Act mandates, the budget includes a modest one-time use of general fund reserves combined with significant grant awards to complete the mandated update to our Comprehensive Plan. Our "Washougal Onward Comprehensive Plan Update" will guide our growth and development through 2045.

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The 2025-2026 budget also features the creation of a new Community Services and Strategy Department. By bringing together programs currently housed in three separate departments, this reorganization enhances our focus on community engagement and aesthetics, and parks and recreation planning and programming. This new department is cost-neutral, with no additional full-time equivalent positions, allowing us to improve service delivery without increasing the overall budget.

In keeping with our long-established fiscal prudence, this budget continues to balance our needs and ambitions with a commitment to responsible financial stewardship. It enables us to pursue the priorities of the City Council and community, ensuring that Washougal remains a safe, vibrant, and thriving place to live and work.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David Scott", with a stylized flourish at the end.

David Scott
City Manager
10/28/2024

