



**CITY OF WASHOUGAL  
CITY COUNCIL REGULAR MEETING  
Monday, October 24, 2016  
7:00 PM**

- I. INVOCATION - Chris Rafn**
- II. CALL TO ORDER**
- III. PLEDGE OF ALLEGIANCE**
- IV. ROLL CALL**
- V. AMENDMENTS TO THE AGENDA**
- VI. PROCLAMATIONS - National Veterans Remembrance Month**
- 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 October 10, 2016**
- B. Council Minutes of October 10, 2016**
- C. Accounts Payable 70700-70802, Totaling \$248,896.22**
- D. Payroll Claims 9925-9928 & V 18850-V18907, Totaling \$206,495.74**
- E. Set Public Hearing: Transportation CFP - Pavement Management Program (PA #16090003 & ENV #16090004)**  
AGENDA BILL #81-16
- F. Set Public Hearing: Water System Plan - Automated Meter Reading (AMR) (PA #16090005 & ENV #16090006)**  
AGENDA BILL #82-16
- G. Set Public Hearing: Parks Plan Update (PA #16090012 & ENV #16090013)**  
AGENDA BILL #83-19
- H. Set Public Hearing: 2017 Budget**  
AGENDA BILL #84-16
- I. Set Public Hearing: 2017 Property Tax Levy**  
AGENDA BILL #85-16
- IX. NEW BUSINESS**
  - A. Public Hearing/Resolution: Multi-Family Housing Property Tax Exemption Application - Rig A Hut**  
Agenda Bill #86-16
  - B. Ordinance - Amendments to WMC 2.12 (Planning Commission)**

AGENDA BILL #87-16

**X. PUBLIC COMMENTS**

**XI. MAYOR'S REPORT**

**A. Appointments Committee**

**XII. COUNCILMEMBER COMMENTS**

**XIII. ADJOURNMENT**

**UPCOMING MEETINGS: Monday, November 7, 2016 - Workshop at 5 pm & Council at 7 pm**



**CITY OF WASHOUGAL  
CITY COUNCIL WORKSHOP MINUTES  
Monday, October 10, 2016  
5:00 PM**

**I. CALL TO ORDER**

**Mayor Pro Tem Boger** called the meeting to order at 5:00 p.m.

**II. ROLL CALL**

**Present:** Brent Boger, Michelle Wagner, Paul Greenlee, Joyce Lindsay, Jennifer McDaniel and Dan Coursey      Dave Shoemaker arrived at 5:07.

**Absent:** Mayor Sean Guard

David Scott, City Administrator  
Trevor Evers, Public Works Director  
Rob Charles, City Engineer  
Ron Mitchell, Police Chief  
Rose Jewell, Assistant to Mayor and City Administrator

Dawn Feldhaus, Camas-Washougal Post Record

**III. PRESENTATION**

**A. CRESA Katy Myers**

She explained the 311 and 911 system and the new national program called Smart911.com. (PRESENTATION)

**IV. PUBLIC COMMENTS**

None

**V. NEW BUSINESS**

**A. Community Development: Multi-Family Housing Property Tax Exemption Application - Main Street Mixed Use Project**

**David Scott** introduced the applicant and gave a presentation regarding the multi-family tax exemption program. He reviewed the project location, zoning, eligibility criteria, state statute, and guidelines. He referred council to the regular meeting packet for details. The recommended action is to set the public hearing for October 24th at which time a resolution will be considered. (PRESENTATION)

**B. Public Works: WSDOT Presentation on SR14 Access Improvements**

**Rob Charles** introduced Laura Peterson with WSDOT. Several other members of the WSDOT team were also present. Laura presented the background, scope, budget, and design of the SR14 corridor project between 15th & 32nd Street.

Local stakeholders have been consulted and a survey will be conducted. An open house is scheduled for October 20th at the Port of Camas/Washougal. A second, more detailed, open house is planned for January/February 2017. She reviewed the project timeline. SR-14 history along with the alternative options A, B, C, D, E, F & G, screening criteria, and public involvement were reviewed. (PRESENTATION)

**Mayor Pro Tem Boger** recognized Councilmember Greenlee as senior member prior to yeilding the chair duties upon his departure at 6:03.

**VI. PUBLIC COMMENTS**

None

**VII. MAYOR'S REPORT**

None

**VIII. COUNCILMEMBER COMMENTS**

None

**IX. ADJOURNMENT**

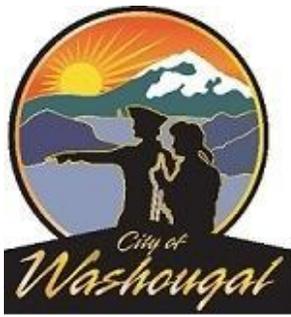
Meeting adjourned at 6:09 pm.

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**Mayor**

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**City Clerk**



**CITY OF WASHOUGAL  
CITY COUNCIL REGULAR MEETING  
MINUTES  
Monday, October 10, 2016  
7:00 PM**

**I. INVOCATION - Linda Rafn**

Linda Rafn delivered the invocation.

**II. CALL TO ORDER**

Mayor Sean Guard called the meeting to order at 7:02 pm.

**III. PLEDGE OF ALLEGIANCE**

The Young Marines led the Pledge of Allegiance.

**IV. ROLL CALL**

**Present:** Michelle Wagner, Paul Greenlee, Dave Shoemaker, Jennifer McDaniel and Dan Coursey

**Absent:** Joyce Lindsay and Brent Boger

**Unanimous Consent to excuse Councilmembers Boger and Lindsay. Greenlee No objections.**

Kenneth Woodrich, City Attorney

David Scott, City Administrator

Trevor Evers, Public Works Director

Shannon Olsen, Senior Analyst

Rose Jewell, Assistant to the Mayor and City Administrator

Dawn Feldhaus, Camas-Washougal Post Record

**V. AMENDMENTS TO THE AGENDA**

None

**VI. PROCLAMATIONS - Red Ribbon Week**

Mayor Guard read the proclamation.

Lewis and Clark Young Marines distributed Red Ribbons.

**VII. PUBLIC COMMENTS**

None

**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 September 26, 2016**

**B. Council Minutes of September 26, 2016**

**C. Accounts Payable 70593-70699 & V348-V356, Totaling \$323,993.28**

**D. Payroll Checks 9912-9919 & V18768-V18849, Totaling \$476,984.82**

**E. Set Public Hearing: Multi-Family Housing Property Tax Exemption Application - Rig A Hut (Main Street Mixed Use Project)**

Agenda Bill #79-16

**IX. NEW BUSINESS**

**A. Public Hearing: Community Development Block Grant (CDBG) Application for Sidewalks on A, B & 33rd Streets**

Agenda Bill #80-16

**Shannon Olsen** presented the staff report and explained that a survey is required to determine the projects eligibility for CDBG funds and the recommended action. **David Scott** explained the timeline and the revised requirements.

**Mayor Guard** opened the public hearing. Hearing none he closed the public hearing.

**X. PUBLIC COMMENTS**

None

**XI. MAYOR'S REPORT**

**Mayor Guard** announced the Candidate Forum in Battle Ground and discussed the award given to Senator Cleveland earlier the evening. He spoke of the upcoming award to the City of Ridgefield, the Pumpkin Harvest Festival, Schmid Park Deed Signing Ceremony, and the Hamlik Bike Park Ribbon Cutting.

**XII. COUNCILMEMBER COMMENTS**

**Councilmember Boger** discussed the upcoming JPAC meeting in Camas and Downtown Association Meeting.

**Councilmember Wagner** announced that the Park Board is now meeting on Thursdays. She reflected on the recent ribbon cuttings.

**Councilmember Greenlee** gave an update from the Regional Transportation Council, Schmid Family Park opening, Principle's Breakfast at ESD 112, Pumpkin Festival, Candidate Forum, WCRG Human Soceity dinner, and the Aerospace Dinner.

**Councilmember Shoemaker** inquired about the November meeting schedule. He added that the Silver Air Patrol has a program similar to the Young Marines.

**XIII. ADJOURNMENT**

**Upcoming Meetings: Monday, October 24th - Workshop @ 5pm - Council @ 7pm**

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**Mayor**

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**City Clerk**

SUNGARD HTE  
 DATE: 10/06/2016  
 TIME: 14:40:03

CITY OF WASHOUGAL  
 CHECK REGISTER

PAGE NUMBER: 1  
 VENCHK11  
 ACCOUNTING PERIOD: 10/16

FUND - 801 - DISBURSEMENT CLEARING ACC

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70700	1111	10/06/16	ABLE FENCE COMPANY INC	5048	RLC DIAGONAL CTR	813.00
70701	1111	10/06/16	AARON D. KRIEGER	5041	STUMP GRINDING	1,125.60
70702	1111	10/06/16	ALPHA READY MIX	5063	ECO BLOCKS	780.48
70703	1111	10/06/16	AMERICAN MESSAGING	5041	MESSAGING SVCS	11.91
70704	1111	10/06/16	CAPITAL ONE COMMERCIAL	5036	RAIL BUS TOUR SNACKS	110.47
70705	1111	10/06/16	CESSCO, INC	5048	BLAD, TRI FS55-250	233.82
70706	1111	10/06/16	CITY OF CAMAS	5049	FIRE DEVELOPMENT FEES	280.00
70707	1111	10/06/16	CITY OF VANCOUVER FINANCI	5451	3RD QTR 16 SWAT	3,828.08
70708	1111	10/06/16	CLARK CO AUDITOR	5051	2016-Q2 NETMOTION	505.20
70709	1111	10/06/16	CLARK COUNTY TREASURER	5049	130443000 2ND HALF 16	34.05
70709	1111	10/06/16	CLARK COUNTY TREASURER	5049	SCHOOL IMPACT FEE-WAS	19,483.00
			TOTAL CHECK			19,517.05
70710	1111	10/06/16	CLARK PUBLIC UTILITIES	5047	SEPTEMBER ELECTRICITY	823.22
70710	1111	10/06/16	CLARK PUBLIC UTILITIES	5047	SEPTEMBER ELECTRICITY	1,237.35
70710	1111	10/06/16	CLARK PUBLIC UTILITIES	5047	SEPTEMBER ELECTRICITY	5,812.51
70710	1111	10/06/16	CLARK PUBLIC UTILITIES	5047	SEPTEMBER ELECTRICITY	9,534.73
70710	1111	10/06/16	CLARK PUBLIC UTILITIES	5047	SEPTEMBER ELECTRICITY	11,741.21
70710	1111	10/06/16	CLARK PUBLIC UTILITIES	5047	SEPTEMBER ELECTRICITY	86.75
			TOTAL CHECK			29,235.77
70711	1111	10/06/16	COMCAST	5042	SERVICE 10/02-11/01	151.09
70712	1111	10/06/16	DAN'S TOP NOTCH SHEET MET	5041	QTRLY PREVENTATIVE	2,086.70
70712	1111	10/06/16	DAN'S TOP NOTCH SHEET MET	5041	ISNTALL AIRE-FLO 2 TO	4,010.80
			TOTAL CHECK			6,097.50
70713	1111	10/06/16	DEPT OF LICENSING	5049	CONCEALED PISTOL LISC	18.00
70714	1111	10/06/16	EXCAVATOR RENTAL SERVICES	5036	AUGER, GROUND HOG	75.88
70714	1111	10/06/16	EXCAVATOR RENTAL SERVICES	5045	LARGE ROTO HAMMER	57.45
70714	1111	10/06/16	EXCAVATOR RENTAL SERVICES	5036	SDS ADAPTER	21.68
			TOTAL CHECK			155.01
70715	1111	10/06/16	FASSTENAL COMPANY	5036	3/4"X10" FLAT CHISEL	32.50
70715	1111	10/06/16	FASSTENAL COMPANY	5036	130Z CONTACT CLNR	44.77
			TOTAL CHECK			77.27
70716	1111	10/06/16	FRONTIER	5042	SVCS 9/25-10/24	87.74
70717	1111	10/06/16	H. D. FOWLER COMPANY	5036	4" CL 52 DI PIPE, ADA	3,168.54
70717	1111	10/06/16	H. D. FOWLER COMPANY	5036	3/4" MIP X MTR ADAPTE	604.33
70717	1111	10/06/16	H. D. FOWLER COMPANY	5036	3' BURY #88 LOW LEAD	950.67
70717	1111	10/06/16	H. D. FOWLER COMPANY	5036	2 1/2" HYDRANT HOSE G	1,094.79
			TOTAL CHECK			5,818.33
70718	1111	10/06/16	HARPER HOUF PETERSON RIGH	5041	JEMTEGAARD PEELSTRIAN TRAI	3,772.00

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FUND - 801 - DISBURSEMENT CLEARING ACC

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70719	1111	10/06/16	HI-WAY FUEL	5048	CAR WASH, L/O/F, ETC	750.34
70719	1111	10/06/16	HI-WAY FUEL	5048	SHOP	595.49
70719	1111	10/06/16	HI-WAY FUEL	5032	FUEL	371.64
70719	1111	10/06/16	HI-WAY FUEL	5032	FUEL	2,257.78
	TOTAL	CHECK				3,975.25
70720	1111	10/06/16	HONEY BUCKET	5045	RFD WEEKLY UNIT	-117.07
70720	1111	10/06/16	HONEY BUCKET	5045	RFD WEEKLY UNIT	-34.78
70720	1111	10/06/16	HONEY BUCKET	5045	WEEKLY UNIT RENTAL	297.00
70720	1111	10/06/16	HONEY BUCKET	5045	WEEKLY UNIT RENTAL	200.00
70720	1111	10/06/16	HONEY BUCKET	5045	WEEKLY RENTAL UNIT	200.00
	TOTAL	CHECK				545.15
70721	1111	10/06/16	HOWARD HENDRIX	3430000	000278-00 RFD OVRPMT	109.81
70722	1111	10/06/16	JACK PETERSON ATTORNEY AT	5241	MONTHLY RETAINER	3,350.00
70723	1111	10/06/16	JEANETTE CEFALO	5043	MILEAGE MEDICAL INS R	48.60
70724	1111	10/06/16	KENNETH B. WOODRICH PC	5041	SEPT 16 LEGAL CHARGES	2,178.00
70724	1111	10/06/16	KENNETH B. WOODRICH PC	5041	SEPT 16 LEGAL CHARGES	576.00
70724	1111	10/06/16	KENNETH B. WOODRICH PC	5041	OCT 16 RETAINER	960.00
	TOTAL	CHECK				3,714.00
70725	1111	10/06/16	KEYS WEST	5048	REKEY LOCK	280.76
70726	1111	10/06/16	LJC SUPPLY	5036	FULL SUN GRASS SEED	57.44
70726	1111	10/06/16	LJC SUPPLY	5023	MUCKMASTER HI M11	119.23
70726	1111	10/06/16	LJC SUPPLY	5023	MUCKMASTER HI	119.23
	TOTAL	CHECK				295.90
70727	1111	10/06/16	LLOYD HALVERSON	5041	PROVIDE GOVERNMENTAL AFFA	605.00
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5036	BLOW GUN	17.78
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	EXH WRAP 1X50 BLK	-44.67
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	EXH WRAP 1X50 BLK	44.67
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	GOLD HD OIL FILTER	9.55
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	GOLD HD OIL FILTER	12.52
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	GOLD OIL FILTER	14.55
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	N95-RESPIRATOR	16.92
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	PINTLE HOOK MOUNT	146.29
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	PINTLE HOOK, TIRE REP	-60.31
70728	1111	10/06/16	CAMAS AUTO & TRK SUPPLY I	5048	STARTER	220.68
	TOTAL	CHECK				377.98
70729	1111	10/06/16	NORTHSTAR CHEMICAL, INC	5036	SODIUM HYDROXIDE	4,897.51
70730	1111	10/06/16	NORTHWEST STAFFING RESOUR	5041	WK END 10/2 D.TIERNEY	409.76
70730	1111	10/06/16	NORTHWEST STAFFING RESOUR	5041	WK END 10/2 M.WILLIAM	678.24
	TOTAL	CHECK				1,088.00
70731	1111	10/06/16	OFFICE OF THE STATE TREAS	5050	SEPTEMBER 2016	4,311.35
70732	1111	10/06/16	ONE CALL CONCEPTS	5049	EXCAVATION NOTIFICATI	35.66
70732	1111	10/06/16	ONE CALL CONCEPTS	5049	EXCAVATION NOTIFICATI	35.67

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CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70732	1111	10/06/16	ONE CALL CONCEPTS	5049	EXCAVATION NOTIFICATI	35.67
	TOTAL CHECK					107.00
70733	1111	10/06/16	OREILLY AUTO PARTS	5048	160Z REMOVER, GLASS	19.48
70733	1111	10/06/16	OREILLY AUTO PARTS	5048	BOOSTER CBL	43.35
70733	1111	10/06/16	OREILLY AUTO PARTS	5048	COPPER PLUG	33.30
70733	1111	10/06/16	OREILLY AUTO PARTS	5048	GALMOTOROIL	21.65
70733	1111	10/06/16	OREILLY AUTO PARTS	5048	OIL FILTER	32.49
70733	1111	10/06/16	OREILLY AUTO PARTS	5048	RATCHET	87.78
	TOTAL CHECK					238.05
70734	1111	10/06/16	PAUL LEWIS	5041	SVC & FEE REVIEW	2,587.50
70735	1111	10/06/16	PETTY CASH FUND	5049	ATTORNEY RETIREMENT	24.37
70735	1111	10/06/16	PETTY CASH FUND	5031	CERTIFICATE RECOGNITI	8.65
70735	1111	10/06/16	PETTY CASH FUND	5049	DON RETIREMENT	118.97
70735	1111	10/06/16	PETTY CASH FUND	5036	EMPLOYEE APPRECIATION	267.20
70735	1111	10/06/16	PETTY CASH FUND	5026	EMPLOYEE RECOGN PROG	10.84
70735	1111	10/06/16	PETTY CASH FUND	5026	EMPLOYEE RECOGN PROG	10.84
70735	1111	10/06/16	PETTY CASH FUND	5044	EMPLOYEE RECOGN PROG	13.98
70735	1111	10/06/16	PETTY CASH FUND	5044	LABELS	22.73
70735	1111	10/06/16	PETTY CASH FUND	5044	MAIL PUBLIC HEARING	13.45
70735	1111	10/06/16	PETTY CASH FUND	5036	SHIPPING	11.90
70735	1111	10/06/16	PETTY CASH FUND	5064	VEHICLE LICENSE	47.75
	TOTAL CHECK					550.68
70736	1111	10/06/16	PIXIS LABORATORIES, LLC	5041	PH, SULFIDE	75.00
70736	1111	10/06/16	PIXIS LABORATORIES, LLC	5041	EPA 624S	250.00
	TOTAL CHECK					325.00
70737	1111	10/06/16	POLLARDWATER.COM	5036	UNIV BREAKAWAY BARL	2,068.64
70738	1111	10/06/16	PORT OF CAMAS/WASHOUGAL	5041	GRND LSE 27TH & INDEX	100.00
70739	1111	10/06/16	QUALITY COUNTS	5041	LANES SPEED & VOLUME	420.00
70739	1111	10/06/16	QUALITY COUNTS	5041	LANES SPEED & VOLUME	940.00
	TOTAL CHECK					1,360.00
70740	1111	10/06/16	SILVER STAR TELECOM	5042	SVCS 09/01-09/30	413.17
70741	1111	10/06/16	SKILLINGS CONNOLLY INC.	5041	EVERGREEN WAY / 34TH TO 3	5,116.00
70742	1111	10/06/16	SMITH AND LOVELESS INC	5048	MOTOR 1 HP 1800 RPM	1,128.78
70743	1111	10/06/16	SPORTING SYSTEMS CORP	5035	EO TECH 512	455.28
70744	1111	10/06/16	TWICE THE LIGHT, INC	5041	BOOSTER 4 PUMP EVAL	325.20
70745	1111	10/06/16	UNITED PARCEL SERVICE	5041	SHIPPING	23.04
70746	1111	10/06/16	US BANK OFFICE EQUIPMENT	5045	C554E COPIER SEPT PMT	172.93
70746	1111	10/06/16	US BANK OFFICE EQUIPMENT	5045	C554E COPIER OCT PMT	172.93
	TOTAL CHECK					345.86
70747	1111	10/06/16	USA BLUEBOOK	5036	RFD RIDGE MALE 2 1/2"	-90.95
70747	1111	10/06/16	USA BLUEBOOK	5036	SWIVEL ADAPTER	272.09

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CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70747	1111	10/06/16	USA BLUEBOOK	5035	SCREWDRIVER SET, WREN	1,467.32
70747	1111	10/06/16	USA BLUEBOOK	5035	THRU-BOLT RAICHET	385.16
	TOTAL	CHECK				2,033.62
70748	1111	10/06/16	WA ST CRIMINAL JUSTICE TR	5449	Z.FRESCHETTE TRNG	95.00
70749	1111	10/06/16	WASHINGTON STATE DEPT OF	5051	FISCAL YEAR 2017	1,476.00
70750	1111	10/06/16	WASHOUGAL HARDWARE	5035	15IN SHARP HANDSAW	184.77
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	BLADE 6 IN IOTPI	6.48
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	BLK CABLE TIE, BRUSH	33.21
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	BOX FAN	16.25
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	BRS CONNECT, ROLLER C	16.11
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	BRWN ENAMEL, GLS RUST	31.09
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	CLEAR FLEX SEAL	46.58
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	CLEAR FLEX SEAL, SEAL	45.48
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	CLEAR SILICONE	9.52
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	CLNR CONC 2.5 GAL	21.67
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	CUT KEYS/FOBS	24.59
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	DRWTRNG TRASHBAGS	24.36
70750	1111	10/06/16	WASHOUGAL HARDWARE	5048	ELFOW, DMV COUPL	67.00
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	FLAT SOAPSTONE	28.16
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	GLS BLK ENAMEL	19.90
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	GROOVE JOINT PLIER	23.98
70750	1111	10/06/16	WASHOUGAL HARDWARE	5048	HITCH PIN W/CLIP	14.93
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	HYDRANT 3 FT	81.98
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	LIQUID PLUMBER	23.83
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	LUBE LOCK	9.95
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	MED BASE BULB 70W	16.52
70750	1111	10/06/16	WASHOUGAL HARDWARE	5048	MULCH SUN/SHADE	23.28
70750	1111	10/06/16	WASHOUGAL HARDWARE	5048	NUMBER HOUSE, NITRIDE	36.73
70750	1111	10/06/16	WASHOUGAL HARDWARE	5048	NUMBER HOUSE, WELDER	15.88
70750	1111	10/06/16	WASHOUGAL HARDWARE	5048	NUTS & BOLTS	28.65
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	NUTS & BOLTS	1.29
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	NUTS & BOLTS	6.93
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	NUTS & BOLTS	17.08
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	NUTS & BOLTS	23.31
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	NUTS & BOLTS, GRIT FL	81.68
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	NUTS & BOLTS, REFILL	21.19
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	PVC MALE ADAPTER	6.47
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	QTP BLK GLD PFG SOIL	24.90
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	ROOFING, PIPE INSULAT	30.72
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	SATIN WHITE ENAMEL	10.83
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	SEALANT BATH, CUT KEY	56.70
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	SFTY TAPE	16.25
70750	1111	10/06/16	WASHOUGAL HARDWARE	5035	SOCKET SET	21.67
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	SPRAY BOTTLE	14.04
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	STEEL LEAF RAKE	54.15
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	TERMINAL ASSRT 40PC	17.76
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	TOILET TANK RFR KIT	27.08
70750	1111	10/06/16	WASHOUGAL HARDWARE	5035	WINDOW SCRAPER, FILE	78.31
70750	1111	10/06/16	WASHOUGAL HARDWARE	5036	WKG HANDS, SPNG RBR	32.68
70750	1111	10/06/16	WASHOUGAL HARDWARE	5048	X-SPECIAL, PVC	17.88
	TOTAL	CHECK				1,411.82
70751	1111	10/06/16	WEST COLUMBIA GORGE HUMAN	5041	AUG 16 IMPOUND FEES	1,680.00

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FUND - 801 - DISBURSEMENT CLEARING ACC

CHECK NUMBER CASH ACCT      DATE ISSUED      -----VENDOR-----      ACCT      -----DESCRIPTION-----      AMOUNT

TOTAL FUND      118,058.27

TOTAL REPORT      118,058.27

SUNGARD HTE  
 DATE: 10/13/2016  
 TIME: 16:17:10

CITY OF WASHOUGAL  
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PAGE NUMBER: 1  
 VENCHK11  
 ACCOUNTING PERIOD: 10/16

FUND - 801 - DISBURSEMENT CLEARING ACC

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70752	1111	10/13/16	ACRANET	5041	BACKGROUND CHECKS	26.00
70753	1111	10/13/16	AIRGAS NOR PAC	5036	TIP CTG, TIP CLNR, O	254.47
70754	1111	10/13/16	ALPHA READY MIX	5036	3000 PSI W/AE90	568.02
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	12.56
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	873.45
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	85.88
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	86.37
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	122.22
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	122.22
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	131.52
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	205.56
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	459.22
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	782.09
70755	1111	10/13/16	AT&T MOBILITY	5042	SERVICE 8/28-9/27	34.03
			TOTAL CHECK			2,915.12
70756	1111	10/13/16	BERGER/ABAM ENGINEERING	5041	COLUMBIA RIVER TRAIL DESI	5,910.08
70757	1111	10/13/16	BI-MART CORPORATION	5036	BATTERIES FOR AC TASE	25.99
70757	1111	10/13/16	BI-MART CORPORATION	5048	COFFEE, TAPE, MRKRS	112.09
70757	1111	10/13/16	BI-MART CORPORATION	5036	ENERGIZER BATTERIES	28.13
70757	1111	10/13/16	BI-MART CORPORATION	5031	PLASTICWARE & NAPKINS	6.69
70757	1111	10/13/16	BI-MART CORPORATION	5036	PLASTICWARE & NAPKINS	2.01
70757	1111	10/13/16	BI-MART CORPORATION	5036	PLASTICWARE & NAPKINS	2.01
70757	1111	10/13/16	BI-MART CORPORATION	5036	PLASTICWARE & NAPKINS	2.68
70757	1111	10/13/16	BI-MART CORPORATION	5036	PLASTICWARE & NAPKINS	4.45
70757	1111	10/13/16	BI-MART CORPORATION	5031	PLASTICWARE & NAPKINS	4.46
70757	1111	10/13/16	BI-MART CORPORATION	5036	SEALANT SPRAY	42.24
70757	1111	10/13/16	BI-MART CORPORATION	5036	USB CABLE, CAR FRESH	45.47
70757	1111	10/13/16	BI-MART CORPORATION	5048	VALVOLINE OIL	25.95
70757	1111	10/13/16	BI-MART CORPORATION	5048	WINDSHIELD WASH, DELO	81.64
			TOTAL CHECK			383.81
70758	1111	10/13/16	BLUMENTHAL UNIFORMS	5023	C.HANDLEY BOOKS	215.72
70759	1111	10/13/16	BSK ASSOCIATES	5041	SEPT WATER SAMPLES	483.00
70760	1111	10/13/16	CEMEX	5036	BASE COURSE, TOP COAR	1,366.94
70760	1111	10/13/16	CEMEX	5036	BASE COURSE, TOP COAR	1,366.94
			TOTAL CHECK			2,733.88
70761	1111	10/13/16	CESSCO, INC	5048	AUTOCUT, NYLON LINE	99.20
70762	1111	10/13/16	CHRIS SPIDLE	3430000	008169-00 RFD OVRPMT	14.22
70763	1111	10/13/16	CITY OF CAMAS	5123	BALLISTIC VEST REIMB	230.76
70764	1111	10/13/16	CLARK CO AUDITOR	5041	TRAFFIC SIGNAL MAINT	115.94
70764	1111	10/13/16	CLARK CO AUDITOR	5051	4Q 16 ER MNGMT	3,245.25
70764	1111	10/13/16	CLARK CO AUDITOR	5651	Q4 16 911 OPERATIONS	46,670.50
70764	1111	10/13/16	CLARK CO AUDITOR	5051	DIST COURT SVCS	18,260.81
			TOTAL CHECK			68,292.50

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CITY OF WASHOUGAL  
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FUND - 801 - DISBURSEMENT CLEARING ACC

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70765	1111	10/13/16	CLARK PUBLIC UTILITIES	5047	SEPTEMBER ELECTRICITY	6,259.70
70766	1111	10/13/16	THE COLUMBIAN	5044	PULIC HEARING NOTICE	57.17
70767	1111	10/13/16	DEPT OF LICENSING	5049	CONCEALED PISTOL LISC	18.00
70767	1111	10/13/16	DEPT OF LICENSING	5049	CONCEALED PISTOL LISC	18.00
70767	1111	10/13/16	DEPT OF LICENSING	5049	CONCEALED PISTOL LISC	18.00
70767	1111	10/13/16	DEPT OF LICENSING	5049	CONCEALED PISTOL LISC	18.00
70767	1111	10/13/16	DEPT OF LICENSING	5049	CONCEALED PISTOL LISC	18.00
			TOTAL CHECK			90.00
70768	1111	10/13/16	DEPT OF RETIREMENT SYSTEM	5021	CHARLES LADD PENSION	255.22
70769	1111	10/13/16	DKS ASSOCIATES	5063	PSA WITH DKS FOR THE ACTI	975.21
70770	1111	10/13/16	EMBROIDER IT	5023	SEW PATCHES, VELCRO	58.54
70771	1111	10/13/16	FCS GROUP	5041	STORMWATER RATE STUDY CON	910.00
70772	1111	10/13/16	FRANK & BETTY HAYLETT	3430000	001653-00 RFD OVRPMT	10.19
70773	1111	10/13/16	GET BOLD EVENTS	5041	15K SUPERHERO RELAY	3,000.00
70774	1111	10/13/16	GREENSTONE ARCHITECTURE P	5048	WMTP OFFICE EXPANSION	2,313.06
70775	1111	10/13/16	GUNDERSON TIRE CENTER	5048	TRU POWER, TUBELESS	182.90
70775	1111	10/13/16	GUNDERSON TIRE CENTER	5048	TRU POWER, TUBELESS	182.90
			TOTAL CHECK			365.80
70776	1111	10/13/16	HARTCROWSER INC	5063	GEOTECH SVCS FOR HATHAWAY	9,661.05
70777	1111	10/13/16	HAZEN, HESS, & OTT, PLLC	5241	WASHOUGAL CONFLICT	825.00
70778	1111	10/13/16	INNOVATIVE SERVICES NW	5041	2016 ANNUAL CONTRACT FOR	5,057.78
70779	1111	10/13/16	JOHN S. KARPINSKI	5049	JULY 2016	4,137.50
70780	1111	10/13/16	DOMINIC P. HUNTER	5036	10/19 BALLOON ENTERTA	600.00
70781	1111	10/13/16	L.N. CURTIS & SONS	5023	MED BLK 3 IN 1 PARKA	270.99
70782	1111	10/13/16	LUTZ HARDWARE	5036	4" BLK CABLE TIE	17.30
70782	1111	10/13/16	LUTZ HARDWARE	5036	MORTAR MIX	12.99
70782	1111	10/13/16	LUTZ HARDWARE	5036	NUTS & BOLTS	14.27
70782	1111	10/13/16	LUTZ HARDWARE	5036	OUTDOOR CORD	33.81
70782	1111	10/13/16	LUTZ HARDWARE	5036	PAINT, BRUSH, BOND	120.53
70782	1111	10/13/16	LUTZ HARDWARE	5036	ROCKITE CEMENT	73.70
70782	1111	10/13/16	LUTZ HARDWARE	5036	ROCKITE CEMENT	147.40
70782	1111	10/13/16	LUTZ HARDWARE	5036	ROCKITE CEMENT	294.80
70782	1111	10/13/16	LUTZ HARDWARE	5036	ROCKITE CEMENT	41.17
			TOTAL CHECK			755.97
70783	1111	10/13/16	MEGHAN SCHULTZ	5041	CONSULTING SERVICES	175.00
70783	1111	10/13/16	MEGHAN SCHULTZ	5041	CONSULTING SERVICES	218.75
			TOTAL CHECK			393.75

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FUND - 801 - DISBURSEMENT CLEARING ACC

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70784	1111	10/13/16	METRO LANDSCAPE SUPPLIES	5036	MEDIUM FIR	76.42
70784	1111	10/13/16	METRO LANDSCAPE SUPPLIES	5036	MEDIUM FIR	76.42
	TOTAL CHECK					152.84
70785	1111	10/13/16	MITCHELL & DANIELLE ZAPP	3430000	005263-00 RFD OVRPMT	95.70
70786	1111	10/13/16	NORTHWEST STAFFING RESOUR	5036	WK END 10/9 D.TIERNEY	409.76
70786	1111	10/13/16	NORTHWEST STAFFING RESOUR	5036	WK END 10/9 M.WILLIAM	678.24
	TOTAL CHECK					1,088.00
70787	1111	10/13/16	INOBBAR, LLC	5041	VIFO ENCODER, HDMI,	1,950.00
70788	1111	10/13/16	PAVEMENT SERVICES INC	5041	STILLES RD. - 34TH STREET	596.08
70789	1111	10/13/16	PITNEY BOWES RESERVE ACCT	5042	34501346 RESERVE ACCT	660.00
70789	1111	10/13/16	PITNEY BOWES RESERVE ACCT	5042	34501346 RESERVE ACCT	975.00
70789	1111	10/13/16	PITNEY BOWES RESERVE ACCT	5042	34501346 RESERVE ACCT	975.00
70789	1111	10/13/16	PITNEY BOWES RESERVE ACCT	5042	34501346 RESERVE ACCT	150.00
70789	1111	10/13/16	PITNEY BOWES RESERVE ACCT	5042	34501346 RESERVE ACCT	240.00
	TOTAL CHECK					3,000.00
70790	1111	10/13/16	PORTER W YETT COMPANY	5048	HMA WA 1/2" 0.3-3 PG	222.20
70790	1111	10/13/16	PORTER W YETT COMPANY	5036	HMA WA 1/2" 0.3-3 PG	588.90
	TOTAL CHECK					811.10
70791	1111	10/13/16	RENE CARROLL CONSULTING	5041	PROVIDE PROFESSIONAL SERV	1,457.50
70792	1111	10/13/16	SAFEMAY INC.	5036	COFFEE	34.58
70792	1111	10/13/16	SAFEMAY INC.	5036	CREAMER	4.00
70792	1111	10/13/16	SAFEMAY INC.	5031	CRMR & PAPER TOWELS	3.93
70792	1111	10/13/16	SAFEMAY INC.	5031	CRMR & PAPER TOWELS	5.90
70792	1111	10/13/16	SAFEMAY INC.	5036	CRMR & PAPER TOWELS	1.77
70792	1111	10/13/16	SAFEMAY INC.	5036	CRMR & PAPER TOWELS	1.77
70792	1111	10/13/16	SAFEMAY INC.	5036	CRMR & PAPER TOWELS	2.36
70792	1111	10/13/16	SAFEMAY INC.	5036	CRMR & PAPER TOWELS	3.93
	TOTAL CHECK					58.24
70793	1111	10/13/16	SKAMANIA CO SHERIFF'S OFF	5051	SEPT 16 INMATE COSTS	825.00
70794	1111	10/13/16	STARK STREET LAWN & GARDE	5048	CARBURETOR RB K91A	54.99
70794	1111	10/13/16	STARK STREET LAWN & GARDE	5048	SHIPPING	9.60
	TOTAL CHECK					64.59
70795	1111	10/13/16	STERICYCLE, INC.	5047	MONTHLY SERVICE	10.36
70796	1111	10/13/16	SW WASHINGTON CONTRACTORS	5149	2017 ANN'L RENEWAL	395.00
70797	1111	10/13/16	TRANSUNION RISK AND ALTER	5041	BACKGROUND CHECKS	25.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	10.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	10.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	10.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	171.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	10.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	10.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	15.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	15.00

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FUND - 801 - DISBURSEMENT CLEARING ACC

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	30.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	35.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	45.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	51.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	60.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	BRUSH	80.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	CHLPS/BRUSH	10.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	DT	42.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	YARD	30.00
70798	1111	10/13/16	TRIANGLE RESOURCES INC	5036	YARD	70.00
	TOTAL	CHECK				694.00
70799	1111	10/13/16	TYCO INTEGRATED SECURITY	5041	QUARTERLY BILLING	57.22
70799	1111	10/13/16	TYCO INTEGRATED SECURITY	5041	QUARTERLY BILLING	138.26
	TOTAL	CHECK				195.48
70800	1111	10/13/16	UNITED PARCEL SERVICE	5041	SHIPPING	42.25
70801	1111	10/13/16	USA BLUEBOOK	5035	PC COMBO WRENCH SET	54.15
70802	1111	10/13/16	WASHOUGAL LUMBER CO.	5036	ANCHOR BOLTS, DRILL	217.11
70802	1111	10/13/16	WASHOUGAL LUMBER CO.	5036	CEMENT	505.21
70802	1111	10/13/16	WASHOUGAL LUMBER CO.	5035	CHISEL, PKG SAW	54.82
70802	1111	10/13/16	WASHOUGAL LUMBER CO.	5036	DRILL BITS	20.89
70802	1111	10/13/16	WASHOUGAL LUMBER CO.	5036	EPOXY, CAULKING	306.63
70802	1111	10/13/16	WASHOUGAL LUMBER CO.	5036	SAWS	35.02
70802	1111	10/13/16	WASHOUGAL LUMBER CO.	5036	SCREWS, PREMIX	59.27
	TOTAL	CHECK				1,198.95
	TOTAL	FUND				130,837.95
	TOTAL	REPORT				130,837.95

# 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 CHECK #9925-9928 & VOUCHER #'S V18850-V18907 ARE APPROVED FOR PAYMENT IN THE AMOUNT OF \$206,495.47 ON THIS 14th DAY OF OCTOBER 2016.

FINANCE COMMITTEE \_\_\_\_\_

FINANCE COMMITTEE \_\_\_\_\_

FINANCE COMMITTEE \_\_\_\_\_

**AGENDA BILL #81-16**  
**BUSINESS OF THE CITY COUNCIL**  
**City of Washougal, Washington**

**FOR AGENDA OF:**

10/24/2016

**SUBJECT:**

Transportation CFP - Pavement Management Program  
(PA 16090003 - ENV 16090004)

**DEPT. OF ORIGIN:**

Community Development

**REVIEWED AT:**

September 27, 2016 - Planning Commission Work Session / October 24, 2016 - City Council Workshop

**TO BE RETURNED TO COUNCIL:**

Yes

**ATTACHMENTS:**

- ▢ **DRAFT Pavement Management Program Language (Transportation CFP)**

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**EXPENDITURE REQUIRED:**

\$0

**BUDGETED:**

\$0

**APPROPRIATION  
REQUIRED:**

\$0

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**SUMMARY STATEMENT**

This is an update to the City of Washougal's Transportation Capital Facilities Plan to add the following language to Section 4 - Proposed Improvements and Costs:

*"The City of Washougal is committed to achieving and maintaining the highest Pavement Condition Index(PCI) possible in the street network, based on funding available. To achieve this, various street reconstruction, repair, replacement, rehabilitation, or improvement projects are programmed each year. To identify the current and target PCI, and a prioritized and programmed schedule of street reconstruction, repair, replacement, rehabilitation, or improvement projects, the City targets to undertake a PCI study every three years. The current study is titled the Pavement Management Budget Options Report (PMBOR) dated March 2016. The PMBOR is integral to this overall Transportation Capital Facilities Plan, and it and subsequent updates is therefore adopted by reference".*

The addition of this language within the Transportation CFP clarifies that the City's Pavement Management Program is part of and incorporated within the Transportation CFP, clarifying the City's ability to utilize REET funding towards our Pavement Management Program.

**RECOMMENDED ACTION**

Set a public hearing for November 14, 2016 at 7:00pm for the proposed amendment to the City of Washougal's Transportation Capital Facilities Plan through approval of the consent agenda.

## SECTION 4 PROPOSED IMPROVEMENTS AND COSTS

### 4.1 Mobility and Safety Improvements

Table 8 lists the projects that have been identified during the development of this Washougal Transportation CFP update. The CFP includes a comprehensive circulation plan for new roadways, improved roadways, and bicycle and pedestrian improvements.

### 4.2 Roadways and Streets

Generally, all arterials and collectors in the current Washougal UGA will consist of two travel lanes (one per direction) with a center left turn lane at specific intersections. SR-14 is a limited access State Highway; plans for this corridor are discussed below. A construction project on E Street was recently completed which transformed the street from two lanes in each direction to one lane in each direction with a center left turn lane.

The City of Washougal is committed to achieving and maintaining the highest Pavement Condition Index (PCI) possible in the street network, based on funding available. To achieve this, various street reconstruction, repair, replacement, rehabilitation, or improvement projects are programmed each year. To identify the current and target PCI, and a prioritized and programmed schedule of street reconstruction, repair, replacement, rehabilitation, or improvement projects, the City targets to undertake a PCI study every three years. The current study is titled the Pavement Management Budget Options Report (PMBOR) dated March 2016. The PMBOR is integral to this overall Transportation Capital Facilities Plan, and it and subsequent updates is therefore adopted by reference.

### 4.3 SR-14

The Washington State Department of Transportation (WSDOT) recently completed reconstruction of SR-14 between the West Camas Slough Bridge and 6th Street.<sup>6</sup> This project included the construction of a new bridge and an interchange at Union Street and 2nd Street.

Jointly, the City and the Port of Camas-Washougal underwent a concept study for a new interchange on SR 14 between Washougal River Road and 32nd Street. During the development of the 2005 Washougal Transportation Circulation Plan it was determined that it is impractical and very expensive to build a grade-separated railroad crossing on 32nd Street because of the geometric and built environmental constraints at E Street and 32nd Street, and the close proximity of the at-grade railroad crossing to that intersection. Therefore, this concept study identified concepts that would provide a new interchange with SR 14 with this restriction in mind.

Two concepts were recommended for further study. The first concept to move forward is shown in Figure 12 and would provide a full diamond interchange at Washougal River Road. Improvements to Addy Street and the extension of Ford Street would alleviate freight movement and access issues in the industrial area. Also, as a separate but necessary project, 27th Street is proposed to be extended over the BNSF Railroad and intersect with E Street between 27th and 28th Street.

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<sup>6</sup> WSDOT. 2011. SR-14 – Camas-Washougal Widening & Interchange. <http://www.wsdot.wa.gov/projects/sr14/camaswashougal/>. Accessed April 16, 2014.

**AGENDA BILL #82-16**  
**BUSINESS OF THE CITY COUNCIL**  
**City of Washougal, Washington**

**FOR AGENDA OF:**

10/24/2016

**SUBJECT:**

Water System Plan - Automated Meter Reading (AMR)  
(PA 16090005 - ENV 16090006)

**DEPT. OF ORIGIN:**

Community Development

**REVIEWED AT:**

September 27, 2016 - Planning Commission Work Session / October 24, 2016 - City Council Workshop

**TO BE RETURNED TO COUNCIL:**

Yes

**ATTACHMENTS:**

- ▢ **Exhibit A - Final Draft Washougal WSP Doc to City 9-12-16**

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**EXPENDITURE REQUIRED:**

\$0

**BUDGETED:**

\$0

**APPROPRIATION**

**REQUIRED:**

\$0

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**SUMMARY STATEMENT**

This is an update to the City of Washougal's Water System Plan to add the Automated Meter Reading (AMR) project. The AMR Project will change out the existing touch read meters to remote read meter technology and will include the appropriate hardware and software to allow meters to be read remotely. Currently, the city allocates 4 staff members for 2 days a month to read meters. There is also additional staff time allocated to re-reading meters due to customer requests or shutoffs, or for a change in ownership.

The AMR project will be a 3 phase project which will change out the city's existing 5400 meters to remote read meters. Phase 1 will begin in 2016 and continue into 2017 with the change out of 500 meters and the purchase of repeaters, collectors, and software to be able to read the new meters. Phase 1 of the project will cost \$300,000. Phase 2 of the project will begin in 2017 and continue into 2018 and will include the change out of an additional 2500 meters. Phase 2 will

cost \$300,000. Phase 3 will begin in 2018 and continue into 2019 and will be change out of the remaining meters. Phase 3 will cost \$200,000. The total cost of the project will be \$800,000.

**RECOMMENDED ACTION**

Set a public hearing for November 14, 2016 at 7:00pm for the proposed amendment to the City of Washougal's Water System Plan through approval of the consent agenda.

## TECHNICAL MEMORANDUM

**DATE:** September 12, 2016  
**TO:** Mitch Kneipp, Community Development Director  
**FROM:** Rob Charles, City Engineer  
**RE:** Water System Plan Amendment  
Automated Meter Reading (AMR) Project

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### **Purpose**

The purpose of the addendum is to amend the Water System Plan by adding an additional project. The AMR Project will change out the existing touch read meters to remote read meter technology and will include the appropriate hardware and software to allow meters to be read remotely.

Currently, the city allocates 4 staff members for 2 days a month to read meters. There is also additional staff time allocated to re-reading meters due to customer requests or shutoffs, or for a change in ownership.

### **AMR Project**

The AMR project will be a 3 phase project which will change out the city's existing 5400 meters to remote read meters. Phase 1 will begin in 2016 and continue into 2017 with the change out of 500 meters and the purchase of repeaters, collectors, and software to be able to read the new meters. Phase 1 of the project will cost \$300,000. Phase 2 of the project will begin in 2017 and continue into 2018 and will include the change out of an additional 2500 meters. Phase 2 will cost \$300,000. Phase 3 will begin in 2018 and continue into 2019 and will be change out of the remaining meters. Phase 2 will cost \$200,000. The total cost of the project will be \$800,000.

### ***Growth Projections***

Growth projections presented in the 2012 WSP remain unchanged for the purpose of the updated AMR Project. The Equivalent Residential Unit (ERU) projections from the 2012 WSP remain a realistic, if not conservative estimate of foreseeable growth based on a review of new building permits and available buildable lots, as the slow economy stunted residential construction and did not result in the platting of significant new subdivisions. The review of recent water production records continue to support 2012 WSP average and maximum day water demand criteria.

**AGENDA BILL #83-19**  
**BUSINESS OF THE CITY COUNCIL**  
**City of Washougal, Washington**

**FOR AGENDA OF:**

10/24/2016

**SUBJECT:**

Parks Plan Update  
(PA 16090012 - ENV 16090013)

**DEPT. OF ORIGIN:**

Community Development

**REVIEWED AT:**

September 27, 2016 - Planning Commission Work Session / October 24, 2016 - City Council Workshop

**TO BE RETURNED TO COUNCIL:**

Yes

**ATTACHMENTS:**

- ▢ **Exhibit A - Washougal Parks Comprehensive Plan Chapter 2 Revisions**

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**EXPENDITURE REQUIRED:**

\$0

**BUDGETED:**

\$0

**APPROPRIATION**

**REQUIRED:**

\$0

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**SUMMARY STATEMENT**

This is a update to the City of Washougal's Parks Comprehensive Plan editing language within Chapter 2 regarding population estimates and park holdings and acreages. The proposed changes are identified in the attached Exhibit A.

**RECOMMENDED ACTION**

Set a public hearing for November 14, 2016 at 7:00pm for the proposed amendment to the City of Washougal Parks Plan through approval of the consent agenda.

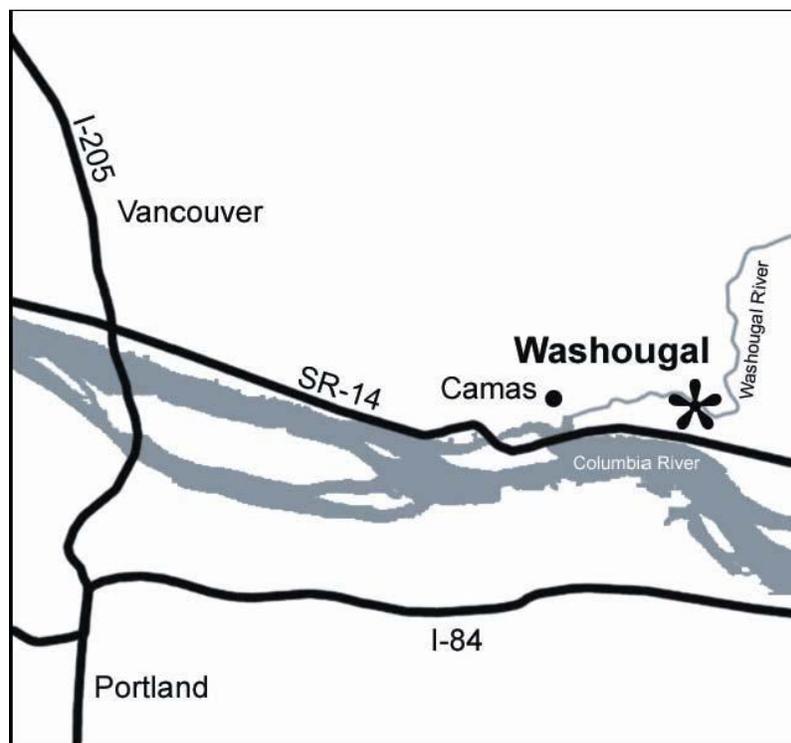
## 2.1 OVERVIEW

This chapter summarizes the background information and technical analysis that form the basis for this plan. It describes the planning context, summarizes the existing park and recreation resources, presents key findings from the public involvement process, and discusses findings on park and recreation needs.

## 2.2 PLANNING CONTEXT

### Physical and Demographic Context

Washougal, a fast growing community in Clark County, is part of the Portland/Vancouver metropolitan area. Figure 2 shows Washougal's location in relation to other communities.



*Figure 2: Washougal Planning Context Map*

Washougal sits framed between two landmark rivers, the Washougal and the Columbia. Washougal is crossed by several significant creek drainages creating wooded draws and steep topography, offering both opportunities and challenges to park and residential development. The City's moderate climate provides suitable temperatures for outdoor recreation during much of the year; however, the rain and Columbia Gorge winds in the winter create a need for indoor or covered recreation spaces. ~~Washougal's physical features offer both opportunities and challenges to park and residential development.~~

Washougal's many long-time residents work in local industries, such as the Pendleton Woolen Mills and Georgia Pacific. Washougal experienced a growth spurt ~~in the last 10 years~~ in 2003, with new residents drawn to natural beauty, affordable housing sites, and the accessibility to the Portland/Vancouver metropolitan area. This trend echoes the growth of Camas and other Clark County communities closer to the metropolitan core. At a population of ~~13,509~~ 15,170 (est. ~~2008~~ 2016), current estimates of population growth in Washougal forecast an increase to 22,347 ~~in by 2035~~ by 2023.

Washougal's park system offers a variety of sites and recreation opportunities, serving different needs in the community. As the City grows, both in population and geographically, the existing park system must expand and change to serve the needs of this active community.

## Existing Park Resources

Washougal's parks have been classified according to their function, as described below.

**Neighborhood Parks** are a combination playground and park, designed primarily for non-supervised, and non-organized, recreation activities. They are generally small in size and intended to serve nearby residents, with a service area of approximately one-half mile radius. Typically, facilities found in a neighborhood park include a children's playground, picnic areas, pathways, open grass areas for passive use, outdoor basketball courts, and multi-use sport fields for soccer, softball, and baseball. Size generally ranges between 1 and 5 acres.

Opportunities to improve existing neighborhood parks should be considered. Such improvements include acquisitions of adjacent properties to expand public access and improve trail connectivity. Natural areas contained within neighborhood parks may benefit from native plant material enhancements or invasive species removal. In order to streamline and reduce maintenance costs, unused areas of these parks may be reverted to natural areas to build habitat for wildlife. The City of Washougal should consider cultural enhancements of art and/or education for habitat or historical interpretation.

**Community Parks** are planned to provide active and structured recreation opportunities, as well as passive and non-organized opportunities for individual and family activities. Community parks generally include facilities that attract people from a larger geographic area and require more support facilities, such as parking and restrooms. Community parks often have sport fields or similar facilities as the central focus of the park. Their service area is roughly a 1-2 mile radius. Size ranges from 5 acres to 20+ acres, with an optimal size of at least 10 to 15 acres.

**Special Use Areas** are miscellaneous parklands or stand-alone recreation sites designed to support a specific, specialized use. Some of the facilities in this classification are sports field complexes, community centers, community gardens, aquatic centers, or linear green spaces. Specialized facilities may also be provided within a park of another classification.

**Waterfront Parks** are distinguished by their function of providing access to large bodies of water such as rivers and lakes. These parks are generally designed to support enjoyment of active and passive water-related activities, such as swimming, fishing, boating, and bird or wildlife viewing. Facilities often include boat launches, docks, viewpoints, picnic areas, trails, and pathways. While other types of parks may contain rivers, lakes, or waterfront as part of a range of amenities, the primary purpose of waterfront parks is to provide water access.

**Natural Parks** are undeveloped lands primarily left in a natural state with passive recreation use as a secondary objective. This type of land often includes wetlands or steep hillsides. In some cases, environmentally sensitive areas include wildlife habitats, stream and creek corridors, or unique and/or endangered plant species. Frequently, Natural Parks possess restrictions on the deed or plat that govern perpetual use of the property. Natural Parks may serve as trail corridors; however, structures such as playgrounds, pavilions and restrooms are not typically allowed uses.

**Undeveloped Open Space** is land throughout the city which may be designated on subdivision plats as “open space”. The City of Washougal owns several such parcels that were dedicated through the platting process; although, there are several properties within the city limits still owned and managed by Home Owners’ Associations (HOA) or developers. Properties owned by HOA’s or developers are considered private property and not open for public use. Undeveloped Open Space often includes wetlands, steep hillsides, or other similar spaces. In some cases, environmentally sensitive areas are considered as open space and can include wildlife habitats, stream and creek corridors, or unique and/or endangered plant species. While adhering to the requirements and procedures of city and state laws pertaining to “critical lands”, open space areas may serve as sites for passive recreation, such as trail corridors or wildlife observation. It is in the interest of the city to remain alert to how private open space may enhance city assets and recreation goals. For example, a private HOA land may sit between city properties, making the acquisition attractive for trail corridor connectivity. An ideal example of this is the Rolling Meadows 5 property, offered to the City of Washougal by the HOA. This property bridges a gap between the ~~Eldridge Park Campen Creek Greenway Complex~~ and another City of Washougal owned parcel and joins 40 acres together for future trail development. Considering these properties are not maintained to park standards, oftentimes the site conditions leave room for improvement. Undeveloped, city-owned open spaces may provide opportunities for rehabilitation. Such restoration includes removal and continued control of invasive species and replanting these areas with native plant species. Grants and the implementation of “mitigation banking” supply funding vehicles for restoring neglected properties back to native habitat. Community volunteers often provide necessary labor to manage larger scaled projects. Refer to parcel plat for maintenance and development [requirements and restrictions of the property](#).

The *Existing Parks and Facilities Map* (located in the Map Appendix at the back of this document) depicts the locations of Washougal’s parks. Park inventory data are

summarized on the following pages. For additional detail, a site by site park inventory is contained in Chapter 5.

**Table 1**

Summary of Existing Park Land

Table 1 shows Washougal’s existing park inventory by classification. In addition to developed park sites, this inventory includes undeveloped and planned sites.

<b>Existing Park Land</b>	<b>88.24 acres (102.79 acres)</b>	
<b>Neighborhood Parks</b>	12.63 acres	
River Bend Park (0.5 acres)		
Elizabeth Park (1.8 acres)		
Beaver Park (0.17 acres)		
Riverview Park (0.46 acres)		
Hartwood Park (7.0 acres)		
Oak Tree Park (2.7 acres)		
<b>Community Parks</b>	<del>38.3</del> <u>68</u>	
Hamllik Park ( <del>4.5</del> acres)		
Hathaway Park (15.8 acres)		
Schmid Family Park Property ( <del>17.888</del> )		
<b>Waterfront Parks</b>	2.5 acres (5.7 acres*)	
Steamboat Landing (1.6 acres) (4.8 acres*)		
Sandy Swimming Hole (0.9 acres)		
<b>Natural Parks</b>	34.8 acres	
Campen Creek Park (4.5 acres)		
Eldridge Park (15.5 acres)		
Mabel Kerr Park (13.7 acres)		
Look Out Ridge Park (1.1 acres)		
<u>Rolling Meadows Park</u>		
<b>Special Use Area</b>	11.4332 acres	
Reflection Plaza (0.25 acres)	<del>(11.36 acres*)</del>	
George Schmid Memorial Fields (4 acres)		
Stevenson Off-Leash Park (7.0 acres leased)		
Main Street Pocket Park (0.07 acres) (0.11 acres*)		
<u>Downtown Park-Unnamed</u>	<u>(0.11)</u>	
<b>Open Space</b>	Not calculated for the 2010 Park Comprehensive Plan update	

of other

\*Indicates acreage figure inclusive ROW and jurisdiction

property that the City of Washougal maintains in association with these properties. This figure is shown for the purpose of demonstrating the additional maintenance [burdenload](#).

A variety of additional recreational and open space resources are owned by other public entities within the City of Washougal. Table 2 lists the other publicly owned resources in or adjacent to the City of Washougal.

**Table 2**  
Other Publicly Owned Resources

Resource	Owner	Acres
Camas/Washougal Skate Park	City of Camas	0.5 +/-
Washougal Memorial Cemetery	City of Washougal	12.9
Steigerwald Lake National Wildlife Refuge	US Fish and Wildlife	627.0*
William Clark Regional Park	Cooperative ownership and maintenance between the following agencies: City of Vancouver, Clark County, Port of Camas/Washougal, the City of Camas, and the City of Washougal	85.0
Port of Camas/Washougal Marina	Port of Camas/Washougal	15
Heritage, Marina, Waterfront Parks	Port of Camas/Washougal	10.4

\*

Only 67 acres of the Steigerwald refuge lies within Washougal's UGB

## School Sites

Schools are an important resource for recreation facilities such as sports fields, playgrounds, and gymnasiums. The Washougal School District is the primary public school organization serving Washougal. While the City of Washougal has the option to work with the school district regarding facility rental and use, the school population has first priority to use these facilities. Consequently, the Parks Department is limited in its ability to partner with the school district, although in certain circumstances the possibility remains an option.

**Table 3**  
Summary of Existing Public School Facilities

School Facility	Facility
<b><i>Elementary Schools</i></b>	
Cape Horn-Skye Elementary	1 Gym (not regulation size for basketball); 1 Multi-purpose field
Gause Intermediate	1 Gym (1 court); 3 Soccer Fields
Hathaway Elementary	1 Gym (1 court); 1 t-ball field
Mount Pleasant Elementary*	1 Gym (1 court); 1 Multi-purpose field
<b><i>Middle Schools</i></b>	
Canyon Creek Middle School*	1 Gym (1 court); 2 Multi-purpose fields
Jemtegaard Middle School	1 Gym (1 court); 1 Football field; 1 Track; 1 Wrestling room; 2 Multi-purpose fields
<b><i>High Schools</i></b>	
Washougal High School	1 Gym (2 full courts); 5 Tennis courts; 1 Football/Soccer field; 1 Track; 2 Baseball fields; 2 Softball fields; 1 Wrestling room; 1 Soccer field (overlaid in outfield of one baseball and one softball field)
Excelsior High School	No Facilities

\* Schools outside of the Washougal Urban Growth Area

The school sites offer a wide variety of recreation resources. Most of these sites are exclusively used by the School District during daytime hours throughout the school year. School sports programs have priority for the use of sports fields and gymnasiums on District property. Other users, such as the Camas/Washougal Soccer Club and East County Little League, are required to obtain permission and schedule use of fields on a site-by-site basis. User fees may apply to School District fields. Other than identification, this Washougal Parks Comprehensive Plan does not calculate School District properties under “needs” or “assets.”

## 2.3 KEY PUBLIC INVOLVEMENT FINDINGS

As chapter 1 summarized, the City of Washougal offered residents a variety of opportunities for public input during the planning process. The key findings are summarized in this section.



### 2005 Community Survey & 2010/2013 Update

A statistically-valid survey, designed to elicit information about recreation interests, behavior, attitudes, and participation was conducted in Washougal between August 2005 and September 2005. This community-wide survey included a random sampling of households within Washougal’s Urban Growth Area. Each randomly selected household was mailed two questionnaires, one for adults and one for youth, with a postage-paid envelope to facilitate return. Three weeks after the initial mailing, a follow-up mailing was sent to households that had not yet responded. The 2005 survey yielded a total of 409 adult and 74 youth questionnaire responses. In March 2010, an update survey canvassed the entire population of households in the City of Washougal (approximately 6,500 surveys were sent out). The 2010 update yielded a total of 246 adult and 51 youth questionnaire responses. The key results, along with relevant comparison of trends and contrasts between both sets of surveys, are summarized below:

- *Most respondents use parks.* In 2005 the top reasons adults used parks were for picnics and general leisure, exercise, and to enjoy the outdoors. The 2010 update placed exercise (walking or biking) and enjoying the outdoors as the top reasons for enjoying the parks.
- *Hathaway Park* was the City’s most visited park in 2005 and remained in the top spot according to the 2010 update. Sandy Swimming Hole came in a close second.
- Respondents in 2005 wanted to see *more parks* and *more facilities in existing parks* as a top priority. In 2010, respondents placed a greater emphasis on *maintaining parks* rather than *developing new parks* in the short term.
- *More river access* is a consistent theme in both surveys, with a high level of interest in active uses. Trails, swimming access, and viewpoints were the most desired facilities.
- More than 90% would like *more trails in both surveys*. Top reasons for building trails were for exercise and recreation, and nature trails.
- There is interest in *more natural areas* with public use, such as trails.
- Residents in both surveys would like the City to offer *recreation programs*. The 2005 respondents wanted *special events* and *aquatic programs*. The 2010 respondents preferred programs geared towards *arts/activity classes, senior activities, and sports classes*.

- In 2005, more than 75% of respondents believed that a *recreation center* was needed in Washougal. In 2010, this number increased to 90% of respondents supporting the creation of such a facility in the future (either jointly with the City of Camas or solely through the City of Washougal).
- In 2005 almost 58% of respondents *went to Camas for parks and recreation purposes*. This number increased to nearly 70% of respondents in the 2010 update. A majority on both surveys supported partnering with Camas on future Parks and Recreation issues.
- Youth surveys indicated a desire for an *indoor swimming pool* and for *more places to hang out with friends*.

*Appendix D* holds the statistical data collated for the 2010 Update Survey. It is located at the end of this document.

## **Planning Advisory Committee**

The original Planning Advisory Committee consisted of the Parks Board and additional members. This group met at key decision points in the planning process to provide guidance to the plan. The Planning Advisory Committee indicated and clarified issues in many areas, including:

- The vision and concept for Washougal's park system;
- A vision for a Washougal River greenway;
- Approach to providing parks in residential developments;
- Standards for design and maintenance;
- Key acquisition opportunities with a limited supply of land;
- Potential trail alignments and connections to other systems;
- New recreation facilities; and
- A long range goal for a recreation center.

The guidance of the Planning Advisory Committee was a key part of the planning process.

## **Sports Group Questionnaire**

In order to assess the supply and demand of sports fields in the Washougal area, each major sports organization was contacted and asked to submit data on league and team use on Washougal facilities for the 2005 version of the PCP. The results provided information about the use of Washougal's fields throughout the year and contributed to the needs assessment for athletic fields. This data was subsequently updated for the 2010 PCP Update.

Reporting by the East County Little League for the 2010 season is outlined below:

- East County Little League sponsors 28 teams: 6 Tee ball, 15 baseball, and 7 softball.
- 60% of ECLL participants are City of Washougal residents, 2% Camas, 22% Clark County, and 16% Skamania County.
- The East County Little League makes extensive use of the private Pendleton Fields and Goot Park in Camas.

Reporting by the Camas/Washougal Soccer Club for the 2009 season is outlined below:

- 2,006 total players (Male and Female) distributed through 190 teams.
- 540 participants were from Washougal, 1,119 participants from Camas, 309 participants from Vancouver; and 38 participants from “Other” areas.

Reporting by the Clark County Youth Football for the 2009 season is outlined below:

- Clark County Youth Football fielded 60 youth football players. Two of these players were Washougal residents.
- CCYF works with the Washougal School District to schedule games and practice, mostly utilizing Fishback Stadium at the High School. CCYF indicated a sufficient number of fields for their use.

The following information was generated during initial research of the 2006 Parks Comprehensive Plan and was NOT updated for the 2010 PCP Update:

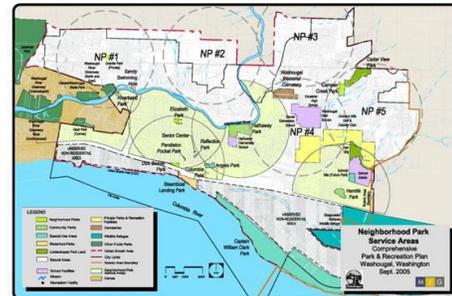
There are no basketball leagues operating in Washougal.

## 2.4 NEEDS ASSESSMENT

As part of the planning process, a detailed assessment was completed to define in quantifiable terms the need for park land and recreation facilities in Washougal. The process for completing the Needs Assessment included the following:

- Inventorying and assessing the existing park and recreation resources;
- Evaluating public input on park and recreation needs;
- Analyzing parks and facilities using a combination of methods to determine a recommended level of service (LOS); and
- Applying the LOS standards to determine current and future park and facility needs.

Key findings of the Needs Assessment are listed in this section. The full “Community Needs Assessment” document (dated October 2005) is available under separate cover from the City of Washougal.



### Parks

- With the acquisition of the “Schmid Family Park Property” in 2016, the City of Washougal closed the gap on the acreage shortfall for Community Parks. The recommended level of service for community parks is 2.68 acres per 1,000 residents. Based on the reported population for 2013 of 14,750, the City of Washougal should have 39.53 acres of Community Parks.
- The City of Washougal has a shortfall of 5.76 acres of Waterfront Parks. The recommended level of service for waterfront parks is 0.56 acres per 1,000 residents. It is recommended that Washougal seek to acquire more land along the Washougal River, due to high demand by Washougal citizens.

- Three (3) areas of Washougal’s urban growth area are not served by existing neighborhood or community parks. The rapidly growing areas in the north and east portions of the City are the least served for both neighborhood and community parks. The combination of limited land availability and steep terrain makes locating parks in the northwest of the City difficult.
- Washougal should seek additional acreage to establish trail connections needed for a citywide trail system.
- While these park acreage shortfalls appear acceptable for the current populations; in consideration of the Urban Growth Boundary, it remains critical to engage in active planning for capacity to meet the recreation needs of future residents.

## Recreation Facilities

- Local sports leagues for softball, baseball, and soccer serve both Washougal and Camas, and the football league serves a broader community. Camas has a larger share of participants, and is a more significant supplier of fields. Washougal’s parks, however, host only a small portion of the sports events of the joint leagues. Most of the events held in Washougal are held on ~~Washougal leased sites or at~~ School District facilities
- ~~In 2014, the City of Washougal and the landowner for Angelo Park did not reach a lease agreement and lost the ability to utilize the City’s only soccer field. That property is now currently under development review for multifamily housing.~~
- There are currently no organized basketball or volleyball leagues operating in Washougal.
- There is interest in more water access facilities, such as river access trail heads, swimming and fishing access points, observation decks or viewpoints, boat launches, and docks.
- The analysis indicated a need for additional specialized facilities, including community gardens, water playgrounds, off-leash dog areas, and indoor recreation space.

## Recreation Programs

While Washougal does not currently offer recreation programs, the community indicated interest in these services. Based on recreation participation results for Washougal, program areas to consider for the future include outdoor and environmental programs, special events, and general interest classes.

## Summary Tables

Table 4 identifies the proposed level of service (LOS) standard for park land and summarizes existing and future park land needs for each park type in the Washougal planning area. Table 5 identifies the inventory guideline for each facility type. Both tables are based on the 2015<sup>4</sup> estimated population of 15,170,910, and the forecasted 2035 population estimate of 22,347,510,118 (forecast in 2016<sup>3</sup>).

**Table 4**  
Level of Service Standards

Park type	City inventory per/1,000 residents	Recommended LOS per/1,000
Neighborhood Parks	0.8 <del>34</del>	0.61
Community Parks	2.5 <del>27</del>	2.68
Waterfront Parks	0.1 <del>617</del>	0.56
Natural Parks	2.2 <del>933</del>	1.91
Special Use	0.7 <del>46</del>	0.65
<b>Total</b>	<b>6.5<del>467</del></b>	<b>6.41</b>

**Table 5**  
Existing and Future Recreation Facility Needs

Park Type	Existing Parks (# of sites)	Existing Acreage	Total Current Need	Net Current Need	Total Need at Planning Horizon	Net Need at Planning Horizon
Neighborhood Parks	6	12.6	9.2 <del>4</del>	0	<del>13.73</del> 13.5 <del>13.63</del>	<del>1.130.91</del> 0.03
Community Parks	3	38.3	40.6 <del>66</del>	2.3 <del>61.7</del>	<del>60.33</del> 59.3 <del>59.9</del>	<del>22.03</del> 21.6
Waterfront Parks	2	2.5	8.5 <del>3</del>	6 <del>5.7</del>	<del>12.61</del> 12.5 <del>2</del>	<del>10.11</del> 9.9 <del>10.02</del>
Natural Parks	4	34.8	28.9 <del>75</del>	0	<del>42.99</del> 24.2.6 <del>9</del>	<del>8.19</del> 7.4 <del>7.89</del>
Special Use	5	11.3	9.8 <del>67</del>	0	<del>14.63</del> 14.5 <del>3</del>	<del>3.33</del> 3.1 <del>3.23</del>

**AGENDA BILL #84-16**  
**BUSINESS OF THE CITY COUNCIL**  
**City of Washougal, Washington**

**FOR AGENDA OF:**

10/24/2016

**SUBJECT:**

2017 Budget Ordinance - Set the Public Hearing

**DEPT. OF ORIGIN:**

Finance

**REVIEWED AT:**

8/22, 8/29, 9/12 and 9/26

**TO BE RETURNED TO COUNCIL:**

Yes

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**EXPENDITURE REQUIRED:**

No

**BUDGETED:**

N/A

**APPROPRIATION  
REQUIRED:**

N/A

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**SUMMARY STATEMENT**

The 2017 Proposed Budget was made available to the Public on October 24, 2016. A public hearing will be held the evening of Monday November 7, 2016 and will be advertised once a week for two weeks as required by law.

The 2017 Budget has been or will be discussed with Council during workshop and/or regular meetings on August 22nd and 29th, September 12th and 26th, and October 24th. After the Public Hearing, the 2017 Budget Ordinance will be presented for adoption.

**RECOMMENDED ACTION**

Set a public hearing to take public testimony on November 7, 2016.

**AGENDA BILL #85-16**  
**BUSINESS OF THE CITY COUNCIL**  
**City of Washougal, Washington**

**FOR AGENDA OF:**

10/24/2016

**SUBJECT:**

2017 Property Tax Levy (Ad Valorem) - Set the Public Hearing

**DEPT. OF ORIGIN:**

Finance

**REVIEWED AT:**

8/22, 8/29, 9/12, 9/26 & 10/24

**TO BE RETURNED TO COUNCIL:**

Yes

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**EXPENDITURE REQUIRED:**

No

**BUDGETED:**

N/A

**APPROPRIATION  
REQUIRED:**

N/A

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**SUMMARY STATEMENT**

The 2017 Proposed Budget, including discussions of the Property tax levy (ad valorem tax) was made available to the Public on October 24, 2016. A public hearing will be held the evening of Monday November 7th, 2016 and will be advertised once a week for two weeks as required by law.

The 2017 Budget, including the Property tax levy (ad valorem) has been or will be discussed with Council during workshop and/or regular meetings on August 22nd and 29th, September 12th and 26th, and October 24th. After the Public Hearing, the resolution for the tax levy will be presented for adoption.

This resolution must be approved by Council by November 30, 2016 – as prescribed by state law.

**RECOMMENDED ACTION**

Set a public hearing to take public testimony on November 7, 2016

**Agenda Bill #86-16**  
**BUSINESS OF THE CITY COUNCIL**  
**City of Washougal, Washington**

**FOR AGENDA OF:**

10/24/2016

**SUBJECT:**

Hold Public Hearing

MFTX #16080009 (MFTE - Rig A Hut (Main Street Mixed Use Project))

**DEPT. OF ORIGIN:**

Community Development

**REVIEWED AT:**

October 10, 2016 Workshop

**TO BE RETURNED TO COUNCIL:**

No

**ATTACHMENTS:**

- ▢ **MFTE Agreement - Rig A Hut (Main Street Mixed Use) - DRAFT**
- ▢ **Exhibit A - Site Plan**
- ▢ **Exhibit B - Elevations - North and South**
- ▢ **Exhibit C - Elevations - East and West**
- ▢ **Exhibit D - Floor Plan - 1st Floor**
- ▢ **Exhibit E - Floor Plan - 2nd Floor**
- ▢ **Exhibit F - Standards & Guidelines Findings Rig A Hut (Main Street Mixed Use)**

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**EXPENDITURE REQUIRED:**

\$0

**BUDGETED:**

\$0

**APPROPRIATION  
REQUIRED:**

\$0

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**SUMMARY STATEMENT**

Rig A Hut, LLC (Applicant) has submitted an application to utilize the Multi-Family Housing Tax Exemption program pursuant to WMC 3.58. The Applicant proposes to construct nine (9) multi-family units and three (3) nonresidential/commercial units in an approximately 9,667 sq ft building at the northwest corner of Main and 20th Streets (Property). Staff has reviewed the application and supporting documents and has determined that the proposed improvements to the Property will, if completed as proposed, satisfy all requirements of WMC 3.58 for the issuance of a Final Certificate of Tax Exemption.

Based on Council comments at the workshop, staff has added language to the contract noting that its approval does not create a precedent.

The proposed development is detailed in the attached Exhibits A through E and findings in support of the application are attached as Exhibit F.

**RECOMMENDED ACTION**

- 1) Hold public hearing to take public testimony; and if Council desires,
  
- 2) Make a motion to authorize the city attorney to read the resolution by title only to memorialize the agreement between Rig A Hut, LLC and the City of Washougal for a Multi-Family Tax Exemption pursuant to WMC 3.58, and
  
- 3) Pass and post the resolution in the usual manner.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION** memorializing this AGREEMENT by and between Rig A Hut, LLC (hereinafter referred to as “Applicant”), and the CITY OF WASHOUGAL (hereinafter referred to as “City”) regarding an application for a Multi-Family Tax Exemption pursuant to WMC 3.58.

**WHEREAS**, the City desires to stimulate new construction of multi-family housing in certain designated urban areas in order to reduce development pressure on single-family residential neighborhoods, to increase and improve housing opportunities, and to encourage development densities supportive of transit use, and

**WHEREAS**, the City is interested in promoting new housing in the downtown area of the City of Washougal, and

**WHEREAS**, the recent economic downturn has particularly impacted new housing construction such that the City has experienced little housing development in its downtown area in the past several years, and

**WHEREAS**, the City has, pursuant to authority granted to it under the Revised Code of Washington (RCW), designated various Residential Target Areas for the provision of limited property tax exemptions for new multi-family residential housing, and

**WHEREAS**, the City has, as set forth at Chapter 3.58 of the Washougal Municipal Code (“WMC”), enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the Clark County Assessor and Treasurer that the Applicant is eligible to receive a limited property tax exemption, and

**WHEREAS**, the Applicant is interested in receiving a limited property tax exemption for constructing units of new multi-family residential housing within the Washougal Town Center Core Subarea, which is a Designated Residential Target Area identified in WMC 3.58.030(3)(a), and

**WHEREAS**, the Applicant has submitted to the City a complete application for the City’s limited tax exemption program outlining the proposed development of new multi-family residential housing to be constructed on property situated at the northwest corner of Main and 20<sup>th</sup> Streets in Washougal, WA (“Property”), and

**WHEREAS**, the City has reviewed this specific application and supporting documents and has determined that the proposed improvements to the Property will, if completed as proposed, satisfy all requirements of WMC 3.58 for the issuance of a Final Certificate of Tax Exemption; however, this approval does not create any type of precedence for future approvals of similar construction.

**NOW THEREFORE, BE IT RESOLVED** the City and Applicant mutually agree as follows:

**Section I**

The City finds that the submittal as shown in Exhibits A through E meets all the standards and guidelines pursuant to WMC 3.58.050 for the Town Center Core District and such findings are demonstrated in Exhibit F attached hereto and incorporated by this reference.

**Section II**

The City agrees to issue the Applicant a Conditional Certificate of Acceptance of Tax Exemption.

**Section III**

The Applicant agrees to construct on the site, in substantial conformance with, the multi-family residential housing and commercial space as detailed in Exhibits A through E attached hereto. In no event shall such construction provide fewer than nine (9) new permanent multi-family residential units.

**Section IV**

The Applicant agrees to complete construction of the agreed upon improvements within three years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption, or within any extension thereof granted by the City.

**Section V**

The Applicant agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file with the City's Director of Community Development ("Director") the following:

- (a) A statement of expenditures made with respect to each multi-family housing unit and the total expenditures made with respect to the entire property;
- (b) A description of the completed work and a statement of qualifications for the exemption; and
- (c) A statement that the work was completed within the required three-year period or any authorized extension.

#### **Section VI**

The City agrees, conditioned on the Applicant's successful completion of the improvements in accordance with the terms of this Agreement and on the Applicant's filing of the materials described in Section V above, to file a Final Certificate of Tax Exemption with the Clark County Treasurer and Assessor within forty days.

#### **Section VII**

The Applicant agrees, within 30 days following the first anniversary of the City's filing of the Final Certificate of Tax Exemption, and each year thereafter for a period of eight (8) years, to file a notarized declaration with the Director indicating the following:

- (a) A statement identifying the total number of occupied and vacant multi-family units receiving a property tax exemption;
- (b) A certification that the property continues to be in compliance with this Agreement, Chapter 3.58 WMC, and Chapter 84.14 RCW;
- (c) A description of any improvements or changes to the property constructed after the issuance of the certificate of tax exemption.

#### **Section VIII**

The applicant agrees to maintain the property including all improvements in compliance with all applicable City codes and requirements.

#### **Section IX**

The Applicant agrees to maintain records supporting all information provided to the City and to make those records and the multi-family units available for inspection by the City. Failure to submit the annual declaration identified in

Section VII or to maintain adequate records may result in the tax exemption being canceled.

### **Section X**

If the Applicant converts any of the new multi-family residential housing units constructed under this Agreement to another use, the Applicant shall notify the Clark County Assessor and Treasurer and the Director within 60 days of such change in use.

### **Section XI**

The Applicant agrees to notify the Director promptly of any transfer of the Applicant's ownership interest in the site or in the improvements made to the site under this Agreement.

### **Section XII**

The City reserves the right to cancel the Final Certificate of Tax Exemption should the Applicant, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement. Cancellation of the Final Certificate of Tax Exemption may subject the Applicant to potential tax liability as further described in RCW 84.14.

### **Section XIII**

No modifications of this Agreement shall be made unless mutually agreed upon by the parties in writing.

### **Section XIV**

In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement which can be given effect without the conflicting term or clause, and to this end, the terms of this Agreement are declared to be severable.

### **Section XV**

Applicant agrees that this Agreement is subject to the Washougal Multi-Family Housing Tax Exemption set forth at Washougal Municipal Code, Chapter 3.58.

**Section XVI**

**PASSED** by the Council for the City of Washougal at a regular meeting this 24<sup>th</sup> day of October, 2016.

**City of Washougal, Washington**

**Applicant**

\_\_\_\_\_  
Sean Guard, Mayor

\_\_\_\_\_  
Kevin Cavanaugh, Rig A Hut, LLC

**Attest:**

\_\_\_\_\_  
Jennifer Forsberg, City Clerk/Finance Director

**Approved as to form:**

\_\_\_\_\_  
Kenneth B. Woodrich, City Attorney











**Applicant:**

Kevin Cavanaugh  
Guerrill Development  
2222 NE Oregon Street, Suite 203  
Portland, OR 97232  
503-232-3479  
[kevin@guerrilladev.com](mailto:kevin@guerrilladev.com)

**Property Owner:**

Rig A Hut, LLC  
3435 NE 45<sup>th</sup> Avenue #J  
Portland, OR 97213

**Project Location:**

1911 Main Street, NW Corner of Main and 20<sup>th</sup> Streets

**Parcel Numbers:**

074914-000; 074915-000; 074916-000

**Estimated Cost of Construction:**

\$1,400,000.00

**Residential Target Area:**

Town Center Core

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**Findings pursuant to WMC 3.58.050(1)  
Town center core and east village district – Standards and guidelines**

**Criteria:**

(a) Size. The project shall include at least four new or additional units of multifamily housing located in a minimum two-story building.

**Finding:**

The proposed building is providing nine new multifamily housing units in a two-story building.

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**Criteria:**

(b) Unit Type. All residential units within the project shall contain private kitchen and bathroom facilities.

**Finding:**

Based on the provided floor plans each unit will have a private kitchen and bathroom facilities.

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**Criteria:**

(c) Parking. All multifamily units regardless of the underlying zone shall include a minimum of one off-street parking space per unit, which shall be located on the property. All parking areas shall be screened from current and future state highways, public trails and walkways, and public and private streets by a landscape buffer consistent with the provisions of WMC Title 18 or an applicable development agreement. Parking areas adjacent to private streets that

serve as access to parking drive aisles located on both sides of the private street are not subject to this requirement. Alternative parking screening may be approved as part of the contract agreement.

**Finding:**

The proposed site plan is providing nine off-street parking stalls (1 per unit) on the site. The parking is being appropriately screened from current and future rights-of-way including a small retaining wall to block headlights onto adjacent properties.

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**Criteria:**

(d) Building Design. All buildings shall meet the design standards for the zoning district or applicable development agreement. Additionally, all exterior walls visible from current and future state highways, public and private streets, public trails and walkways, and internal vehicular and pedestrian ways shall not be blank walls, and shall incorporate window glazing and at least two of the following features: wood, stone, or metal. Variety of treatments is encouraged for different elevations and when there are multiple buildings in the project. Building elevations shall be approved as part of the contract agreement. Alternative exterior wall elevation features may be approved as part of the contract agreement.

**Finding:**

The proposed development has already demonstrated compliance with the underlying zoning designation (TC-C) through preliminary approval of the site plan (SPR 16050009). Based on the proposed elevations there are no blank walls with the exception of the west elevation, which will be located immediately adjacent to an existing building. The elevations include window glazing as well as stone (cement board panels) and metal. There is only one building proposed as part of the development.

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**Criteria:**

(e) Mixed-Use, General Requirements. The project shall consist of a vertical mixed-use building or buildings, or shall consist of a master-planned mixed-use development.

**Finding:**

The project consist of a vertical mixed use building.

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**Criteria:**

(f) Vertical Mixed-Use Projects. Each building shall include at least four new or additional units of multifamily housing located in a minimum two-story mixed-use building. The nonresidential mixed-use shall occupy at a minimum the ground floor along the street frontage with a depth of at least 30 feet for any building in the project. This requirement may be modified by the contract agreement.

**Finding:**

The proposed project consists of nine (9) multi-family units in a two-story building. Three (3) of the units are on the main floor with the remaining six (6) occupying the entire second story of the building.

There are three (3) nonresidential/commercial tenant spaces on the main floor fronting on Main Street. Based on the floor plans the depth of this nonresidential area is only 25' and only the portion of the retail along Main Street frontage (not 20<sup>th</sup> Street) is designated commercial; therefore, this requirement would require modification through the contract agreement. Staff recommends the location of the nonresidential areas along with the lesser depth of 25' be approved based on the following:

1. The proposed decrease in depth from 30' to 25' would be an approximate 17% variance. Staff typically reviews variances up to 25% of any dimensional standard administratively pursuant to WMC 18.80; and
2. To require the applicant to obtain a depth of 30' would greatly diminish the size and livability of the multi-family units reducing them by approximately 20% with an average of 158 sq ft each; and
3. Given the relatively small size of the project site (10,000 sq ft) the building cannot increase the size of it's footprint due to the required on-site improvements (parking, access, landscaping); and
4. Requiring the nonresidential area along 20<sup>th</sup> Street would reduce the residential units from 9 to 8, which is contrary to the stated purpose of the program to "encourage new private multifamily housing development".

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**Criteria:**

(g) Master-Planned Mixed-Use Developments. The project shall include at least four new or additional units of multifamily housing located in a master-planned mixed-use site which shall include a minimum of one-third of the site area set aside for commercial development, which shall be limited to commercial buildings and related commercial parking. Parking areas that serve both commercial and residential uses shall not be counted toward the one-third requirement. Residential buildings shall be a minimum of two stories. Vertical mixed-use buildings are permitted in the commercial area provided the ground floor is nonresidential. The project shall contain a minimum 15 percent landscape area. Residential and commercial areas shall be part of a cohesive site plan, to include vehicular and pedestrian connectivity, pursuant to contract agreement.

**Finding:**

The project is a vertical mixed use building; therefore, this criteria is not applicable.

**AGENDA BILL #87-16**  
**BUSINESS OF THE CITY COUNCIL**  
**City of Washougal, Washington**

**FOR AGENDA OF:**

10/24/2016

**SUBJECT:**

Hold a Public Hearing re: amendments to WMC 2.12 (Planning Commission)

**DEPT. OF ORIGIN:**

Community Development

**REVIEWED AT:**

October 24, 2016 City Council Workshop

**TO BE RETURNED TO COUNCIL:**

No

**ATTACHMENTS:**

- **Ordinance amending WMC 2-12 (Planning Commission)**

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**EXPENDITURE REQUIRED:**

\$0

**BUDGETED:**

\$0

**APPROPRIATION  
REQUIRED:**

\$0

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**SUMMARY STATEMENT**

In preparing for reappointments to the planning commission staff, administration and legal counsel reviewed our existing code language to make sure we were consistent with State law, and we found that our planning commissioner's terms are not adequately staggered. In addition, the Washougal Municipal Code (WMC) currently requires 9 members of the planning commission and lists the mayor as an ex-officio member. It was determined that having the mayor as an ex-officio member is an antiquated concept held over from prior to the city having a hearings examiner for quasi-judicial hearings; therefore, staff is proposing to remove the mayor as an ex-officio member of the planning commission. In addition, the number of PC members should be reduced from eight (8) members to seven (7) to avoid ties in voting.

**RECOMMENDED ACTION**

1. Hold a public hearing to take public testimony; and if Council desires,
2. Make a motion to authorize the city attorney to read the ordinance by title only to amend Washougal Municipal Code 2.12 (Planning Commission), and

3. Past, post, and publish the ordinance in the usual manner.

**ORDINANCE NO. \_\_\_\_\_**

An **ORDINANCE** clarifying the terms of planning commission members, removing the mayor as an ex-officio member of the planning commission, reducing the number of members of the planning commission, and amending **WMC 2.12.010 Membership —Terms**.

**WHEREAS**, the City of Washougal has a planning commission formed according to the law set forth in RCW Ch. 35.63, and

**WHEREAS**, RCW 35.63.030 requires a staggered term for planning commission members, beginning with one to six-year terms to minimize vacancies occurring in a given year, and

**WHEREAS**, due to extended vacancies and the passage of time, planning commission terms are no longer adequately staggered, and the current municipal code does not require the staggered terms, and

**WHEREAS**, the current planning commission members' terms have expired, and the City Council intends that all acts of the commission occurring after the expiration of any planning commission member's term shall be ratified as if made during the term, and

**WHEREAS**, having the mayor serve as an ex-officio member of the commission is antiquated and language requiring it should be removed; and

**WHEREAS**, in order to prevent voting ties of the planning commission the number of commissioners should be lowered from eight to seven; and

**WHEREAS**, the WMC 2.12.010 shall be amended to bring the planning commission terms into compliance with RCW 35.63.030.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WASHOUGAL, as follows:**

**Section 1**

WMC Title 2, Section 2.12.010 is hereby amended as set forth in Exhibit "A" ~~and Exhibit "B"~~, attached hereto and by this reference incorporated herein.

**Section 2**

The City Council hereby ratifies all actions of the planning commission taken during any planning commissioner's expired term.

**Section 3**

This Ordinance shall take effect and be in force five (5) days after its publication according to law

**Adopted** by the Council of the City of Washougal at a regular meeting on the **24th day of October, 2016.**

**City of Washougal Washington**

\_\_\_\_\_  
**Mayor Sean Guard**

**ATTEST**

\_\_\_\_\_  
**Finance Director/City Clerk**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Kenneth B. Woodrich**  
**City Attorney**

## Exhibit "A"

### Legend:

New: Underlined

Deleted: ~~Strikethrough~~

## Chapter 2.12 PLANNING COMMISSION

### Sections:

- 2.12.010 Membership – Terms.
- 2.12.020 Powers and duties.
- 2.12.030 Recommendations to council.
- 2.12.040 Policy and legislative review.
- 2.12.050 Secretary.
- 2.12.060 Quorum.

### **2.12.010 Membership – Terms.**

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Pursuant to the authority conferred by Chapter 35.63 RCW, there is created a city planning commission, consisting of seven ~~nine~~ members who shall ~~be selected as follows: The mayor shall be an ex officio member of the commission during his/her incumbency in such office and the other eight members shall be appointed by the mayor and confirmed by the city council. Up to two of the other eight members may be either residents or nonresidents of the city, but shall reside within the urban growth area boundary of the city, and the remaining~~ five ~~six~~ shall be residents of the city.

The term of office of the seven ~~eight~~ members appointed by the mayor shall be six years; provided, that the initial terms of planning commission ~~present members of planning commission shall be staggered to two, four and six years, and thereafter shall hold their office according to the terms established prior to November 21, 1955, and that the terms of all the two nonresident members provided for in this chapter shall be six years, from and after the date of their appointment.~~

### **2.12.020 Powers and duties.**

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The planning commission shall have all the powers of and perform each and all the duties specified by Chapter 35.63 RCW, together with any other duties or authority which may hereafter be conferred upon it by the laws of the state, the performance of such duties and exercise of such authority to be subject to each and all the limitations expressed in such legislative enactment or enactments. The intent of this section is that planning commission review legislative proposals and shall review and make recommendations on application types as found in Table 18.94-1.

#### **2.12.030 Recommendations to council.**

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The city council may refer to the planning commission, for its recommendation and report, any ordinance, resolution or other proposal relating to any of the matters and subjects referred to in Chapter 35.63 RCW, and the commission shall promptly report to the council thereof, making such recommendations and giving such counsel as it may deem proper in the premises.

#### **2.12.040 Policy and legislative review.**

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All rezone applications and revisions or rescissions of agreements concomitant to rezones shall be heard by the planning commission and a recommendation forwarded to city council. The planning commission shall also hear and process a recommendation to city council on legislative items such as vision statements, comprehensive plan amendments, code amendments and other items identified at Table 18.94-1.

#### **2.12.050 Secretary.**

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The planning commission may designate one of the members to act as secretary without salary or, if requested by the commission, the mayor may designate a member of the paid staff of the city to serve as secretary, who shall serve without additional compensation.

#### **2.12.060 Quorum.**

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A majority of the appointed membership of the planning commission shall constitute a quorum for the transaction of business. Any action taken by a majority of those present when those present constitute a quorum, at any regular or special meeting of the planning commission, shall be deemed and taken as the action of the commission.