



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MEETING
MINUTES
Monday, April 8, 2024
5:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/81722126072>

VIDEO I. CALL TO ORDER

Mayor David Stuebe called the meeting to order at 5:04 pm.

II. ROLL CALL

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

Staff:

David Scott, City Manager
Trevor Evers, Director of Public Works
Daniel Layer, Finance Director/City Clerk
Wendi Steinbronn, Police Chief
Mitch Kneipp, Community Development Director
Monie Holmes, Assistant. Finance Director
Rose Jewell, Community Engagement Manager
Michelle Wright, Public Works Business Administrator
Cliff Free, Fire Chief
Ron Schmacher, Fire Marshal

III. PUBLIC COMMENTS

None

IV. NEW BUSINESS

VIDEO A. Public Works: Water System Plan Update

Trevor Evers presented the following:

- Purpose
- Overview
 - Existing water system infrastructure and characteristics
 - Map of existing and future service area
 - Existing system assessment criteria and results
- Findings
 - Future system assessment results
- Recommendations
 - Recommended projects
 - 10-year project projections
 - Project summary and timeline
 - Next steps - Set public hearing for April 22, 2024 at 7 pm

- Final Design
- 10 year update

VIDEO

B. Public Works: Water Use Efficiency Goal Setting 2024 - 2030

Trevor Evers presented the following:

- Water Use Efficiency Rule Requirements
- 2018-2024 Goal
 - Eliminate private mains on the city system
- 2024-2030 Proposed Goal
 - Reduce per capita daily demand by 1% over the period
- Gallons per capita per day 2010-2023
- Public hearing will be held on April 22, 2024 at 7 pm

VIDEO

C. Public Works: Annual Report

Trevor Evers presented the following:

- Public Works Strategic Plan
 - 2024 Plan
- Capital Improvement Plan
 - Projects Storybook
- Engineering overview, responsibilities, and accomplishments 2023
 - 2024 Goals
- Water - Maintenance overview, accomplishments, and goals 2023
 - Water operations and maintenance goals and projects 2024
- Wastewater - Maintenance overview, accomplishments, and goals 2023
 - Operations and maintenance goals and projects 2024
- Storm - accomplishments 2023
 - Goals 2024
- Street - overview and maintenance
 - Goals and projects 2024
- Parks - Maintenance and accomplishments 2024
 - Parks goals and projects 2024
- Facilities - maintenance and overview
 - Master Plan 2024
- Cemetery Projects - 2024 goals and projects

VIDEO

D. Finance: 2024 Supplemental Budget #1

Daniel Layer and **Mitch Kneipp** presented the following:

- 2024 supplemental budget by fund
 - Increase revenue - state grant \$675K
 - Increase expenditure - Community Development for Comprehensive Plan Update, Shoreline Master Plan, and Engineering Services (no changes to ending fund balance)
 - Next steps - ordinance for consideration at tonight's council meeting

E. City Manager's Office: Public Safety Capital Bond for August 2024 Ballot

Brian Hjelte and **Jeff Humphrey** with **Mackenzie**

- Project plans and scope
- Demo of existing station, area sidewalk, and asphalt
- 12-months construction period
- Silver Star will be a temporary location during construction
- Building return for vehicles
- Secure access parking

- Joint project with shared spaces with existing police station
- Raise elevation to eliminate drainage issues
- Floor plan and exterior design
- Solar ready for future use is a potential
- Building materials

David Scott

- August primary election
- Bond estimate and rate
- General obligation bond explained

Jim Nelson, bond advisor, presented the following:

- Bond \$16 M and additional funding sources
- Bond market interest rate trend
- Estimated voted bonds
- Estimated annual payments
- Term 25 years
- Bond rating
- Next steps and timing
- Ordinance in two weeks to put this item on the ballot
- Appoint committees for and against at the next meeting

F. City Manager's Office: 2024 Community Survey

Discussion deferred to council meeting due to time constraints.

V. REPORTS AND COMMUNICATIONS

Deferred to council meeting.

A. CITY MANAGER

Deferred to council meeting.

B. MAYOR

Deferred to council meeting.

C. CITY COUNCIL

Deferred to council meeting.

VI. ADJOURNMENT

Meeting ended 6:55.

Mayor

City Clerk