



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MINUTES
Monday, March 9, 2020
5:00 PM**

I. CALL TO ORDER

Mayor Molly 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

Absent: Student Representative Mariah Moran

Staff:

David Scott, City Manager

Trevor Evers, Director of Public Works

Rose Jewell, Assistant to the City Manager

III. PUBLIC COMMENTS

Larry Keister gave an update on the port development.

IV. NEW BUSINESS

A. Public Works: Parks Project Update

Trevor Evers present updates on the following:

- Parks Operating 2019 Budget
- Request for Proposal
 - Park Master Plan: maintenance levels of service
 - Conceptual Parking Design for property behind city Hall
 - Park Impact Fee Update
- Schmid Memorial Ball Fields Update
- Waterfront Trail Update
- Steamboat Landing - Complete
- Jemtegaard Trail
- Bike Pump Track

B. Public Works: Annual Report

Trevor Evers present information on the following:

- Budget Breakdown
- 2019 Accomplishments
- Capital Projects
- Water Production and Maintenance
- Stormwater Maintenance
- Wastewater Treatment and Maintenance
- Park and Cemetery Maintenance and Activity
- Streets and Pavement Management
- 2020 Goals

C. Administration: Fire and EMS Update

David Scott presented the following:

- Lid Lift Options and Timing
 - Expires in 2020
 - Range of Options
- Partnership Engagement with Camas
 - Status of ongoing discussions
- Next Steps

V. PUBLIC COMMENTS

None

VI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

Deferred to council meeting.

B. MAYOR

Deferred to council meeting.

C. CITY COUNCIL

Deferred to council meeting.

VII. ADJOURNMENT

Meeting ended at 6:41 pm.

Mayor

City Clerk

Park Board Presentation

03/04/2020| Presented by Trevor Evers



City of Washougal

Our mission is to provide leadership and effective, fiscally responsible services that achieve our community's vision.

Agenda

- Parks Operating Budget 2019
- Request for Proposal-Park Master Plan (Level of Service), Request for Proposal-Downtown Park, Park Impact Fee
- Conceptual Parking Design for property behind City Hall
- George Schmid Memorial Fields
- Waterfront River Trail
- Bike Pump Track



Parks Maintenance Budget 2019



Request For Proposals

- Park Master Plan (Capital and Maintenance NEEDS)
 - March 5th Proposal sent out
 - April 2nd Proposal Due
 - April 16th Work Begins
- Downtown Concept Plan
 - February 25th Proposal sent out
 - March 16th Proposal Due
 - March 30th Work Begins
- Park Impact Fee (hasn't been updated for 14 years)
 - Once Park Master Plan is Complete



Park Maintenance Levels of Service will be evaluated in Master Plan

Level 1: This highest level of maintenance is typically performed at large community parks irrigated parks and facilities Maintenance at this level maintains the park or facility at a standard sufficient to ensure a well-kept appearance. Sports fields, shelters, and restrooms are visited daily and maintenance concerns are given a high priority.

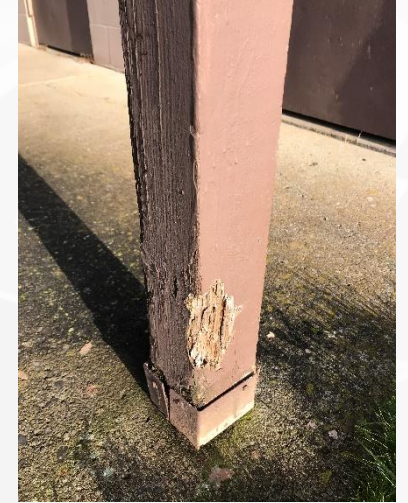
Level 2: This level of maintenance is performed at improved properties that may include play equipment and ADA access, but have no irrigated turf. Maintenance at this level ensures the park remain clean and safe, while forgoing more specialized and customized care. Maintenance issues and concerns are evaluated on a case by case basis, with safety items receiving highest priority.



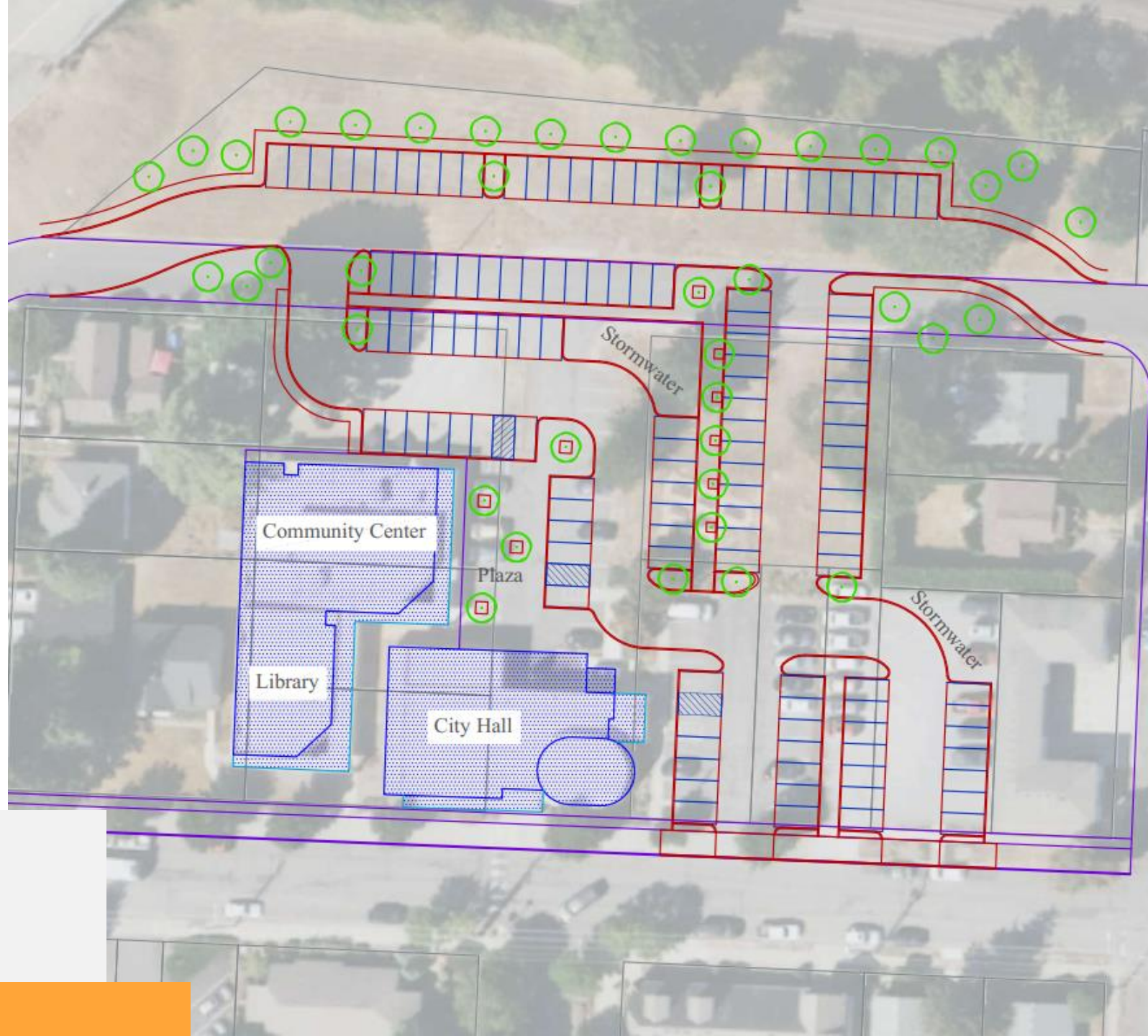
Park Maintenance Levels of Service will be evaluated in Master Plan

Level 3: This level of maintenance is performed in less developed areas that include asphalt or chip trails, has low or transitory use, signage and no irrigation. Sites are visited periodically with the more developed areas being mowed and blown as needed. Maintenance issues and concerns are often initiated by inspections and citizen concerns, with safety issues receiving highest priority.

Level 4: This level of maintenance is performed at undeveloped areas on properties that may have adjacent development or on properties that are completely undeveloped. All of these properties are non-irrigated. Maintenance issues and concerns are primarily initiated by citizens and periodically initiated by inspections. Occasional spikes in maintenance will occur during habitat restoration activities and for hazard tree issues.



Conceptual Parking Design- Behind City Hall



George Schmid Memorial Ballfields



- Design Proposals Due: March 18, 2020
- Interviews: March 19th – 28th
- April 14th: Award Contract
- Project completion: Spring 2021

Demographics

Project Number	PK-2019-09
Project Name	SCHMID FAMILY FIELDS PHASE 3
Description	SCHMID FAMILY FIELDS PHASE 3
Manager	SUZANNE GROVER
Status	ACTIVE - ACTIVE

Fiscal Information

Start Month / Year	1 / 2019
Ending Month / Year	12 / 2020

Budget Summary

	Revenues	Expenses
Actual Budget	0.00	2,600,000.00
Posted		
Activity	0.00	0.00
Encumbrance	0.00	0.00
Reserve	0.00	0.00
Budget Remaining	0.00	2,600,000.00
Percent Remaining	0.00%	100.00%

**PIF \$673,936/REET \$699,000/Park Capital \$304,744/RCO \$350,000/ DOC \$572,320



Waterfront Trail

Demographics

Project Number	TP-2019-01
Project Name	WATERFRONT TRAIL
Description	WATERFRONT TRAIL
Manager	ROB CHARLES
Status	ACTIVE - ACTIVE ▼ 🔍

Fiscal Information

Start Month / Year	1 / 2019
Ending Month / Year	12 / 2020

Budget Summary

	Revenues	Expenses
Actual Budget	0.00	1,750,000.00
Posted		
Activity	0.00	18,477.42
Encumbrance	0.00	65,189.01
Reserve	0.00	0.00
Budget Remaining	0.00	1,666,333.57
Percent Remaining	0.00%	95.22%



- Ad for bids: May 2020
- Award: July 2020
- Construction: August thru October 2020



Steamboat Landing

Demographics

Project Number PK-2019-11

Project Name STEAMBOAT LANDING DOCK

Description STEAMBOAT LANDING DOCK

Manager ROB CHARLES

Status ACTIVE - ACTIVE ▼ 🔍

Fiscal Information

Start Month / Year 1 / 2019

Ending Month / Year 12 / 2020

Budget Summary

	Revenues	Expenses
Actual Budget	0.00	120,635.17
Posted		
Activity	0.00	22,913.44
Encumbrance	0.00	97,721.73
Reserve	0.00	0.00
Budget Remaining	0.00	0.00
Percent Remaining	0.00%	0.00%



Jemtegaard Trail

Demographics

Project Number	TP-2019-03
Project Name	SRTS JEMTEGAARD TRAIL
Description	SRTS JEMTEGAARD TRAIL
Manager	ROB CHARLES
Status	ACTIVE - ACTIVE

Fiscal Information

Start Month / Year	1 / 2019
Ending Month / Year	12 / 2020

Budget Summary

	Revenues	Expenses
Actual Budget	0.00	750,000.00
Posted		
Activity	0.00	6,170.91
Encumbrance	0.00	3,710.37
Reserve	0.00	0.00
Budget Remaining	0.00	740,118.72
Percent Remaining	0.00%	98.68%

- Ad for bids: March 18, 2020
- Award: April 2020
- Construction: September 2020



**REET \$324,000/Safe Routes to School Grant \$414,000/Stormwater \$12,000



Bike Pump Track - Update

UPDATE on Hamllik Bike Park:

- Evergreen is currently concerned that the City has a funding gap for the Hamllik Bike Park. Based on our Evergreens feedback the City is short:
 - Dirt Track: \$32,000 Current budget, short additional **\$41,130**
 - Asphalt Track: \$32,000 Current budget, short additional **\$100,582**

In addition, the on going maintenance will be the City's responsibility once we take on the track, which the City doesn't have funding for. These pictures are some example's of the maintenance needs at Hamllik. Please note the playground at Hamllik was installed in 1997, which makes it 23 years old. The typical playground life is 10 to 15 years.



Thank you and any questions!!



City of Washougal

Public Works Annual Report

03/05/2020 | Presented by Trevor Evers



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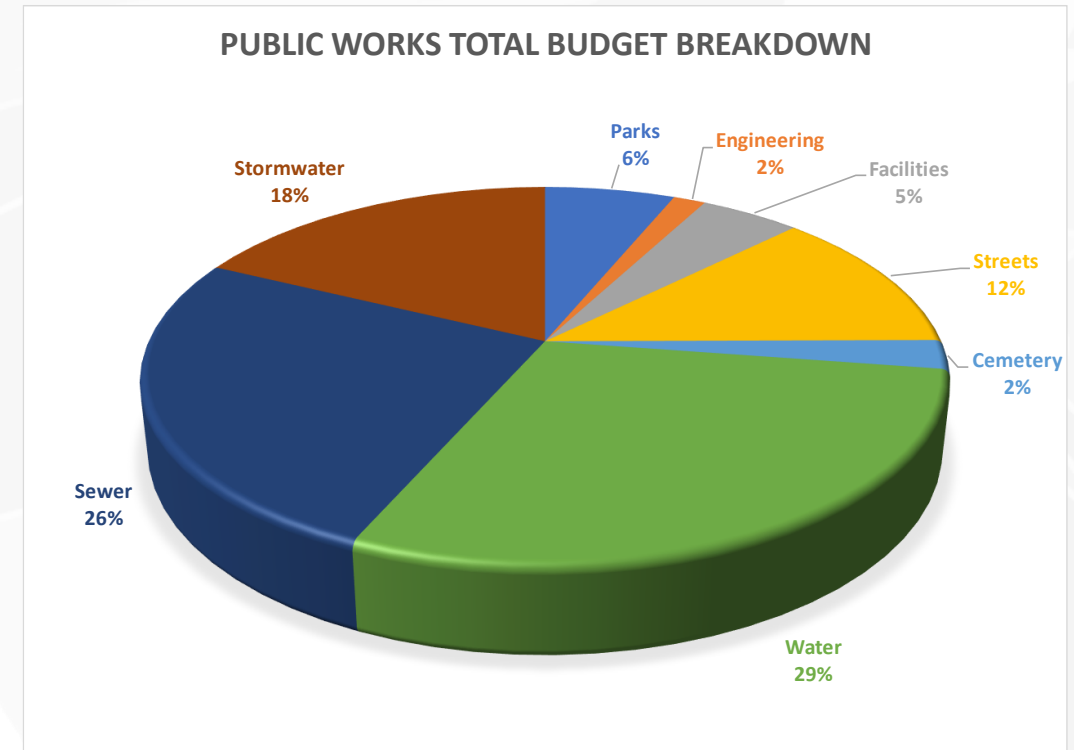
Agenda

- Budget Breakdown
- 2019 Accomplishments
- Capital Improvement Projects
- Water and Stormwater
- Wastewater
- Parks & Cemetery
- Streets
- Goals for 2020



Public Works 2019 Budget Breakdown

Public Works Department Prides itself on delivering cost-effective core services to the Washougal community. The department includes Water, Wastewater, Stormwater, Parks, Cemetery, Streets, Fleet, and Facilities Maintenance. Each Division continues to keep cost increases to a minimum by consistently enhancing efficiencies in operations, seeking grant funding, and developing interlocal cooperation with other agencies. The department is also funded through fees, such as utility connections and bi-monthly utility bills.



Accomplishments for 2019 (part I)

- Elizabeth Park Remodel
- Upper Hathaway Improvement
- SR 14 Round About Art
- Kerr Park Tree Removal
- Pedestrian Tunnel Overhead light
- Completed water line casing at 32nd Street and fiber
- Optic casing at WRR and 32nd Street as part of SR-14 RB project
- Began Water System Plan Update
- Completed 2018 Annual Stormwater Report
- Implemented Tyler Project Module to track Projects
- Steamboat Landing Floating Dock Replacement
- Steamboat Landing Observation Deck Replacement
- Completed K Street waterline and sidewalk project
- Oak Tree Park Access and Basketball Court Improvements



Accomplishments for 2019 (part II)

- Reconstructed Washougal River Road from F Street to WRR Bridge
- Continued Phase 1 of 32nd Street crossing alternatives
- Completed landscaping on SR-14 and WRR Roundabout
- Began design on ATMS (signal interconnect) project with Clark County and WSDOT
- Completed Pavement Management Update
- Preliminary design of Sewer Lift Station #1 upgrade siting alternatives
- Began Facilities Plan Update for WWTP Biosolids handling and disposal
- Began Civic Center siding and addition project
- Continued design on Columbia River Trail Project
- Continued permitting on Jemtegaard Trail Project



2019 Capital (Steamboat Landing-Project Highlights)

Steamboat Landing Dock Demolition is a reconstruction of approximately 700 feet of any existing wood dock and gangways due to age/deterioration and damage from weather events. The City also replaced the existing pilings with larger diameter and taller pilings. The new dock consists of fiberglass decking and aluminum railings and gangways.



City of Washougal



2019 Capital (Biosolids Handling Facility-Project Highlights)

The city is in the design process for comprehensive biosolids handling facilities that will turn the waste process of the wastewater treatment process into a land-applied, Class B biosolid (fertilizer). Components of the biosolids handling facility will include, an aerobic digester, rotary drum thickener, and screw press. This project is funded from utility funds.



Water Production and Maintenance is Responsible for:



- **Water Gallons Produced 556.87 Millions**
- **Number of Backflow Devices 1247**
- **Miles of Waterlines 77.7**
- **% of Water Lost to System Leaks 6.16%**
- **Completed 4877 Water Quality Tests**
- **1 Water Main Break**



Stormwater Maintenance is Responsible for:



- 256 Cubic Yards of debris removed from Stormwater
- 144 Cubic Yards of debris removed from Streets
- 1724 Catch Basins
- 849 Catch Basins Cleaned
- 227 Drywells
- 102 Private Water Quality Facilities
- 139 Public Water Quality Facilities
- Miles of Stormwater lines 38.42
- 1144 Stormwater Manholes



Wastewater Treatment and Maintenance is Responsible for:



- **405.591 (Millions) Sewer Gallons Treated**
- **336 (Dry Tons) Sewer Biosolids Produced**
- **25 Fat, Oil and Grease (FOG) Inspections**
- **5,564 Sewer Lab Tests**
- **ZERO service outages and NO Sewer Overflows**
- **1,450 Sewer Manholes**
- **14 Lift Stations**



Parks and Cemetery is Responsible for:

- 93 Acres of Parkland
- 3.2 Miles of Trails
- 8 Playgrounds



Public Works had 3 events in 2019 and had the follow number of people attend:

- The Memorial Day event, 250 citizens;
- Pirates in the Park, 400 citizens; and
- Hike on Dike, 450 citizens



Streets and Pavement Management is Responsible for:



- Pavement Condition Index (PCI) 79
- 25% of Streets Receive Crack Seal
- 45,168 Square Yards of Chip/Fog Seal
- 84,747 Square Yards of Type 2 Slurry Seal
- 2,361 Tons Hot Mix Asphalt on Grind/Inlay
- Miles of City Streets 66.2



2020 Goals

- Automated Meter Infrastructure (Phase 1)
- Complete Jemtegaard Trail Safe Routes to School-Sunset View Road
- Complete the Biosolids and Anoxic Selector Project
- Implement Asset Management System
- Update the Park Master plan and review the Park Impact Fee
- Reconstruct 32nd Street from E to J Street
- Complete Columbia River Trail Project
- Begin design on Schmid Ball Fields third field
- Apply for CMAQ grant
- funding on Traveler Information Sign on SR-14
- Complete ATMS (signal interconnect) project
- Complete Water System Plan update
- Complete Facility Plan Update and solicit proposal for design on Biosolids handling and disposal at WWTP
- Complete Civic Center siding and addition project
- Complete Transportation System Plan Update with Traffic Impact Fee Rate Review



Thank you and any questions!!



City of Washougal

City of Washougal Fire and EMS Update

March 9, 2020



Fire and EMS Update: Agenda



- Lid Lift Options and Timing
- Partnership Engagement with Camas
- Next Steps
- Questions/Discussion

Fire and EMS Update:

Lid Lift Options and Timing



- Current \$0.10 lid lift (6 years) expires end of 2020
- Range of options available to place before voters for next lid lift
 - ✓ Renew \$0.10 lid lift for six years (status quo services compared to 2018 baseline)
 - ✓ Increase lid lift to enhance services (various options)
 - ✓ Seek \$0.10 renewal in 2020 and increased lid lift in 2021 (or later) for enhanced services
 - ✓ Community Survey results in mid-May 2020

Fire and EMS Update:

Partnership Engagement with Camas



- On-going discussions
- Acknowledgement of our expiring lid lift and various options for the next lid lift and our pending survey
- General desire for us to consider enhanced services
- Topics for continued discussion
 - ✓ How we jointly fund future stations
 - ✓ Possible “joint Council process” to review Master Plan and EMS Study re: adoption and implementation
 - ✓ Review details of existing ILA around cost sharing formula, consider options and alternatives
 - ✓ Review other details of existing ILA, adjust as needed
 - ✓ Review other governance models (RFA, Municipal Fire District)

Fire and EMS Update:

Next Steps



- Community Survey Results mid-May 2020
- Council decision re: lid lift by July 27, 2020 meeting
- Continued engagement with Camas



Discussion/Questions