The Special Workshop Meeting of the Woodland City Council was held on the above date at the Woodland Police Station, Council Chambers, 200 E. Scott Avenue, Woodland WA. The meeting was called to order by Mayor Grover Laseke at 7:00 p.m.

Roll Call.
Present: Councilmember Jennifer Heffernan, Councilmember Al Swindell, Councilmember Marshall Allen, Councilmember Susan Humbyrd, Councilmember Benjamin Fredricks, Councilmember Scott Perry, Councilmember Marilee McCall (late; arrived 7:18 p.m.)

Absent: None

Also Present: Clerk-Treasurer Mari Ripp
Public Works Director Bart Stepp
Community Development Planner Amanda Smeller
CCFR Fire Chief Dennis Mason
CCFR Michael Jackson

WORKSHOP

REPORTS OF CITY OFFICERS
*indicates will be set for Action and/or Consent Item at next regular meeting

MAYOR
- Jurassic Parliament hosted by Woodland School District March 30, 2015 tentative for 5:00 p.m.
- CWCWG Annual Meeting March 26, 2015 11:30-1:00 p.m. at Cowlitz Regional Conference Center
- Council Executive Session set for Monday, March 2, 2015 5:45 p.m.

COUNCIL
- Salary Review Commission (Mayor salary and others)*deferred to later in the meeting
- Exempt Salary increases set for March 2nd workshop item (later deferred to March 16th)
- Council Rules & Procedures amending Ordinance No. 1265 (deferred to March workshop meeting)
- **Code Enforcement Committee** by Councilmember Perry; Reported that the committee members had not been available, so there has not been any committee action; 2015 budget is $5,000 for abatement if needed

- **RFA – Funding and Budget Projections**
  Email from Chief Mason dated Feb 19, 2015
  Updated Property Tax calculations presented by Clerk-Treasurer dated Feb 6, 2015
  Banked Levy Capacity ▶️ If banked amount is chosen to levy, then the council would state in a resolution annually at the budget time.
  Report from CCFR Michael Jackson
  Inquiry on if Port pays property taxes
  *Deferred discussion on this item to later in the agenda*

- **WWTP Memo from Mayor**
  Mayor cautioned the council on discussion on personnel issues and deferred to the Executive Session set for March 2, 2015 at 5:45 p.m.

**FIRE**

- **Department Report** ▶️ ▶️ ▶️
  Selection Process complete and chosen Sean Ford, EMS Coordinator
  Burlington Northern providing training funding to Fire
  911 calls and cell phones
  Quick Response Vehicle (QRV) – has a cost analysis been done? Data is being compiled and will be reported in the near future
  Patient welfare checks and Affordable Care Act rules

**POLICE**

- **Department Report** ▶️ ▶️
  Police Officer Lateral Entry ad; post to city website

- **Council Committees** - Councilmember McCall asked that the Public Safety Committee meeting start up; set monthly date before council meetings; Mayor asked that it wait until the council takes formal action; set for action at next meeting
  Council requested a copy of value statement developed by employees mentioned in the department report item 9

**COUNCIL**

- **Salary Review Commission** (Mayor salary and others) ▶️ ▶️
  Councilmember McCall stated that the council cannot not be involved as per advisement on process. Mayor stated that the council can be involved in the
process, just not in the committee’s recommendation on salary. Mayor will put it on the staff work plan and bring it back when time allows.

- **RFA – Funding and Budget Projections**
  Email from Chief Mason dated Feb 19, 2015
  Updated Property Tax calculations presented by Clerk-Treasurer dated Feb 6, 2015
  Banked Levy Capacity. If banked amount is chosen to levy, then the council would state in a resolution annually at the budget time.
  Report from CCFR Michael Jackson-3 options presented with scenarios of RFA passes and if RFA does not pass.
  Explained how banked capacity works and could be levied.
  Calculation of $.37/1,000 on a $200,000 house is $74.00
  Impacts on Junior Taxing Districts (Library and Cemetery District)
  Discussion on options, Public Utility Tax, Property Tax distribution, ordinances, a resolution on funding, budget process, and election and related costs.

Recessed at 8:35 p.m. to 8:45 p.m.

**CLERK-TREASURER**

- **Department Report**
- *Ord 1319 - 2014 Budget Amendments*
- *SeamlessDocs – forms and documents solution*
- *Special Events: Fall Fest, NW Newfoundland, Winter Fest, Planters Days Carnival*

**PUBLIC WORKS**

- **Department Report**
  March 23rd council meeting is set for CDBG project, bid award for demolition of 2 buildings at 300 E. Scott. Future meeting-Lilac Gardens for right-of-way. Roundabout on SR503, right-of-way acquisition underway, construction to be in 2015. Council inquired on ways to give public notice for construction delays. Council thanked Mr. Stepp for the grant dollars acquired for the Horseshoe Lake Park Trail project and completion of it.

**PLANNING**

- **Department Report**
  Inquiry by Woodland Mobile Home Park in Clark County to get city services. Memo on Building Official position; interviews for round 2 on 2/26; Salary concerns and comparables, job description and duties of a Building Official.
ADJOURN

Councilmember Heffernan moved to adjourn. Councilmember Allen seconded the motion. Vote: All Yes. The meeting was adjourned at 9:33 p.m.

Grover B. Laseke, Mayor

Minutes approved: __________________________

Attest:

________________________________________
Mari E. Ripp, Clerk-Treasurer

These minutes are not a verbatim record of the proceedings. A recording is available in the office of the Clerk-Treasurer