



CITY OF WASHOUGAL
CITY COUNCIL SPECIAL MEETING MINUTES
Saturday, June 1, 2024
9:00 AM

*

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/87403871035>

I. Public Comment

None

A. Presentation

II. Session Overview - City Manager David Scott

Present: Mayor David Stuebe and councilmembers Coston, Russell, Wagner, and Robertson **Absent** Councilmembers Suggs and Fritz

Staff:

David Scott, City Manager
Joe Walsh, Strategic Initiatives Manager
Trevor Evers, Director of Public Works
Daniel Layer, Finance Director/City Clerk
Mitch Kneipp, Community Development Director
Wendi Steinbronn, Police Chief
Teresa Stedman, Human Resources & Risk Director
Rose Jewell, Community Engagement Manager

David Scott reviewed the agenda for the day.

III. Capital Facilities Project Update - Public Works Director Trevor Evers

Trevor Evers presented the following:

Capital Improvement Plan

- Water - Overview and current projects
 - Water System Looping
 - Water Main IN J Street 32nd d- 34th
 - New Water Service Lines 32nd G - K
 - Water Master Plan Update
 - Automated Meter Reading
- Wastewater
 - Wastewater Lift Station 1
 - Sewer SCADA System Upgrade
 - Biosolids Handling Facility/Anoxic Selector/Lagoon Decommissioning
- Storm
 - Stormwater Maintenance
 - Annual Catch Basin and Drainage Repair
 - Stormwater Master Plan

- Jemtegaard Trail Repairs
- 2024 Capacity Grant
- Campen Creek - Washougal High School
- Transportation
 - Pavement Management
 - 27th Street Shared Use Path
 - Evergreen Sidewalk 42nd Street to Schmid Ballfields
 - Traffic Calming
 - 32nd Street Safety Improvements
 - Advanced Traffic Systems
 - Main Street Overlay
 - 32nd Street Underpass
 - Railroad Crossing Improvement
 - ADA Transition Plan
 - Columbia River Trail Lighting
- Parks and Cemetery
 - Veterans Memorial
 - Hamllik Basketball Court
 - Towncenter Revitalization
 - Hathaway Park Security Lighting
- Facilities
 - Police Facility Master Plan
 - Fire Station 43 Replacement and Police Remodel
 - Public Works Operations Center Remodel
 - Recently Completed Projects

IV. Community Survey 60 - Chris Tatham, ETC Institute Break

Christ Tatham, ETC Consultant, presented the following:

- Purpose
- Methodology
- Local Issues
 - Unfunded Parks and Recreation Improvements
 - Unfunded Transportation Improvements
 - Rate of current pace of development
- Overall Satisfaction and Trends from Previous Years
 - Satisfaction with major categories of service
 - Areas of improvements - 15
 - Area of decreased improvements - 2
 - Compared to other communities
 - Overall rating of the city
- Opportunities for Improvements
 - Street Maintenance
 - Economic Development
 - DirectionFinder Matrix
 - Importance satisfaction rating
- Summary
 - City moving in right direction
 - Satisfaction increased
 - Priorities
 - Unfunded transportation
 - Unfunded parks and recreation

A. Presentation - Survey Results

B. Break

V. Strategic Plan Semi Annual Update - Strategic Initiatives Manager Joe Walsh

Joe Walsh presented the following:

- Economic Development and Community Prosperity
 - Establish economic development manager position - SIM - filled
 - Streamline permit system - tracking launched
 - Business guide packet
 - Recreation tourism/eco-tourism
- Financial Health and Core Services
 - Staffing levels for police
 - Funding Infrastructure
 - Grand righting support
 - Staff succession
 - Stable funding to maintain and expand core services and programming
 - Regional Fire Authority
- Vibrant Town Center
 - Develop parking management plan
 - Update codes and enhance sense of place
 - New development agreement
 - Improve Streetscapes, lighting business facades, and underground facilities
 - Beautify vacant buildings
 - Enhance community event and gatherings
- Smart Growth
 - Incorporate smart growth
 - Establish forestry ordinance - drafted
 - Obtain outside funding for infrastructure - Applying Safe Routes to Schools
 - Need to revisit sidewalk infill goal
 - Update Comprehensive Plan
- Redefined Community Identity
 - Develop a new brand identity
 - Citizen's Academy - underway
 - Increase neighborhood involvement - Completed
 - Community Aesthetics Improvement Program - Underway
 - Increase community events and activities - underway
 - Adopt-a-Park Program - running
 - Formalize volunteer program - running
 - New Program coordinator position - filled

VI. Systems Updates - Finance Director/City Clerk Daniel Layer Human Resources/Risk Director Teresa Stedman Community Development Director Mitch Kneipp

Daniel Layer presented the following:

- Critical
 - Agenda & Meeting Solution - NovusAGENDA end of life
- Essential
 - NEOGOV
 - HR Performance Solutions
 - Hardcopy personnel files
 - Utility Bill Printing, stuffing, and mailing
- Recommended
 - Microsoft Excel & Outlook

- Records retention for Police and clerk office
- Other (Beyond 2024-2025)
 - Budget Preparation Software
 - Class Compensation Study Solution
 - Permitting Enhancements & Solutions
 - Timekeeping & scheduling
 - Grants Tracking
 - Lease & Subscription - Based Information Technology Arrangement
- Budget
 - Background
 - RCW 35A.3
 - Advantages/disadvantages of Biennial Budgeting
 - Preliminary Budget Calendar

VII. Noon-12:30 Lunch

12:10 Lunch

VIII. 2024-2025 Workplan - City Manager David Scott

David Scott presented the following:

- City Manager's Goals reported quarterly

IX. Parks and Transportation Capital Project Prioritization - Public Works Director Trevor Evers (projects overview) Police Chief Wendi Steinbronn (prioritization exercise)

Trevor Evers reviewed the projects.

- Top 6 Options
- Bottom 6 Options
- Options A-M

David Scott reviewed the prioritization of the Parks and Cemetery Board, results of the community survey and explained the prioritization exercise.

A. Presentation - Parks and Transportation Projects

Wendi Steinbronn facilitated the exercise.

Council Ranking	Parks and Cemetery Prioritization Projects
28	Option E: Schmid Family Park
28	Option F: Trail System
23	Option A: Indoor Recreation Space and Senior Center
21	Option L: Sandy Swimming Hole
21	Option M: Steamboat Landing
18	Option H: Hartwood Park
10	Option C: New Neighborhood Park (NP1)
7	Option B: Community Park (CP)
7	Option I: Hathaway Park
9	Option K: River Bend
6	Option D: New Neighborhood Park (NP2)
4	Option J: Oak Tree
3	Option G: Elizabeth Park

Council Ranking	Transportation Projects
27	Option O: Washougal River Rd 18th/O St to Shepherd (Intersection improvements)
26	Option C: 32nd/Stiles Road/34th St (Widen to 3 lanes, bike lanes, sidewalks)
22	Option M: Shepherd Road (Bike/pedestrian facilities)
21	Option I: Crown Rd (Widen to three lanes, bike lanes, sidewalks)
19	Option A: 27th St from Main to SR-14 (Widen for turn lanes and bike lanes, sidewalks)
15	Option D: 39th St (Bike/pedestrian facilities)
8	Option E: 39th St Evergreen Way to M St (traffic calming)
7	Option J: Evergreen Way 32nd to 45th St (Widen for bike lanes south side)
6	Option H: C St 6th St to River Rd (Bike lanes and sidewalks)
4	Option G: C and Main St River Rd to 34th St (Bike lanes and sidewalks)
4	Option K: F St 25th to 34th (Traffic calming)
2	Option B: 27th St at SR-14 to Index and west to vacant land (Port Access Improvements, widen, bike/pedestrian facilities)
2	Option F: A Street to Addy St connector (New road in undeveloped Towncenter east of Pendleton)

X. Public Participation Plan and Comprehensive Plan Update - Community Development Director Mitch Kneipp

Reid Middleton and Jessica Herceg, DOWL Consultants, presented the following:

- Team introduction
- Periodic Update
- Mandatory Elements
- Housing Elements
- New Climate Elements
- Population growth and employment
- Housing units by affordability
- AMI - Area Median Income
- PSH Permanent Support Housing
- STEP - Shelter/beds, transitional house, non permanent supportive housing and permanent supportive house
- Population estimates

Schedule - to be adopted by December 31, 2025 in three phases.

Lisa with Pointnorth

- Public Participation Plan
- Goals
- Plans
- Engagement Strategies & Communication Methods
 - Outreach: events, website, surveys, utility bill inserts, presentation to small groups, chamber luncheons, citizens academy, FBLA, Safeway
 - Workshop on June 10th
- Optional Elements

A. Break

XI. Introduction to 2025 (2026?) Budget Process Finance Director/City Clerk Daniel Layer

Session ended at 4:00 pm.

XII. Meeting Wrap-Up - Council

Mayor

City Clerk

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

6/1/2024

SUBJECT:

MEETING INFORMATION

Please click the link below to join the webinar:

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DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

Washougal City Council Annual Planning Session

06/01/2024 | Presented by the City of Washougal Leadership Team



City of Washougal

Session Overview



City of Washougal

Washougal City Council Annual Planning Session	
Agenda Topics	Expected Outcomes
Session Overview City Manager David Scott	Mutual Understanding of the day's session
Capital Facilities Project Update Public Works Director Trevor Evers	Review status of capital facilities projects
2024 Community Survey Report Chris Tatham, ETC Institute	Receive results of 2024 Community Survey
Break	
Strategic Plan Semi-Annual Update Strategic Initiatives Manager Joe Walsh	Review status of Strategic Plan implementation efforts
Lunch	
Parks and Transportation Capital Project Prioritization Public Works Director Trevor Evers (projects overview) Police Chief Wendi Steinbronn (prioritization exercise)	Council preliminary prioritization of future parks and transportation capital projects
Public Participation Plan and Comprehensive Plan Update Community Development Director Mitch Kneipp	Develop a Public Participation Plan (PPP)
Break	
Systems Updates Finance Director/City Clerk Daniel Layer Human Resources/Risk Director Teresa Stedman Community Development Director Mitch Kneipp	Review replacement and enhancement needs for various city systems
2024-2025 Workplan City Manager David Scott	Review 2024-2025 workplan
Introduction to 2025 (2026?) Budget Process Finance Director/City Clerk Daniel Layer	Review the 2025 (2026) budget process
Meeting Wrap-Up City Council	Any needed Council discussion

2024 Capital Improvements Projects Update

Presented by Trevor Evers



City of Washougal

Our mission is to provide fiscally responsible services that promote our vision of a safe and beautiful community that can be enjoyed for generations to come.

Current Capital Improvement Projects Updates

Utilities

Water

- New Water Service Lines 32nd St. ('G' St. to 'K' St.)
- Water Main in 'J' St. (32nd St. to 34th St.)
- Water System Looping (4th St. to Shepherd Rd.)
- **Water Master Plan Update**
- **Automated Meter Reading**

Wastewater

- Wastewater Lift Station 1
- Sewer SCADA System Upgrade
- Biosolids Handling Facility/Anoxic Selector/Lagoon Decommissioning

Storm

- Stormwater Master Plan
- Annual Catch Basin & Drainage Improvements
- Jemtegaard Trail Repairs
- **2024 Capacity Grant**
- **Campen Creek – Washougal High School (LCEP Lead)**

Transportation

- Advanced Traffic System
- 27th St. Shared use Path
- Evergreen Sidewalk (42nd St. to Schmid Park)
- Traffic Calming
- 32nd St. Safety Improvements
- Pavement Management
- Main Street Overlay
- 32nd Street Underpass
- Railroad Crossing Improvements
- ADA Transition Plan
- Columbia River Trail Lighting (Recently Completed)

Parks & Cemetery

- Veteran Memorial
- Hamlik Basketball Court
- Town-Center Revitalization
- Hathaway Park Security Lighting

Facilities

- Police Facility Master Plan
- Fire Station 43 Replacement and Police Remodel (Phase 1 recently completed)
- Public Works Operations Center Renovation
- Social Service Building (Phase 1 recently completed)





Capital Improvement Plan

What is the Capital Improvement Plan?

The Capital Improvement Plan (CIP) is the City of Washougal's plan for large-scale infrastructure improvement projects. The Growth Management Act requires that our Comprehensive Plan include Capital Facilities Elements for all our facilities programs, including water, wastewater, stormwater, parks, general facilities, and streets. The City has capital facilities plans for all of these areas and our Cemetery. Projects identified in our plans for a given year can include upgrades, enhancements and repairs to our utility system, street network, parks and trails system, cemetery and general facilities.

[2024 Capital Improvement Projects
\(arcgis.com\)](https://arcgis.com)



City of Washougal

Water

OVERVIEW

The Water Division of Public Works is responsible for the daily operation and maintenance of water production, storage, and delivery facilities.

Water Operations and Maintenance is responsible for:

- Water Gallons Produced – 606,983,000
- Water Quality Sampling Tests – 4,689
- Service Orders & Utility Locates Completed – 4,336 (17.6/workday)
- Water Leaks Repaired – 14 (4 Mainline)
- Servicing 5,972 accounts/connections

Current Projects

- Water System Looping
- New Service Line on 32nd St. (32nd St. to 34th St.)
- Water Main in 'J' St. (32nd St. to 34th St.)



City of Washougal





Water System Looping (4th St. to Shepherd Rd.)

Description: Addition of 1,420 feet of new 12" water main to loop the southwest portion of the water system.

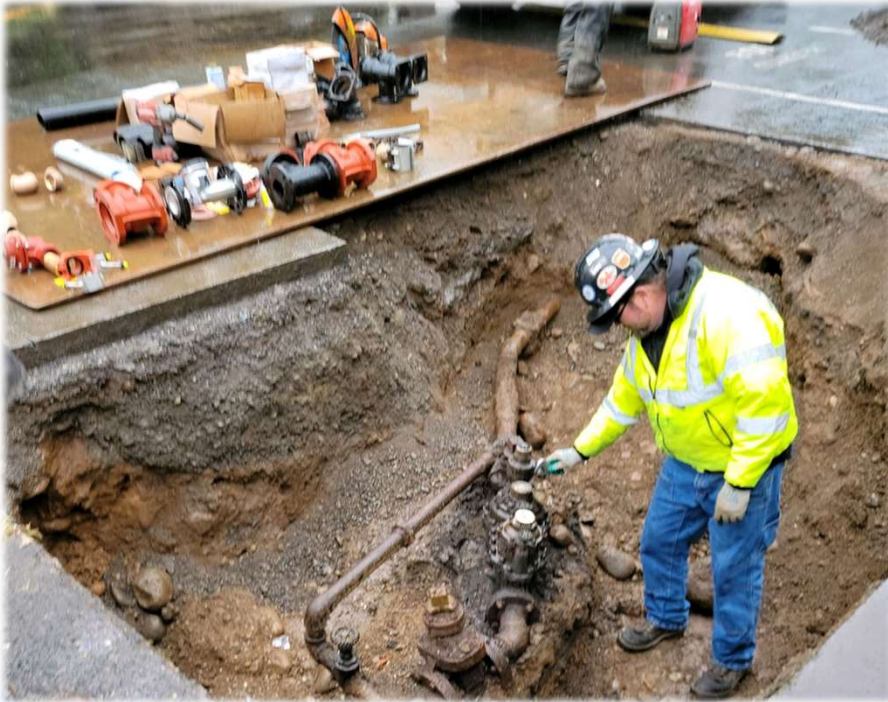
Status:

- Wallis working on design



City of Washougal

Water Main in J Street (32nd St. to 34th St.) New Water Service Lines in 32nd St. ('G' St. to 'K' St.)



Description:

- Replacement of water main in 'J' St of 1,190 feet of 2" water main with new 8" water main for fire flow improvements.
- Replacement of 20 water service lines in 32nd St. currently fed from the 3" main in 32nd St to the 14" main.

Status:

- These 2 water projects have been combined due to proximity and efficiency.
- Wallis Engineering is currently working on Design.
- Estimated completion: Date December 2024



Water Master Plan Update

Description: Standard update to Water Master Plan per State requirements to meet compliance. Updates required every 10 years.

Status: Consor will be submitting finalized plan to Department of Health for review and approval



City of Washougal



Automated Meter Reading



Description: The City is working to convert existing water meters to automated meters. Automatic meter reading (AMR) increases efficiency, allowing City staff to focus on other core responsibilities within their departments. AMR will also improve customer service by giving City staff the ability to investigate and troubleshoot issues onsite and providing real-time water use data to customers. This is a multi-year project.

Status: Installation of all new automatic readers have been completed. Currently installing all radio and communication equipment so the system can be fully functional.





Wastewater

Overview

The Wastewater Division of Public Works is responsible for wastewater collections, sanitary sewer pump stations, wastewater treatment and discharge to the Columbia River. The wastewater division's typical duties includes: Manhole Inspections, Preventative maintenance programs, Pump station checks , Wastewater plant maintenance, and Wastewater treatment.

Wastewater Operations and Maintenance is responsible for:

- 442,147,000 Millions Sewer Gallons Treated
- 294 (Dry Tons) Sewer Biosolids Produced
- 0 service outages or sewer mainline overflows
- 1,562 Sewer Manholes
- 15 Lift Stations

Current Projects

- Wastewater Lift Station 1
- Sewer Scada System
- Biosolids Handling Facility/Anoxic Selector/ Lagoon Decommissioning

Wastewater Lift Station 1

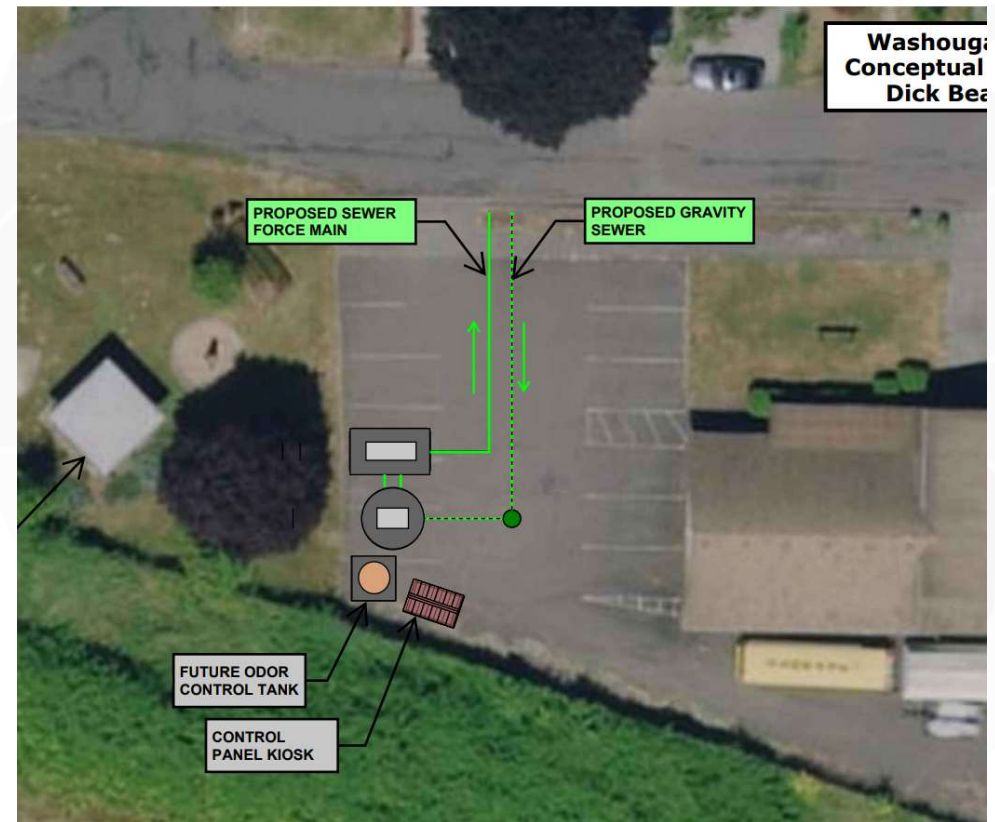
Description: Lift Station 1 was originally constructed in April of 1966 and rehabilitated in 2008. Operational and access issues have arisen over the last three years. With significant growth forecasted, long term capacity of the existing station will not meet peak hour demands. This project updates and relocates Lift Station 1, provides new stormwater improvements in the area, installs new water service laterals on C Street, street improvements, and ADA upgrades.

Status:

- Contractor is finishing wet well installation.
- Working on pump station improvements and electrical
- Estimated completion date: December 1st



City of Washougal



Sewer SCADA System Upgrade



Description: SCADA systems are crucial for industrial organizations since they help to maintain efficiency, process data for smarter decisions, and communication system issues to help mitigate downtime. The city is upgrading the Sewer SCADA system in 2024.

Status:

- Project is nearly complete.



Biosolids Handling Facility/Anoxic Selector/Lagoon Decommissioning

Description: The Biosolids Handling Facility Project will turn solid waste from the wastewater treatment plant into a land-applied, Class B Biosolids (fertilizer). Components of the biosolids handling facility will include an aerobic digester, anoxic selector, rotary drum thickener, and screw press. Also, as part of the project, the existing lagoon cells will be decommissioned. The improvements will also give the City a needed capacity upgrade to handle and future developments to come and provide odor control to the surrounding area.

Status:

- Contractor mobilized the first week of May
- Completed Bypass connection for Lagoons



City of Washougal



Stormwater Maintenance

Overview

The Stormwater Utility Division maintains the City's stormwater management system which includes conveyance, flood control, and pollution remediation and reduction infrastructure. Stormwater is any water that comes from precipitation or snowmelt. In cities and towns, impervious surfaces such as roads, sidewalks, and roofs prevent stormwater from naturally soaking into the ground. This runoff then picks up pollutants like oil, gas, fertilizer, and sediment before flowing into storm drains and local streams. In mitigation of these urban impacts, the Stormwater Utility Division ensures compliance with the Western Washington Phase II Municipal Stormwater Permit. This regulatory permit has requirements Washougal must abide by for proper treatment and flow control of stormwater runoff for the protection of natural water bodies and drinking water sources.

Stormwater Maintenance is responsible for:

- 1,830 catch basins
- 222 drywells
- 244 stormwater treatment/flow-control facilities
- 40+ miles of stormwater lines
- 122 source control inspection sites
- 182 private stormwater facility inspection sites
- 97 stormwater outfalls

Current Projects

- Stormwater Master Plan
- Annual Catch Basin & Drainage Repairs
- Jemtegaard Trail Repairs
- 2024 Capacity Grant
- Campen Creek – Washougal High School (LCEP Lead)



Annual Catch Basin & Drainage Repair

Description: This project replaces the existing aging catch basins & drainage infrastructure at various locations throughout the City.

Status:

- Submitting drywell registration information.



Stormwater Master Plan

Description: The City of Washougal's Stormwater Master Plan was last updated in 2010. Since then, the Municipal Stormwater Permit, which is renewed on a five-year cycle, has become increasingly onerous at a programmatic scale each passing year. With a new permit coming out in 2024 and the rate analysis planned for 2024, the City plans to develop a Stormwater Master Plan to help prepare for a ten-year horizon. In coordination with City staff, the Master Plan will aim to provide equipment and staffing recommendations for operating and maintaining the storm system, contemplate different levels of O&M service, develop recommendations for coordinating work and asset management with other departments, and identify needed stormwater capital improvement projects.

Status:

- Final report is completed.
- Goes to Council Workshop May 28th
- Goes for consent the following council meeting.



Jemtegaard Trail Repairs

Description: The original Jemtegaard Trail Design had the trail infrastructure over 20' away from the Ordinary High-Water Line. Since 2020, heavy bedload transport has caused the creek channel to shift further East eroding the bank and compromising trail infrastructure. This project will repair this portion of the trail.

Status:

- Engineering Plans have been submitted to the county.
- Currently awaiting comments.



City of Washougal



2024 Capacity Grant

Description:

Maintenance of Citywide stormwater filter facilities and retrofits to standardize filter replacement. Project will service approximately 185 filter cartridges, vectoring 30 filter facilities, disposing waste materials, and retrofits to filter vaults to standardize filter cartridge maintenance.

Status:

Finalizing request for bid and should have out to bid in June



Campen Creek - Washougal High School

Description:

This project will improve water quality in Campen Creek through design and future installation of stormwater retrofit BMPs at and near Washougal High School in Washougal, Washington. This project will design treatment for total suspended solids (TSS), dissolved copper, dissolved zinc, and will also reduce flows to Campen Creek by increasing stormwater infiltration. This project is managed by Lower Columbia Estuary Partnership as a pass-through project with Ecology.

Status:

Design underway for 30% submittal package



Transportation

OVERVIEW

The Streets Division encompasses pavement maintenance and improvement, traffic management, safety improvements, street signs, signalization and pavement markings, and landscape maintenance.

- Streets and Pavement Management is responsible for: Miles of City Streets 66.2 (centerline) (A.k.a. 134 lane miles)

Current Projects:

- Pavement Management
- 27th Street shared use path
- Evergreen Sidewalk 42nd to Schmid Park
- Traffic Calming
- 32ns Street Safety Improvements
- Advanced Traffic System
- Main Street Overlay
- 32nd Street Underpass
- Railroad Crossing Improvements
- ADA transition Plan



Pavement management

Description: Pavement management is the process of reconstructing, rehabilitating, and maintaining streets to optimize roadway conditions throughout the City's network, as measured by the Pavement Condition Index (PCI).

Status:

- Slurry Seal will be completed in the summer (via 2023 rollover and 2024)
- Wallis has provided 50% Design for grind/inlays. Expecting bid in Mid July.
- CAPS working on updating PCI
- Waiting on crack seal piggyback contract from Vancouver.



27th Street Shared Use Path



Description: The South 27th Street Shared Use Path project will provide a dedicated separated shared use path on South 27th Street. This Project will expand the bicycle and pedestrian facility connectivity within Washougal and the region and furthers a safe and cohesive active transportation network.

Status:

- Wallis engineering working on 30% Design.



Evergreen Sidewalk 42nd St. to Schmid Ballfields

Description: This project will design the sidewalk on the North side of Evergreen Way from 42nd Street to the George Schmid Memorial Ballfields. This will complete sidewalk connectivity on the north side of Evergreen from Evergreen Market Place to Sunset View Road.

Status:

- Received 90% plans and specs
- Waiting on Bid authorization from TIB.
- Project will be bidding in June



City of Washougal



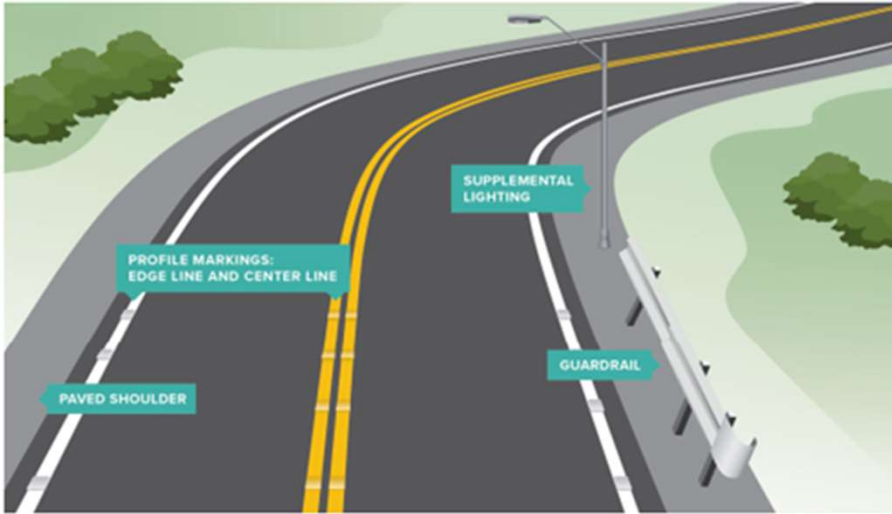
Traffic Calming

Description: The city will be looking at traffic calming to support the livability and vitality of residential and commercial areas through improvements in non-motorist safety, mobility, and comfort. These objectives are typically achieved by reducing vehicle speeds or volumes on a single street or a street network. Traffic calming measures consist of horizontal and/or vertical lane narrowing, roadside amenities, and other features that use self-enforcing physical or psycho-perception means to produce desired effects.

Status:

- City has an active list of street/locations where speeding is occurring.
- Coordinating with Wallis Engineering on implementation with the Pavement Management Project for speed cushion installation at W Street and Shepherd Road.
- Based on cost estimates for cushion installation, remaining budget will be used on radar feed back signs to be placed at various locations (if available).





32nd St. Safety Improvements

Description: 32nd Street from 'W' Street to City limits. Install profiled centerline and edge line pavement markings, widen shoulders, street lighting and guardrails.

Status:

- Scope change is tentatively approved by WSDOT.
- Submitting documentation to WSDOT for FHWA approval.
- RTC tentatively approved Grant application for design of 32nd St. widening.



Advanced Traffic Systems

Description: The Advanced Traffic System will help manage and optimize City traffic by creating a communications link between the City's system and WSDOT/Clark County systems.

Status:

- Battle Ground is coordinating work and leading the project.
- Work in Washougal is 33% complete.



City of Washougal



Main Street Overlay

Description: This project will design rehabilitation improvements to Main Street from Washougal River Road to approximately 27th Street.

Status:

- Wallis Engineering working on 90% design.
- Working with TIB bid authorization
- Hoping to bid project in Mid June



32nd St. Underpass

Description: The City has a bold plan to transform this 0.20-mile segment of 32nd Street into a modern, mixed-use roadway with a below-grade rail crossing that will serve the growth needs of the community, reduce congestion hotspots, increase safety, enhance connectivity, and provide multi-modal improvements and opportunities for economically struggling and minority neighborhoods.

Status:

- WSP selected as Owner's Advisor.
- PDB has been selected as Alternative Delivery Method.
- PRC application submitted and going to board approval on June 27th.





Description: The Railroad Crossing Improvement project will improve signing and striping at five railroad crossings in Washougal.

Status:

- BNSF has approved the plans
- Will be advertised for bid early June



ADA Transition Plan

Description: The city will be working on a City-Wide ADA Transition Plan that provides a plan for removal of physical barriers to accessibility in transportation systems and City facilities for people with disabilities. ADA Transition Plans should be updated periodically until the inventory of all accessibility barriers is eliminated.

Status:

- Contract has been awarded
- Kickoff meeting has been held
- Transpo is starting early work of digitizing and gathering field data of transportation network.



Columbia River Trail Lighting

Description: The Columbia River Trail Project will connect the new Port of Camas-Washougal Trail east to Steamboat Landing. This project is for the lighting along the trail

Status: This project has recently been completed.



City of Washougal



Parks & Cemetery

Current Projects:

- Hathaway Park Lighting Improvements
- Basketball Court construction- Hamllik
- Washougal Town-Center Revitalization (Civic Campus)
- Veteran Memorial



City of Washougal



Veterans Memorial

Description: The Washougal Veterans Memorial will be a permanent commemoration to honor local heroes who have served our great country. The memorial project offers an opportunity for appreciative citizens to honor veterans.

Status:

- Covalent working on cost estimate
- City is coordinating some fundraising/donation efforts to raise the funds needed to construct the memorial



Hamllik Basketball Court



Description: The city applied for a Community Development Block Grant for 2023 funding for additional improvements at Hamllik Park including construction of a full basketball and ramp and path improvements to be in compliance with the American with Disabilities Act (ADA).

Status:

- Design is complete
- Ecology is reviewing for environmental compliance
- Waiting on CDBG for NEPA approval to proceed.
- Project expected to go out for bid in July.



Town-Center Revitalization



Description: The Washougal Town-center Revitalization Project will take place in the heart of the town-center and will provide passive and active outdoor recreation opportunities for Washougal residents and visitors. All new recreational assets will be ADA compliant, and features will be designed for individuals of all ages and ability levels.

Status:

- Design Development is complete.
- Currently reviewing cost estimate and working through value engineering to align project scope and budget.
- Beginning work on to prepare construction documents
- Community Center work associated with the project will go out to bid mid June



Hathaway Park Security Lighting

Description: Hathaway Park has seen an increase in vandalism in parks after hours. Vandalism most often occurs when there is a good chance of not being caught. Less public visibility and poor outdoor lighting make a park an easy target for a potential vandalism. The city will be upgrading the security lighting at Hathaway Park to try to deter vandalism.

Status:

- Working on RFP to go out this summer.



City of Washougal





Facilities

Facilities Overview

The City of Washougal owns several public buildings and properties throughout the city, including City Hall, Permit Center, Fire, Police and the Public Works Center. The city also leases additional space to provide public services to the entire community.

Facilities is responsible for:

- 20 Buildings
- Over 65,000 square feet
- Building valuation +\$30.5 Million

Current Projects:

- Police Facility Master Plan
- Fire Station 43 Replacement & Police Remodel
- Facilities Major Maintenance
- Public Works Operations Center Renovation



City of Washougal

Police Facility Master Plan

Description: Provides an update to the Police Facility Master Plan. The goal is to assess how the currently facility functions and meets the needs of the Police Department and what the Departments needs will be in the future.

Status Update: Master Plan Report has been completed.



Fire Station 43 Replacement and Police Remodel

Description: The City proposes to replace Station 43's building. The new building would be built adjacent to the Police Station and house some police staff and functions, such as a shared break room and fitness facility, which would require a remodel of the Police Station.

Status:

- Conceptual Design has been completed.
- Council has approved the bond measure for the August primary.
- Project is currently awaiting results of the Bond Measure vote.



Public Works Operations Center Remodel

Description: This project provides repair and maintenance of the Public Works Operations Center that were identified in the Facilities Assessment report completed for the buildings. This also includes facility security improvements on certain identified buildings at the Public Works Operation Center.

Status:

- Finalizing construction documents for bid.
- Will be going out to bid in early June.



Recently Completed Projects

- Social Services Building Phase 1 (roof, windows, HVAC, exterior paint)
- Fire Station 43 Replacement and Police Remodel Phase 1 (30% design and preparation for Bond measure)
- Veteran Memorial (concept Design)
- Columbia River Trail Master Lighting
- Police Facility Master Plan



Thank you!

Any questions?



City of Washougal

2024 Community Survey Report



City of Washougal

Let's take a Break!
We'll return in 15 minutes.



City of Washougal

Strategic Plan

Semi-Annual Update

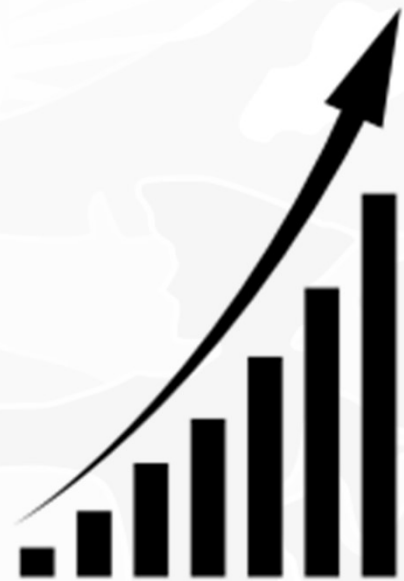


City of Washougal

Economic Development and Community Prosperity

Strategic Goals

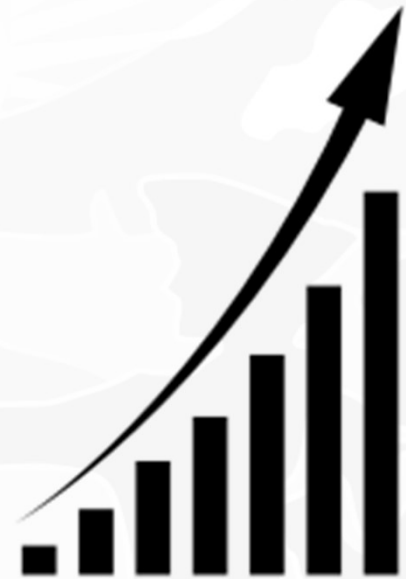
- Establish an economic development manager position
- Update and streamline permit processing
- Create a welcome program and a “doing business in Washougal” guide packet to assist businesses
- Expand recreation-tourism and eco-tourism



Economic Development and Community Prosperity

Updates

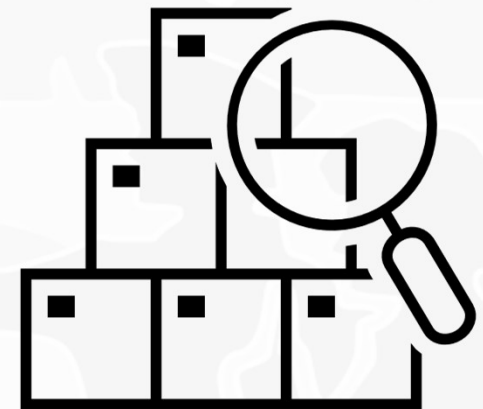
- Strategic Initiatives Manager position filled
- New permit processing tracker launched in January
- Seeking grant for electronic permitting process



Financial Health and Core Services

Strategic Goals

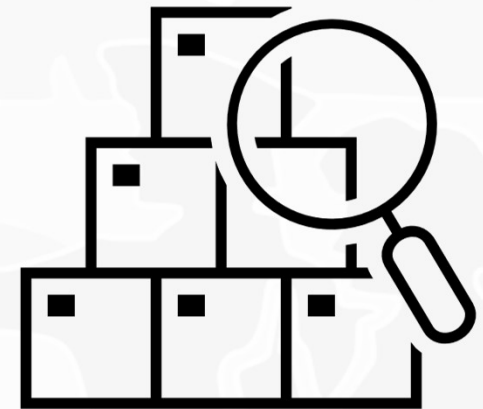
- Identify optimum staffing levels for police
- Optimize outside funding for new and updated infrastructure
- Provide funding for enhanced grant writing support
- Prepare for staff succession and improve quality and efficiency of services
- Develop stable funding model to maintain and expand core services and programming



Financial Health and Core Services

Updates

- Optimum police staffing levels identified; response times within target range; community survey results satisfactory
- Exploration of outside funding sources underway
- Planning Committee for potential Regional Fire Authority launched in March; draft RFA plan anticipated in November with a special election possibly in the April 2025 special election



Vibrant Town Center

Strategic Goals

- Develop a parking management plan
- Update codes to enhance sense of place
- Establish new development agreements
- Improve streetscapes, lighting, business facades and underground facilities
- Establish a program to beautify vacant buildings
- Enhance community events and gatherings



Vibrant Town Center

Updates

- Development agreements in progress
- Downtown pole arms for hanging flower baskets repaired
- Inventory of storefronts in need of aesthetic improvements completed; Arts Committee working on strategies to engage owners
- Review underway for art installation on Campanile in Reflection Plaza
- Building partnerships with new and existing events



“Smart Growth”

Strategic Goals

- Incorporate “Smart Growth” into the Comprehensive Plan and development code
- Establish an urban forestry ordinance
- Obtain outside funding for infrastructure



“Smart Growth”

Updates

- Comprehensive Plan update underway
- Urban forestry ordinance drafted
- Applying for Safe Routes to Schools grant
- Need to revisit sidewalk infill goal



Redefined Community Identity

Strategic Goals

- Develop a new brand identity
- Implement a Citizen's Academy
- Increase neighborhood involvement
- Develop a Community Aesthetics Improvement Program
- Increase community events and activities
- Establish a formal volunteer program
- Establish funding for new program coordinator position



Redefined Community Identity

Updates

- Citizen's Academy program development underway
- Good Neighbor handbook completed
- Community aesthetics code changes – research underway
- Community events continue to improve and grow
- Adopt-a-Park program is running; volunteer process streamlined
- New program coordinator position filled



Parks/Transportation Capital Project Prioritization



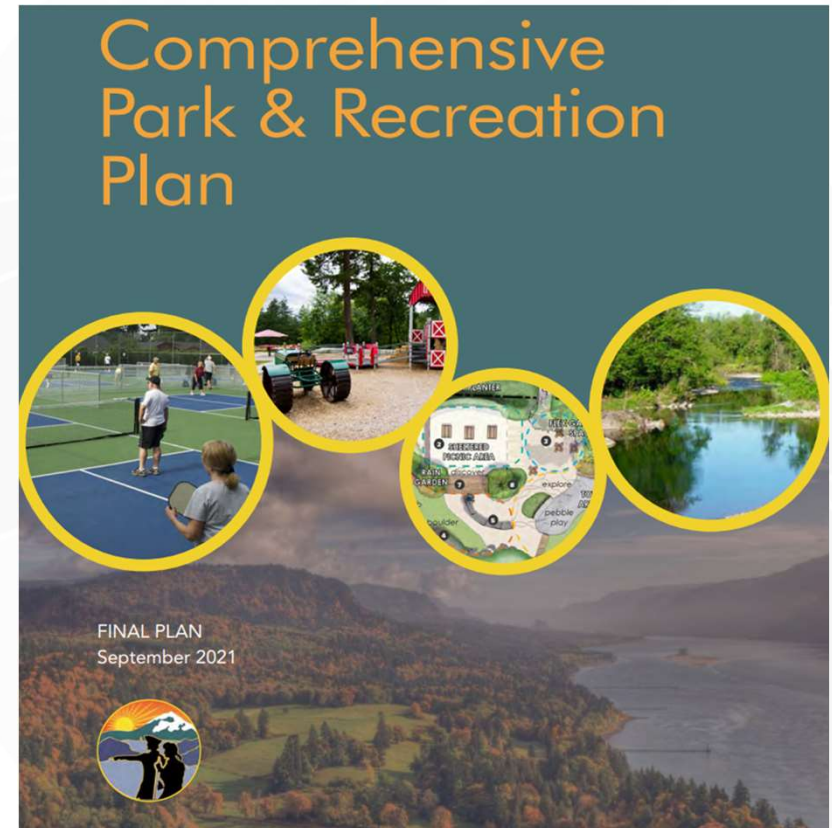
City of Washougal

Parks Prioritization



Why are we doing this prioritization exercise now?

- The City is beginning its required 10-year update to our Comprehensive Land Use Plan.
- This requires updates to all capital facilities plans as well, including the Comprehensive Parks and Recreation Plan.
- Because this Plan was adopted recently in 2021, we are not doing a major overhaul, but project prioritization can be part of the update.
- Additionally, all of our parks capital facilities local matching funding is committed to existing projects.



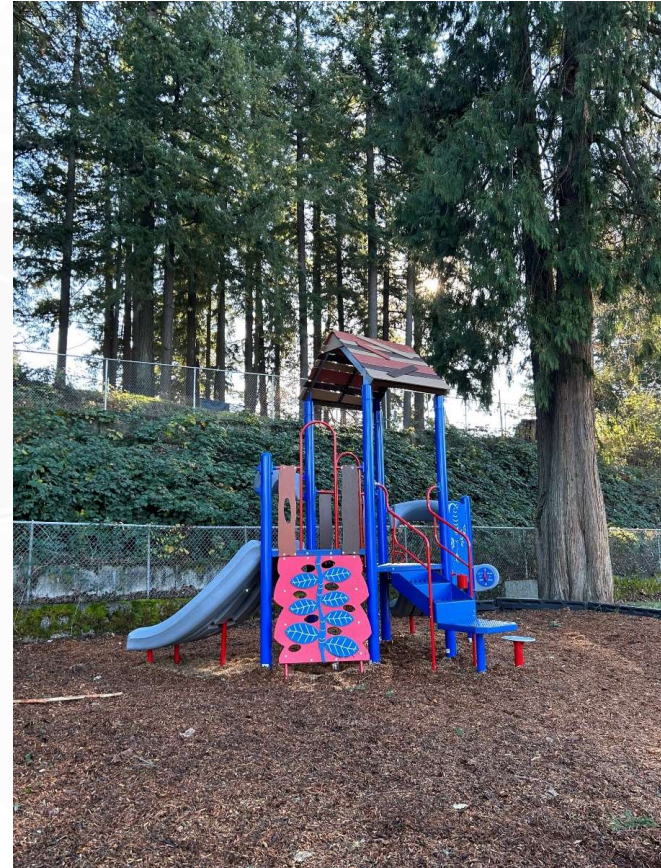
Why are we doing this prioritization exercise now?

- Therefore, we are in the phase of parks capital project efforts where we need to begin once again to save funds and determine which projects will be our priorities for pursuing grants and legislative appropriations moving forward.



Why are we doing this prioritization exercise now?

- To get your input today, we have a prioritization exercise that will result in a capital project prioritization list that will inform any community outreach we do as part of the Plan update.
- Please note that this is an aspirational exercise to inform our strategy moving forward for capital projects, this does not include operations and maintenance.
- None of these projects are funded.



What projects are on the list to be prioritized?

This list was compiled from the existing Comprehensive Parks and Recreation Plan including capital projects that were identified as high and medium priority projects.

Project List:

- **Option A:** Develop a **New Indoor Recreation Center**
- **Option B:** Develop a **New Community Park** in the newly developing north-west area of the city
- **Option C:** Develop a **New Neighborhood Park in the north-central part of the city**
- **Option D:** Develop a **New Neighborhood Park in the north-east part of the city**
- **Option E:** (Develop **Schmid Family Park** on 32nd St (develop shelters including larger pavilion, new playground, amphitheater, sports field, water access)
- **Option F:** Expand the **Trail System** throughout the city
- **Option G:** Improve **Elizabeth Park** near 14th and H St (improve/expand basketball court, new cover at play area, new picnic shelter)



What projects are on the list to be prioritized?

Project List (continued):

- **Option H:** Improve **Hartwood Park** on 49th St. (add play features, add restrooms, improve parking, develop structure for event rentals)
- **Option I:** Improve **Hathaway Park** near Hathaway Elementary at 25th St. (replace playground, improve lower parking lot, new restroom at pickleball courts, improve shelters, improve paths)
- **Option J:** Improve **Oak Tree Park** on W Y St. (new playground, covered shelter with water/electricity and restrooms)
- **Option K:** Improve **River Bend Park** near 14th and H St. (add deck system like Sandy Swimming Hole, new playground)
- **Option L:** Improve **Sandy Swimming Hole waterfront park** on N Shepherd Rd. (improved access for bikes, new off-street parking area, pedestrian safety improvements)
- **Option M:** Improve **Steamboat Landing waterfront park and dock** on Columbia River (update restrooms, improve parking, ADA accessible connections, kayak dock addition)



Park and Cemetery Board Prioritization Results

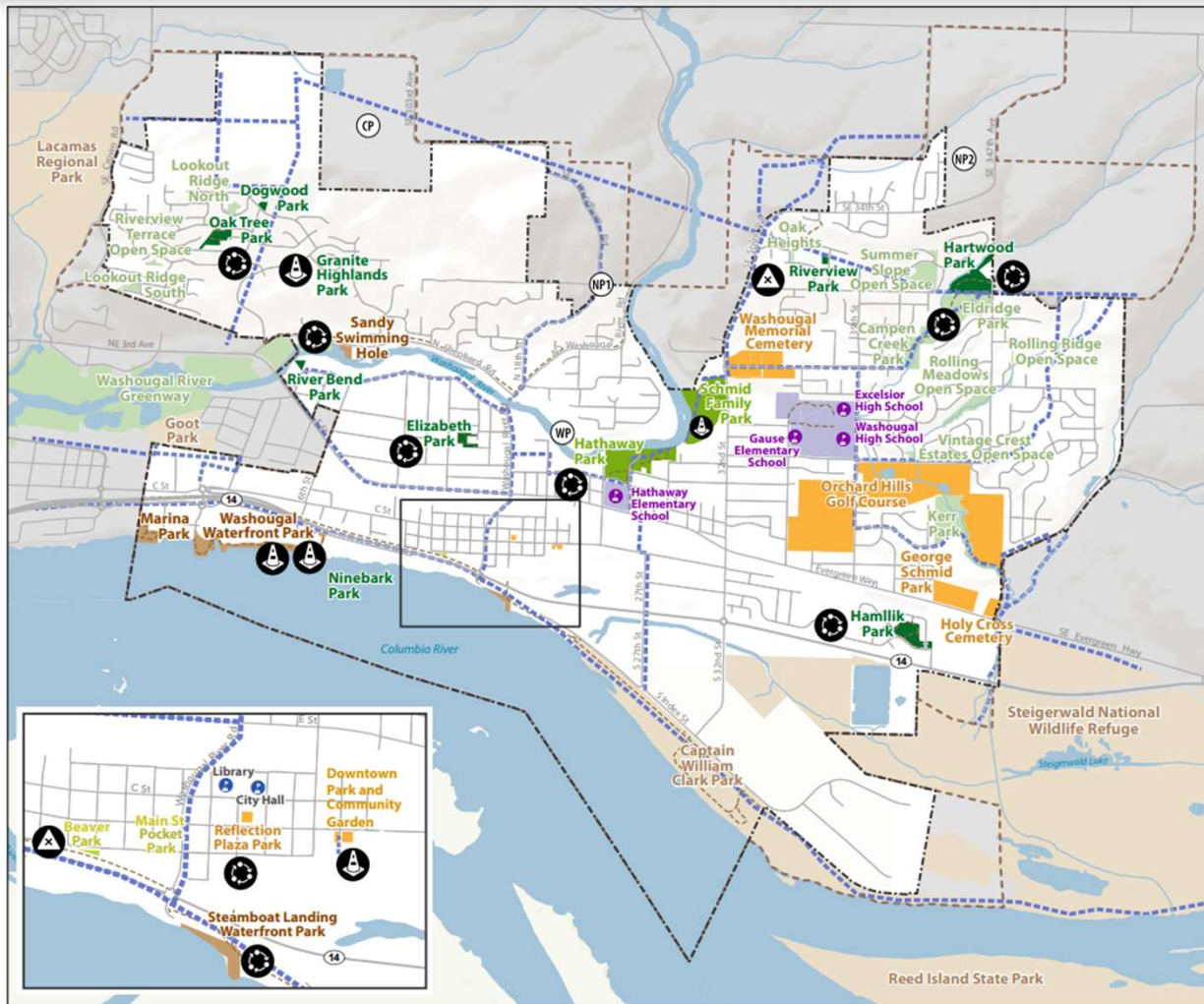
Top 6 Options

- Option E: Schmid Family Park = 24
- Option L: Sandy Swimming Hole = 21
- Option F: Trail System = 20
- Option I: Hathaway Park = 18
- Option H: Hartwood Park = 16
- Option A: Indoor Recreation Space and Senior Center = 16

Bottom 6 Options

- Option B: Community Park = 11
- Option M: Steamboat Landing = 5
- Option C: New Neighborhood Park (1) = 4
- Option G: Elizabeth Park = 2
- Option D: New Neighborhood Park (2) = 0
- Option J: Oak Tree Park = 0
- Option K: River Bend Park = -3





Map 4: Future Park System

Existing Parks (2021)

- Neighborhood Park
- Community Park
- Open Space
- Special Use Site
- Pocket Park
- Waterfront Park
- Other

Recommendations

- Future Park
- Future Trail Corridor
- Park Development
- Park Reinvestment
- Site Divestment

Basemap Features

- Trail
- School
- Water Feature
- City of Washougal
- Urban Growth Area
- Clark County

Source: Clark County
Date: January 2021

0 0.125 0.25 0.5 0.75 1 Mi



City of Washougal

Option A: Indoor Recreation Space and Senior Center



A need for both indoor recreation space and a senior center is identified in all public surveys. More and more communities in the Northwest are offering multi-use recreation centers because of the region's inclement winter weather and the multiple opportunities possible in an indoor facility. If designed correctly, recreation centers can offer a wide variety of community activities at a reasonable cost. Most progressive community centers now provide rooms for receptions, meetings, and large group gatherings, as well as gymnasium and recreation space.

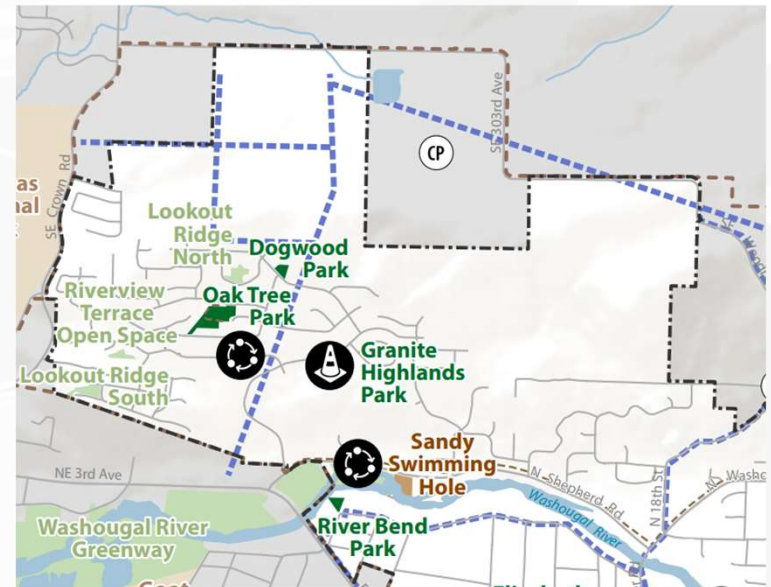


Option B: Community Park (CP)

New Community Park (CP)

A new community park should be developed north of the current City limits and west of the Washougal River. Recommendations for this site include:

- Once a site is acquired, prepare a master plan to guide the future development of the site.
- Link the proposed bikeway/off-street trail to this park site.
- Follow the community park recommendations for site selection and design program, as well as timing of park development.
- If possible, provide trail connections to the Washougal River, citywide trail systems, and regional trails through Clark County.
- Consider adding a unique feature or design element such as an interactive water feature, skate spot or skate elements, bike park or similar facility.
- Seek funds for acquisition as opportunities arise.



Option C: New Neighborhood Park (NP1)

New Neighborhood Park (NP1)

A new neighborhood park is needed west of the Washougal River, in the north end of the City to serve residential development. Recommendations for NP1 include:

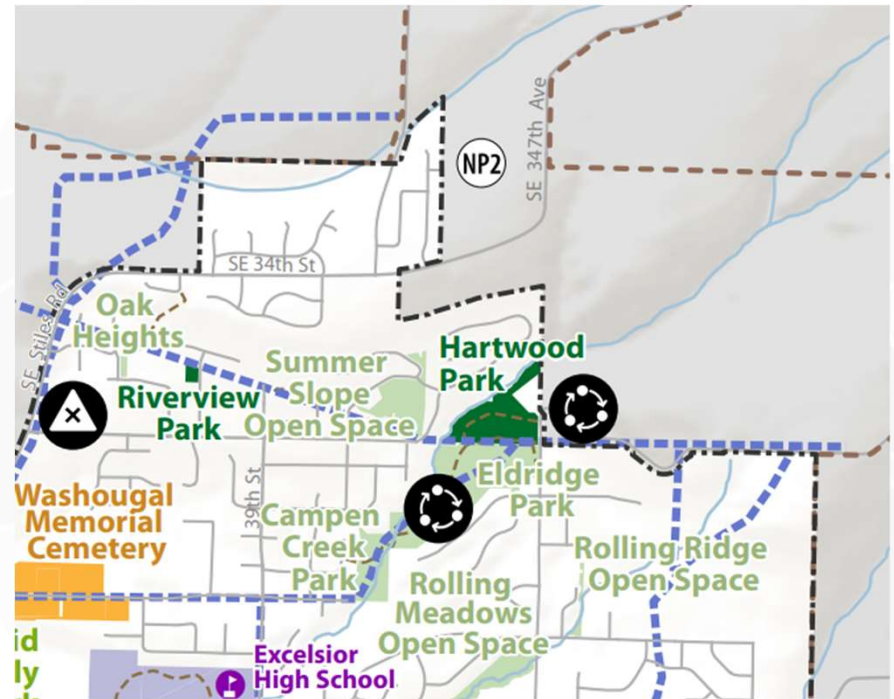
- Acquire a site approximately 2 to 3 acres in size, consistent with the site selection guidelines in this plan.
- Develop a master plan for the site that is consistent with the design guidelines.
- Provide local linkages between the park and the citywide trail system development of the site.
- Implement the master plan as the area develops.
- Ensure the property is viable for playground and restrooms, pertinent to critical lands and purchase contract agreements.
- Seek grant funds for acquisition as opportunities arise.



Option D: New Neighborhood Park (NP2)

The City should seek a new neighborhood park just north of city limits, potentially in conjunction with other City of Washougal property near Lehr Road. Recommendations for NP2 include:

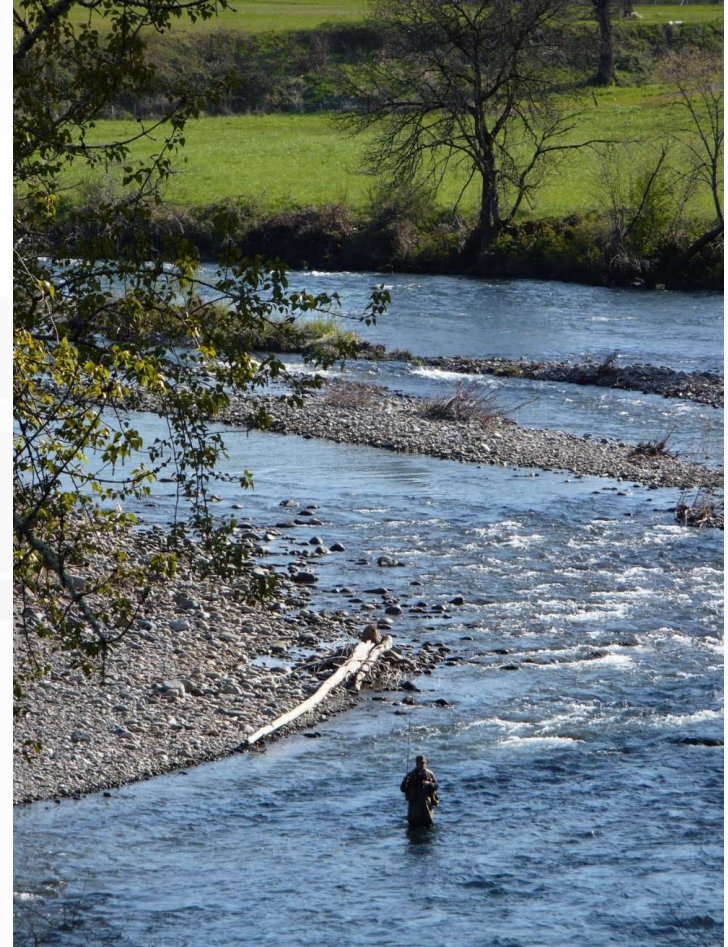
- Follow the neighborhood park recommendations in Appendix E for site selection and design program, as well as timing of park development.
- Acquire a site of approximately 2-3 acres. Once a site is acquired, a master plan should be prepared to guide the future development of the site.
- Link the proposed bikeway/off-street trail system to this park.



Option E: Schmid Family Park

Schmid Family Park consists of approximately 13 acres of river floodway suitable for low intensity park use. The property also has 5 acres of developable “upland” next to 32nd Street where higher impact, more dynamic recreation features would be located. These two areas have different potentials for recreation. Recommendations for this site include:

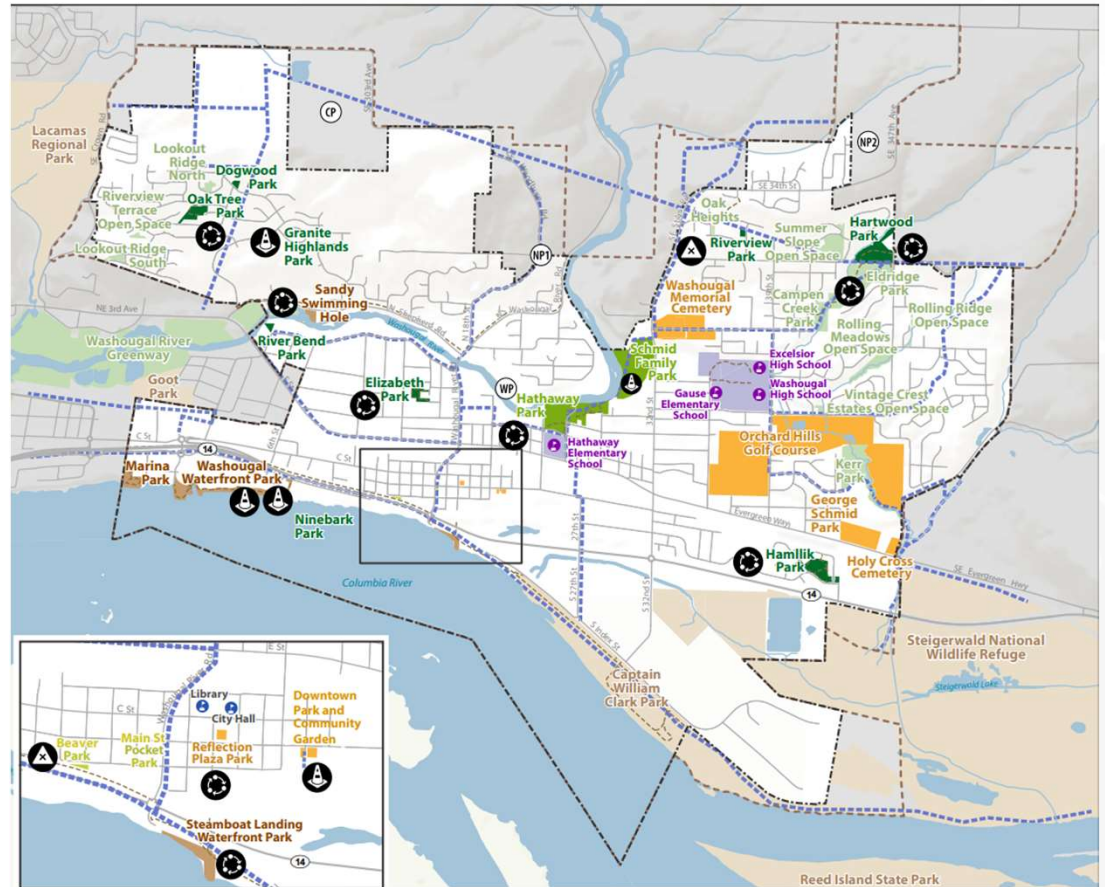
- Some of the needs are as follow:
 - > Shelters: large pavilion for events/groups of 50+ and multiple small family sized picnic units.
 - > A new playground.
 - > Permanent restrooms.
 - > Amphitheatre for outdoor concerts or public events.
 - > A soccer field.
 - > Boat launch/water access
 - > Accessible pathways between park elements and connections to other off-site parks or trails



Option F: Trail System

Future Trails

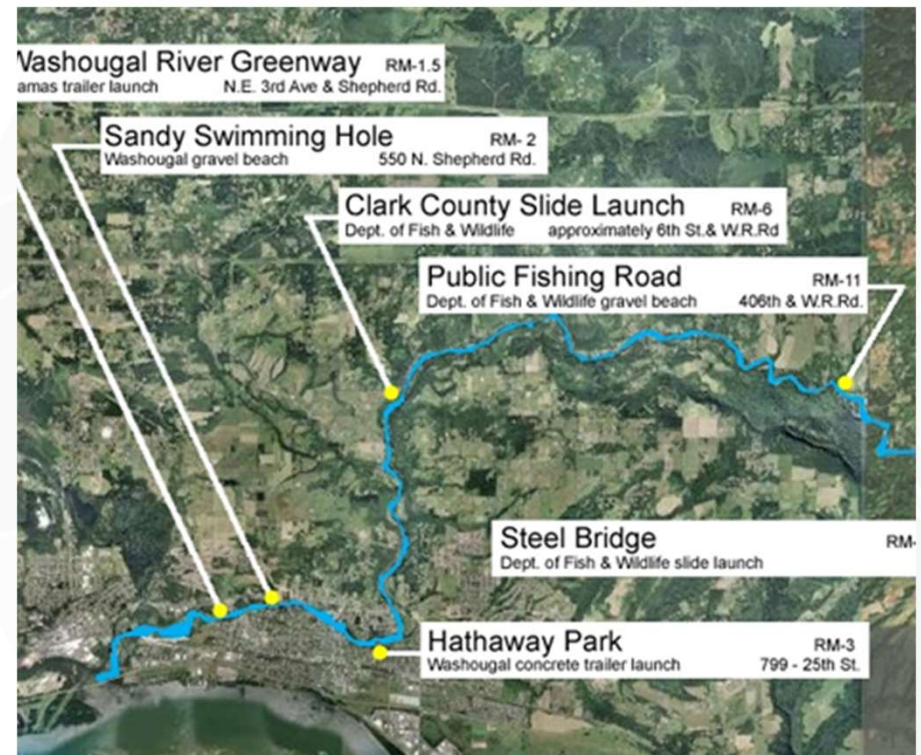
An interconnected trail system is a major priority for the future park and recreation system. This map identifies proposed trail routes. While general routes are shown on the map, the actual trail alignment or right-of-way will be determined based on land availability. The off-street trail system focuses on recreation opportunities while also serving non-motorized transportation needs. Washougal's trail system will connect all parts of the city to each other, with linkages to downtown and important recreation facilities.



Option F: Trail System

Continue to support a water trail system:

To capitalize on Washougal's unique water resources, the City should promote a water trail for non-motorized watercraft on the Washougal River. The link could provide information on launch points, site facilities, and points of interest for the river visitors. Improving floater and kayak access to the Washougal River is a key step in developing usable water trails. While several internet websites currently offer water trail maps for the Columbia River, information regarding public access points for the Washougal River has been difficult to find until 2010.



Option G: Elizabeth Park

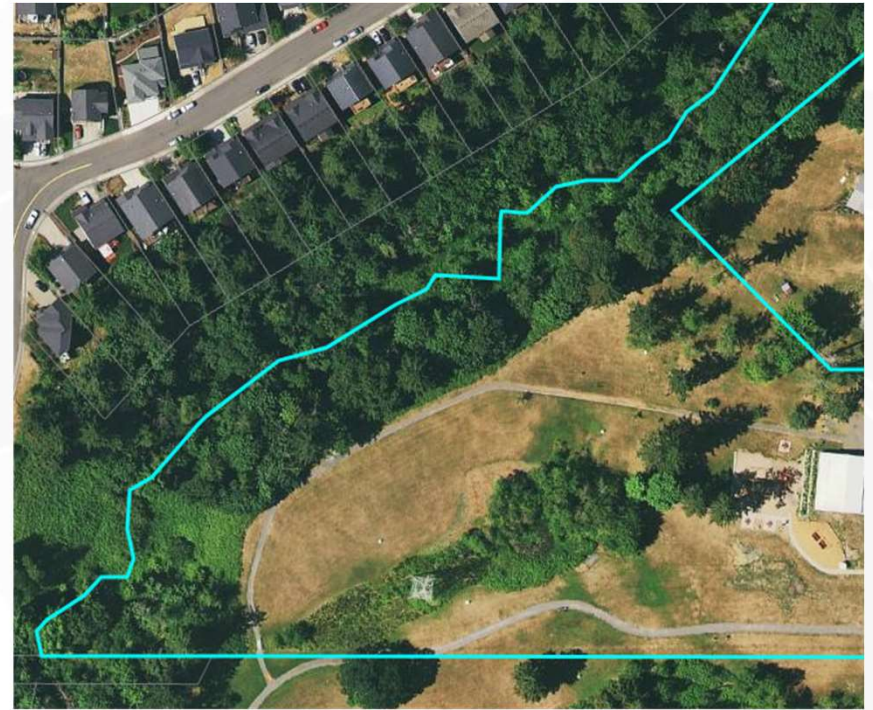
Elizabeth Park near 14th and H St (improve/expand basketball court, new cover at play area, new picnic shelter)



City of Washougal

Option H: Hartwood Park

Improve **Hartwood Park** on 49th St. (add play features, add restrooms, improve parking, develop structure for event rentals)



City of Washougal

Option I: Hathaway Park

Improve **Hathaway Park** near Hathaway Elementary at 25th St. (replace playground, improve lower parking lot, new restroom at pickleball courts, improve shelters, improve paths)



Option J: Oak Tree

Improve **Oak Tree Park** on W Y St. (new playground, covered shelter with water/electricity and restrooms)



City of Washougal

Option K: River Bend

Improve **River Bend Park** near 14th and H St.
(add deck system like Sandy Swimming Hole, new playground)



Option L: Sandy Swimming Hole

Improve **Sandy Swimming Hole waterfront park** on N Shepherd Rd.
(improved access for bikes, new off-street parking area, pedestrian safety improvements)



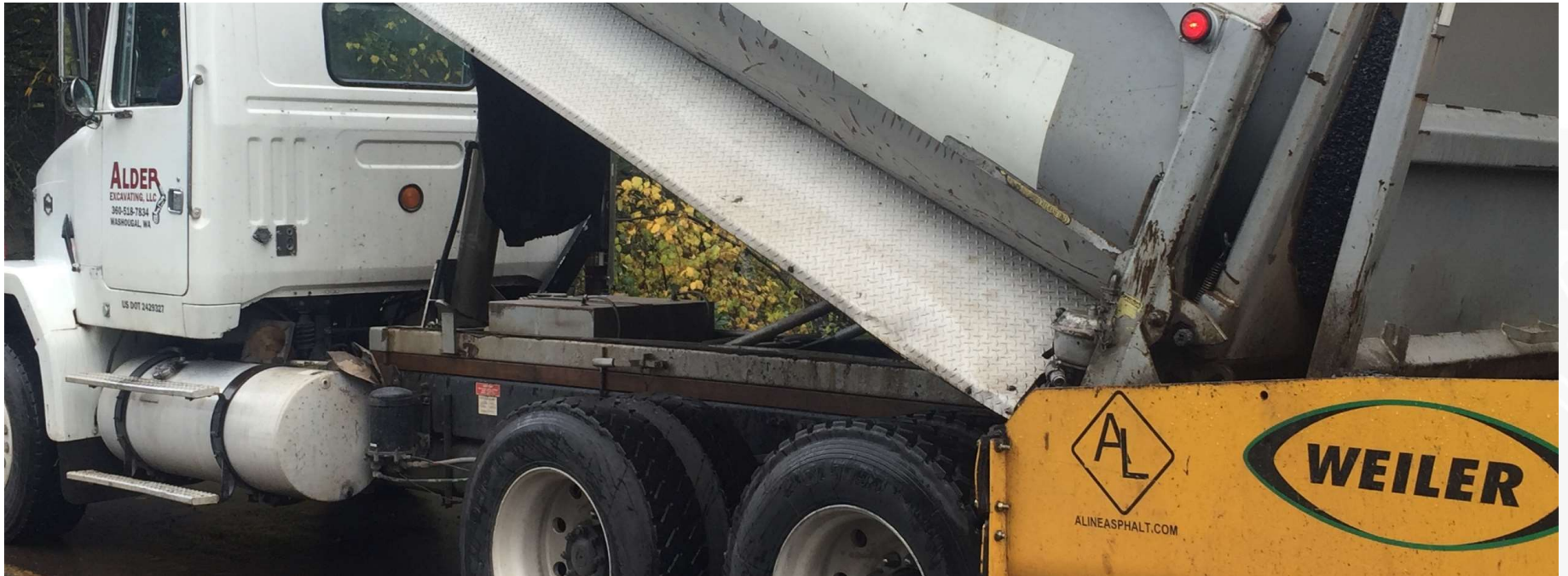
Option M: Steamboat Landing

Option M: Improve Steamboat Landing waterfront park and dock on Columbia River
(update restrooms, improve parking, ADA accessible connections, kayak dock addition)



City of Washougal

Transportation Prioritization



Option A: 27th St from Main to SR-14 (Widen for turn lanes and bike lanes, sidewalks)

S. 27th Street is a two-lane minor arterial street that runs north and south and provides access to the Port of Camas-Washougal Industrial Park in southeast Washougal, Washington. This project widens 27th Street to incorporate dedicated turn lanes to access port properties and relieve delay/congestion in the port area from Main Street to SR 14. The concept for this project was created before the 32nd underpass was realized. At that point they were still looking at multiple options for crossing the railroad tracks over/under at 32nd or 27th.

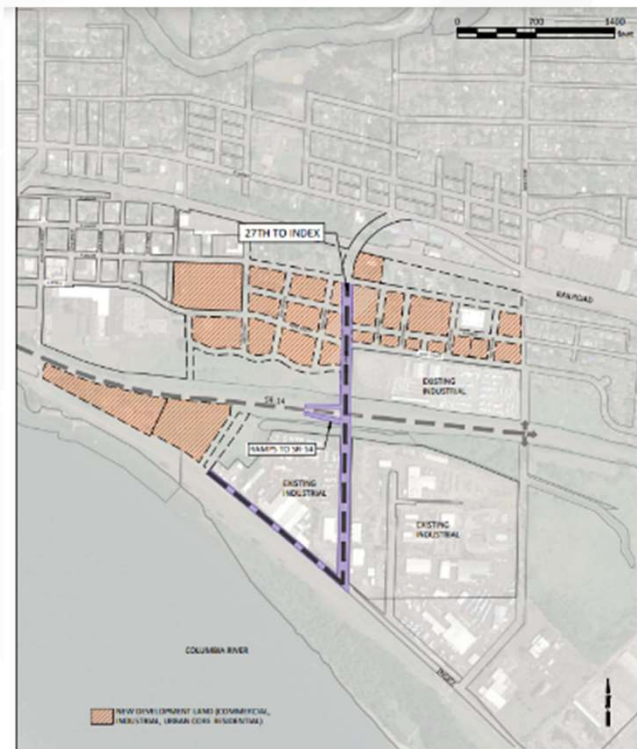


Option B: 27th St at SR-14 to Index and west to vacant land (Port Access Improvements, widen, bike/pedestrian facilities)

S. 27th Street is a two-lane minor arterial street that runs north and south and provides access to the Port of Camas-Washougal Industrial Park in southeast Washougal, Washington. This project widens 27th Street and installs bike/pedestrian facilities along 27th from SR14 to Index. This project also continues index west to eventually connect to the downtown core. The concepts for these projects were created before the 32nd underpass was realized. At that point they were still looking at multiple options for crossing the railroad tracks over/under at 32nd or 27th.

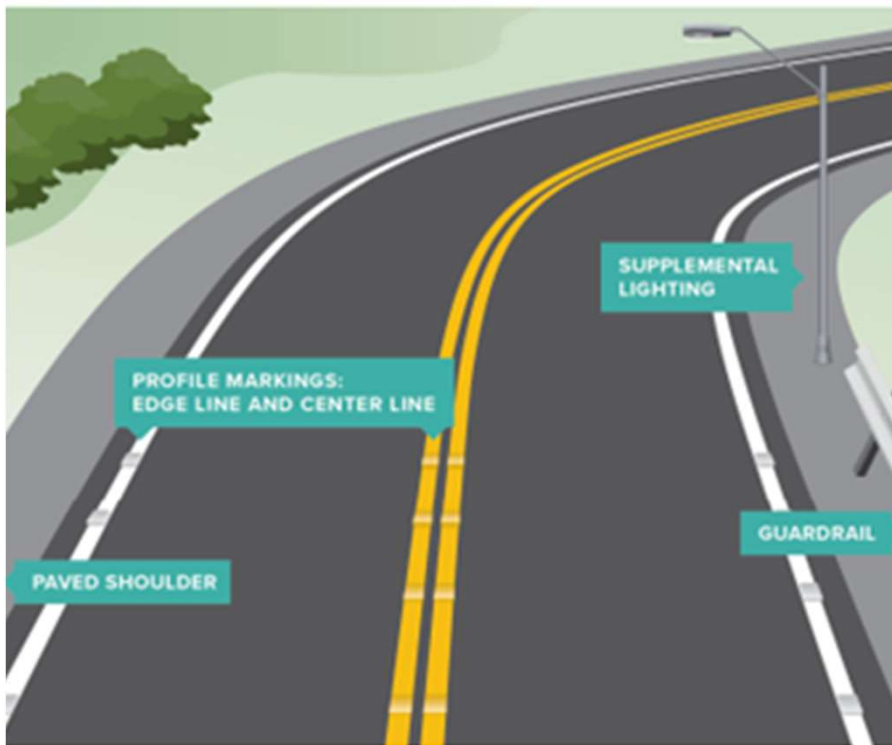


City of Washougal



Washougal 2019 Transportation Request:
27th Street to Index

Option C: 32nd/Stiles Road/34th St (Widen to 3 lanes, bike lanes, sidewalks)

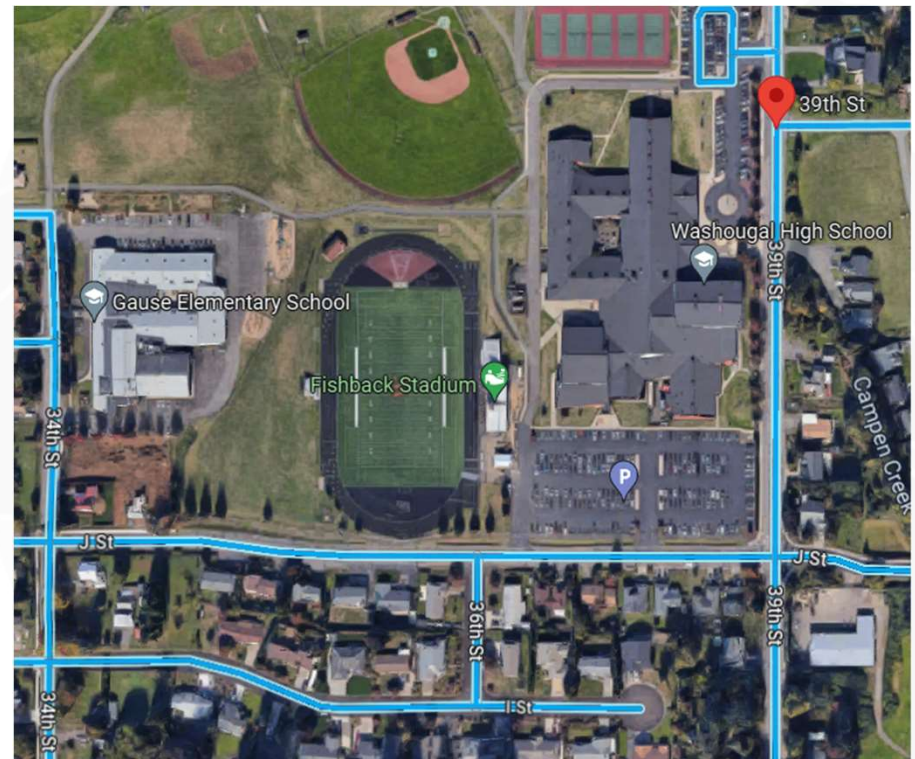


The Plan assumes a full widening of 32nd Street to three lanes plus bike lanes and sidewalks from Evergreen to northern City limits. Currently, the City recently received a design grant from RTC to begin plans for widening 32nd from Webster to W Street. From there, 32nd Street becomes Stiles Road and begins an ascent up a ridgeline that makes any significant widening expensive. Therefore, the City plans to utilize the “32nd Street Safety Improvements” which is currently fully funded to install safety countermeasures along this stretch which include profiled centerline and edge line pavement markings, shoulder widening, guardrail and street lighting.



Option D: 39th St (Bike/pedestrian facilities)

Currently the City has existing bike Lanes on 39th St. but no sidewalk from Evergreen to J St. The city has tried several times for grant funding on 39th but no success to date. The 39th Street area is around the high school, elementary school and parks making it a future connection for bicycles facilities and sidewalks. Limitations of sidewalks and safe access make it a hazard primarily for students walking to/from School. This project entails installation of sidewalk and bicycle facility connections along 39th street from Evergreen to W to ensure safe access for pedestrians.



Option E: 39th St Evergreen Way to M St (traffic calming)

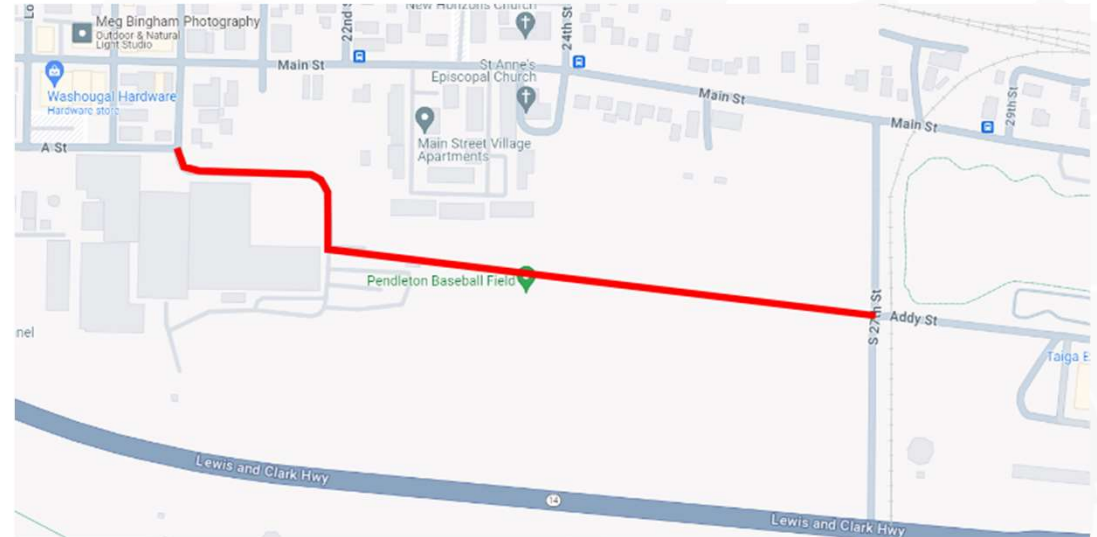


This project installs traffic calming devices along 39th Street from Evergreen to M. Due to grade elevations causing steep slopes along 39th Street, speed cushions would be eliminated from a possible solution. Further design analysis is needed and the City is currently finalizing a Neighborhood Traffic Calming Policy for Council Adoption which outlines requirements needed for traffic calming to be installed. The city will likely try to coordinate improvements in conjunction with pedestrian improvements project (see option D).



Option F: A Street to Addy St connector (New road in undeveloped Towncenter east of Pendleton)

This project install a new roadway connection from the end of A Street by Pendleton to Addy Street/27th Street. This roadway segment will create a new connection from the downtown core/Pendleton to the Port properties.



Option G: C and Main St River Rd to 34th St (Bike lanes and sidewalks)

Existing bicycle and pedestrian facilities are discontinuous through the city. Below are existing maps to show the pedestrian and bicycle facilities within the City. The need for continuing bike lanes and sidewalks is important in this area. This project installs bike and pedestrian facilities along Main Street from Washougal River Road to 34th Street. Currently the City has the Main Street Overlay Project fully funded that upgrades 15 ADA ramps and installs sharrow markings for bicycles along Main from Washougal River Road to 27th Street.



City of Washougal

Figure 8. Existing Pedestrian Facilities

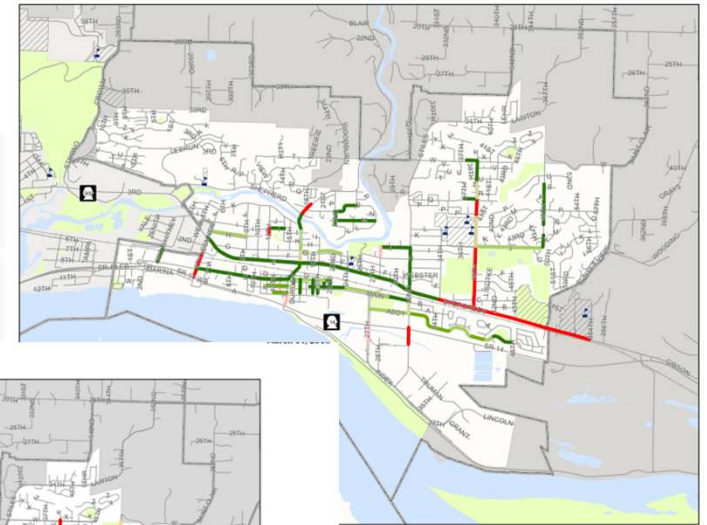
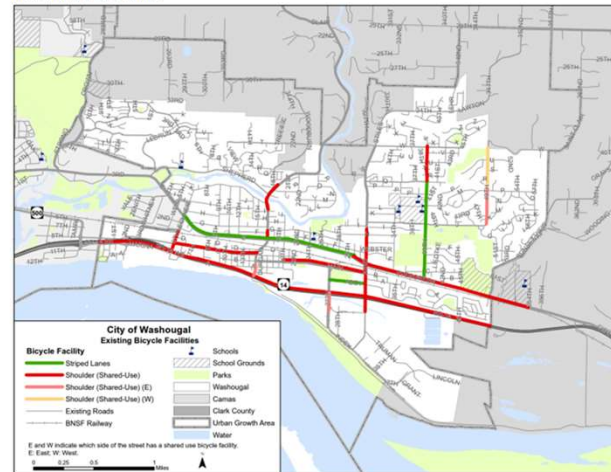


Figure 9. Existing Bicycle Facilities



Option H: C St 6th St to River Rd (Bike lanes and sidewalks)



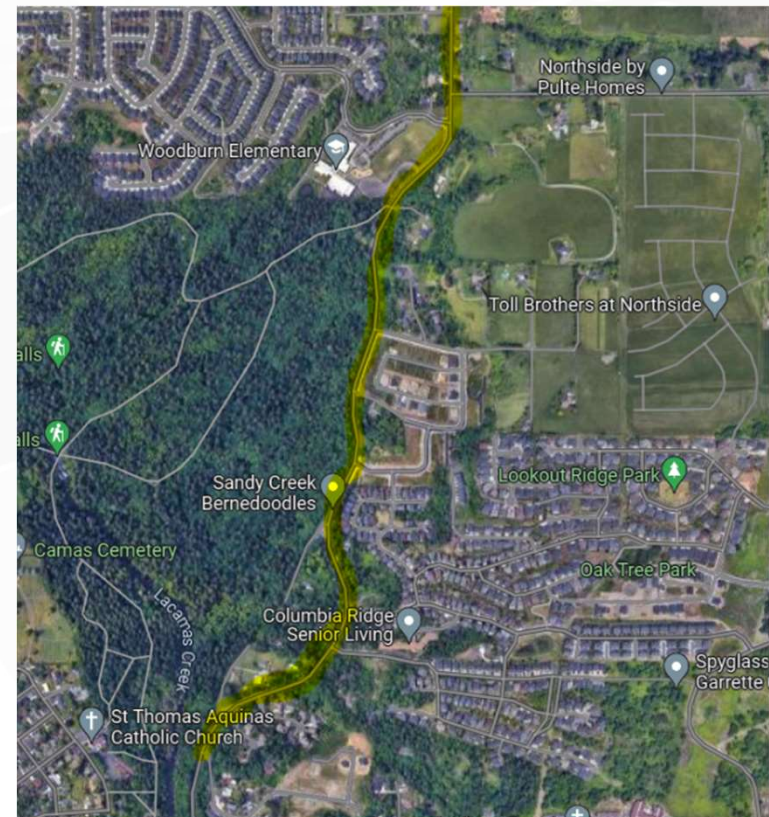
This project installs missing sidewalks along C Street and new bicycle facilities from Washougal River Road to 6th Street. The increased multi-modal network is needed with the new water front development and the expanding downtown core.



Option I: Crown Rd

(Widen to three lanes, bike lanes, sidewalks)

City of Washougal, Camas, and Clark County are all involved in the Crown Rd project. This project widens Crown Road to three lanes from NE 7th Street to Camas City limits. This project also installs sidewalk and bicycle connections along this corridor that leads to Lacamas Lake Regional Park, Woodburn Elementary School, and Washougal's westerly residential community.



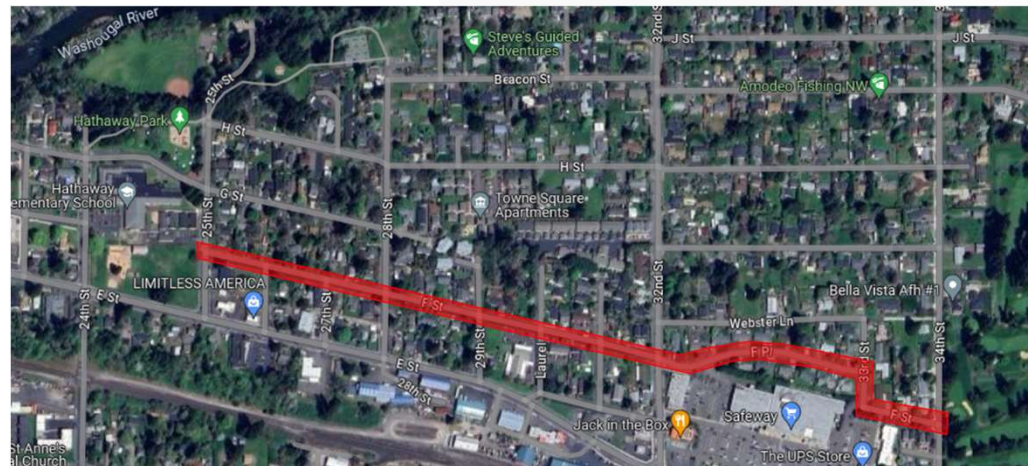
Option J: Evergreen Way 32nd to 45th St (Widen for bike lanes south side)

This project extends bicycle and pedestrian facilities along Evergreen Way from 32nd to 45th. The City currently has a fully funded project installing sidewalk along Evergreen Way from 42nd to Schmid Fields. This is the last sidewalk connection needed on the north side of Evergreen and will be completed this summer.



Option K: F St 25th to 34th (Traffic calming)

The city will be looking at traffic calming to support the livability and vitality of residential and commercial areas through improvements in non-motorist safety, mobility, and comfort. These objectives are typically achieved by reducing vehicle speeds or volumes on a single street or a street network. Traffic calming measures consist of horizontal and/or vertical lane narrowing, roadside amenities, and other features that use self-enforcing physical or non-physical means to produce desired effects. The City is currently finalizing adoption of the Neighborhood Traffic Calming Policy and would evaluate if F Street from 25th to 34th meet the new requirements for traffic calming.



Option L: Ford St extension from 27th to 32nd St

This project extends Ford Street to connect from 27th to 32nd and would alleviate freight movement and access issues in the industrial area.



Option M: Shepherd Road (Bike/pedestrian facilities)



Shepherd Road continues to be dangerous, having one of the most popular parks at Sandy Swimming hole. During the summer when the weather is hot there is typically no parking. Adding non-existent bike or pedestrian facilities, creates a safety issue for the public trying to utilize the park facility. The park board prioritized Sandy Swimming hole as one of the top priorities to improve safety. This project would widen Shepherd Road to allow on street parking with new sidewalk and bike lanes.



Option N: SR-14 access improvements at 27th (Add ramps)

This project is Phase 2 of the SR-14 roundabout project which had 2 options to improve mobility through this area that were presented to council before in 2016 when they were in the initial discussions of the SR-14 roundabouts. Option 1 includes roundabout installations at SR14 and 27th/Addy. This option also includes a roadway connection between the two new roundabouts. Option 2 include off/on ramps from SR 14 to 27th Street.



Option O: Washougal River Rd 18th/O St to Shepherd (Intersection improvements)

This project installs dual roundabouts on Washougal River Road at 18th/O and Shepherd Road. With the continued construction of neighborhoods like Granite Highlands, Northside and potentially the second phase of Greenview Estates, these intersections will need to be addressed with roundabouts to handle the increase traffic pushing these intersections out of level of service compliance.



2025-2045 Comprehensive Plan Update Overview

Washougal City Council Annual Planning Session | June 1, 2024



City of Washougal



POINTNORTH

Agenda

- Project Team Introduction
- Periodic Update Overview
- Population, Jobs, and Housing
- Project Components and Schedule
- Public Participation Plan
- Engagement Strategies
- Q&A

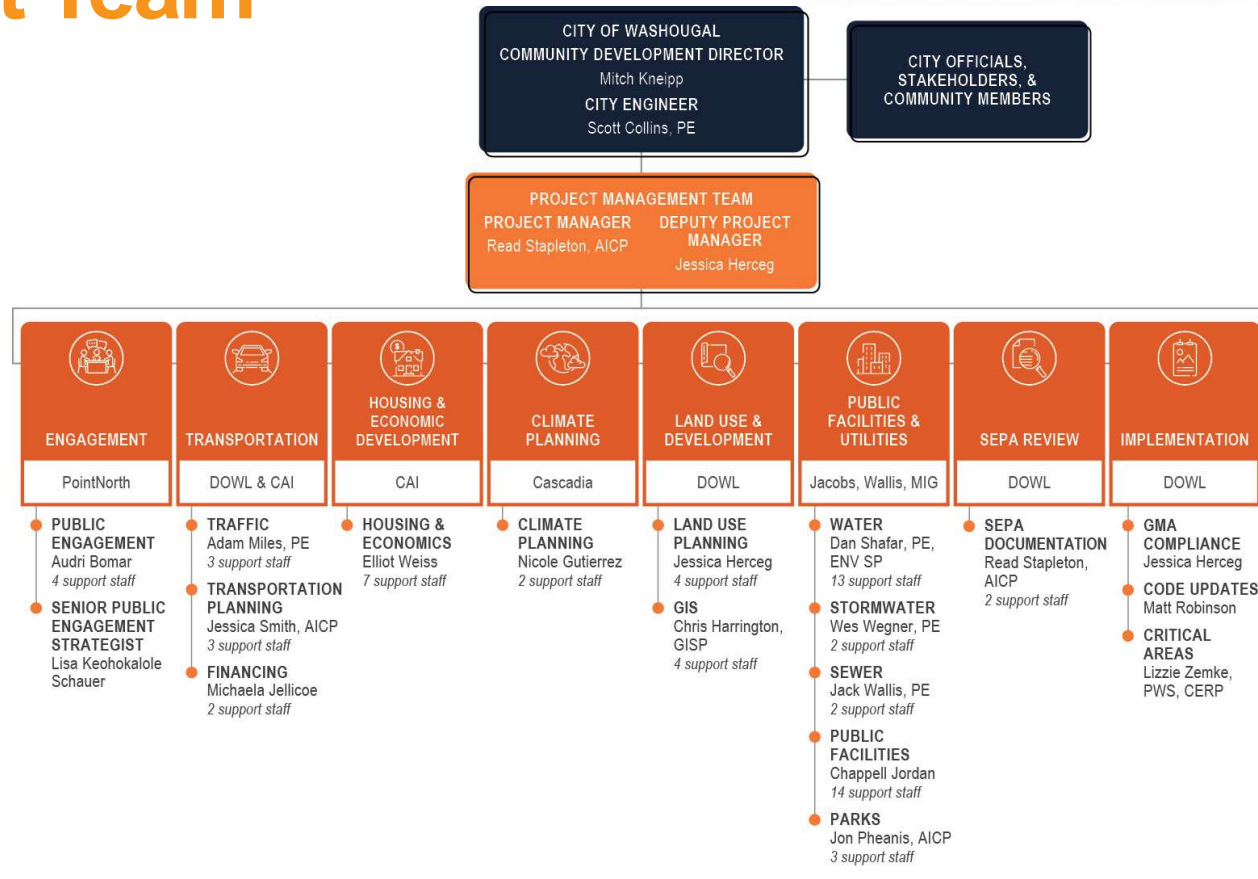


Project Team



City of Washougal

Project Team



Periodic Update

2025-2045 Planning Period

Big changes for this update include:

- **Housing Element Updates**
 - Housing affordable to all income levels
 - Middle Housing
- **New Climate Element**
 - Greenhouse gas emissions (GHG)
 - Resilience
 - Environmental justice

Mandatory Elements	Optional Elements
Land Use	Conservation
Housing	Solar Energy
Capital Facilities Plan	Recreation
Utilities	Subarea Plans
Transportation	
Climate Change and Resiliency	
Economic Development*	
Parks and Recreation*	

**Grant funding has not been provided to help with preparing these elements therefore they are considered optional pursuant to RCW 36.70A.070(10).*



Population Growth and Employment

Population Estimates and Projections

- Countywide
 - 2023 Population Estimate: 527,400
 - 2045 Population Projection: 718,154
 - Net Change: 190,754
- Washougal
 - 2023 Population Estimate: 18,026
 - 2045 Population Projection: 24,874
 - Net Change: 6,848

Housing Unit Needs

- Countywide: 103,695
- Washougal: 3,735

Employment Growth

- Countywide: 73,500 net new jobs
- Washougal: 2,961 net new jobs



Housing

Washougal's Housing Unit Allocation by Affordability Level (% of AMI)

Non-PSH	PSH	>30-50% AMI	>50-80% AMI	>80-100% AMI	>100-120% AMI	>120% AMI	Emergency Beds	Total
390	267	523	781	417	324	1,032	143	3,735

Key Terms

- **AMI – Area Median Income**
- **PSH – Permanent Supportive Housing**
- **STEP – Acronym representing emergency shelter/beds, transitional housing, non-permanent supportive housing, and permanent supportive housing**



Schedule

Final Adoption is required on or before December 31, 2025.

Phase 1	Phase 2	Phase 3
• Project Initiation • Existing Data Review • Baseline Conditions Assessment • Defining visions, goals and objectives • Public Participation Plan	• Policy development • Land use alternatives development and assessment • Infrastructure gap analysis • Initiate environmental analysis • Select preferred land use alternative	• Draft and Final Comprehensive Plan development • Draft and Final code updates • Capital Facility Plan updates • Final SEPA documentation • Adoption

← Community Engagement →



Public Participation Plan

Purpose: To ensure community members have meaningful opportunities to engage in the planning process for managing growth and development within Washougal.

Goals:

- Encourage broad participation
- Increase transparency
- Ensure compliance with GMA
- Foster community support

Plans:

- GMA
- Middle Housing
- Climate



Engagement Strategies & Communication Methods

Communication Methods

One way conversation -- > Inform

- Project Branding
- Print materials
 - Flyers, factsheets, mailers, display boards, utility bills
 - Infographics
 - Comment form
- Digital methods
 - Website
 - Social media
 - Email
 - E-newsletters
 - Videos
- Media
 - Earned media
 - Paid advertising

Engagement Strategies

Two-way conversation --> Consult/Involve

- Open House and Workshops
- Community Events
 - Existing events
 - Pop up events
- Community Survey
- Direct outreach
- Community based organizations
- Technical + Community Advisory Committee

Questions:

- What are successful strategies to reach Washougal community members?
- What engagement and outreach would you recommend we include?





Questions?



Let's take a Break!
We'll return in 15 minutes.



City of Washougal

City of Washougal

2024-2025 System Updates

6/1/2024 | Presented by Daniel Layer, Rose Jewell & Teresa Stedman



City of Washougal

Agenda

- Systems Updates:
 - Critical
 - Essential
 - Recommended
 - Other (Beyond 2024-2025)
- Questions



Critical Systems Update: Agenda & Meeting Solution

- Current solution: Granicus: NovusAGENDA
 - End-of-support date: 10/31/2024
 - End-of-life date: 9/30/2025
- NovusAGENDA is difficult to customize and does not support Zoom.
- Options: Granicus: OneMeeting, CivicPlus: Agenda and Meeting Management
- Cost: \$10k-\$12k initial setup and \$11k-12k reoccurring/support & maintenance fees
- SetupTimeline: 20-24 weeks



Essential Systems Update: Recruiting, Onboarding & Employee Appraisal Solution



NEOGOV



- Current Solution:
 - NEOGOV: Governmentjobs.com & Insight (Recruiting)
 - HR Performance Solutions: Performance Pro (Appraisals)
 - Hardcopy personnel files
- Performance Pro is antiquated and not user friendly
- Options: NEOGOV: Onboard, Perform, Core HR, Bamboo HR, Workday
- Cost: \$21k initial setup and \$12-21k reoccurring/support & maintenance fees
- Setup Timeline: 20-24 weeks



Essential Systems Update: Utility Bill Printing, Stuffing & Mailing

- Current Solution:
 - Printing, stuffing and mailing done in house
- Time-consuming, overburdensome on office equipment
- Options: Outsourcing through Databar, Infosend, Pitney Bowes, PrintMail Solutions
- Cost: \$0.85-\$1.00 per utility bill
- Setup Timeline: Q3 2024



Recommended Systems Update: Public Records Request Tracking

- Current Solution:
 - Microsoft Excel & Outlook
- Difficult to track requests as the number of requests has increased exponentially
- Record requests are not centralized – received by individuals & departments outside the Police Department and the City Clerk's Office
- Options: CivicPlus: NextRequest, JustFOIA
- Cost: TBD
- Timeline: TBD



Other Potential Systems Updates Beyond 2024-2025:

- Budget Preparation Software (compliant with GFOA Budget Award)
- Class Compensation Study Solution
- Permitting Enhancements & Solutions (currently Tyler)
- Timekeeping & Scheduling
- Grants Tracking
- Lease & Subscription-Based Information Technology Arrangement (SBITA) Tracking Software (GASB 87 & 96)



Questions?



City of Washougal

2024-25 Workplan



City of Washougal

City of Washougal Introduction to 2025 (2026) Budget Process

6/1/2024 | Presented by Daniel Layer



City of Washougal

Agenda

- Background
- Advantages/Disadvantages of Biennial Budgeting
- Preliminary Budget Calendar
- Questions



Background

- Pursuant to RCW 35A.34, any city in Washington State may begin budgeting on a biennial (two-year) basis if desired.
- By statute, the biennial fiscal period must start on January 1 of an odd-numbered year (2025) and end on December 31 of the following even-numbered (2026) year.
- Cities must adopt the budget no later than December 31 of the preceding even-numbered year (2024).
- Cities must review and modify the budget sometime between September 1 and December 31 of the first odd-numbered year (2025) of the biennium.
- To adopt a biennial budget process, the City must pass an ordinance no later than June 30 of the preceding even-numbered year (2024).



Advantages of Biennial Budgeting

- Reduces the total amount of time spent budgeting
 - August-December 2025 available for other strategic priorities
- Encourages the city to think strategically over multiple years
- Increases transparency to citizens and stakeholders



Disadvantages of Biennial Budgeting

- Additional time and effort required to develop the budget in year one (2024)
- Additional difficulty and uncertainty forecasting revenues/expenditures further into the future
- Potential of spending too much time on budget amendments or the mid-biennium review and adjustment, eliminating any time savings in 2025



Preliminary Budget Calendar

- June 24th: Pass ordinance to adopt biennial budget process
- August 12th: Budget Strategy
- August 26th: Department Budgets:
 - ❑ City Manager's Office, Human Resources, Council, Finance/Information Technology
- September 9th: Department Budgets:
 - ❑ Police/Animal Control, Community Development, Court, and Other
- September 25th: "high level" revenue/expenditure estimates all funds
- September 25th: Department Budgets:
 - ❑ Public Works Operations & Maintenance, Fire & EMS
- October 14th: 3rd Quarter 2024 Update and Department Budgets:
 - ❑ Public Works Capital Projects
- October 28th: 2025-26 City Manager's Proposed Budget and set hearings for Ad Valorem taxes, EMS levy and budget
- November 4th: Public Hearings, adopt Ad Valorem taxes, EMS levy, and possibly adopt budget
- November 12th (Tuesday), November 18th, December 2nd, December 9th & December 16th: remaining dates for budget adoption



Questions



City of Washougal

Meeting Wrap-Up



City of Washougal

City of Washougal 2024 Resident Survey Findings Report

PRESENTED BY ETC INSTITUTE

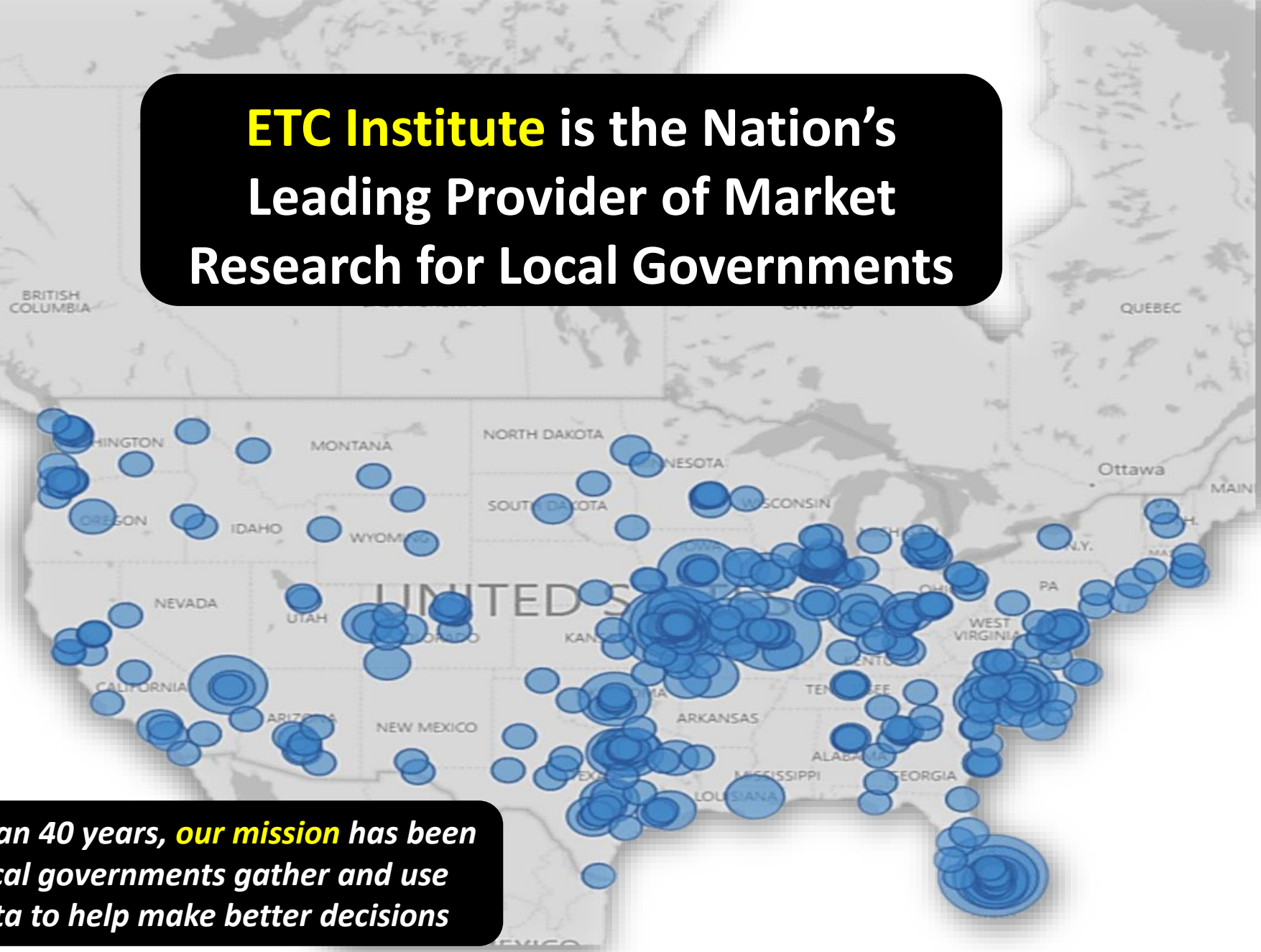
JUNE 1, 2024



Since 2012,
ETC Institute Has
Surveyed More
Than **3,500,000**
Persons in
More Than
1,200 communities
around the world

ETC Institute is the Nation's
Leading Provider of Market
Research for Local Governments

*For more than 40 years, **our mission** has been
to help local governments gather and use
survey data to help make better decisions*



Agenda

Purpose, Methodology, and Demographics

Local Issues

Overall Satisfaction and Trends from Previous Years

Comparative Strengths & Weaknesses

Opportunities for Improvement

Questions

Purpose

To gather input from residents on issues that are important to the community

A grey downward-pointing arrow indicating a flow from the first box to the second.

To identify opportunities to improve the quality of City services

A grey downward-pointing arrow indicating a flow from the second box to the third.

To track the City's performance against itself and other communities over time

Methodology

Survey Description

Similar to previous surveys conducted by ETC Institute.

The last survey was conducted in 2022.

The first survey was conducted in 2014.

Method of Administration

Administered by mail, phone and online.

ETC Institute encouraged participation with texts, emails and direct social media ads.

Sample

3,000 households were randomly selected for the survey, which was about 50% of the City's households. The sample was designed to ensure the results would be statistically representative of the City's population.

Margin of Error

507 completed surveys were Collected

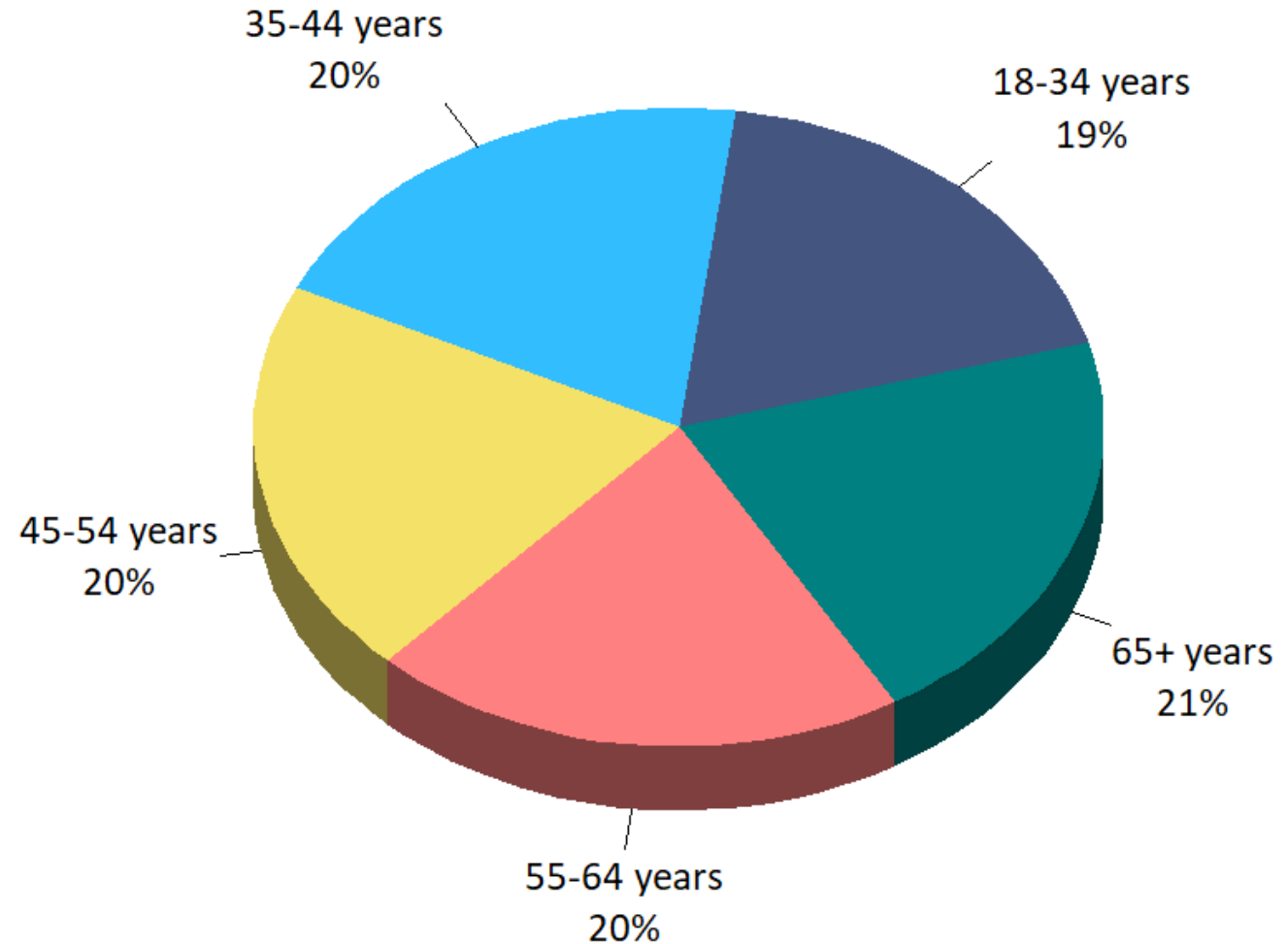
Response rate was 20%

+/- 4.3% at the 95% level of confidence

Good Representation by AGE

What is your age?

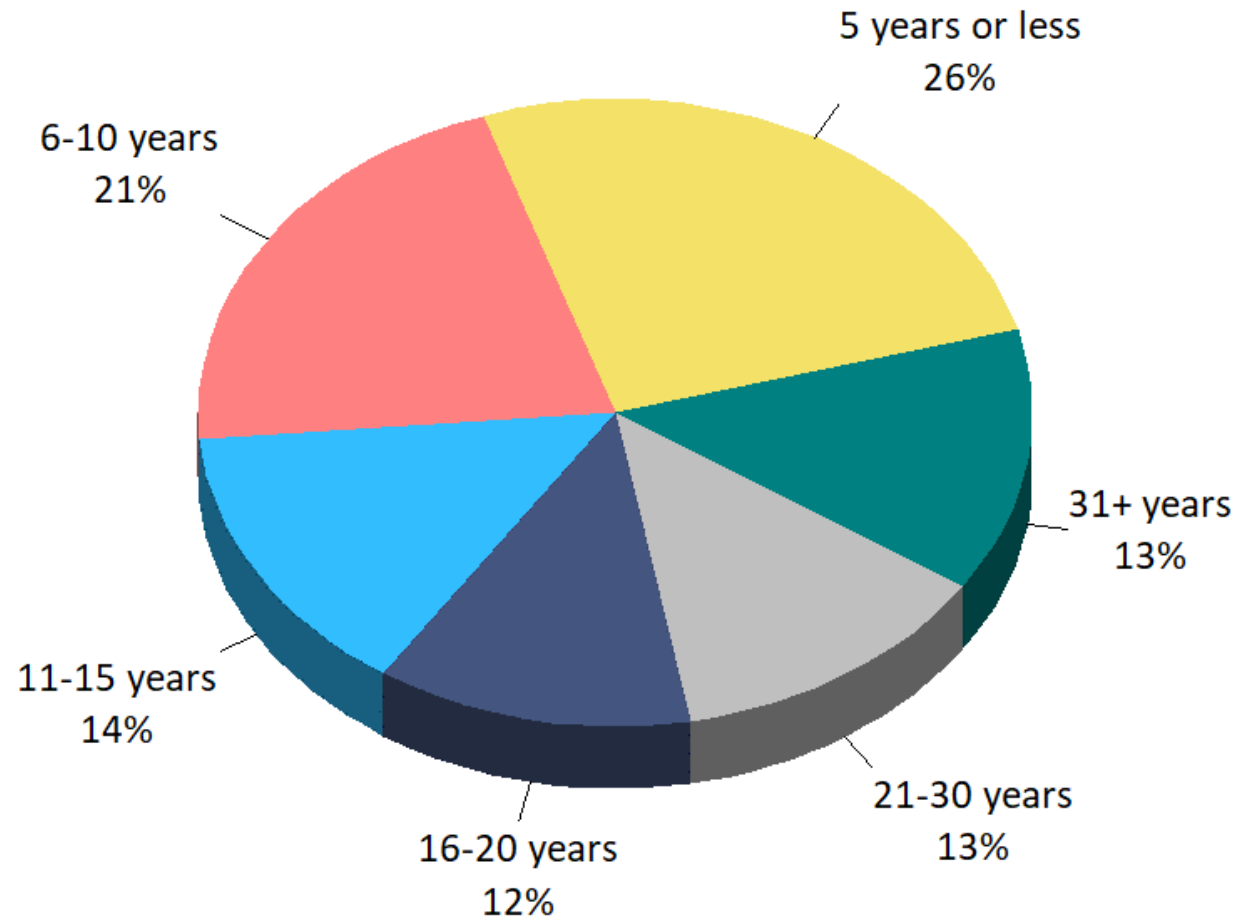
by percentage respondents (excluding "not provided")



Good Representation by YEARS OF RESIDENCY

Approximately how many years have you lived in Washougal?

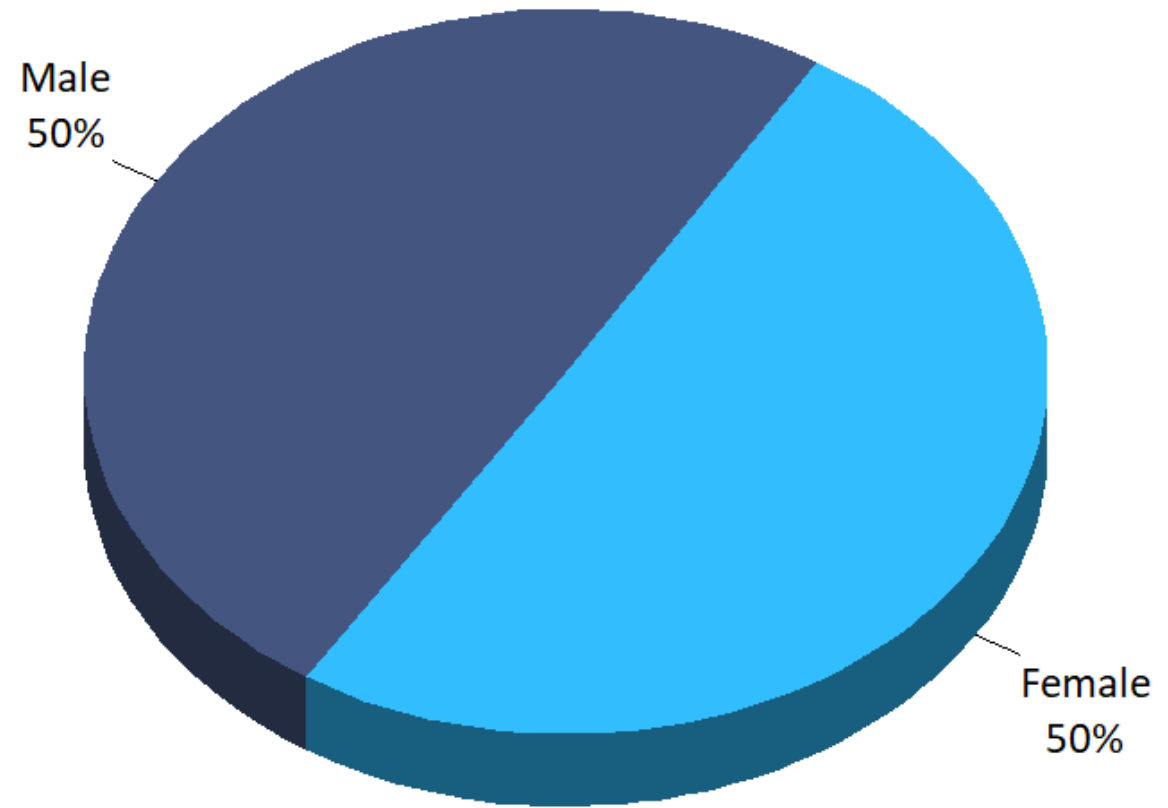
by percentage respondents (excluding "not provided")



Good Representation by GENDER

Gender

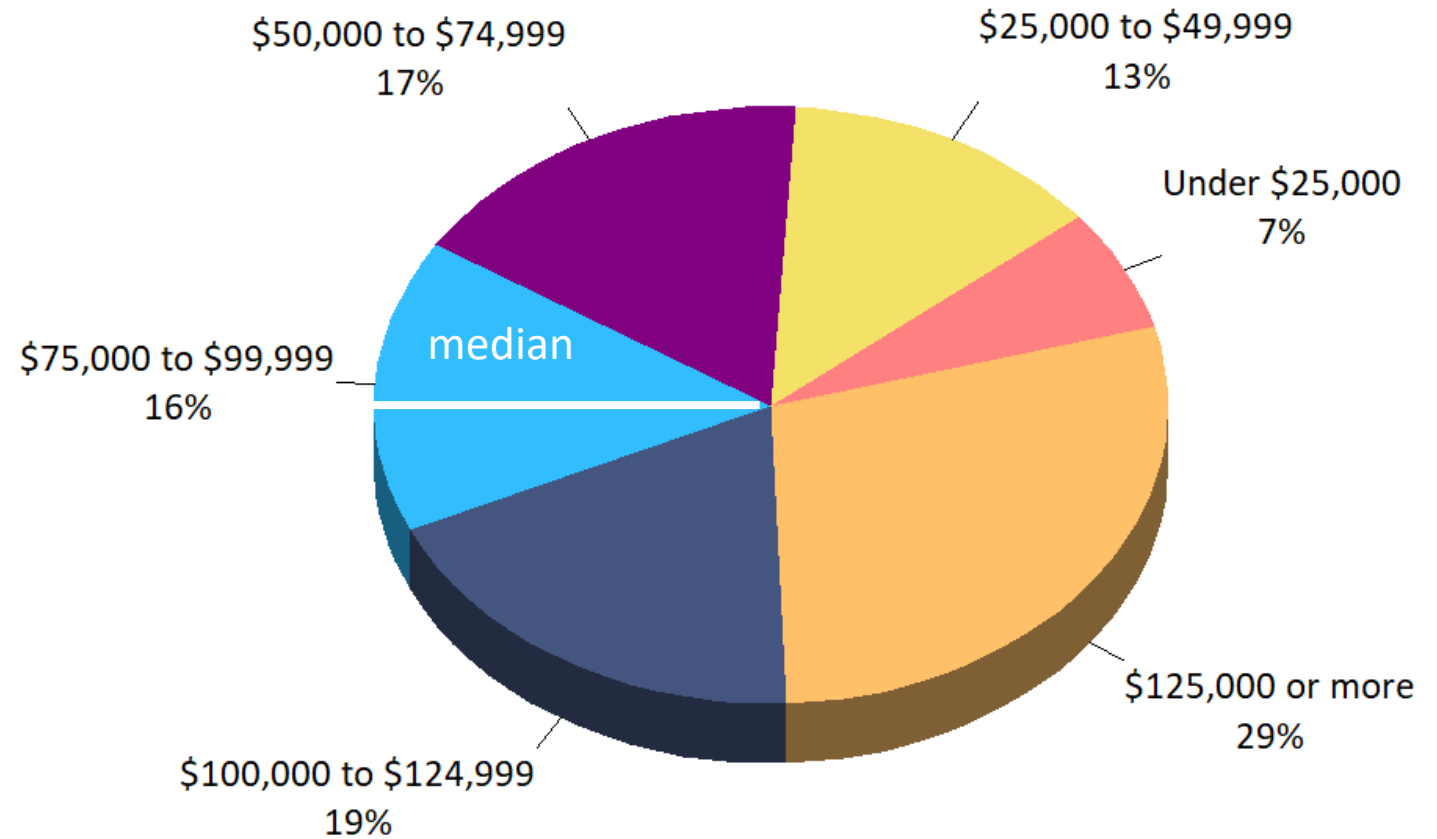
by percentage respondents (excluding "not provided")



Good Representation by INCOME

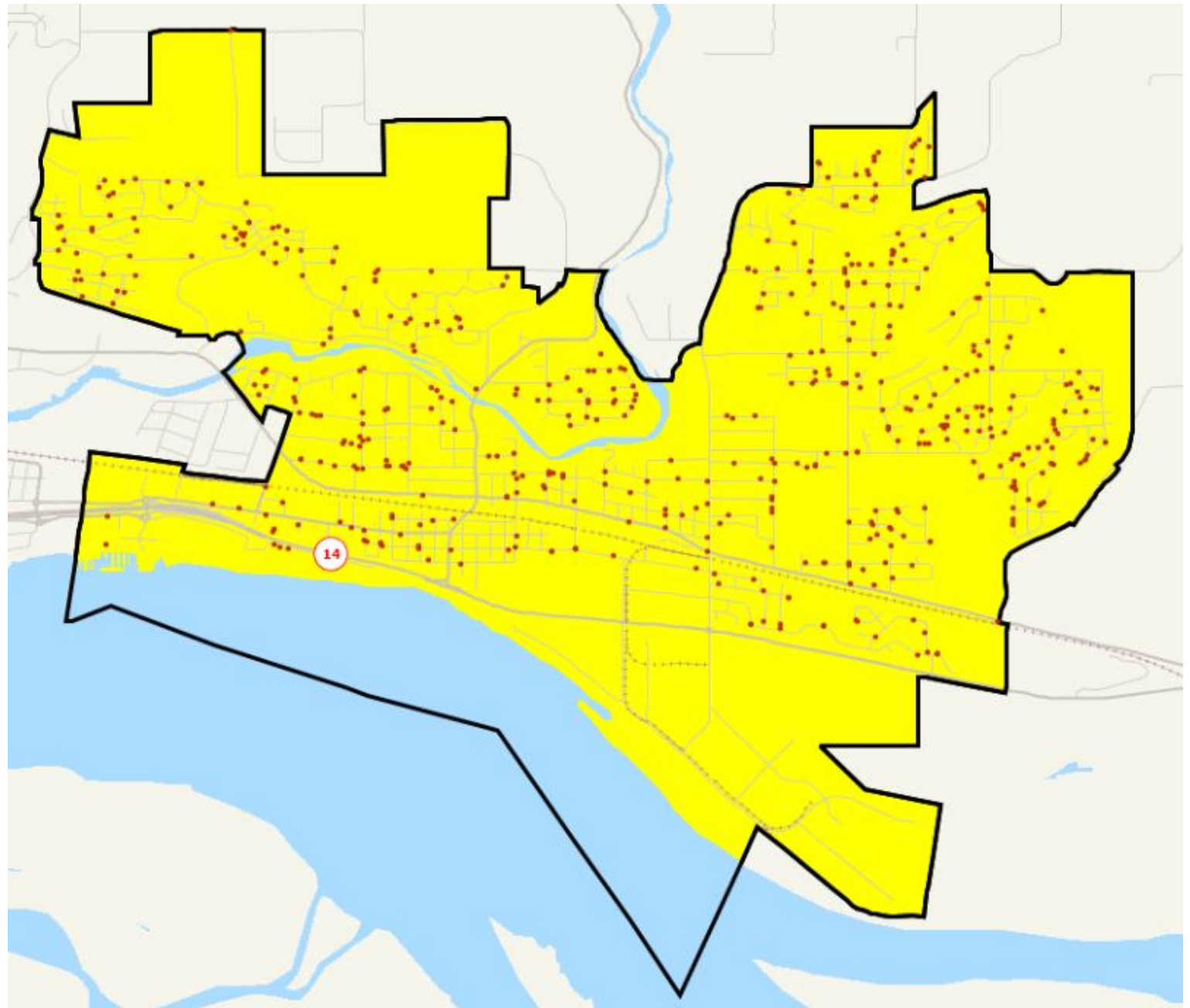
Annual Household Income

by percentage respondents (excluding "not provided")



Median Household Income - Census: \$97,295

Good
Representation
by LOCATION



Location of Survey Respondents

How Residents Feel About Various Community Issues

Top 5 Priorities for Parks & Recreation Improvements that Are Currently Unfunded

Expanding the Trail System

Improving Waterfront Parks

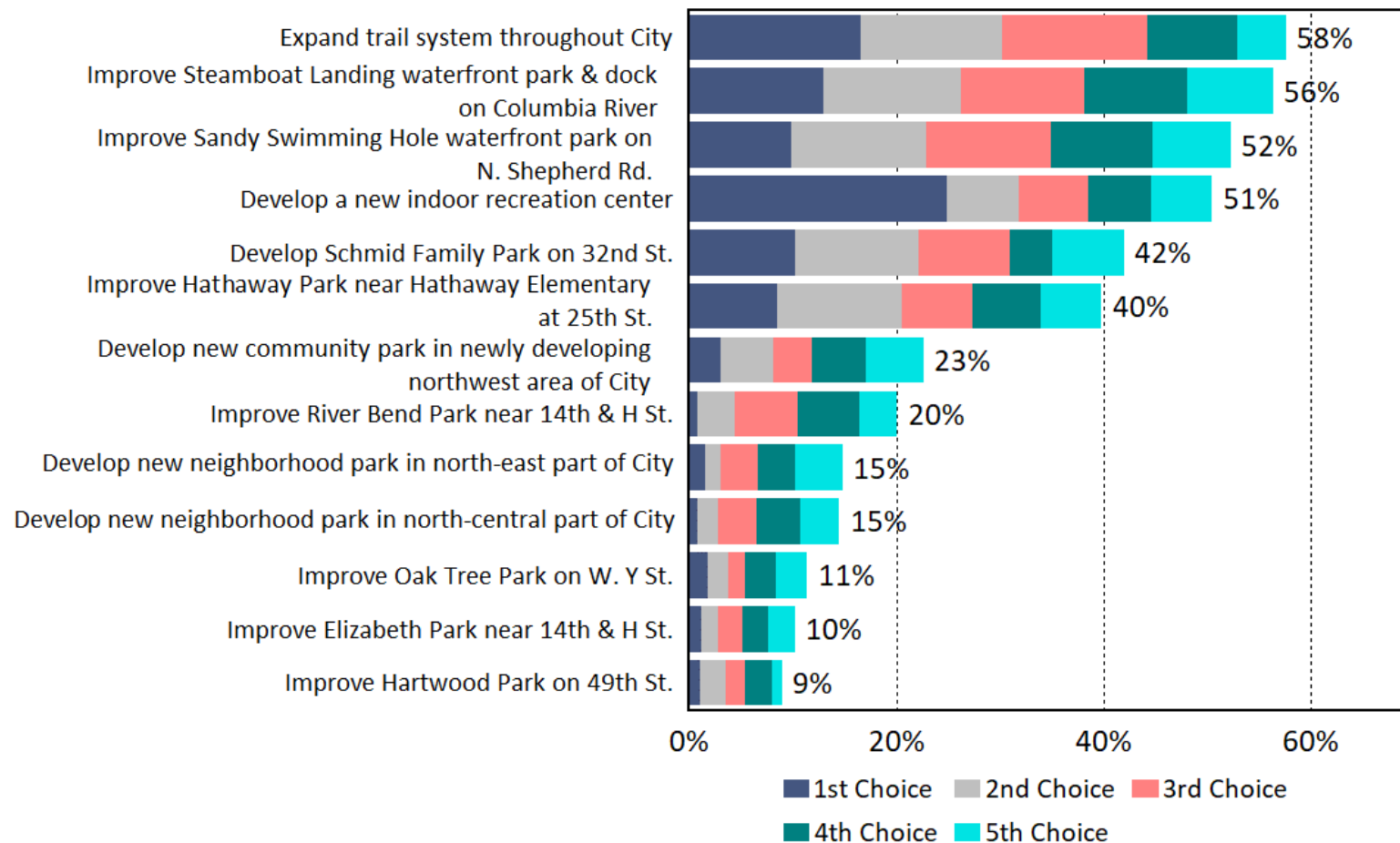
Improving Sandy Swimming Hole Waterfront Park

Developing a New Indoor Recreation Center

Develop Schmid Family Park on 32nd Street

Unfunded Parks and Recreation Improvements That Should be the Top Priorities for the City

by percentage of respondents who selected the item as one of their top five choices

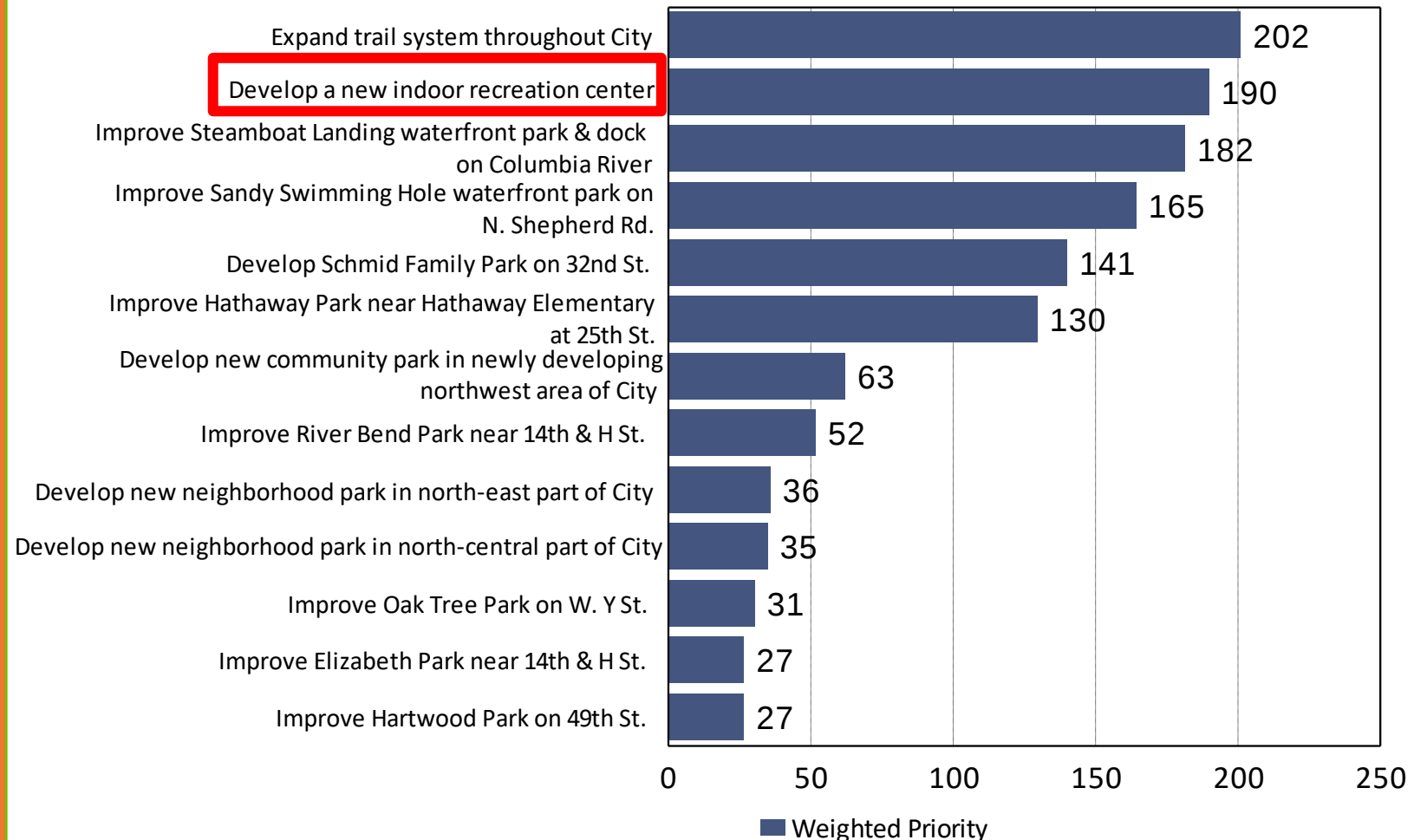


Top 5 Priorities for Parks & Recreation Improvements that Are Currently Unfunded Stayed About the Same

The only change in the rankings was that “Develop a New Indoor Recreation Center Increased from 4th to 2nd place

Unfunded Parks and Recreation Improvements Weighted Priorities for the City

Weighted with by assigning a 1st choice 5 points, a 2nd choice 4 points, a 3rd choice was 3 points, a 4th choice was 2 points, and a 5th place was 1 point



Top 5 Priorities for Transportation Improvements that Are Currently Unfunded

Washougal River Road

Shepherd Road

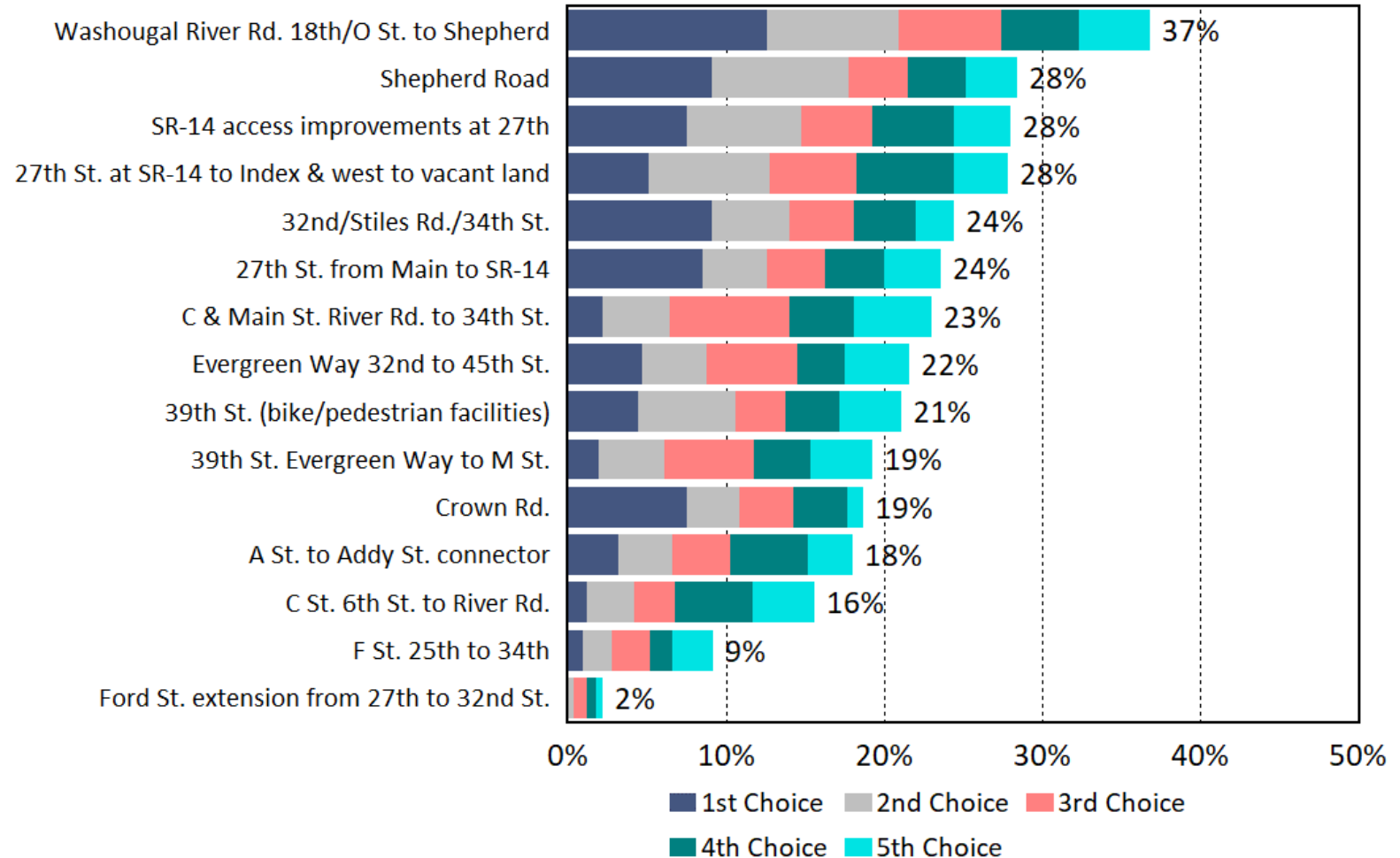
SR-14 Access Improvements at 27th

27th St. at SR-14 to Index & west to vacant land

32nd/Stiles Rd/34th

Unfunded Transportation Improvements That Should be the Top Priorities for the City

by percentage of respondents who selected the item as one of their top five choices



Top 5 Priorities for Transportation Improvements Were The Same When Weighted

Washougal River Road

Shepherd Road

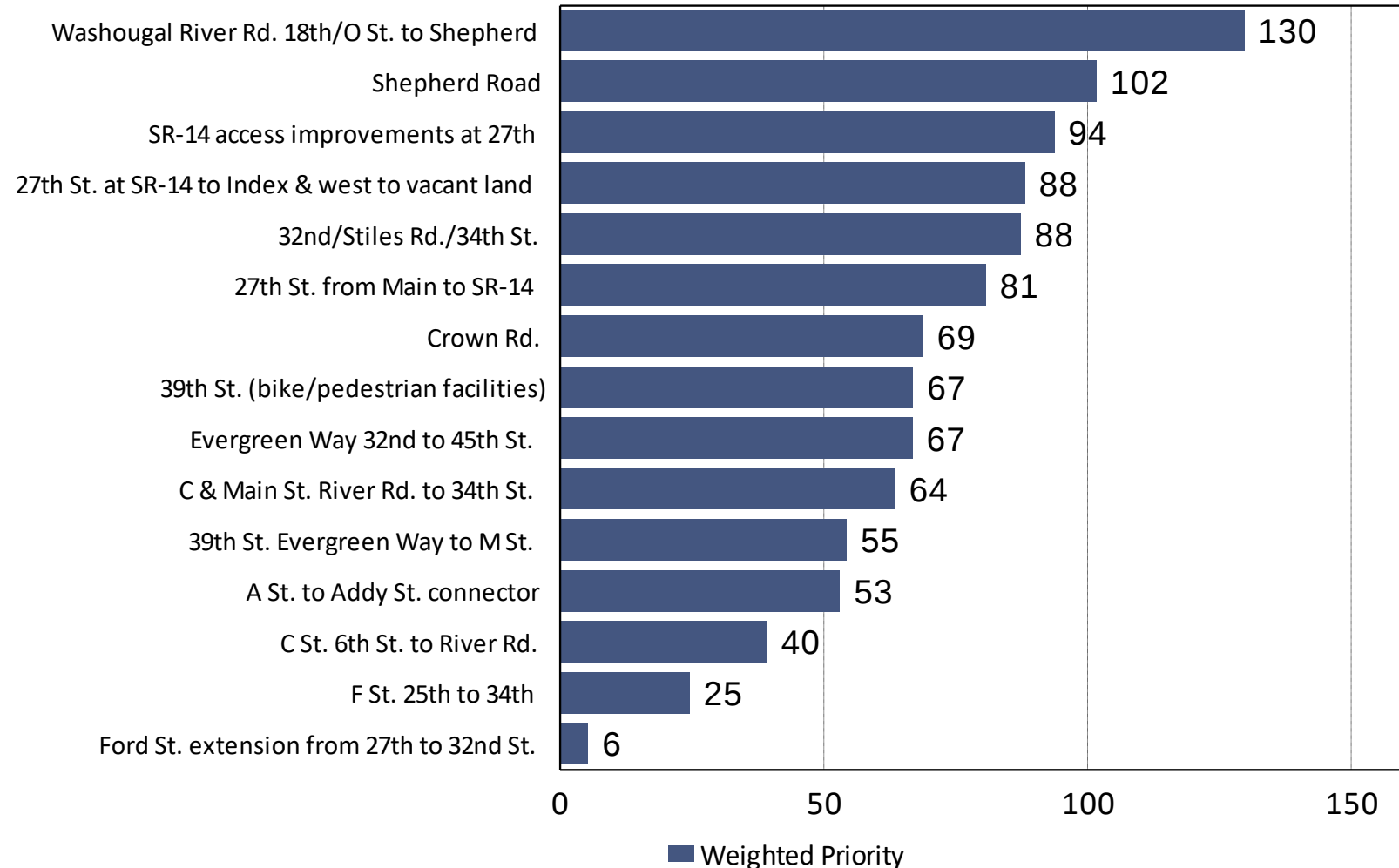
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Unfunded Transportation Improvements Weighted Priorities for the City

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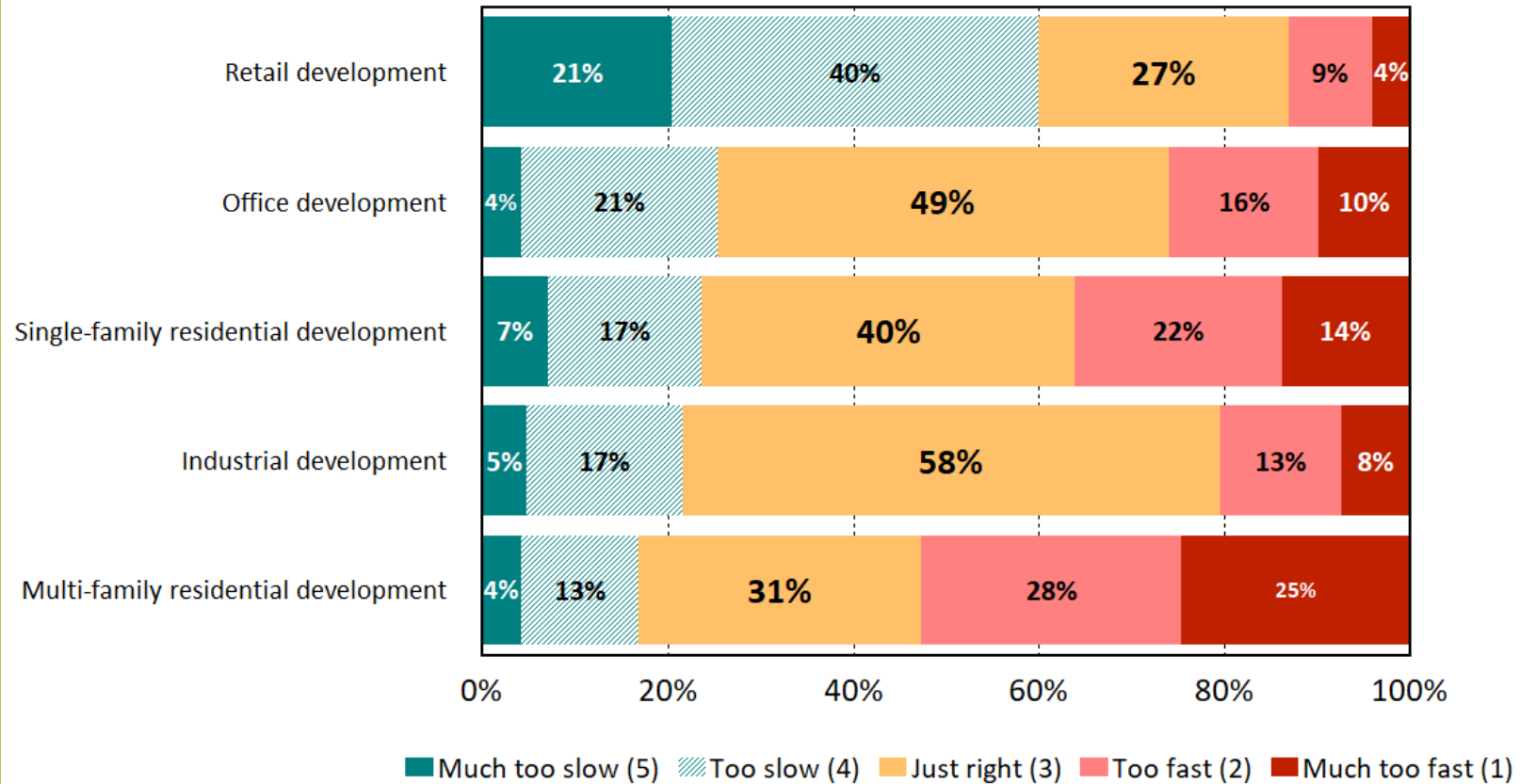


Residents want
more retail

But
They they want
less multi-family
residential
development

How Residents Rate the City's Current Pace of Development

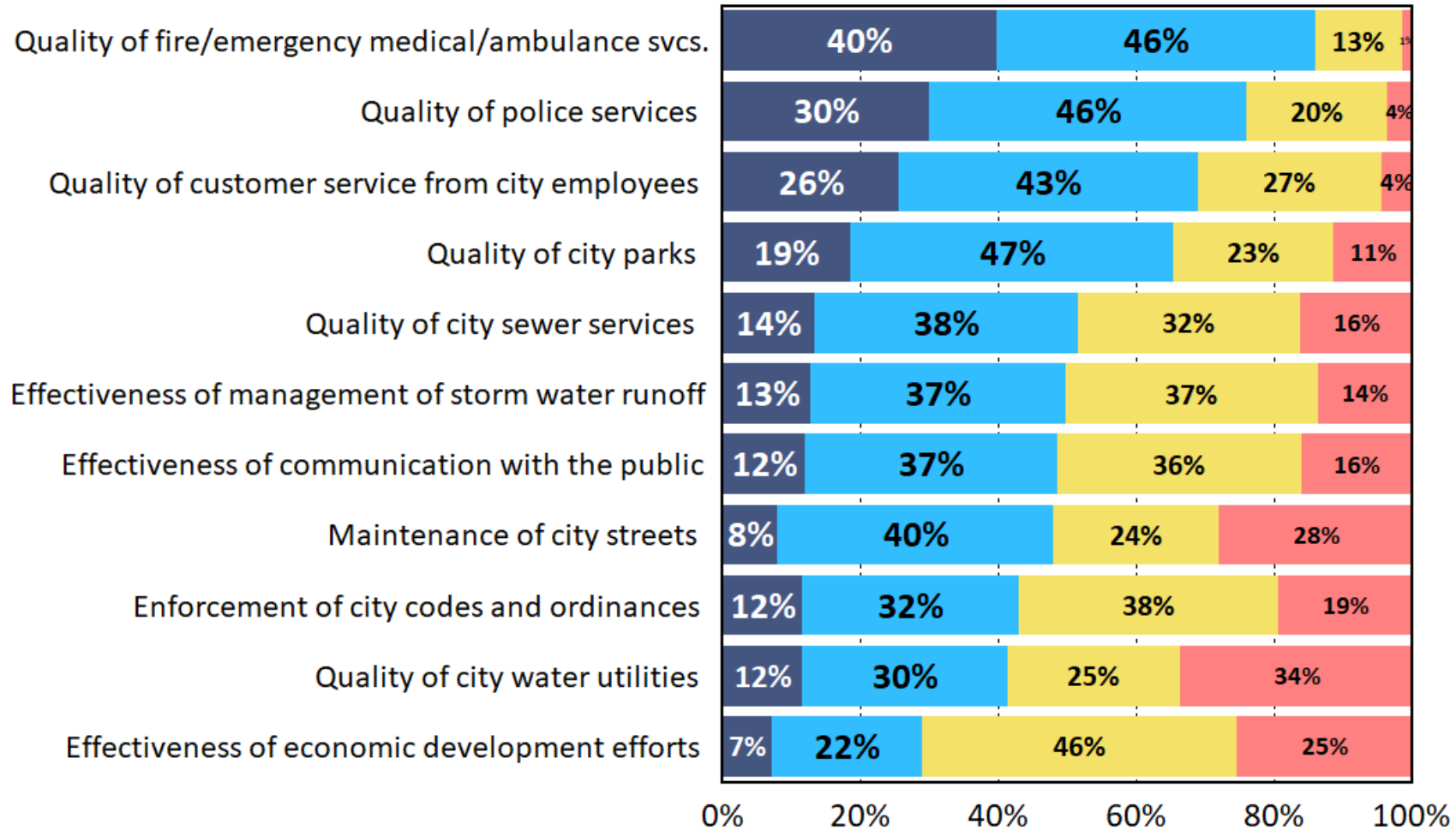
by percentage of respondents (excluding "don't know")



Satisfaction with Major City Services and Trends from Previous Surveys

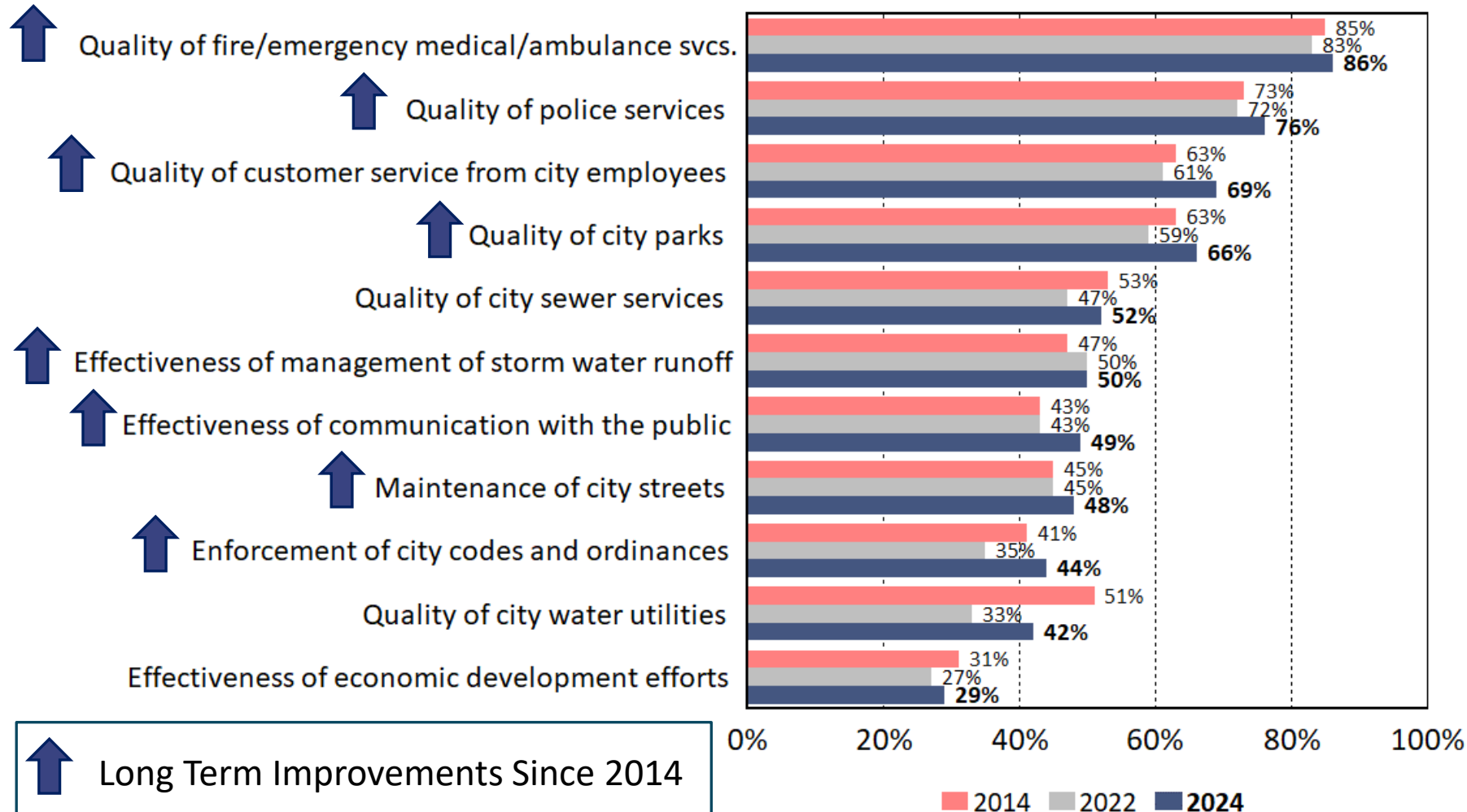
Satisfaction with Major Categories of Service Provided by the City

by percentage of respondents (excluding "don't know")



TRENDS: Satisfaction with Major Categories of Service Provided by the City - 2014 to 2024

by percentage of respondents (excluding "don't know")



Satisfaction Ratings from 2022-2024 Stayed the Same or Increased in All Major Categories of City Service

Overall
Satisfaction
with
City Services
Stayed the Same
or Increased
in **50 of 54**
Areas!

Areas that improved by 7% or More

- Mowing & trimming along streets/other public areas (+12%)
- Enforcing codes designed to protect public safety/health (+12%)
- Enforcing sign regulation (+12%)
- Customer service helping residents resolve issues (+11%)
- Overall enforcement of city codes and ordinances (+9%)
- Enforcing mowing/trimming of grass/weeds (+9%)
- Enforcing cleanup of litter/debris (+9%)
- Quality of city water utilities (+9%)
- The visibility of police in the community (+8)
- Quality of customer service from city employees (+8%)
- Quality of city parks (+7%)
- Quality of animal control (+7%)
- Condition of sidewalks in the City (+7%)
- Did what they said they would do in timely manner (+7%)
- How quickly police respond to emergencies (+7%)

Satisfaction with
City Services
Decreased
by more than 1%
in just two areas

Areas that Decreased by More the 1%

- Maintenance of Major City Streets (-4%)
- Maintenance of Neighborhood Streets (-4%)

How Washougal Compares to Other Communities

Overall Ratings of City Services

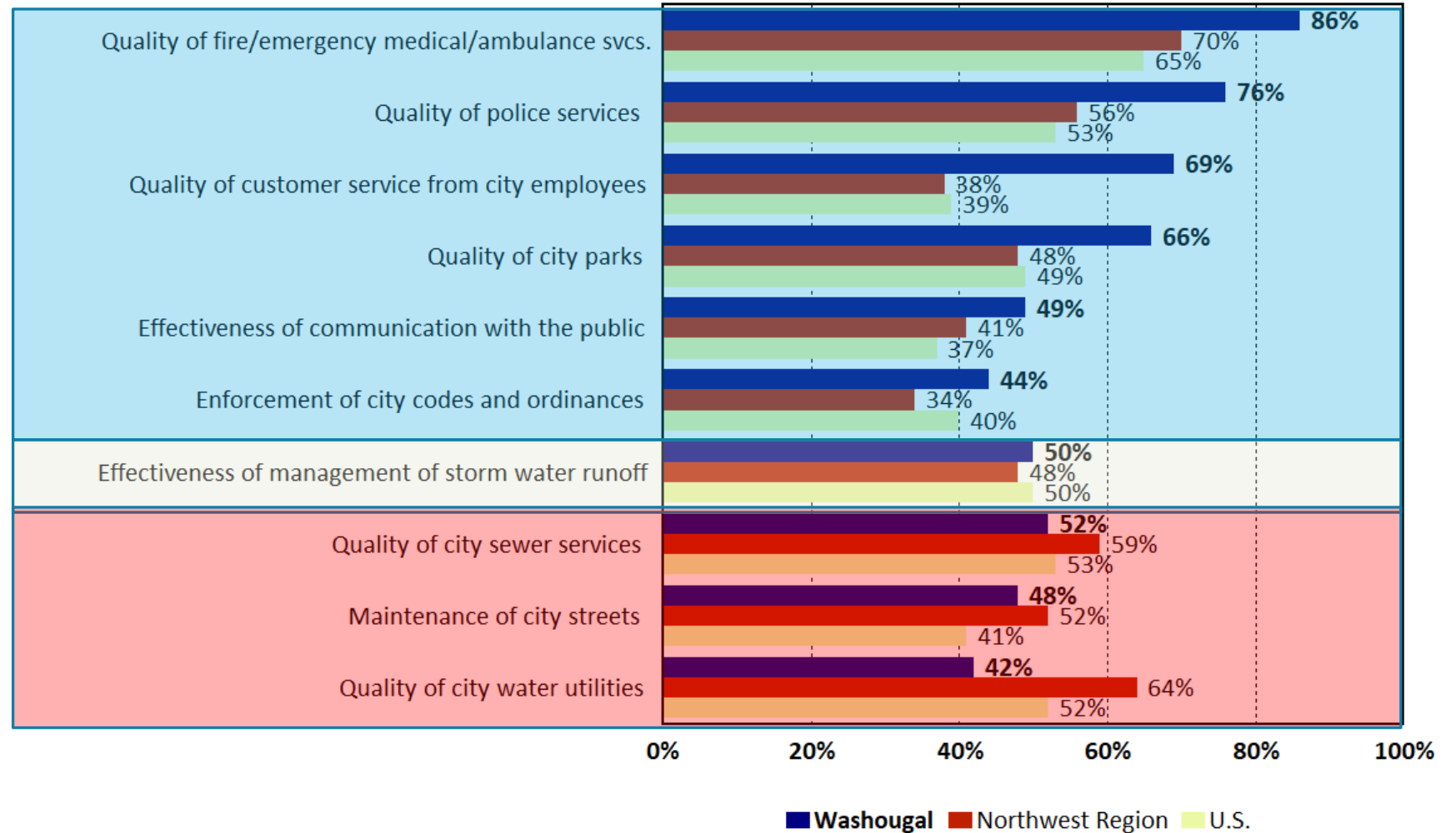
Washougal vs. Northwest Region vs. the U.S.

by percentage of respondents who gave positive ratings for the item (excluding don't knows)

Better

About the Same

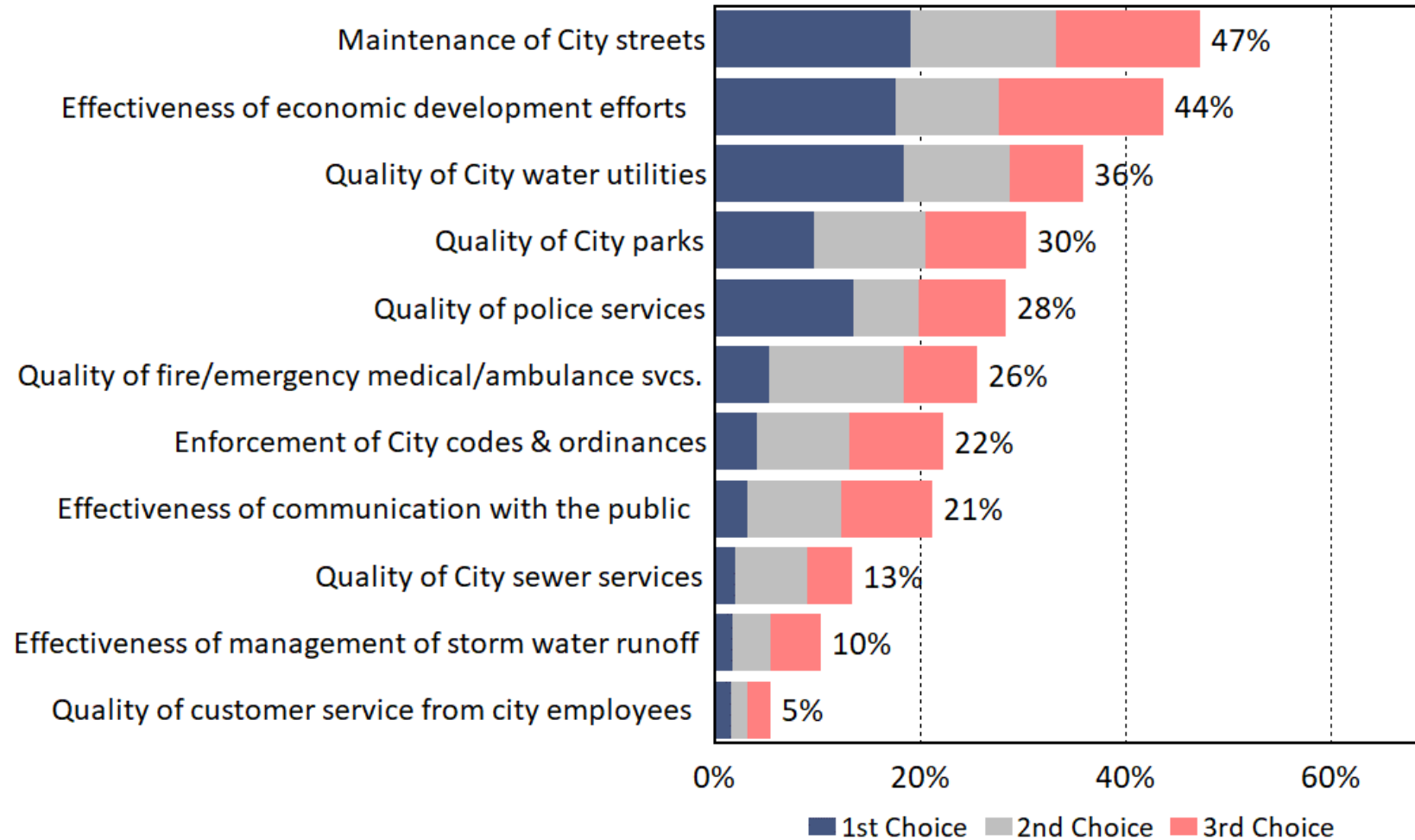
Worse



Opportunities for Improvement

City Services That Should Receive the Most Emphasis Over the Next 2 Years

by percentage of respondents who selected the item as one of their top three choices

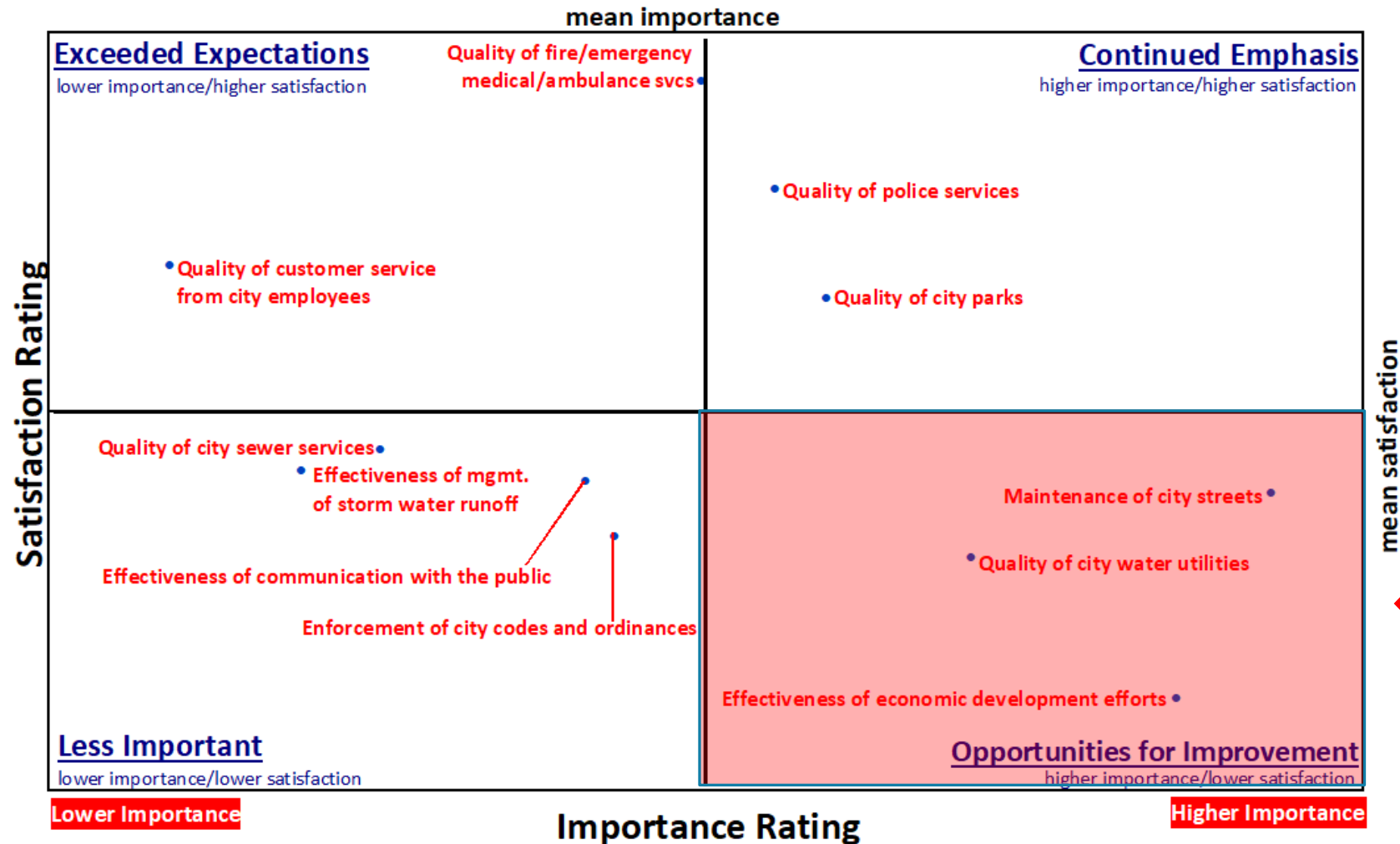


2024 City of Washougal DirectionFinder

Importance-Satisfaction Assessment Matrix

-Overall-

(points on the graph show deviations from the mean importance and satisfaction ratings given by respondents to the survey)



Importance-Satisfaction Rating

OVERALL

Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<i>Very High Priority (IS >.20)</i>						
Effectiveness of economic development efforts	44%	2	29%	11	0.3103	1
Maintenance of city streets	47%	1	48%	8	0.2460	2
Quality of city water utilities	36%	3	42%	10	0.2082	3
<i>High Priority (IS .10-.20)</i>						
Enforcement of city codes and ordinances	22%	7	44%	9	0.1249	4
Effectiveness of communication with the public	21%	8	49%	7	0.1081	5
Quality of city parks	30%	4	66%	4	0.1034	6
<i>Medium Priority (IS <.10)</i>						
Quality of police services	28%	5	76%	2	0.0682	7
Quality of city sewer services	13%	9	52%	5	0.0643	8
Effectiveness of management of storm water runoff	10%	10	50%	6	0.0520	9
Quality of fire/emergency medical/ambulance svcs.	26%	6	86%	1	0.0358	10
Quality of customer service from city employees	5%	11	69%	3	0.0167	11

Summary

- The City is definitely moving in the right direction!
 - Satisfaction increased in 50 of 54 areas that were assessed since 2022
- The Importance-Satisfaction Analysis identified three areas as **very high priorities** for improvement:
 - Economic development, street maintenance, and water utilities
- Residents support a wide range of unfunded transportation improvements
 - Improvements to Washougal River Road ranked #1
- The top priorities for parks & recreation improvements that are currently unfunded were:
 - Expanding the Trail System
 - Improving Waterfront Parks
 - Improving Sandy Swimming Hole Waterfront Park
 - Developing a New Indoor Recreation Center

Questions?

THANK YOU!

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

SUBJECT:

DEPT. OF ORIGIN:

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

SUBJECT:

DEPT. OF ORIGIN:

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