



**CITY OF WASHOUGAL
CITY COUNCIL REGULAR MEETING
MINUTES
Monday, November 16, 2020
7:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/87425187500>

I. INVOCATION

II. CALL TO ORDER

Mayor Coston called the meeting to order at 7:00 pm.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

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

Staff:

David Scott, City Manager

Kenneth Woodrich, City Attorney

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

Michelle Wright, Interim Assistant Public Works Director

Rose Jewell, Assistant to the City Manager

V. OATHS OF OFFICE - Police Sergeant Kyle Kinnan

Mayor Coston administered the oath of office.

A. Oath of Office

VI. AMENDMENTS TO THE AGENDA

None

VII. PUBLIC COMMENTS

Dee McGrath commented about her interest in the public process.

VIII. CONSENT AGENDA

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately - after the motion has been made and passed to approve the remaining items.

Unanimous consent to approve the consent agenda as read. Greenlee No objections.

A. Workshop Minutes of November 9, 2020

B. Council Minutes of November 9, 2020

C. Accounts Payable of November 5, 2020, Totaling \$677,977.47

D. Payroll Claims of November 13, 2020, Totaling \$251,661.03

IX. NEW BUSINESS

**A. Public Hearing/Resolution: Community Development Block Grant (CDBG)
Application for proposed repairs to Hamlik Park**

Agenda Bill #53-2020

Michelle Wright presented the staff report and the recommended action.

Mayor Coston opened the public hearing. No public testimony was offered. Public hearing was closed.

Motion: To pass and post the resolution in the usual manner authorizing the city to sign the Community Development Block Grant for proposed repairs.

Paul Greenlee/Michelle Wagner Motion Passed.

B. Resolution: 2021 EMS Levy

Agenda Bill #54-2020

Jennifer Forsberg presented the staff report and the recommended action.

Motion: To pass and post the resolution in the usual manner,

Paul Greenlee/Brent Boger Motion Passed.

C. Selection of Appointment Committee

The appointment committee will meet prior to the December 7th meeting. **Mayor Coston** encouraged councilmembers to consider what board and liaison positions they interested in.

Motion: To appoint Councilmembers Wagner and Greenlee and Mayor Coston as the appointment committee.

Brent Boger/Julie Russell Motion Passed.

X. PUBLIC COMMENTS

None

XI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott reported on the following:

- Governor's most recent proclamation and restrictions
- Covid update and potential vaccines

- Small Business and Utility Grants status and possible deadline extension

B. MAYOR

Mayor Coston reported on the following:

- Clark County Mayors meeting
- Clark PUD Feasibility Study for broadband
- Bloodworks Blood drive on January 4th & 5th
- Smeads/Treasure House Thanksgiving Dinner
- Tree Lighting on December 3rd - live stream
- Ho Ho Holiday Drive Thru - Santa goody bag event Saturday December 5th 2-4
- State Financial Audit Exit meeting

C. CITY COUNCIL

Councilmember Greenlee gave updates on Washougal Leadership Collective, Tea Time, RTC, Lower Columbia Fish Recovery Board and blood donation information.

Councilmember Russell noted her inability to attend the Port meeting and drew attention to nuisance concerns at O & 22nd Street. City will move forward on this concern. Chief Steinbronn gave a status update on this nuisance. Mitch Kneipp gave an update on the related code enforcement action.

Councilmember Yost commented on the Police Sgt. selection process, new picnic tables throughout the parks, WHS Career Advisory update, AWC Covid acronyms and the renewing the creating a city list, and her participation in a global virtual conversation regarding staying connected during this time.

Councilmember Suggs update from the C/W Chamber and school district's need for supplies.

Councilmember Wagner gave an update on the Port, Park Board meeting, and complimented staff on the handling of the CARES funding program.

XII. EXECUTIVE SESSION - Review the Performance of a Public Employee - RCW 42.30.110(1)(g) – No action to follow

At 7:52, Mayor Coston informed the audience of the Executive Session to review the performance of a public employee - RCW 42.30.110(1)(g) – No action to follow, expected to last for twenty minutes (20) minutes.

At 8:12, the meeting resumed.

XIII. ADJOURNMENT

Meeting adjourned at 8:13.

Mayor

City Clerk

STATE OF WASHINGTON }
COUNTY OF CLARK } ss.
}

OATH OF OFFICE

I, ***Kyle Kinnan***, do solemnly swear that I am duly qualified, according to the Constitution of this State, to exercise the duties as a Washougal Police Sergeant, and that I will, to the best of my ability, discharge the duties thereof, and preserve, protect, and defend the Constitution of this State and of the United States of America.

I further swear that I will enforce the ordinances of the City of Washougal and the State of Washington, that I will be ever mindful of the trust that has been placed in me by the officials and citizens of the City of Washougal, and will make every effort to live up to that trust.

So help me God.

Kyle Kinnan

Subscribed and sworn to before me this **16th** day of **November, 2020**.

Mayor Molly Coston



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

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/82722850277>

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

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
Michelle Wright, Interim Assistant Public Works Director
Rose Jewell, Assistant to the City Manager

III. PUBLIC COMMENTS

None

IV. NEW BUSINESS

A. Public Works: Commercial/Industrial Sewer System Development Charges

Trevor Evers introduced **Andy Baker, FCS Group Consultant**, who presented the following:

- System Development Charges (SDC) Background
 - One time charge, capacity charge or general facilities for commercial and industrial
 - Recovery charges for major infrastructure
 - Legal basis and consideration - RCW 25.92.025
 - Washougal Sewer SDC Update
 - Existing commercial SDC Basis
- Option 1 - Meter size, Option 2 - Fixture Size, and Option 3 - Business/Land Use
 - Summary of Alternatives
 - Regional Comparison
 - Broader Jurisdictional Benchmarking

- Recommendation: Meter Size
 - Discussion Item: Irrigation Use
 - Example irrigation meter impact
 - Evaluating the impact
 - Impact for example commercial connections
 - Industrial & Site-specific Customers
 - Combined SDC Impact
- Next Steps - Council consideration the December 7th meeting

B. Administration: 2021 Legislative Agenda and Clark County Transportation Alliance Policy Statement

David Scott reviewed the items following:

Legislative Agenda:

- Supporting economic development tools to encourage job creation and economic growth
- Restore and maintain existing infrastructure funding programs
- Recreation and Conservation Office
- Provide funding for transportation needs
- Local government Funding and Local Authority
- Simplify Process for Electing a Mayor for Cities changing to Council-Manager Form
- Provide funding for specific Washougal capital and transportation projects:
 - Washougal Social Services building Maintenance and Repair Project
 - Washougal Town Center Transportation Access Improvements
 - SR-14 West Camas Slough Bridge
 - Possible additional funding request for the downtown park

Transportation Alliance

- Funding Connecting WA Projects
- Unfunded Critical Regional Projects
- Call to further action
 1. Continue support for i-5 bridge replacement program office
 2. Pursue funding to advance state of good repair and operation
 3. Fund job and employer enabling improvement
 4. Fund regionally critical projects to address immediate needs specifically
 - F - Washougal Town Center Transportation Access Improvement
 - D - West Camas Slough Bridge Widening

V. PUBLIC COMMENTS

None

VI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott reported on:

- Passage of Proposition 9 & 10
- Covid cases continue to increase
- Delinquent Balance Relief Program - Fourteen application received to date
- Small Business Support Program - Ten applications received to date

B. MAYOR

Mayor Coston announced the Boosters reverse parade to honor Teacher of the Year David Cook.

C. CITY COUNCIL

Councilmember Wagner thanked staff for the quick turn around on the CARES funding programs.

VII. ADJOURNMENT

Meeting ended at 6:26.

Mayor

City Clerk

DRAFT



**CITY OF WASHOUGAL
CITY COUNCIL REGULAR MEETING
MINUTES
Monday, November 9, 2020
7:00 PM**

VIDEO

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/81939964303>

I. INVOCATION - Lisa Meany

II. CALL TO ORDER

Mayor Molly Coston called the meeting to order at 7:02 pm.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Present: Mayor Molly Coston and Councilmembers Brent Boger, Michelle Wagner, Paul Greenlee, Alex Yost, Julie Russell, and Ernie Suggs

Staff:

David Scott, City Manager
Kenneth Woodrich, City Attorney
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
Michelle Wright, Interim Assistant Public Works Director
Rose Jewell, Assistant to the City Manager

V. AMENDMENTS TO THE AGENDA

None

VI. PROCLAMATION

Mayor Coston read the proclamation in its entirety.

A. Veterans Remembrance Month

VII. PUBLIC COMMENTS

Rose Jewell read an email from Terry and Sarah Waters dated 11/6/2020 regarding water rates.

VIII. CONSENT AGENDA

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the

item will be moved from the Consent Agenda and considered separately - after the motion has been made and passed to approve the remaining items.

Unanimous consent to approve the consent agenda as read. Greenlee No objections.

A. Workshop Minutes of November 2, 2020

B. Council Minutes of November 2, 2020

C. Accounts Payable of October 29, 2020, Totaling \$61,049.09

**D. Authorize the City Manager to Sign: Professional Service Agreement with
Community Attributes for Park Impact Fees Study**

Agenda Bill #45-2020

IX. NEW BUSINESS

A. Public Hearing/Ordinances: 2020 Misc Code Amendments

Agenda Bill #46-2020

Mitch Kneipp presented the staff report:

- Processes and procedures to date
- Review with Titles 15, 16, and 18
- Accessory Dwelling Units ADU proposed changes
- Addresses are assigned through community development dept.
- Planning Commission recommendation of 10%
- Council recommendation at workshop was 25%
- Washougal School District agreed to support 35%
- Sign regulations amendments
- Land Use Application
- Recommended actions

Mayor Coston opened the public hearing. Seeing and hearing no one she closed the public hearing.

Motion: To Pass, Post and Publish the Ordinance in the usual manner pertaining to the change to Title 15

Paul Greenlee/Brent Boger Motion Passed.

Motion: Make a motion to Pass, Post and Publish the Ordinance in the usual manner pertaining to the change to Title 16

Paul Greenlee/Brent Boger Motion Passed.

Councilmember Wagner Amendment to 25% to 35% in light of the letter from the school district.

Greenlee and Boger made friendly amendment to

Motion: Make a motion to Pass, Post and Publish the Ordinance in the usual manner pertaining to the change to Title 18 increasing the ADU to 35%.

Paul Greenlee/Brent Boger Motion Passed.

B. Public Hearing/Resolutions: 2021 Property Tax (Ad Valorem)

Agenda Bill #47-2020

Jennifer Forsberg presented the staff report and the recommended action. She explained the updated resolution based on information from the Assessor's Office and the passage of the LID lift. Therefore, there is no need for IPD Resolution. The IPD was updated to .062

Mayor Coston opened the public hearing. Seeing and hearing no one she closed the public hearing.

Motion: To pass and post the resolution, finding substantial need and levying the 0.39848% increase, in the usual manner

Paul Greenlee/Brent Boger Motion Passed.

C. Public Hearing/Resolutions: 2021 EMS Tax Levy

Agenda Bill #48-2020

Jennifer Forsberg presented the staff report and the recommended action.

Mayor Coston opened the public hearing. Seeing no one wanting to testify the hearing was closed.

Motion: To pass and post the resolution levying the IPD at 0.602% in the usual manner.

Paul Greenlee/Brent Boger Motion Passed.

Motion: To pass and post the resolution, finding substantial need and levying the 0.39848% increase, in the usual manner

Paul Greenlee/Brent Boger Motion Passed.

D. Public Hearing/Ordinance: 2021 City Manager's Proposed Budget

Agenda Bill #49-2020

Jennifer Forsberg presented the staff report and the recommended action.

Mayor Coston opened the public hearing. Seeing and hearing no one she closed the public hearing.

Motion: To pass, post and publish the ordinance in the usual manner

Paul Greenlee/Brent Boger Motion Passed.

E. Resolution: Contract and Agreement Delegation Authority

Agenda Bill #50-2020

David Scott presented the staff report and the recommended action.

Motion: To pass and post in the usual manner.

Paul Greenlee/Brent Boger Motion Passed.

F. Ordinance: Amendments to WMC 9.28 Dangerous Weapons, specifically WMC 9.28.040, Pistol – License Issuance, fees and referencing a Fee Resolution

Agenda Bill #51-2020

Motion: To pass, post, and publish the ordinance in the usual manner.

Paul Greenlee/Brent Boger Motion Passed.

G. Resolution: Fees for Fingerprinting and Concealed Weapon Carry Permits

Motion: To pass and post the resolution in the usual manner.

Paul Greenlee/Brent Boger Motion Passed.

X. PUBLIC COMMENTS

None

XI. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

David Scott gave report at work shop.

B. MAYOR

Mayor Molly Coston reported on the following:

- Clark County business work with the Governor's office
- Update from Y-Racing
- C-TRAN Board meeting

C. CITY COUNCIL

Councilmember Boger stated he moved his residents he moved.

Councilmember Wagner commented on the Mosquito Control board, Port Meeting, Parks Board meeting, and thanked our Veterans. She announced the Marshall award and complimented Michelle Wright's work on the downtown park.

Councilmember Greenlee spoke about a prevention conference and associated youth award and RTC Meeting

Councilmember Russell announced Cemetery Board and Port meetings.

Councilmember Suggs commented on the Stuff the Bus and Chamber meeting.

Councilmember Yost commented on the local racing circuit, picnic tables observation and ADA extensions, her restaurant closure, and complimented staff.

Mayor Coston shared her email from a resident regarding utility bill and Ryan Baker's customer service.

David Scott noted the potential cancellation of the Monday, November 16th workshop.

XII. EXECUTIVE SESSION - Agency Enforcement - RCW 42.30.110(1)(i) – No action to follow and Review the Performance of a Public Employee - RCW 42.30.110(1)(g) – No action to follow

Mayor Coston announced the executive session subjects at 7:50 to last for 20 minutes.

At 8:20, Rose Jewell extended the executive session for an additional 20 minutes.

At 8:40, Rose Jewell extended the executive session for an additional 5 minutes.

Regular session resumed at 8:45.

XIII. ADJOURNMENT

Meeting adjourned at 8:46 pm.

Mayor

City Clerk

DRAFT



Washougal, WA

Check Register

Packet: APPKT00755 - TC110520

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
226	CAMAS AUTO & TRK SUPPLY INC.	11/05/2020	Regular	0.00	272.95	80728
1470	CH2MHILL	11/05/2020	Regular	0.00	4,051.99	80729
229	CITY OF CAMAS	11/05/2020	Regular	0.00	322,502.31	80730
3401	CLARK & SONS EXCAVATING, INC	11/05/2020	Regular	0.00	107,466.09	80731
257	CLARK COUNTY TITLE COMPANY	11/05/2020	Regular	0.00	119.92	80732
125	CLARK COUNTY TREASURER	11/05/2020	Regular	0.00	16,251.31	80733
225	COLUMBIA FORD	11/05/2020	Regular	0.00	49,865.08	80734
1896	COPY TRONIX	11/05/2020	Regular	0.00	562.52	80735
737	DARRELL ALDER	11/05/2020	Regular	0.00	433.80	80736
795	DEPT OF RETIREMENT SYSTEMS	11/05/2020	Regular	0.00	255.22	80737
3202	ELXSI	11/05/2020	Regular	0.00	343.94	80738
751	GRAINGER	11/05/2020	Regular	0.00	201.81	80739
1433	GRANITE CONSTRUCTION CO	11/05/2020	Regular	0.00	91,175.82	80740
3713	Graphic Information System	11/05/2020	Regular	0.00	446.19	80741
396	HI-WAY FUEL	11/05/2020	Regular	0.00	82.50	80742
3800	Jason & Jennifer Dykstra	11/05/2020	Regular	0.00	338.47	80743
3801	Joseph & Valerie Kotowski	11/05/2020	Regular	0.00	207.52	80744
454	L.N. CURTIS & SONS	11/05/2020	Regular	0.00	110.30	80745
3625	MASTER METER INC.	11/05/2020	Regular	0.00	1,750.00	80746
166	METRO LANDSCAPE SUPPLIES INC	11/05/2020	Regular	0.00	65.04	80747
3652	Mobley Engineering LLC	11/05/2020	Regular	0.00	2,801.25	80748
503	NORTHERN SAFETY CO INC	11/05/2020	Regular	0.00	2,704.58	80749
850	OWEN EQUIPMENT COMPANY	11/05/2020	Regular	0.00	1,130.93	80750
1664	PETTY CASH/ THAD EAKINS	11/05/2020	Regular	0.00	340.00	80751
770	RAG MAN, INC	11/05/2020	Regular	0.00	155.82	80752
2928	SILVER STAR TELECOM	11/05/2020	Regular	0.00	1,894.61	80753
3782	Solutions Yes, LLC	11/05/2020	Regular	0.00	93.27	80754
1008	STATE AUDITOR'S OFFICE	11/05/2020	Regular	0.00	2,669.16	80755
197	THE COLUMBIAN	11/05/2020	Regular	0.00	548.39	80756
868	THE GOODYEAR TIRE & RUBBER COMI	11/05/2020	Regular	0.00	1,895.73	80757
3287	TYLER TECHNOLOGIES, INC	11/05/2020	Regular	0.00	58,225.77	80758
690	USA BLUEBOOK	11/05/2020	Regular	0.00	5,116.08	80759
704	VANCOUVER GRANITE WORKS INC	11/05/2020	Regular	0.00	162.60	80760
208	WALLIS ENGINEERING	11/05/2020	Regular	0.00	225.50	80761
785	WASHOUGAL LUMBER CO.	11/05/2020	Regular	0.00	996.68	80762
2022	WILCOX & FLEGEL	11/05/2020	Regular	0.00	2,514.32	80763

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	49	36	0.00	677,977.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	49	36	0.00	677,977.47

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	11/2020	677,977.47
			677,977.47

CITY OF WASHOUGAL

PAYROLL CLAIMS VOUCHER APPROVAL

I HEREBY CERTIFY THAT THE SERVICES CHARGED ON THE VOUCHERS ATTACHED HAVE BEEN
FURNISHED TO THE BEST OF MY KNOWLEDGE. I FURTHER CERTIFY THE CLAIMS BELOW TO BE VALID AND CORRECT.

FINANCE _____

WE THE UNDERSIGNED COUNCIL MEMBERS OF WASHOUGAL, WASHINGTON DO HEREBY CERTIFY THAT THE
EMPLOYEE CHECKS #'s 10458-10459 and EMPLOYEE VOUCHER #'S 25912-25972
ARE APPROVED FOR PAYMENT IN THE AMOUNT OF \$251,661.03 ON THE 15th DAY OF NOVEMBER 2020.

FINANCE COMMITTEE _____

FINANCE COMMITTEE _____

FINANCE COMMITTEE _____

RESOLUTION NO. _____

A RESOLUTION authorizing the City of Washougal to apply for a Community Development Block Grant (CDBG) for proposed repairs to Hamllik Park located on 4285 Addy Street.

WHEREAS, funds may be available through the Community Development Block Grant Program (CDBG) for the proposed repairs to the Hamllik Park located on 4285 Addy Street; and

WHEREAS, the project consists of irrigation for the Baseball field, paint on the existing building, clean-up of the 6 picnic tables, 3 benches, garbage container(s), Baseball dug out, new playground, and fixing the bike parks parts; and

WHEREAS, the current estimate for the project is the total of \$183,788 consisting of CDBG grant funding of \$151,788 and the City's match of \$32,000.

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

Section I

That the City of Washougal is hereby authorized to apply for CDBG funding for the "Public Facilities & Neighborhood Improvements Application" project.

Section II

This Resolution shall take effect after passage and posting according to law.

PASSED by the Council of the City of Washougal on the **16th** day of **November, 2020**.

City of Washougal, Washington

Mayor, Molly Coston

ATTEST:

Finance Director/City Clerk

APPROVED AS TO FORM:

City Attorney

RESOLUTION # _____

A RESOLUTION levying the ad valorem taxes for obligations of the Emergency Medical Services for fiscal year ending December 31, 2021.

WHEREAS, the Council of the City of Washougal has properly given notice of the public hearing held November 9, 2020, to consider the City of Washougal's EMS budget for the 2021 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the City's actual levy amount from the previous year was \$1,015,168.79; and

WHEREAS, the population of the City is more than 10,000;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Washougal the following:

SECTION I

An increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2021 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$10,151.69 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and increase in the value of state assessed property, and any additional amounts resulting from any annexation that has occurred, and refunds made.

SECTION II

A Certified Budget request or estimate shall be filed with the County's Legislative Authority, separate from this Resolution. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The form for this purpose is Titled "Levy Certification" and is available through the Assessor's Office. Certification is made in the manner recommended by the County Assessor's Office.

PASSED by the Council of the City of Washougal on the 16th day of **November, 2020**.

City of Washougal, Washington

Mayor

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney