March 23, 2015

DRAFT

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.


Absent: Excused: Councilmember Benjamin Fredricks.

Staff Present: Clerk-Treasurer Mari Ripp; Public Works Director Bart Stepp; Community Development Planner Amanda Smeller; Police Chief Phillip Crochet

WORKSHOP

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

MAYOR

1. Regional Fire Authority (RFA) presentation by the Fire Dept. at the Chamber lunch meeting on March 24th at noon.
2. Parking lot – concept and process
   Council direction-email changes and suggestions to the Clerk-Treasurer and set for additional discussion at April 27th workshop. City council parking lot procedure
3. Utility Acct #2019.0 Woodport Properties, 1485-1499 N. Goerig St. request for adjustment to sewer leak (monitor and review in September 2015) Staff will report back to council at a later date.
4. Old Business/Pending items:
   Strategic Plan Implementation (set workshop date) Set for April 13th workshop, 7:00 p.m.
5. **Bradshaw sidewalk damage & repair required**
   Sidewalk located at Bradshaw home at Meadowpark Court. Referenced WMC 12.08 requires property owner to fix the sidewalk once notified by the public works director. (see letter dated 3/20/2015.) Council direction is to leave the ordinance as is.

6. **City Council Vacancy**
   Resignation of Councilmember Perry given on 3/23/2015. Set for April 6, 2015 council agenda for further discussion. Send questions that the council would like to ask of candidates to the Clerk-Treasurer by March 31st.

**COUNCIL**

7. **Council Committees**
   Discussion on re-implementing committees (Finance & Government, Public Safety, Public Works) and meet at 5:30-6:30 p.m. on Mondays as set (taking into account that councilmembers could be serving on more than one committee.) Report at 1st council meeting of the month. Add this procedure to the council rules/ordinance. First Reading of an amended ordinance is set for 4/20/2015 (combined with Council Rules & Procedures.)
   
   [Council Committees](#)

8. **Council Rules & procedures (Ord 1265)**
   Discussed previously (see Memo dated 3/20/2015). Set for 4/20 for First Reading of an amended ordinance is set for 4/20/2015.
   
   [City Council Rules](#)

**FIRE**

9. **Department Report**
   
   [CHIEF’S REPORT](#)
   Recessed at 8:24 p.m. to 8:27 p.m.

**POLICE**

10. **Department Report**
    
    - Chief’s Forum on April 22nd at 6:00 p.m. at the Council Chambers.
    
    [Department Report](#)
CLERK-TREASURER

11. **Department Report**
   - Americorp Program-discussed at Dept. Head meeting; more information will be given to council at the 4/20 council meeting; applications due 4/30/2015
   - **CT Report**
   - **Change Fund**
   - **Liquor Licenses**
   - **Marijuana License**
   - **Special Event - Ham Radio**

PUBLIC WORKS

12. **Department Report**
   - Construction of E. Scott Avenue intersection will begin in May.
   - Council workshop for Ord. 1306-Public Works Engineering Standards set for April 20th at end of meeting and First Reading on May 4th.
   - **PW Department Council Update**

PLANNING

13. **Department Report**
   - Golf cart/motorized wheelchairs zone. Direction from Council is to move it forward with input from Public Works and Police.
   - Code Enforcement matter re: trailer storage unit on Insel Rd.
   - Building Official vacancy, ad, salary/benefits. Direction from council - review revenues, come back with comps and review the salary for a possible increase before the next ad is placed.
   - Building owned by Bill Dunlap/Lilac Lane property and interest by Lilac Gardens.
   - **Council Report**
   - **Building Official Report**
ADJOURN
Councilmember Humbyrd moved to adjourn. Councilmember Heffernan 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