



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MEETING
MINUTES
Monday, August 12, 2024
5:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/84696490392>

VIDEO I. CALL TO ORDER

Mayor ProTem Ernie Suggs called the meeting to order at 5:00 pm.

II. ROLL CALL

Present: Councilmembers David Fritz, Molly Coston, Julie Russell, Ernie Suggs, Michelle Wagner, and Tia Robertson **Absent:** Mayor David Stuebe and Councilmember Tia Robertson

Staff:

David Scott, City Manager
Joe Walsh, Strategic Initiatives Manager
Daniel Layer, Finance Director/City Clerk
Teresa Stedman, Human Resources & Risk Director
Rose Jewell, Community Engagement Manager
Scott Collins, City Engineer

III. PUBLIC COMMENTS

None

IV. NEW BUSINESS

VIDEO A. Public Works: Contract Agreement with Western United Civil Group, LLC. for 2024 Paving Improvements

Scott Collins presented the following:

- Background - comprised of three capital improvement projects
 - Main Street Overlay - description, location, and improvements
 - 2024 Pavement Maintenance - description, location, and improvements
 - Traffic calming - description, location, and improvements.
- Bidding Process
- Contract awarded to Western United Civil
- Budget & Funding
- Additional discussion: how calming measures are determined, material costs, sources of funding, and time frame
- Next steps: This item will be on this this evening's consent agenda

VIDEO B. City Manager's Office: Comcast Franchise Agreement Renewal

Joe Walsh presented the following:

- Franchise agreements allow provider to access right-of-way

- 10-year term with additional 5- year
- Non exclusive
- 5% franchise fee
- Restoration of right-of-way required
- Allows for tree trimming and shrubs as needed
- Standards set by FCC
- Next steps: This item will be on the August 26th consent agenda

VIDEO

C. Finance: Emergency Utility Assistance Program Update

Daniel Layer presented the following:

- Background
 - Low Income Assistance Fund establish in the 2013 budget
 - Established by Resolution 1072 in 2013
 - Revised by Resolution 1119 establishing the utilization of late fees
- Eligibility criteria
 - Residential single family accounts
 - Annual income limited to 45K for a family of four
 - Accounts must be in jeopardy
 - Not on subsidized house
 - Received disconnection notice
 - Max \$250 per year
- Fund Balance is \$6880 from 2023 utility penalties
- Recommendation changes include:
 - time limitation from 12 to 6 months
 - yearly limit would remain the same
 - Increase penalty from utilities from 5-10%
- Next Step This resolution will be on the August 26 council consent agenda

VIDEO

D. City Manager's Office: Updated Student Representative Guidelines

Rose Jewell presented the following:

- Background
- Proposed amendments
- Student representatives history
- Next steps - To approve amendments through tonight's consent agenda.

VIDEO V. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott reported on the following:

- Reviewed election result
 - Fire/Police Bond passed
 - Economic news - anticipated rate reduction creating a favorable bond market
- Budget process begins at the next worksession
- The Executive Sessions and Exempt meetings to follow

B. MAYOR

Deferred

C. CITY COUNCIL

Deferred

VI. ADJOURNMENT

Meeting adjourned at 5:55 pm.

David Stuebe

Mayor

Daniel Leyer

City Clerk