



CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MEETING MINUTES
Monday, February 8, 2021
5:00 PM

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/85716339766>

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, Julie Russell, and Ernie Suggs **Absent:** Student Representative Mariah Moran

Staff:

David Scott, City Manager
Trevor Evers, Director of Public Works
Jennifer Forsberg, City Clerk/Finance Director
Mitch Kneipp, Community Development Director
Wendi Steinbronn, Police Chief
Jeanette Cefalo, Human Resources Director
Rose Jewell, Assistant to the City Manager

III. PUBLIC COMMENTS

None

IV. NEW BUSINESS

A. Community Development: Frye Annexation Request

Mitch Kneipp presented the following information:

- Annexation Background
 - RCW 35A.14 (Annexations by Code Cities)
 - Direct Petition Method (60% Petition)
 - Notice of Intent to Commence Annexation Petition
- Request
 - Notice of Intent to Commence Annexation submitted (1 lot)
 - Zoned R1-10 (UH-10) / R1-7.5 in Preferred Alternative
 - 1.15 acres
 - 1 Single-Family Residence
 - 1 Owner
- Property Location
- Next Steps

B. City Manager's Office: Boards and Commissions - Proposed Code Changes

David Scott presented the following information:

- Required code changes to ensure consistency with the RCWx
 - Planning Commission
 - Civil Service Commission
 - Salary Commission
 - Lodging Tax Advisory Committee
 - Cemetery Board
 - Board of Park Commissioners
 - Arts Commission
- Optional changes at Council's discretion
- Next step - ordinances forthcoming for council consideration

V. PUBLIC COMMENTS

Steve Frye provided additional background regarding annexation.

VI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott reported on the Covid data evaluations on Friday that could effect phasing.

B. MAYOR

Deferred to the regular council meeting.

C. CITY COUNCIL

Councilmember Wagner questioned who is responsible for maintaining the gas pipeline near the water tower below Oak Tree Park and asked about the status of the blasting in the area.

Councilmember Russell inquired about sidewalk repair at N. O and 28th Street.

Councilmember Suggs discussed the hedge near the permit center.

VII. ADJOURNMENT

Meeting ended 5:42 pm.

Mayor

City Clerk

Frye Annexation Discussion

2/8/2021 – City Council Workshop Presentation | Presented by Mitch Kneipp, Community Development Director



City of Washougal

Frye Annexation Discussion

What we'll cover:

- Annexation Background
- Request
- Property Location
- Next Steps



Frye Annexation Discussion

Annexation Background:

- RCW 35A.14 (Annexations by Code Cities)
- Direct Petition Method (60% Petition)
- Notice of Intent to Commence Annexation Petition
 - Filed by owners of property representing not less than 10 percent of the assessed value of the property for which annexation is sought.



Frye Annexation Discussion

Request:

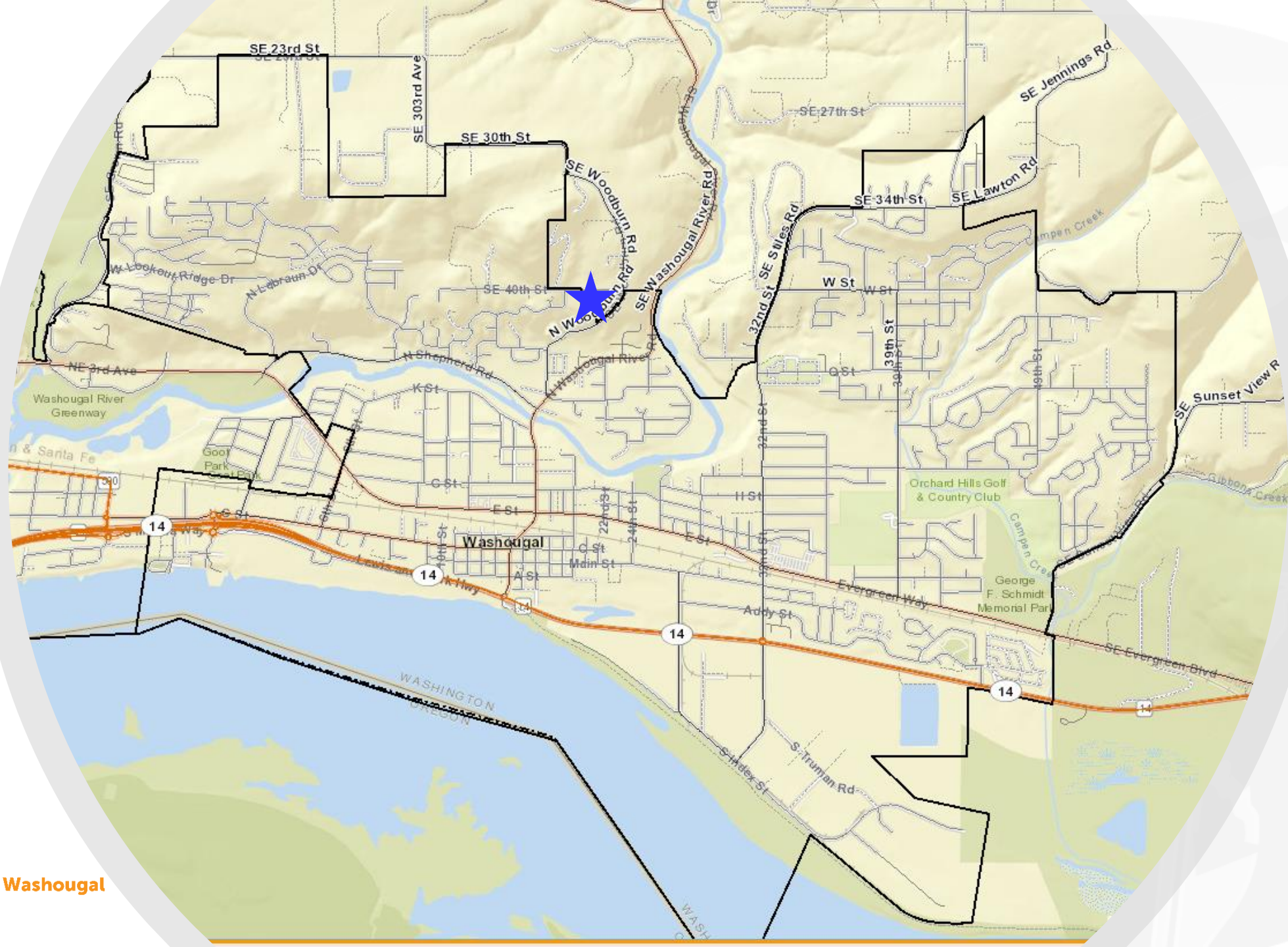
- Notice of Intent to Commence Annexation submitted (1 lot)
- Zoned R1-10 (UH-10) / R1-7.5 in Preferred Alternative
- 1.15-acres
- 1 Single-Family Residence
- 1 Owner

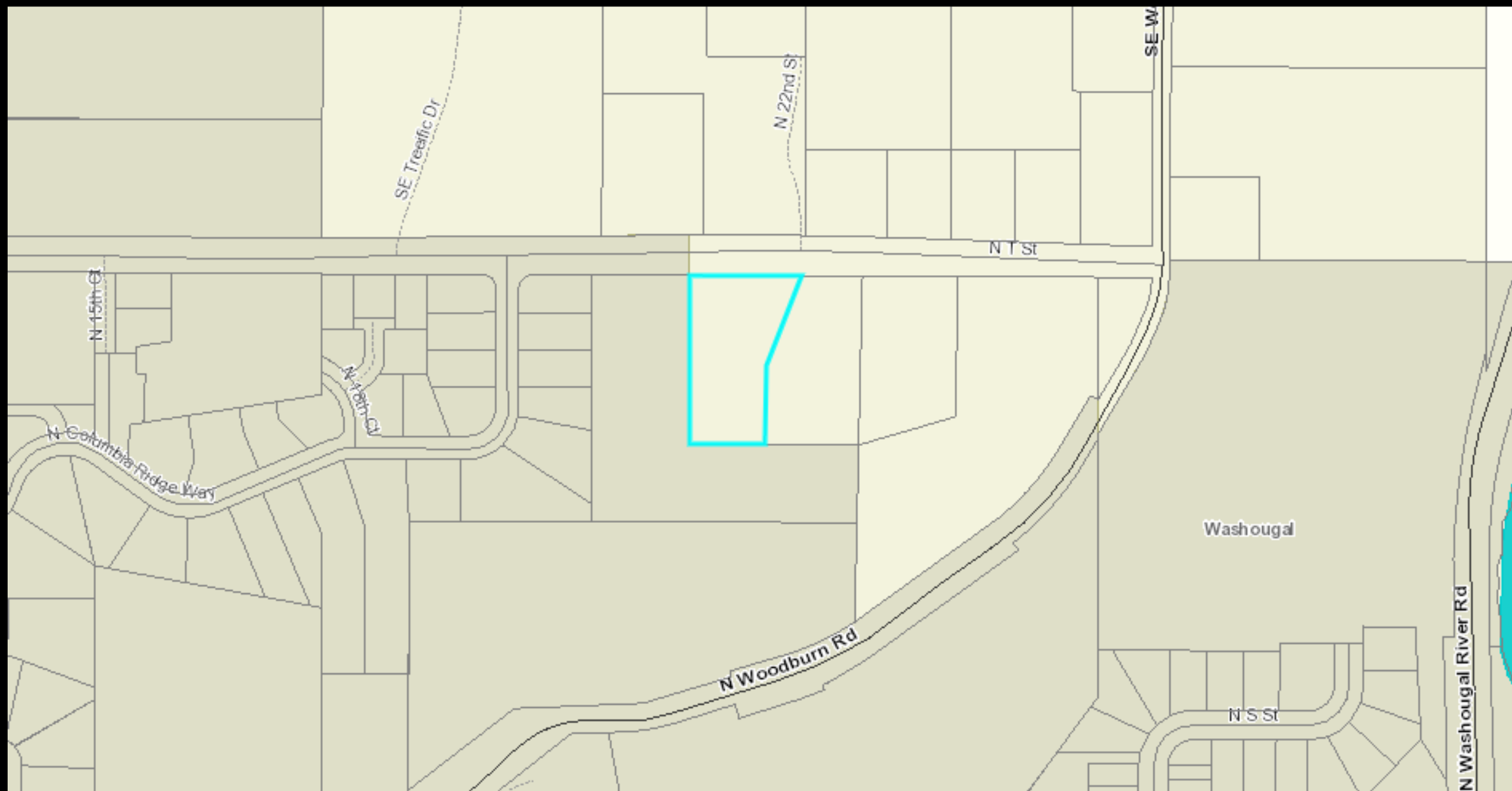


Frye Annexation Discussion

Property Location:







Frye Annexation Discussion

Next Steps:

- Formal presentation of annexation petition at the February 22nd meeting where City Council will either **Accepts, Rejects, or Geographically Modifies** annexation area;
- Require the zoning identified in the preferred alternative plan to apply to the property upon annexation;
- Require the assumption of all existing city indebtedness by the area to be annexed; and
- Authorize staff to develop a Petition for Annexation for the area and authorize its circulation.



Frye Annexation Discussion

Questions?



Frye Annexation Discussion

2/8/2021 – City Council Workshop Presentation | Presented by Mitch Kneipp, Community Development Director



City of Washougal

CITY OF WASHOUGAL
NOTICE OF INTENTION
TO COMMENCE ANNEXATION PROCEEDINGS

TO: The City Council of Washougal
1701 C Street
Washougal, Washington

Dear Councilors:

The undersigned, who are the owners of not less than ten percent (10%) of the acreage of the area, hereby advise the City Council of the City of Washougal that it is the desire of the undersigned residents of the following area to commence annexation proceedings:

The property herein referred to is described on Exhibit "A", attached hereto and fully incorporated herein, and is depicted on Exhibit "B", further attached hereto.

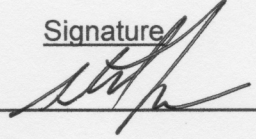
It is requested that the City Council of the City of Washougal set a date not later than sixty (60) days after the filing of this request for a meeting with the undersigned to determine:

1. Whether the City Council will accept, reject or geographically modify the proposed annexation;
2. Whether the City Council will require the adoption of zoning for the proposed area in substantial compliance with the Comprehensive Plan as adopted by the Washougal Municipal Code; and
3. Whether the City Council will require the assumption of all or any portion of existing city indebtedness by the area to be annexed.

This page is one of a group of pages containing identical text material and is intended by the owners of this Notice of Intention to be presented and considered as one Notice of Intention and may be filed with other pages containing additional signatures which cumulatively may be considered as a single Notice of Intention.

WARNING

Every person who signs this petition with any other than his true name, or who knowingly signs more than one of these petitions, or signed a petition seeking an election when he is not a legal voter, or signs a petition when he is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

	<u>Name</u> <u>(Print)</u>	<u>Address</u>	<u>Date</u> <u>Signed</u>	<u>Signature</u>
1.	Stephen Frye	2110 N. T st	10/31/20	
2.				
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NOTE: See RCW 35A.01.040(9), also Exhibit "A" (Legal Description) and Exhibit "B" (Map).

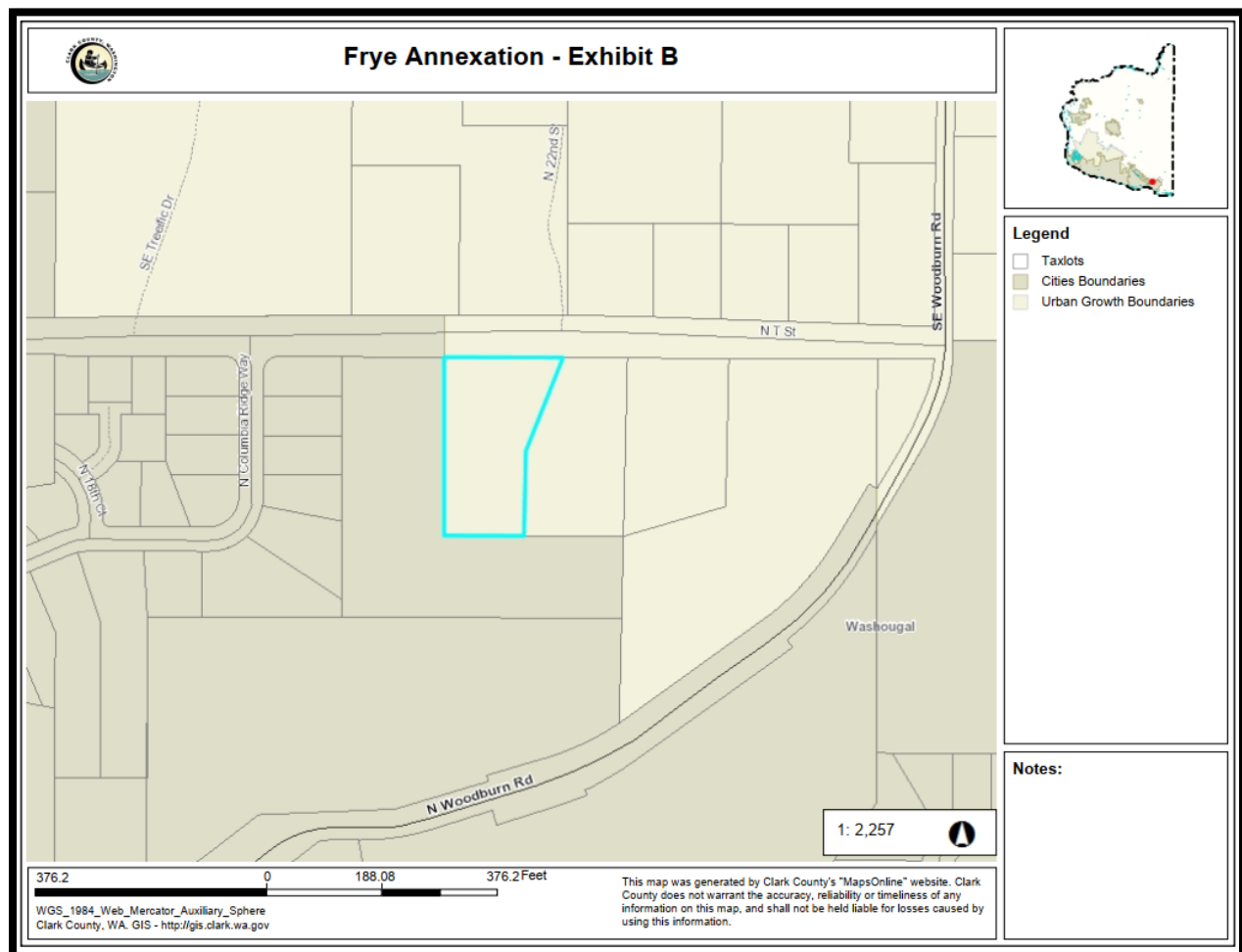
Frye Annexation – Exhibit A

Assessors Abbreviated Description:

#83 SEC 8 T1N R4EWM 1.15A

BEG AT NW COR OF SEC 8 TH S 88DG 25MIN 24SEC E ALG N LI OF SD SEC 8 A DIST OF 624.43 FT TO TPOB TH S 88DG 25MIN 24SEC E A DIST OF 205.57 FT TO NW COR OF A TT OF LND CVYD TO D W BAIZE PER MF 8403090027 TH S 2DG 38MIN 43SEC W ALG W LI OF SD BAIZE TT A DIST OF 30 FT TH S 22DG 23MIN 30SEC W ALG W LI OF SD BAIZE TT A DIST OF 163.55 FT TH S 2DG 38MIN 43SEC W ALG W LI OF SD BAIZE TT A DIST OF 135.55 FT TO SW COR OF SD TT TH N 88DG 25MIN 24SEC W A DIST OF 127.67 FT TH N 1DG 25 MIN 30SEC W A DIST OF 318.84 FT TO TPOB EXC CO RDS SEE SURVEY BK 24 PG 77

Frye Annexation – Exhibit B



Boards and Commissions Appointments

February 8, 2021 Worksession



City of Washougal

Boards and Commissions Code Change Proposals

What We Will Cover:

- ❖ Required code changes to ensure consistency with RCW
- ❖ Optional changes at Council's discretion



Boards and Commissions Code Change Proposals

Name	Required changes	Optional changes	Code language
Planning Commission RCW 35.63 WMC 2.12	• None	• None available	• None recommended
Civil Service Commission RCW 41.08 & 41.12 WMC 2.16	• None	• Reference RCW for eligibility requirements	2.16.030 Appointment. The members of the civil service commission shall be appointed by the city manager and at the time of appointment not more than two commissioners shall meet the eligibility requirements of RCW 41.08 and 41.12. be adherents of the same political party.



Boards and Commissions Code Change Proposals

Name	Required changes	Optional changes	Code language
Salary Commission RCW 35.21.015 WMC 2.118	None	Reference RCW for eligibility requirements	2.118.010 Membership, appointment, compensation, term. (1) There is created a salary commission for the city of Washougal. The commission shall consist of five members who are residents and registered voters of the city, to be appointed by the mayor with the approval of the city council <u>and who shall meet the eligibility requirements of RCW 41.08 and 41.12.</u> (2) A member of the commission shall serve for a four-year term without compensation. The initial membership shall be appointed for staggered terms with one member serving a two-year term, two members serving three-year terms and two members serving four-year terms. (3) No member of the commission shall be appointed for more than two terms. (4) A member of the commission shall not be an officer, official, or employee of the city or an immediate family member of an officer, official, or employee of the city. For purposes of this section, "immediate family member" means the parents, spouse, siblings, children, or dependent relatives of an officer, official, or employee of the city, whether or not living in the household of the officer, official, or employee.



Boards and Commissions Code Change Proposals

Name	Required changes	Optional changes	Code language
Lodging Tax Advisory Committee RCW 67.28.1817 WMC 3.76.070	- Change appointing authority to City Council (currently provides for Mayor with Council approval) - Adjust membership from 7 to 5	- Reference RCW for eligibility requirements - Require an appointment process? - Staff recommendation: do not specify a process in code, membership will be reviewed annually by Council per RCW	3.76.070 Lodging tax advisory committee. There is hereby created a lodging tax advisory committee which shall consist of five seven members. Five members of the committee shall be voting members. The voting members of the committee shall consist of two members or representatives of the businesses required to collect the lodging tax, two members who are persons involved in the activities authorized to be funded by the lodging tax and one elected official from the city who shall act as chairperson, <u>pursuant to RCW 67.28.1817</u>. The two nonvoting members of the committee shall be one additional elected official from the city and one at-large member who will be a registered voter residing in the city limits of the city of Washougal. Appointments to the lodging tax advisory committee shall be made by the mayor and confirmed by council, and the <u>council</u> mayor shall review the committee membership annually.



Boards and Commissions Code Change Proposals

Name	Required changes	Optional changes	Code language
Cemetery Board Authorized by RCW 68.52.050 but not required (WMC 2.44 establishes)	- Add length of term (4-years, Council discretion) - Change appointing authority to City Manager (currently provides for Mayor)	- Term limits? - Staff recommendation: do not specify term limits in Code	2.44.030 Cemetery board. There is created a cemetery board, who shall be appointed by the <u>city manager</u> mayor , which board shall consist of five members plus a nonvoting council liaison <u>selected by council</u> ; four members shall be residents of the city; and one member may be a nonresident of the city. Appointments for this board shall be ratified by the city council. A member of the commission shall serve for a four-year term without compensation. Vacancies caused by resignation, removal or otherwise shall be appointed by the <u>city manager</u> mayor for the unexpired term.



Boards and Commissions Code Change Proposals

Name	Required changes	Optional changes	Code language
Board of Park Commissioners WMC 2.20	• None	• Required process? • Term limits? • Staff recommendation: do not specify a process or term limits in Code	• None recommended
Arts Commission WMC 2.120	• None	• Required process? • Term limits? • Staff recommendation: do not specify a process or term limits in Code	• None recommended



Boards and Commissions Code Change Proposals

❖ Questions and Council Discussion

