



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MINUTES
Monday, June 8, 2020
5:00 PM**

I. CALL TO ORDER

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

II. ROLL CALL

Present: Mayor Molly Coston and Councilmembers Brent Boger, Michelle Wagner, Paul Greenlee, Alex Yost, Ray Kutch, Julie Russell, and Ernie Suggs and Student Representative Moriah Moran

Staff:

David Scott, City Manager
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
Michele Wright, Interim Assistant Public Works Director
Rose Jewell, Assistant to the City Manager

III. PUBLIC COMMENTS

Larry Keister commented

IV. NEW BUSINESS

A. Administration: Method of Selecting Mayor

David Scott introduced the item for discussion.

- Background
 - Default Process - our current process
 - Optional Process - Optional Process
 - Prior Action
 - Timing
- Next steps
 - Council direction to the City Manager
 - July 27, 2020 last meeting in order for the proposition to be on the ballot this year
 - Subsequent votes

Councilmembers shared their thoughts regarding the options.

B. Administration: COVID-19 Update

David Scott provided the following update:

- Status of Emergency Orders
 - Emergency Declaration 2020-01
 - City Manager Emergency Order 2020-05

- Council Emergency Order 2020-06
 - reviewed by Ad Hoc Committee
 - This item is on the council agenda for consideration
- Status of State and Clark County In Phase 2 of Safe Start Washington effective June 5, 2020
 - Phased approach reviewed
- City Operational Response
 - Phase 2 - current
- Potential timeline for future phases
 - Phase 3 - three weeks later
 - Phase 4 - July 17, 2020 - most things open up subject to guidelines
- Virtual Emergency Operation Center update
- Close coordination with CRESA, County Public Health, County and other cities
- Current - City facilities and access to services
- ECFR Station Lease - closing anticipated this fall.
- ECFR building will house employees
- Current mask and space requirements
- Budget Update, FEMA and CARES Funding

Discussion ensued regarding: furlough status, seasonal employees, and future cuts use of CARES Funding.

Council discussed the AD Hoc Committee's proposed resolution

- Unanimous consensus from Ad Hoc Committee
- Request include recoup time from delay due to outbreaks, getting to phase 2, and proposed new language.

Councilmember Boger will amend the resolution to incorporate the suggested language and then bring it back for council consideration at the council meeting.

V. PUBLIC COMMENTS

Martha Martin commented on the discussion regarding tele-health insurance coverage.

Jim Cooper voiced his appreciation for the council's discussion and action.

VI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

Deferred to council meeting.

B. MAYOR

Deferred to council meeting.

C. CITY COUNCIL

Councilmember Greenlee commented on tele-health insurance coverage.

VII. ADJOURNMENT

Meeting ended at 6:15 see tape.

Mayor

City Clerk

City of Washougal Method of Selecting Mayor

June 8, 2020 Worksession



Method of Selecting Mayor

- Background, Options and Timing
- Next Steps
- Questions/Discussion



Method of Selecting Mayor

What are the options for choosing the Mayor in Washougal?

Statute provides two options: (no change to Mayoral role, only how Mayor is chosen)

- Default Process - our current process (RCW35 A.13.030)
 - Mayor selected from Council by the Council
 - Mayor serves for 2 years, selection cycle repeats
 - Ridgefield and Battle Ground use this option
 - Most common

- Optional Process - via ballot proposition (RCW35 A.13.033)
 - Mayor (Position 1) elected at-large
 - Mayor serves for 4 years, election cycle repeats
 - Olympia (Code City) and Vancouver (Charter) use this
 - Olympia only known Code City to use this



Method of Selecting Mayor: Prior Council Action

Excerpts from 2018 Resolution placing Change in Form of Government on Ballot:

AND WHEREAS, if a change in form of government is approved by the voters, the chair of the council (Mayor) would be selected every two-years by the Council from its own membership, pursuant to state law;

AND WHEREAS, RCW 35A.13.033 provides for an alternative means of selecting a chair (Mayor); providing that the city council of a council-manager city may by resolution place before the voters of the city, a proposition to designate the person elected to council position one as the chair (Mayor) of the council;

AND WHEREAS, if a proposition to designate council position one as chair (Mayor) is approved, it would not affect the incumbent in council position one, rather, at the next election for council position one, it would be for chair (Mayor);

AND WHEREAS, the proposition to designate council position one as chair (Mayor) can only be submitted to voters if the form of government is changed to council-manager and cannot be submitted to voters at the same time as the proposition regarding the change in form of government and must be a separate and subsequent proposition;

AND WHEREAS, the City Council has determined that designating council position one as chair (Mayor) is preferable to the Council selecting the chair (Mayor) from its own membership;

AND WHEREAS, if the proposition to change the form of government to council-manager is approved it is the Council's intention to submit to voters a proposition to designate council position one as chair (Mayor);

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WASHOUGAL, WASHINGTON as follows:

Section II

It is the intent of the City Council, that if the proposition of whether the City should adopt the Council/Manager form of government and abandon the Council/Mayor form of government is approved, to place on a future general election ballot a subsequent proposition to designate council position one as chair



Method of Selecting Mayor: Timing

- Stay with default - our current process (RCW35 A.13.030)
 - Mayor selected from Council by the Council
 - Mayor serves for 2 years, selection cycle repeats
 - Ridgefield and Battle Ground use this
- Option via ballot proposition (RCW35 A.13.033)
 - Mayor (Position 1) elected at-large
 - Mayor serves for 4 years, election cycle repeats
 - Olympia (Code City) and Vancouver (Charter) use this
 - Election can be any time
 - Nov 2020 election good timing since Pos 1 is up in Nov 2021



Method of Selecting Mayor: Next Steps

- Council direction to City Manager re: whether to prepare Resolution placing direct election of Mayor on a future ballot
- July 27, 2020 meeting the last meeting to do this for November 2020 ballot



Method of Selecting Mayor

Discussion/Questions



Washougal COVID-19 Response

June 8, 2020 Update to Council



City of Washougal

Washougal COVID-19 Response Update to Council June 8, 2020

What We Will Cover:

- ❖ Status of Emergency Orders
- ❖ Status of State and County Phased Opening
- ❖ City Operational Response
- ❖ Budget Update, CARES/FEMA Funding
- ❖ Council Discussion re: Ad Hoc Committee Proposed Resolution



Washougal COVID-19 Response: June 8, 2020 Update

❖ Status of Emergency Orders

- Emergency Declaration 2020-01 in place - status to be reviewed at each Council meeting
- City Manager Emergency Order 2020-05 issued May 31, 2020 (effective until Phase 4)
- Council Emergency Order 2020-06 on tonight's agenda (reviewed with Ad Hoc Committee)
 - ✓ Modifies Emergency Orders 2020-02, 2020-03, 2020-04 and 2020-05 (simplified approach)
 - ✓ Directs administration to follow the Governor's proclamations (covers facilities, programs, meetings, events)
 - ✓ Extends Emergency Leave until Phase 4
 - ✓ Extends private mortgage foreclosure, commercial eviction and residential inspection limitations until Phase 3
 - ✓ Duration of Order tied to Governor's proclamations

❖ Clark County in Phase 2 of "Safe Start Washington" (effective June 5, 2020)

❖ Potential timeline for future phases

- Phase 3 (three weeks later at the soonest ~ June 26, 2020 or so)
- Phase 4 (three weeks later at the soonest ~ July 17, 2020 or so)



WASHINGTON'S PHASED APPROACH

Reopening Business and Modifying Physical Distancing Measures

	1 Phase 1	2 Phase 2	3 Phase 3	4 Phase 4
High-Risk Populations*	Continue to Stay Home, Stay Healthy	Continue to Stay Home, Stay Healthy	Continue to Stay Home, Stay Healthy	Resume public interactions, with physical distancing
Recreation	Some outdoor recreation (hunting, fishing, golf, boating, hiking)	All outdoor recreation involving fewer than 5 people outside your household (camping, beaches, etc.)	- Outdoor group rec. sports activities (5-50 people) - Recreational facilities at <50% capacity (public pools, etc.)	Resume all recreational activity
Gatherings (social, spiritual)	- None - Drive in spiritual service with one household per vehicle	Gather with no more than 5 people outside your household per week	Allow gatherings with no more than 50 people	Allow gatherings with >50 people
Travel	Only essential travel	Limited non-essential travel within proximity of your home	Resume non-essential travel	Continue non-essential travel
Business/Employers	- Essential businesses open - Existing construction that meet agreed upon criteria - Landscaping - Automobile sales - Retail (curb-side pick-up orders only) - Car washes - Pet walkers	- Remaining manufacturing - New construction - In-home/domestic services (nannies, housecleaning, etc.) - Retail (in-store purchases allowed with restrictions) - Real estate - Professional services/office-based businesses (telework remains strongly encouraged) - Hair and nail salons/Barbers - Housecleaning - Restaurants <50% capacity table size no larger than 5	- Restaurants <75% capacity/ table size no larger than 10 - Bars at <25% capacity - Indoor gyms at <50% capacity - Movie theaters at <50% capacity - Government (telework remains strongly encouraged) - Libraries - Museums - All other business activities not yet listed except for nightclubs and events with greater than 50 people	- Nightclubs - Concert venues - Large sporting events - Resume unrestricted staffing of worksites, but continue to practice physical distancing and good hygiene

* High-risk populations are currently defined by CDC as: persons 65 years of age and older; people of all ages with underlying medical conditions (particularly not well controlled) including people with chronic lung disease or moderate to severe asthma, people who have serious heart conditions, people who are immunocompromised, people with severe obesity, people with diabetes, people with chronic kidney disease undergoing dialysis, and people with liver disease; people who live in a nursing home or long-term care facility.



Washougal COVID-19 Response: June 8, 2020 Update

❖ Phase 2

- City building facilities
 - Offices closed to the public (allowed to open in Phase 3)
 - Telework remains strongly encouraged in office/professional settings
- City parks facilities
 - Outdoor recreation allowed involving 5 or fewer people outside your household
 - All parks open, including restrooms (two restrooms closed due to needed repairs)
 - No large outdoor group sports/recreation activities allowed yet
 - Small group practices allowed for sports (no more than 5 per group, protocols in place)
 - Games at Phase 3
 - Working on protocols for sports courts and playgrounds
- Virtual Council meetings continue
- No events
 - Gatherings limited to no more than 5 outside household



Washougal COVID-19 Response: June 8, 2020 Update

❖ Phase 3 (at least three weeks later)

- City facilities open to the public
 - Modifications to workspaces/workflow for physical distancing, telework strongly encouraged
 - Modifications to customer service interfaces and practices for physical distancing
- All City parks facilities open
 - Outdoor recreation allowed involving 50 or fewer people
 - Outdoor group sports/recreation activities allowed with no more than 50 (ballfields, sports courts)
 - Games allowed with protocols in place
 - Follow state guidelines
- Live Council meetings possible
 - Gatherings limited to 50
 - Physical distancing challenges in Council Chambers
- No events (gatherings limited to no more than 50)



Washougal COVID-19 Response: June 8, 2020 Update

❖ Phase 4 (at least three weeks later)

- City facilities open to the public
 - Modifications to workspaces/workflow for physical distancing, updated telework policy
 - Modifications to customer service interfaces and practices for physical distancing
- All City parks facilities open
 - All recreation/sports activities allowed
 - Follow state guidelines
- Live Council meetings possible
 - Physical distancing challenges in Council Chambers
- Events allowed
 - Follow state guidelines



Washougal COVID-19 Response Update to Council May 26, 2020

- ❖ **Virtual Emergency Operations Center**

- Operations continuing, operational transition plans under development

- ❖ **Close coordination with CRESA, County Public Health, County, other cities**



Washougal COVID-19 Response: June 8, 2020 Update

❖ City Facilities and Access to Services

- The City is still open for business, but with limitations and protocols in place to comply with orders and to promote social distancing
- City Hall open Mon-Thursday but closed to the public: Services by appointment with physical distancing practices to limit or eliminate public access into the building
- Telework and physical distancing protocols in place for employees
- Two public works houses open Mon-Fri with telework and physical distancing protocols
- Police lobby closed to the public
- All departments constantly evaluating work protocols to promote physical distancing

❖ ECFR Station Lease

- Lease signed
- Finalizing redeployment of staff (various scenarios for moving teams to ECFR Station)



Washougal COVID-19 Response: June 8, 2020 Update

❖ Budget Update, FEMA and CARES funding

- \$125K in new reduced GF expenditures (Fire and CRESA)
- Preliminary budget review relatively good news
- City working with FEMA (expecting limited reimbursement)
- City to receive \$495K from State CARES allocation
 - Full scope of allowable city expenditures still being determined
- Eliminate Furloughs
- Restore seasonal employee budget
- Future budget cut restorations TBD
- Potential use of CARES for community support TBD



Washougal COVID-19 Response: June 8, 2020 Update

❖ Council Discussion re: Ad Hoc Committee Proposed Resolution

