



**CITY OF WASHOUGAL
CITY COUNCIL REGULAR MEETING
Monday, April 8, 2024
7:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83892848133>

- I. INVOCATION - Evangelista Gina Carson**
- II. CALL TO ORDER**
- III. PLEDGE OF ALLEGIANCE**
- IV. ROLL CALL**
- V. AMENDMENTS TO THE AGENDA**
- VI. PRESENTATION: Mosquito Control Board Report - Anthony Metzidis**
- VII. PUBLIC COMMENTS**
- 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.

- A. Workshop Minutes of March 25, 2024**
- B. Council Minutes of March 25, 2024**
- C. Payroll Claims of March 29, 2024, Totaling \$586,419.52**
- D. Accounts Payable of March 21st - April 4, 2024 and February EFTs - Totaling \$1,243,251.78**
- E. Set Public Hearing: Water System Plan Update**
Agenda Bill #14-2024
- F. Set Public Hearing: Water Use Efficiency Goal Setting 2024 - 2030**
Agenda Bill #13-2024
- IX. NEW BUSINESS**
 - A. Ordinance: 2024 Supplemental Budget #1**
Agenda Bill #15-2024
 - B. Boards and Commission Appointment: Arts Commission Student Representative Royce Jones**
- X. REPORTS AND COMMUNICATIONS**

A. CITY MANAGER

B. MAYOR

C. CITY COUNCIL

XI. ADJOURNMENT

UPCOMING MEETINGS: Monday, April 22, 2024, Workshop at 5:00 pm and Council at 7:00 pm

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/8/2024

SUBJECT:

MEETING INFORMATION

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83892848133>

DEPT. OF ORIGIN:

Administration

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:

4/8/2024

SUBJECT:

Workshop Minutes of March 25, 2024

DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

📎 **Workshop Minutes of 3.25.2024.pdf**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP MEETING
MINUTES**

Monday, March 25, 2024

5:00 PM



MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/89845963379>

VIDEO I. CALL TO ORDER

Mayor David Stuebe called the meeting to order at 5:00 pm.

II. ROLL CALL

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

Staff:

Trevor Evers, Director of Public Works
Daniel Layer, Finance Director/City Clerk
Wendi Steinbronn, Police Chief
Rose Jewell, Community Engagement Manager
Ron Schumacher, Fire Marshal
Cliff Free, Fire Chief
Michelle Wright, Public Works Business Administrator

III. PUBLIC COMMENTS

Larry Keister gave an update from the Port Ribbon Cutting on the solar project and recruitment of the Port director position.

IV. NEW BUSINESS

VIDEO A. City Manager's Office: Resolution Supporting of Congressionally Directed Spending Requests

Daniel Layer presented the following information:

- 32nd Street Underpass Gap Request for \$16.4M
- 27th Shared Use Path \$1.1M
- Police Emergency Operation Center for \$750K

VIDEO B. City Manager's Office: Fire Station Replacement Update

Daniel Layer presented in conjunction with Jeffrey Humphrey, McKenzie Consultant:

- Costs
- Site Plan
- Fire Station will be new with shared space with police
- 10-year boost to Police but long term expansion will be needed
- Proposed floor plan
- Exterior rendering
- Total project cost

- Construction cost of facility
 - Consultants costs
 - Owners costs
- Estimated bond amount and excess levy rate
- Next meeting on April 8th

V. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

Daniel report that the bi-annual survey question submittal.

B. MAYOR

Deferred to regular meeting.

C. CITY COUNCIL

Deferred to regular meeting.

VI. ADJOURNMENT

Meeting adjourned at 5:49.

Mayor

City Clerk

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/8/2024

SUBJECT:

Council Minutes of March 25, 2024

DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

ATTACHMENTS:

▯ **Council Minutes of 3.25.2024.pdf**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION



**CITY OF WASHOUGAL
CITY COUNCIL REGULAR MEETING
MINUTES**

Monday, March 25, 2024

7:00 PM



MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/84954179153>

VIDEO I. INVOCATION

Fr. Raja delivered the invocation.

VIDEO II. CALL TO ORDER

Mayor David Stuebe called the meeting to order at 7:02 pm.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

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

Staff:

Robert Zeinemann, City Attorney
Trevor Evers, Director of Public Works
Daniel Layer, Finance Director/City Clerk
Wendi Steinbronn, Police Chief
Rose Jewell, Community Engagement Manager

V. AMENDMENTS TO THE AGENDA

None

VIDEO VI. PROCLAMATIONS

A. National Child Abuse Prevention Month

Councilmember Wagner read the proclamation in its entirety. Jeanette Jester and members of the Women's Federation received the proclamation.

B. Poetry Month

Councilmember Robertson read the proclamation in its entirety. Yvonne Tee, Debra Nagano, and Susan Dingle received the proclamation.

VII. PUBLIC COMMENTS

Joey Bailey commented on guiding good choices, art in the community, Kevin West, youth arts exhibit, and Palestinian children.

George Maycott, American Legion, spoke on the history of Francis Scott Key.

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. Suggs No objections.

- A. **Workshop Minutes of March 11, 2024**
- B. **Council Minutes of March 11, 2024**
- C. **Payroll Claims of March 15, 2024, Totaling \$340,662.63**
- D. **Accounts Payable of March 14, 2024 - Totaling \$478,922.82**
- E. **Authorize the City Manager to Sign: Amendment to Solid Waste Collection and Transfer Station Development and Operation Agreement with Waste Connections**
Agenda Bill #10-2024

IX. NEW BUSINESS

- VIDEO A. **Resolution: Support of Congressionally Directed Spending Requests**
Agenda Bill #11-2024

Daniel Layer presented the staff report and recommended action.

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

Ernie Suggs/Michelle Wagner Motion Passed.

- VIDEO B. **Resolution: Council Rules of Procedure**
Agenda Bill #12-2024

Daniel Layer presented the staff report and recommended action.

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

Ernie Suggs/Michelle Wagner Motion Passed.

X. REPORTS AND COMMUNICATIONS

A. CITY MANAGER

Nothing from the City Manager's Office.

B. MAYOR

Mayor Stuebe reported on the DC trip, WBA realtor meeting, Multi-cultural night, Hometown Hero event, Local Connections, Salvation Army Board Meeting, and Easter on the 31st.

C. CITY COUNCIL

Councilmember Wagner gave an update from the Parks Board, Arts Commission, and the WACA projects.

Councilmember Fritz commented on the Hometown Hero events, Chamber Luncheon, Building 20 Ribbon Cutting, CREDC, and the UNITE meeting.

Councilmember Robertson shared the intense fire training she attended and an upcoming CERT training.

Councilmember Coston reported on the AWC Wellness training, Wellbeing Committee, Fitness Club discount, Federation of Women, ECCA Training, Washougal Youth Arts Gallery, Solar Panel ribbon cutting, LTAC, and Local Connections.

Councilmember Russell complimented Capt. Zane Freschette on his FBI training, childhood abuse, and therapy.

Councilmember Suggs commented on the Multi-cultural event, high school music concert, school board meeting, CAAB recruitment, chamber meeting and luncheon, LTAC meeting, and Port ribbon cutting.

XI. ADJOURNMENT

Meeting adjourned at 7:57 pm.

Mayor

City Clerk

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/8/2024

SUBJECT:

Payroll Claims of March 29, 2024, Totaling \$586,419.52

DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

📎 **PAYROLL CLAIMS VOUCHER 03.29.24.pdf**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

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 #NA and EMPLOYEE VOUCHERS # 31816 to 31903
ARE APPROVED FOR PAYMENT IN THE AMOUNT OF \$586,419.52 ON THE 29TH DAY OF MARCH.

FINANCE COMMITTEE _____

FINANCE COMMITTEE _____

FINANCE COMMITTEE _____

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/8/2024

SUBJECT:

Accounts Payable of March 21st - April 4, 2024 and February EFTs - Totaling \$1,243,251.78

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

ATTACHMENTS:

- ▯ EFT_Feb_2024.pdf
- ▯ AP_CK_RUN_03-21.24_88444-88484.pdf
- ▯ AP_CK_RUN_3.28.24_88488-88526.pdf
- ▯ AP_CK_RUN_04-04-24_88527-88565.pdf

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION



Washougal, WA

Check Register

Packet: APPKT01736 - EFT February

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
3269	RIVERVIEW VISA - THEO GOMEZ	02/29/2024	Bank Draft	0.00	3,080.90	DFT04149
1273	EMPLOYMENT SECURITY DEPT	02/29/2024	Bank Draft	0.00	264.88	DFT04177
1638	WA ST DEPT OF REVENUE EXCISE/U:	02/29/2024	Bank Draft	0.00	33,488.68	DFT04178
2705	US BANK ST. PAUL	02/29/2024	Bank Draft	0.00	138,062.40	DFT04179
2705	US BANK ST. PAUL	02/29/2024	Bank Draft	0.00	123,800.00	DFT04180
2705	US BANK ST. PAUL	02/29/2024	Bank Draft	0.00	31,162.50	DFT04181
207	WA STATE DEPT OF LICENSING	02/29/2024	Bank Draft	0.00	13.25	DFT04182
207	WA STATE DEPT OF LICENSING	02/29/2024	Bank Draft	0.00	13.25	DFT04183
207	WA STATE DEPT OF LICENSING	02/29/2024	Bank Draft	0.00	13.25	DFT04184
207	WA STATE DEPT OF LICENSING	02/29/2024	Bank Draft	0.00	13.25	DFT04185
3309	CLARK COUNTY TREASURER SDIMPA	02/29/2024	Bank Draft	0.00	46,550.00	DFT04186
3482	GLOBAL PAYMENTS DIRECT, INC	02/29/2024	Bank Draft	0.00	1,225.65	DFT04187
3482	GLOBAL PAYMENTS DIRECT, INC	02/29/2024	Bank Draft	0.00	568.74	DFT04188
3482	GLOBAL PAYMENTS DIRECT, INC	02/29/2024	Bank Draft	0.00	1,714.36	DFT04189
3482	GLOBAL PAYMENTS DIRECT, INC	02/29/2024	Bank Draft	0.00	18,775.40	DFT04190
3744	RIVERVIEW VISA - MICHELLE WRIGH	02/29/2024	Bank Draft	0.00	29.00	DFT04191
3731	RIVERVIEW VISA - ZANE FRESCHETT	02/29/2024	Bank Draft	0.00	1,041.20	DFT04192
4058	RIVERVIEW VISA - MONIE HOLMES	02/29/2024	Bank Draft	0.00	663.89	DFT04193
3730	RIVERVIEW VISA - WENDI STEINBRO	02/29/2024	Bank Draft	0.00	5,443.56	DFT04194
3729	RIVERVIEW VISA - KELLY CLARK	03/01/2024	Bank Draft	0.00	1,481.64	DFT04195
4018	RIVERVIEW VISA - TERESA STEDMAN	02/29/2024	Bank Draft	0.00	366.23	DFT04196
3264	RIVERVIEW VISA - DAVID SCOTT	02/29/2024	Bank Draft	0.00	1,276.15	DFT04197
4144	RIVERVIEW VISA - SCOTT COLLINS	02/29/2024	Bank Draft	0.00	1,472.24	DFT04198
3262	RIVERVIEW VISA - JOSEPH LAYMAN	02/29/2024	Bank Draft	0.00	165.00	DFT04206
3266	RIVERVIEW VISA - MITCH KNEIPP	02/29/2024	Bank Draft	0.00	150.00	DFT04207
3268	RIVERVIEW VISA - RYAN BAKER	02/29/2024	Bank Draft	0.00	90.13	DFT04208
3267	RIVERVIEW VISA - TREVOR EVERS	02/29/2024	Bank Draft	0.00	527.97	DFT04209
3945	RIVERVIEW VISA - ROSE JEWELL	02/29/2024	Bank Draft	0.00	270.20	DFT04210
2705	US BANK ST. PAUL	02/29/2024	Bank Draft	0.00	64,400.00	DFT04212

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	29	29	0.00	476,123.72
EFT's	0	0	0.00	0.00
	29	29	0.00	476,123.72

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	2/2024	474,642.08
999	POOLED CASH - OPERATING	3/2024	1,481.64
			476,123.72



Washougal, WA

Check Register

Packet: APPKT01755 - AG032124

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
1529	ACCURATE ELECTRIC UNLIMITED, IN	03/22/2024	Regular	0.00	355.34	88444
2964	ARBORSCAPE, LTD, INC	03/22/2024	Regular	0.00	16,222.92	88445
664	AXON ENTERPRISE, INC	03/22/2024	Regular	0.00	112,840.74	88446
1119	BATTERIES PLUS	03/22/2024	Regular	0.00	818.49	88447
3867	Cleanpot Portable Toilets LLC	03/22/2024	Regular	0.00	125.00	88448
1228	Columbia Laboratories Inc.	03/22/2024	Regular	0.00	145.10	88449
762	Conсор North America, Inc	03/22/2024	Regular	0.00	20,147.99	88450
281	CORRECT EQUIPMENT	03/22/2024	Regular	0.00	16.28	88451
619	DS SERVICES OF AMERICA, INC.	03/22/2024	Regular	0.00	287.68	88452
3180	ENERSPECT MEDICAL SOLUTIONS	03/22/2024	Regular	0.00	293.99	88453
4160	First Citizens Bank & Trust Company	03/22/2024	Regular	0.00	219.30	88454
4174	FS Construction LLC	03/22/2024	Regular	0.00	1,671.70	88455
3937	GARY A. CRANE	03/22/2024	Regular	0.00	450.00	88456
751	GRAINGER	03/22/2024	Regular	0.00	89.41	88457
1306	HENDERSON TURF & WEAR INC	03/22/2024	Regular	0.00	121.48	88458
396	HIWAY FUEL	03/22/2024	Regular	0.00	43.39	88459
405	IMPERIAL CLEANERS	03/22/2024	Regular	0.00	133.12	88460
2019	KENYON DISEND, PLLC	03/22/2024	Regular	0.00	13,261.66	88461
	Void	03/22/2024	Regular	0.00	0.00	88462
4177	Kimball Midwest	03/22/2024	Regular	0.00	32.98	88463
4214	Limitless America LLC	03/22/2024	Regular	0.00	4,670.00	88464
166	METRO LANDSCAPE SUPPLIES INC	03/22/2024	Regular	0.00	106.33	88465
3644	NW Industrial Tool Inc.	03/22/2024	Regular	0.00	1,677.30	88466
515	OFFICE DEPOT	03/22/2024	Regular	0.00	516.06	88467
1684	OREILLY AUTO PARTS	03/22/2024	Regular	0.00	847.66	88468
2960	PBS ENGINEERING & ENVIRONMEN	03/22/2024	Regular	0.00	682.50	88469
3311	RAMAKER & ASSOCIATES, INC	03/22/2024	Regular	0.00	1,200.00	88470
2928	SILVER STAR TELECOM	03/22/2024	Regular	0.00	1,741.65	88471
4216	TerraFirma Foundation Systems	03/22/2024	Regular	0.00	117.90	88472
4151	The Ohio Casualty Insurance Compa	03/22/2024	Regular	0.00	1,735.00	88473
3949	Timothy Charles Shell	03/22/2024	Regular	0.00	499.50	88474
200	TRAFFIC SAFETY SUPPLY CO	03/22/2024	Regular	0.00	95.20	88475
1940	U.S. BANK N.A. - CUSTODY	03/22/2024	Regular	0.00	138.00	88476
1846	US BANK OFFICE EQUIPMENT FINAN	03/22/2024	Regular	0.00	558.46	88477
690	USA BLUEBOOK	03/22/2024	Regular	0.00	732.02	88478
704	VANCOUVER GRANITE WORKS INC	03/22/2024	Regular	0.00	358.06	88479
4167	Vancouver Janitorial Services LLC	03/22/2024	Regular	0.00	11,789.00	88480
1774	VERIZON WIRELESS	03/22/2024	Regular	0.00	4,306.62	88481
208	WALLIS ENGINEERING	03/22/2024	Regular	0.00	3,203.29	88482
308	WASHINGTON STATE DEPT OF ECOL	03/22/2024	Regular	0.00	10,401.35	88483

Check Register

Packet: APPKT01755-AG032124

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2198	WAXIE SANITARY SUPPLY	03/22/2024	Regular	0.00	435.97	88484

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	45	40	0.00	213,088.44
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	45	41	0.00	213,088.44

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	3/2024	213,088.44
			<u>213,088.44</u>



Washougal, WA

Check Register

Packet: APPKT01762 - AGAP032824

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
1529	ACCURATE ELECTRIC UNLIMITED, IN	03/29/2024	Regular	0.00	15,420.02	88488
3995	AQUATIC INFORMATICS INC.	03/29/2024	Regular	0.00	1,300.00	88489
241	CHUCKS AUTO BODY LLC	03/29/2024	Regular	0.00	275.59	88490
2124	CINTAS CORPORATION	03/29/2024	Regular	0.00	5,692.20	88491
125	CLARK COUNTY TREASURER	03/29/2024	Regular	0.00	16,679.32	88492
4223	Columbia Rock Products	03/29/2024	Regular	0.00	923.77	88493
762	Conсор North America, Inc	03/29/2024	Regular	0.00	18,522.15	88494
1896	COPY TRONIX	03/29/2024	Regular	0.00	254.14	88495
1773	DAVID SCOTT	03/29/2024	Regular	0.00	197.50	88496
4101	David Stuebe	03/29/2024	Regular	0.00	197.50	88497
2248	FASTENAL COMPANY	03/29/2024	Regular	0.00	31.07	88498
4132	GENERAL PACIFIC	03/29/2024	Regular	0.00	43,564.89	88499
751	GRAINGER	03/29/2024	Regular	0.00	78.95	88500
379	GUNDERSON TIRE CENTER	03/29/2024	Regular	0.00	325.38	88501
4224	Hawes Ventures, LLC	03/29/2024	Regular	0.00	1.50	88502
3737	Jubitz Corporation	03/29/2024	Regular	0.00	1,558.30	88503
4177	Kimball Midwest	03/29/2024	Regular	0.00	64.84	88504
454	L.N. CURTIS & SONS	03/29/2024	Regular	0.00	83.22	88505
4220	Mary Casillas	03/29/2024	Regular	0.00	375.00	88506
3652	Mobley Engineering LLC	03/29/2024	Regular	0.00	131.25	88507
888	MOLLY COSTON	03/29/2024	Regular	0.00	120.25	88508
494	NORTH CENTRAL LABORATORIES	03/29/2024	Regular	0.00	1,872.42	88509
850	OWEN EQUIPMENT COMPANY	03/29/2024	Regular	0.00	810.42	88510
4221	Pacific Star Excavating	03/29/2024	Regular	0.00	255.00	88511
180	PAPE' MACHINERY	03/29/2024	Regular	0.00	1,006.61	88512
1583	POTTER WEBSTER COMPANY	03/29/2024	Regular	0.00	542.44	88513
4170	Robynne Thaxton	03/29/2024	Regular	0.00	770.00	88514
3761	Securitas Technology	03/29/2024	Regular	0.00	1,967.71	88515
3782	Solutions Yes, LLC	03/29/2024	Regular	0.00	120.36	88516
4222	Suzette Pump	03/29/2024	Regular	0.00	750.29	88517
3923	SW WA LLC	03/29/2024	Regular	0.00	131.42	88518
868	THE GOODYEAR TIRE & RUBBER COI	03/29/2024	Regular	0.00	159.41	88519
200	TRAFFIC SAFETY SUPPLY CO	03/29/2024	Regular	0.00	69.80	88520
1086	VERDE SERVICES, INC	03/29/2024	Regular	0.00	260.00	88521
208	WALLIS ENGINEERING	03/29/2024	Regular	0.00	7,598.00	88522
797	WASHINGTON ASSOCIATION OF BUI	03/29/2024	Regular	0.00	914.39	88523
826	WASHINGTON STATE PATROL	03/29/2024	Regular	0.00	600.00	88524
3823	Western Equipment Distributors Inc	03/29/2024	Regular	0.00	219.19	88525
216	WESTLIE MOTORS, INC	03/29/2024	Regular	0.00	52.51	88526

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	59	39	0.00	123,896.81
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
	59	39	0.00	123,896.81

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	3/2024	123,896.81
			<u>123,896.81</u>



Washougal, WA

Check Register

Packet: APPKT01765 - AGAP040424

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
1529	ACCURATE ELECTRIC UNLIMITED, IN	04/04/2024	Regular	0.00	6,295.17	88527
3201	CAMAS-WASHOUGAL FIRE DEPART	04/04/2024	Regular	0.00	768.00	88528
2124	CINTAS CORPORATION	04/04/2024	Regular	0.00	616.79	88529
3881	City of La Center	04/04/2024	Regular	0.00	2,575.00	88530
1578	CITY OF WASHOUGAL	04/04/2024	Regular	0.00	10,430.60	88531
3547	CivicPlus	04/04/2024	Regular	0.00	9,999.67	88532
246	CLARK COUNTY FIRE DIST 5	04/04/2024	Regular	0.00	1,248.75	88533
125	CLARK COUNTY TREASURER	04/04/2024	Regular	0.00	69,597.73	88534
3883	Clary Longview LLC	04/04/2024	Regular	0.00	30,559.03	88535
4090	Clidro Concepts LLC	04/04/2024	Regular	0.00	800.00	88536
262	CODE PUBLISHING COMPANY	04/04/2024	Regular	0.00	896.76	88537
263	COLF CONSTRUCTION	04/04/2024	Regular	0.00	256,025.35	88538
281	CORRECT EQUIPMENT	04/04/2024	Regular	0.00	14.59	88539
3697	ELTEC SYSTEMS LLC	04/04/2024	Regular	0.00	1,045.08	88540
345	FERGUSON ENTERPRISE, INC	04/04/2024	Regular	0.00	451.15	88541
751	GRAINGER	04/04/2024	Regular	0.00	231.13	88542
396	HIWAY FUEL	04/04/2024	Regular	0.00	19.53	88543
3737	Jubitz Corporation	04/04/2024	Regular	0.00	6,028.81	88544
160	KEYS WEST	04/04/2024	Regular	0.00	86.80	88545
4133	Lifeline Training Ltd.	04/04/2024	Regular	0.00	209.00	88546
166	METRO LANDSCAPE SUPPLIES INC	04/04/2024	Regular	0.00	151.90	88547
499	NORTHSTAR CHEMICAL, INC	04/04/2024	Regular	0.00	2,593.13	88548
176	NORTHWEST NATURAL GAS CO	04/04/2024	Regular	0.00	4,344.36	88549
4071	OCD Automation INC	04/04/2024	Regular	0.00	1,400.00	88550
513	OFFICE OF THE STATE TREASURER	04/04/2024	Regular	0.00	4,268.71	88551
765	ONE CALL CONCEPTS, INC.	04/04/2024	Regular	0.00	84.24	88552
180	PAPE' MACHINERY	04/04/2024	Regular	0.00	865.68	88553
4043	Phoenix Asphalt Maintenance Comp	04/04/2024	Regular	0.00	5,064.78	88554
3552	Power DMS	04/04/2024	Regular	0.00	6,127.15	88555
3782	Solutions Yes, LLC	04/04/2024	Regular	0.00	118.20	88556
200	TRAFFIC SAFETY SUPPLY CO	04/04/2024	Regular	0.00	221.70	88557
679	TRIANGLE RESOURCES INC	04/04/2024	Regular	0.00	435.00	88558
704	VANCOUVER GRANITE WORKS INC	04/04/2024	Regular	0.00	103.08	88559
821	VWR INTERNATIONAL	04/04/2024	Regular	0.00	1,035.76	88560
1023	WA ST CRIMINAL JUSTICE TRAINING	04/04/2024	Regular	0.00	100.00	88561
1638	WA ST DEPT OF REVENUE EXCISE/U	04/04/2024	Regular	0.00	2,232.90	88562
826	WASHINGTON STATE PATROL	04/04/2024	Regular	0.00	246.25	88563
785	WASHOUGAL LUMBER CO.	04/04/2024	Regular	0.00	31.96	88564
216	WESTLIE MOTORS, INC	04/04/2024	Regular	0.00	2,819.07	88565

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	51	39	0.00	430,142.81
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
	51	39	0.00	430,142.81

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH - OPERATING	4/2024	430,142.81
			430,142.81

Agenda Bill #15-2024
BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/8/2024

SUBJECT:

Ordinance: 2024 Supplemental Budget #1

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

April 8, 2024 Workshop

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

- ▢ **2024 Supplemental Budget #1 Ordinance**
- ▢ **2024 Supplemental Budget #1 Presentation**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

At the April 8, 2024 workshop, the Finance Director reviewed necessary adjustments to the 2024 Adopted Budget. The attached ordinance enacts these adjustments.

RECOMMENDED ACTION

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

Ordinance #1978

AN ORDINANCE, amending Ordinance 1975, amending the annual budget for the City of Washougal, Washington for the 2024 fiscal year.

WHEREAS, these changes provide the revenue and expenditure adjustments necessary to address the addition of state grant revenues and professional service expenditures related to the 2025 Growth Management Act (GMA) update that were not realized and/or recognized during the budget process; AND

WHEREAS, the annual budget for the fiscal year 2024 was approved in the amount of \$79,821,442;

NOW, THEREFORE, BE IT ORDAINED by the Council for the City of Washougal, Washington, as follows:

SECTION I

The annual budget of the City of Washougal for the year 2024 is hereby amended to add additional revenues related to state grants and additional expenditures related to professional services.

SECTION II

Estimated resources for each separate fund and/or department of the City of Washougal for the year 2024 are set forth in summary form below and are hereby appropriated by fund for expenditure during the year 2024 as follows:

SECTION III

Fund	Fund Title	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General	\$ 4,273,359	\$ 20,070,654	\$ 20,855,654	\$ 3,488,359
002	Strategic Plan Implementation Fund	882,925	38,850	270,400	651,375
003	Abatement	89,017	2,400	10,000	81,417
101	Street	1,600	1,187,121	1,187,121	1,600
103	Cemetery	10,000	232,167	232,167	10,000
104	REET 1st Qtr %	1,410,000	544,400	854,400	1,100,000
105	Park Impact Fees	1,330,000	410,000	110,000	1,630,000
106	REET 2nd Qtr %	1,374,000	966,000	1,240,000	1,100,000
108	Hotel/Motel Tax	100,000	100,500	128,684	71,816
110	Transportation Development	3,075,000	820,000	197,150	3,697,850
120	National Opioid Settlements	31,700	10,500	42,200	-
125	EMS Restricted Revenue	61,900	1,500	-	63,400
126	Fire Impact Fees	770,000	90,000	14,000	846,000
127	Affordable Housing Sales Tax Credit	52,600	15,000	67,600	-
141	Drug Seizure Fund	20,000	5,250	5,250	20,000
212	UTGO Debt	9,322	200	-	9,522
215	Downtown Revitalization Bond	-	354,400	354,400	-
350	Parks Capital Projects	215,000	371,000	361,000	225,000
351	Building Contingency	3,747,628	1,585,000	3,175,000	2,157,628
353	Transportation Capital	99,993	11,243,250	11,243,243	100,000
355	Art Project Fund	19,000	5,000	24,000	-
401	Water/Sewer	8,580,000	11,576,284	17,486,548	2,669,736
403	Stormwater	3,352,347	2,140,620	2,573,854	2,919,113
406	Water/Sewer Capital	11,993,500	9,737,391	16,886,278	4,844,613
410	PW Trust Fund Loan	779	537,080	537,080	779
413	Water/Sewer/Storm Bond	540,000	3,283,138	2,412,850	1,410,288
414	Water/Sewer/Storm Bond Reserve	1,603,400	3,000	-	1,606,400
510	Employment Security	125,190	3,000	30,722	97,468
520	ER&R Vehicles	5,000	126,000	-	131,000
521	ER&R IT	29,500	223,290	182,841	69,949
604	Perpetual Care	395,325	10,000	-	405,325
610	Downtown Bond Guarantee	1,127,500	6,000	-	1,133,500
631	Low Income Assistance	5,636	14,000	14,000	5,636
Grand Total		\$ 45,331,221	\$ 65,712,995	\$ 80,496,442	\$ 30,547,774

SECTION IV

The City Clerk is directed to transmit a certified copy of this ordinance hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

SECTION V

THIS ORDINANCE shall take effect five (5) days after its passage, posting and publication according to law.

PASSED by the Council for the City of Washougal, Washington and requested by its Mayor at a regular meeting of said Council on the 8th day of April, 2024.

CITY OF WASHOUGAL

Mayor

ATTEST:


Finance Director / City Clerk

REQUESTED AS TO FORM:

City Attorney

2024 Budget Amendment #1

4/08/2024 | Presented by Daniel Layer




City of Washougal

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2024 Supplemental Budget: Summary

Fund Title	Increase to Beg. Fund Balance	Increase to Revenues	Increase to Expenditures
General Fund	\$0	\$675,000	\$675,000
TOTAL	\$0	\$675,000	\$675,000

Fund	Fund Title	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General	\$ 4,273,359	\$ 20,070,654	\$ 20,855,654	\$ 3,488,359
002	Strategic Plan Implementation Fund	\$ 882,925	\$ 38,850	\$ 270,400	\$ 651,375
631	Low Income Assistance	5,636	14,000	14,000	5,636
Grand Total		\$ 45,331,221	\$ 65,712,995	\$ 80,496,442	\$ 30,547,774



City of Washougal

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2

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/8/2024

SUBJECT:

Boards and Commission Appointment: Arts Commission Student Representative Royce Jones

DEPT. OF ORIGIN:

Administration

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

📎 **Royce Jones - Student Representative Arts Commission redacted application.pdf**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

The Arts Commission is comprised of nine seats; one of which is designated for a student representative. The term is three years. This student representative appointment would fill the remaining vacancy, creating a full commission for the first time since covid.

RECOMMENDED ACTION

To affirmed the appointment of Royce Jones as the student representative on the Arts Commission.

Rose Jewell

From: noreply@cityofwashougal.us
Sent: Wednesday, February 28, 2024 8:49 PM
To: Rose Jewell
Subject: Online Form Submittal: Boards and Commissions Application

External Email Warning! Use caution before clicking links or opening attachments.

Boards and Commissions Application

Applicant Information

First Name	Royce
Last Name	Jones
Address	[REDACTED] wa washington 98671
City	washougal
State	washington
Zip Code	98671
Phone Number	[REDACTED]
Email Address	[REDACTED]

(Select All)

Opportunity of Interest	Other
Please list which board you are interested in.	Student application

(Click Here)

Experience

Are you a resident living within Washougal city limits?	No
Please list any training or experience you have	I hold a position as an executive events coordinator for the interact community service club at Washougal High School. I have also spent countless hours in community service.

that would benefit your position of interest:

Attach cover letter [Cover Letter.pdf](#)

Attach resume [Royce Jones Resume.pdf](#)

Are you involved in any personal, professional, or business pursuit that would constitute a conflict of interest that would impair your ability to make fair and impartial recommendations or decisions as a member of a City citizen advisory committee? If yes, explain:

No I am not.

(Section Blank)

References

Please list one personal and one professional reference.

Personal

Full Name Scott Johnson
Relationship family friend and sub teacher
Email s[REDACTED]
Phone Number 308-666-9926

Professional

Full Name Mark Lefevre
Relationship Boss
Email r[REDACTED]
Phone Number 3[REDACTED]

(Section Blank)

Other Information

The City of Washougal is mindful of its obligation to place qualified persons in volunteer positions and its entitlement under law to consider an applicant's convictions record as it relates to assignment performance. A conviction record will not necessarily disqualify you for a volunteer position unless such record would reasonably affect your fitness for the position for which you have applied. Have you been convicted of a felony or released from jail within the last ten (10) years, or have you been convicted of a misdemeanor other than minor traffic offenses within the past three (3) years? If yes explain.

I understand and agree that submitting this application form does not automatically register me as a City of Washougal volunteer. Please note that any entry into this application/database will constitute a public record upon submission to the City and may be subject to disclosure under the Public

I Agree

Records Act (RCW
42.56).

Section Break

Disclaimer and Signature

Full Name Royce Jones

Date 2/28/2024

Section Break

Thank you for your interest in volunteering for the City of Washougal. The City welcomes the extraordinary reserve of knowledge, talent and skill possessed by volunteers within our great community. We ask that you complete this brief form to provide the City with sufficient information to make an appointment to the desired City of Washougal board or commission.

Questions can be directed to the City Manager's Office, Attn: Rose Jewell, 1701 C Street, Washougal, WA 98671, 360.835.8501 ext. 101.

Email not displaying correctly? [View it in your browser.](#)

Royce Jones

[REDACTED]

Washougal, WA 98671

Royce.jones@gmail.com

[REDACTED]

2/28/2024

Dear City Council,

I am writing to express my sincere interest in the Student City Council position recently advertised. With a strong dedication to community service, a commitment to excellence, and a proven ability to build relationships, I am eager to contribute to the positive development of our city

as a member of the council.

My professional background, which includes experience as an owner of a window cleaning business and as a wood shop assistant, has instilled in me the importance of attention to detail, safety, and effective communication. As a window cleaner, I honed my skills in providing exceptional customer service, ensuring client satisfaction, and adhering strictly to safety protocols. These experiences have equipped me with the understanding of fostering strong relationships.

Moreover, my role as an Executive Events Coordinator for the Interact Service Club has provided me with opportunities to lead and collaborate on various community service projects. From overseeing event planning to recruiting volunteers, I have developed strong organizational, leadership, and teamwork skills that I believe will be assets to the Student

City Council.

I am particularly drawn to the opportunity to serve on the Student City Council because of its vital role in representing the interests of students and residents alike. I am passionate about making a difference in our community and am committed to advocating for positive change on issues.

In addition to my professional experiences, I hold certifications in food handling and CPR, demonstrating my commitment to safety and preparedness. Furthermore, my developing skills in Spanish allows me to connect with a broader range of community members, ensuring that diverse perspectives are heard and considered.

Thank you for considering my application. I am excited about the opportunity to contribute to the Student City Council and am available for an interview at your earliest convenience. I look forward to discussing how my skills, experiences, and dedication align with the goals of the council.

Sincerely,

Royce Jones

Royce Jones

Washougal, WA Royce.jones@comcast.net

PROFESSIONAL SUMMARY

Exceptional customer service and strong client relationships. My experience includes crafting quality products and services, proficiently operating machinery, demonstrating a blend of technical expertise with interpersonal excellence.

EXPERIENCE

Window Cleaner, Washougal, Washington

Owner/Operator, July 2023-August 2023

Developed effective relationships with customers by providing excellent service.

- Demonstrated a high level of attention to detail when performing tasks.
- Demonstrated ability to safely operate ladders and scaffolding for window cleaning.
- Adhered strictly to safety protocols while working at heights.
- Operated power washing equipment safely and efficiently for deep cleaning jobs.

Wood shop Assistant, Washougal, Washington

Woodwork Co.

- Doing yard work around the property
- Manufactured wood products
- Worked on machinery

EDUCATION

Washougal

Washougal Highschool, Expected graduation June 2026

3.9 GPA

CERTIFICATIONS

Food handlers license

CPR certified

REFERENCES

References available upon request

LANGUAGES

Spanish, Intermediate

Washougal High School

COMMUNITY SERVICE

Executive Events Coordinator, Washougal, Washington

Interact Service Club

- Overseeing the planning for upcoming community service activities
- Recruiting people to the club