MINUTES
March 20, 2013 Approval (April 17, 2013 Meeting Cancelled)

NEW BUSINESS
Welcome to Adonica Simpson
Special Events
• Grace Community Church
Council Report - April 1, 2013
• Authorize Special Events - Fall Fest, Fire Truck Show
• Member Appointment - Brad Hammons, Adonica Simpson
• Modify Special Event Fees/Charges
Council Report - May 6, 2013
• Park Ad Hoc Committee Appointment - Brad Hammons, Sandy Larson
• Special Event Request - Alcohol in Parks
Boat Trailer Parking

CONTINUED BUSINESS
Scott Hill Park & Sports Complex
Horseshoe Lake Management
Budget
• As of April 30, 2013
• Special Event Fees/Charges
• Citizen Flyer & Input

OTHER
Project Update

ADJOURNMENT
Next regular meeting - 5:00 p.m., Wednesday, June 19, 2013, at the Port of Woodland, 115 Davidson Avenue, Ad Hoc Committee meeting directly following.
CITY OF WOODLAND
PARK BOARD MEETING MINUTES
MARCH 20, 2013

The regular meeting of the Woodland Park Board was held on March 20, 2013, at the Port of Woodland, 115 Davidson Avenue, Woodland, WA 98674.

Chair Hammons called the meeting to order at approximately 5:00 p.m. Roll call found the following:

BOARD MEMBERS:
Virginia Allen
Mike Curry
Brad Hammons, Chair
Karen Huddleston (Absent)
VACANT

MAYOR/COUNCIL:
Al Swindell (Absent)
John Burke (Absent)
Susan Hurnbyrd (Absent)

STAFF:
Bart Stepp, Public Works Director

MINUTES
The February 20, 2012 minutes were approved as presented.

NEW BUSINESS
Board Vacancy
A review was conducted of applications received for the vacant position.

    Board Member Allen moved to recommend Adonica Simpson for the position. Board Member Curry seconded the motion. Motion carried unanimously.

Special Events
- SPAAMFAA/Fire Department - Fire Truck Show and Safety Fair

    Board Member Allen moved to recommend City Council approve the Fire Department request for use of the east end of Horseshoe Lake for a Fire Truck Show and Safety Fair. Board Member Curry seconded the motion. Motion carried unanimously.

- Lewis River Life Hope - Walk for Life

    Board Member Curry moved to recommend City Council approve the Lewis River Life Hope request for use of the Horseshoe Lake Covered Area for their Walk for Life event. Board Member Allen seconded the motion. Motion carried unanimously.
Consumption of Alcohol within City Parks

Open discussion was held regarding a request from the Woodland Rotary to adopt an ordinance allowing the consumption of alcohol within City park boundaries.

_Board Member Allen moved to recommend to City Council to NOT approve the proposed ordinance allowing beer and wine gardens. Board Member Curry seconded the motion. Motion carried unanimously._

**CONTINUED BUSINESS**

- **Woodland Rotary - Woodland Fall Festival.** Board Member Curry presented the following recommendation from the Horseshoe Lake Management Committee:

  "The Horseshoe Lake Management Committee recommends that during Lewis River Fall Fest, Duck Boat trips be limited to use of the north end of the Lake, allowing the boat to go around the buoy, but no further south."

  Discussion ensued.

  _Board Member Allen moved to recommend City Council approve the Lewis River Fall Fest application along with the Horseshoe Lake Management Committee recommendation. Mike Curry seconded the motion. Motion carried unanimously._

- **Scott Hill Park and Sports Complex.** Public Works Director Bart Stepp indicated that the agreement between the City and Holt Group for the purchase of land to be used as a second access point has been finalized and will be signed and recorded in the next couple of weeks. Sandy Larson, Rotary Club of Woodland and Hilltop Park Ad Hoc Committee member gave the following report:

  Fundraising - The Gold Leaf Event is scheduled for October 19, 2013, from 5:30-9:00 p.m. at Summit Grove. There will be a silent auction, live auction, and blind auction. The Rotary is taking sponsorships.

  Grant Writing - A $5,000 grant application including letters of support from the three County Commissioners, Woodland's Mayor, the school district, local sports organizations, and Dr. Johnson was submitted on March 4, 2013. The Rotary was interviewed regarding the proposal on March 19, 2013, decisions will be determined in May. A grant application was submitted to Safeway for $10,000.

  Conceptual Drawings - Drawings were supplied to the park board. Options will be presented and comments gathered at various Rotary events over the summer and also at Planter's Days. The drawings will be used to help with grant applications.

  Memorandum of Understanding (MOU) – It is Sandy’s understanding the bills in the legislature related to prevailing wage for this facility have all died. The City and Rotary will complete the MOU once the legislature has completed their session.

- **Horseshoe Lake Management Committee (HSLMC).** Discussion ensued regarding pushing WDFW to transfer carp from Silver Lake to Horseshoe Lake (HSL) in August and insecticide issues.
• **Budget 2013.** Bart Stepp reported that the City entered into an agreement with Clark County to have them contribute $1,800 towards water quality testing costs at HSL and that City Council is talking about additional park funding. A survey is being placed on the Cities website asking residents if they would be willing to vote for a tax levy for additional funds to pay for park maintenance.

**OTHER**

• **Horseshoe Lake Park Walking Path.** Bart Stepp reported that the City received $12,100 from Clark County Community Development Block Grants (CDBG) to partially fund the Horseshoe Lake Walking Path. Discussion ensued regarding the possibility of receiving additional funds up till December 31, 2013 and other sources of funding.

**ADJOURNMENT**

The meeting was adjourned at 6:30 p.m. The next regular meeting will be held at 5:00 p.m. on Wednesday, April 17, 2013, at the Port of Woodland. Virginia Allen and Mike Curry will not be available for this meeting.

Minutes approved: ____________________

______________________________  ______________________
Jody Bartkowski, Park Board Secretary  Date
SPECIAL EVENTS AGREEMENT

Applicant Name: Grace Community Church
Organization / Business: Grace Community Church
Mailing Address: 311 Lewis River Rd.
Woodland, WA 98674

Phone Number: 3225-4484
Fax Number: 
Email: SabrinaW@woodlandgrace.com

Are you a recognized Non-profit Organization? ☐ Yes ☐ No If yes, please attach a copy of your Non-profit 501-3 (c) with this form for eligibility.

Please mark the facilities desired, times, and dates of use.

Terms and Dates of Use

Usage Date(s): 8/18/2013
Arrival Time: 7:00AM
Day-of Contact Person: Sabrina Williams
Phone Number: 3241-7114

Day(s) of Week: Sunday
Departure Time: 4:00PM

Type of Activity:

☐ Parade ☐ Street Closure ☐ Street Sale ☐ Athletic Run/Walk ☑ Park Event

☐ Other ____________________________

Usage Area:

☐ Horseshoe Lake Shelter
☐ Large Field
☐ Beach Front
☐ Hoffman Plaza
☐ Use of Lake
☐ Other: ____________________________
☐ Other: ____________________________

Gate Open ☑ yes ☐ no

Please list any Street Closures: N/A

Expected number of participants: 3500

Expected number of spectators: Same

Office Use Only:

Approved o Denied ☐ Woodland Park Board:

Approved o Denied ☐ Woodland City Council:

Amount Paid $ ____________________________
Date: ____________________________
Receipt No. ____________________________
Comments: ____________________________

Key/#/Color: ____________________________
Date: ____________________________
Date Returned: ____________________________
Refund Check/#/Date: ____________________________
Please use checklist to ensure we have all the details we need to process your request.

- Detailed timeline of event activities beginning with setup and ending with cleanup
- Proposed site plan (see list of plan requirements below)
- Insurance naming the city as additional insured for event dates if the event is held on city property
- Dance Permit if there is to be music (recorded or live). Please see fee schedule listed on the Dance Permit
- Extra porta-potties for groups larger than 100
- Notification to neighbors and/or businesses of event if necessary
- Evacuation Plan (if applicable)
- Medical/Emergency response plan (if applicable)
- First Aid/Medical Services provided by ________________
- Temporary structure and vehicle access will comply with current fire code and WAC 51.54, International Fire Code Chapter 345.24 yes no
- Provisions made for:
  - Parking
  - Litter
  - Security

Will Police/Security be required? yes no

Site plan requirements
- Proposed road closure points and any roadway or driveway obstructions
- Temporary fencing
- Access Points
- Parking identified for special event use
- Location of tents, booths, temporary structures, amusement rides, etc.
- Dimensions of drive aisles and vehicle access
- Cooking, open flames, fireworks and other heat sources
- Fire extinguishers (if applicable)

Please Read Carefully
- All events must go through City Council and possibly Park Board. Please submit event application 2 months prior to event to ensure that a timely approval.
- Start and finish at stated time
- Adult supervision is required at ALL TIMES
- Please give 24-hour notice of cancellation
- Use only facilities listed on application
- No tobacco, smoking, or alcohol beverages
- Premises must be cleaned and vacated by 10 pm
- Obtain key (if needed) from the City Hall Annex during business hours for the tap water in the Horseshoe Lake Shelter.
- Deposit will be refunded 10 to 14 days following your event
- User is responsible for damages and clean-up
- Failure to observe rules and regulations of the City may result in loss of usage privileges
- Any emergency situation or bad weather may cause cancellation of facilities without notification.

NOTICE: Deposits will be non-refundable if city employee is called out to unlock, clean up, etc.

Agreement The undersigned hereby makes application to the City of Woodland for use of city facilities described above and certifies that the information given in this application is correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe all rules and regulations of Woodland Municipal Code and policies of the city in which the facilities are requested.

Applicant agrees that City of Woodland and City of Woodland agents, employees, and directors shall not be liable for any damage to person or property by reason of the negligent acts of Applicant, its agents, employees, invitees, or subcontractors. Applicant agrees to protect indemnify for costs, legal and other expenses, and hold harmless City of Woodland and its officers, employees, directors and agents from claims, liabilities, or suits arising out of injury to person or property from negligent acts of Applicant, its agent, employees, invitees, or subcontractors.

Applicant's Signature: [Signature] Date: 18 April 2013
City of Woodland  
230 Davison Ave.  
P.O. Box 9  
Woodland, WA 98674  

RE: Information to coincide with checklist for Special Events Agreement.  

April 18, 2013

1. Detailed timeline of event activities beginning with setup and ending with cleanup. (Times are approximate as exact times are TBD)  
   a. 6:00 AM – Tent setup begins  
   b. 8:00 AM – stage setup and sound check  
   c. 10:00 AM – Service begins  
   d. 11:30 AM – Picnic lunch to start  
   e. 12:30 PM – Water Baptisms on beach front  
   f. 1:30 PM - Family games, activities and snow cones  
   g. 2:00 PM – Tear down and cleanup to begin

2. Proposed site plan.  
   a. See attached

3. Insurance naming the city as additional insured for event date.  
   a. See attached

4. Dance permit  
   a. N/A

5. Extra Porta-Poties for groups larger than 100.  
   a. An order has been placed with TPI for three additional Porta-Poties and 1 hand washing station to be dropped off on Sunday, August 18, 2013.

6. Notification to neighbors and/or business.  
   a. N/A

7. Evacuation Plan (if applicable)  
   a. If evacuation is needed, all roads to remain open and clear for immediate leave.

8. Medical/ Emergency response plan (if applicable)  
   a. 911

9. First Aid/Medical services provided by:  
   a. We have currently a minimum of 7 individuals that would be in attendance that are either; medic/first aide trained, CPR certified and/or Registered Nurses.

10. Temporary structure and vehicle access will comply with current fire code and WAC 51.54, International Fire Code Chapter 345.24  
   a. Access to setup/tear down tent will be through the gravel area by the skate park. This entrance will not be blocked. Fire extinguishers will be present on all tent sides of the 40X80 structure.

11. Provisions made for:  
    a. [X] Parking;  
    b. [X] Litter;  
    c. [N/A] Security (Will Police/Security be required?  
    [ ] yes  
    [ ] no).
   a. A request for additional trash cans will be made.
WOODLAND CITY COUNCIL
Regular Meeting - 7:00 p.m.
Monday, April 1, 2013
Woodland City Hall Council Chambers
100 Davidson Avenue - Woodland, Washington

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CITIZEN COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA

CITIZEN COMMUNICATIONS FOR ITEMS ON THE AGENDA

I. PRESENTATION / PROCLAMATION
   Proclamation – Arbor Day April 10th

II. AGENDA APPROVAL

III. REPORTS OF CITY OFFICERS
    Mayor - City Council Pending Items – set workshop dates and topics
    - 2013/2014 Council Goals
    - Police Station Groundbreaking Saturday, April 13th 11:00 a.m.
    Clerk/Treasurer - Special Meeting / Workshop April 8, 2013 7:00 p.m. re: Capital
    Facilities Planning, Police Station financing and future financing options
    - Liquor license renewal: AM PM Mini Market, Quikway Market, Woodland Liquor & Tobacco
    Police -
    Fire -
    Public Works -
    Planning - Next meeting April 18, 2013 7:00 p.m.
    Attorney -

IV. REPORTS OF STANDING COMMITTEES
    Human Resources/Government Finance - Susan Humbyrd - April meeting date TBD
    - Benjamin Fredricks - Met March 25th; next meeting April 22nd 5:30 p.m.
Public Safety - Marilee McCall - Next meeting April 15th
Public Utilities
  • Horseshoe Lake Mgmt - Scott Perry - Next meeting April 11th
Facilities - Marilee McCall - Next meeting April 22nd
Parks/Recreation - Al Swindell - Next meeting April 17th

V. AD HOC COMMITTEES
Comprehensive Plan Review - Marilee McCall
Cowlitz Wahkiakum Council of Governments - Susan Humbyrd
AWC/Legislative - Al Swindell - After Hours April 25th at HABF
Chamber of Commerce - John Burke - Next meeting April 9th
Downtown Revitalization - Tom Golik - Special Meeting/Next Joint meeting Wed. April 17th 6:00 p.m. hosted by WSD
Woodland Quality Community Coalition - John Burke

VI. CONSENT ITEMS
A. Clerk-Treasurer - March 31, 2013 voucher approval
B. Clerk-Treasurer - Approval of minutes of March 16 and 18, 2013
C. Public Works - Authorize Special Event: Lewis River Fall Fest at Horseshoe Lake Park on September 27-29, 2013; with limited Lake access for Duck Boat Trips
D. Public Works - Authorize Special Event: Fire Truck Show and Safety Fair at Horseshoe Lake Park on August 17, 2013
E. Public Works - Approval of re-appointment of Brad Hammons to Park Board to a four year term expiring 3/15/2017
F. Public Works - Approval of appointment of Adonica Simpson to Park Board to an unexpired term expiring 12/31/2013

VII. ACTION ITEMS
G. Planning - Ordinance No. 1263-Amending Central Business District (C-1) Uses (Final Reading)
H. Clerk-Treasurer - Resolution No. 629-amending Res. 627 to modify Special Event Fees/Charges and Street Closure Permits
I. Public Works - Approval of purchasing Schurman Property by Rannen Well

VIII. ADJOURN

American with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations should contact the City Clerk Treasurer's Office at 360-225-8281 by noon on the Thursday preceding the council meeting.
WOODLAND CITY COUNCIL
Regular Meeting - 7:00 p.m.
Monday, May 6, 2013
Woodland City Hall Council Chambers
100 Davidson Avenue - Woodland, Washington

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CITIZEN COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA

CITIZEN COMMUNICATIONS FOR ITEMS ON THE AGENDA

I. PRESENTATION / PROCLAMATION
   1. PRESENTATION AND CITIZEN COMMENT: N. Goerig / Lewis River Road (SR503) – Traffic Issues
   2. Proclamation: Municipal Clerk’s Week, May 5-11, 2013
   4. Proclamation: Public Works Week
   5. Proclamation: Bike to Work Week

II. AGENDA APPROVAL

III. REPORTS OF CITY OFFICERS
    Mayor
    - Ad Hoc Code Enforcement Ordinance Review Committee
    - Arts Commission Appointment - Heather Mansey
    Re-appointment of Park Ad-Hoc Committee: Sandy Larson and Brad Hammons to a 4 year term ending 12/31/2016. Councilmember Swindell is also a member of this Ad Hoc Committee.
    - Appointment of Amanda Smeller to Community Development Planner effective 5/13/2013 (see Action items)
    Clerk/Treasurer
    - Liquor license renewal: Lewis River Shell & Mart; Old Town Grill & Back Alley Bar
    - 1st quarter 2013 reports (all departments)
    Police
    Fire
IV. REPORTS OF STANDING COMMITTEES

Human Resources/Government - Susan Humbyrd - Met May 1st; Next meeting to be scheduled

Finance - Benjamin Fredricks - Met April 22nd; Next meeting May 27th

Public Safety - Marilee McCall - Met April 15th; Next meeting May 20th

Public Utilities - Al Swindell - Met April 9th; Next meeting May 14th

- Horseshoe Lake Mgmt - Scott Perry - Met April 11th; Next meeting May 16th

Facilities - Marilee McCall - Met April 22nd; Next meeting May 27th

Parks/Recreation - Al Swindell - Met April 17th; Next meeting May 15th

V. AD HOC COMMITTEES

Comprehensive Plan Review Marilee McCall -

Cowlitz Wahkiakum Council of Governments Susan Humbyrd -

AWC/Legislative Al Swindell -

Chamber of Commerce John Burke -

Downtown Revitalization Tom Golik -

Woodland Quality Community Coalition (WQCC) John Burke - Next meeting July 17th hosted by the City at Community Center

American with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations should contact the City Clerk Treasurer’s Office at 360-225-8281 by noon on the Thursday preceding the council meeting.
VI. CONSENT ITEMS

A. Clerk-Treasurer - April 30, 2013 voucher approval
B. Clerk-Treasurer - Approval of minutes of April 15 & 17, 2013
C. Clerk-Treasurer - Authorize new 48 month lease with Pitney Bowes for mail machine/meter.
D. Clerk-Treasurer - Authorize Mayor to sign Fund 107 Hotel Motel 2013 Agreement with Chamber of Commerce
E. Clerk-Treasurer - Authorize Mayor to sign Fund 107 Hotel Motel 2013 Agreement with Hulda Klager Lilac Gardens
F. Clerk-Treasurer - Authorize Mayor to sign Fund 107 Hotel Motel 2013 Agreement with Downtown Revitalization Committee
G. Clerk-Treasurer - Authorize Mayor to sign Fund 107 Hotel Motel 2013 Agreement with Woodland Historical Museum
H. Clerk-Treasurer - Authorize Mayor to sign Fund 107 Hotel Motel 2013 Agreement with Planters Days Committee

VII. ACTION ITEMS

I. Public Works - Confirm appointment of Amanda Smeller to Community Development Planner effective 5/13/2013 and authorize Mayor to sign Employment Agreement
J. Public Works / Clerk-Treasurer - Authorize staff to move forward with financing to issue bonds relating to Capital Projects-Option 1 and prepare related documents
K. Public Works - Ordinance No. 1264 - Transportation Impact Fees (FINAL READING).

VIII. WORKSHOP

1. Collective Garden issues / discussion

IX. ADJOURN

American with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations should contact the City Clerk Treasurer’s Office at 360-225-8281 by noon on the Thursday preceding the council meeting.
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<td>$593.96</td>
</tr>
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<td><strong>Total Capital Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$221.01</strong></td>
<td><strong>13.87%</strong></td>
<td><strong>$2,583.96</strong></td>
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<td><strong>Transfer Out</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>101-000-000-597-00-00-03</td>
<td>Contribution to 001/General</td>
<td>$3,112.00</td>
<td>$12,448.00</td>
<td>$37,344.00</td>
<td>33.33%</td>
<td>$24,896.00</td>
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<tr>
<td><strong>Total Transfer Out</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$3,112.00</strong></td>
<td><strong>33.33%</strong></td>
<td><strong>$24,896.00</strong></td>
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<tr>
<td><strong>Total Park</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$13,522.41</strong></td>
<td><strong>27.64%</strong></td>
<td><strong>$113,734.13</strong></td>
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City Of Woodland  
City Council Meeting Agenda Summary Sheet

Agenda Item: Resolution No. 629- fees & charges for Special Events (amending Resolution No. 627) and Street Closure Permit

Agenda Item #: (H) CURRENT Action

For Agenda of: 04/01/2013

Department: Clerk/Treasurer

Date Submitted: 03/27/2013

Cost of Item: __________

Amount Budgeted: __________

Unexpended Balance: __________

BARS #: __________

Description: __________

Department Supervisor Approval: Mari E. Ripp, Clerk-Treasurer / s /

Committee Recommendation: Finance Committee recommended approval on 3/25/2013

Agenda Item Supporting Narrative (list attachments, supporting documents):

Resolution No. 629

Memo on Special Events and Street Closure Permit

Summary Statement/Department Recommendation:

This Resolution No. 629 amends Resolution No. 627 to include updated fees and definitions for Special Events and a Street Closure Permit.

The Clerk-Treasurer Department did a study of fees and actual costs for Special Events and Street closures. This information was discussed by the Department Heads and presented to the Finance Committee.

The purpose was to:

1) Define Special Events and the Types of users
2) Establish fees and rules for the different types
3) Look at the benefit to the community
4) Look at the actual cost to the City

It was determined that the current Special Event fees were covering costs except for overtime for public works for street closures. We also addressed some challenges we had faced that related to types of users, what benefit was there to the community, how fees are applied, what other communities are doing for street closures. We also studied Special Events and related fees and cost recovery for staffing, operations, equipment and supplies related to these events.
After much discussion we came up with 3 categories:

- **Commercial, For Profit**—Fee of $200 (no increase) but defined that if funds are generated from vendors such as Fall Fest, Farmer's Market, Restaurant/Pub's then the fee would apply.
- **Fund Raisers/Non Profit**—Fee of $100, if 100% of the proceeds go to the Non-Profit and $0 going to the commercial establishment or benefit to the business.
- **Non Profit/Community events**—Fee waived/free, for community events such as Planters Days, VFW Memorial Day/ Veteran's Day, Hot Summer Nights, Easter Egg Hunt, Fishing Derby.
- **Street Closure Permit**—Fee included in Special Events Permit. See Form attached.

It was found after research, that many local governments (Cowlitz Co., Ridgefield, Longview and Kalama) allow the event applicant to place the barricades for street closures. The applicant would be allowed to place the barricades as directed by Public Works who would deliver the barricades and provide training for the placement and removal. This was discussed with the Public Works Director, Leadworker and also the union members. They agreed this would be o.k.

**Conclusion:** If the Street Closure Permit process is approved, we estimate to be at break-even point and rates for Special Events would not need to increase and we can continue to grant fee waivers for certain Community Special Events that benefit our community.

The recommendation from the Finance Committee on 3/25/2013 was to recommend approval of Resolution No. 629, amending Res. 627 to amend fees for Special Events and add a permit for street closures and forward to the council for April 1, 2013 with a due pass recommendation.

Recommend approval.
Special Event Fee/Road Closure

Current Fees/Spending:
We are currently spending more money on Public Works overtime then the revenue we are generating from Special Events. In 2012 we brought in $2525.00 in Special Event fees and spent an estimated $3984.76 in overtime costs for the Public Works department. These overtime costs were mostly due to street closures.

Objective:
Our objective is to break even on Special Event Fees and OT costs. We currently are not charging fees for Community Events that require street closures and therefore losing money when we pay overtime. These events are put on for the enjoyment of the community and encourage citizens to visit our town and local businesses. To charge these organizations fees would possibly result in fewer community events.

Proposal:
After researching this street closure topic, it was found that many local governments grant street closure permits and allow citizens to mediate their own street closures at no cost. Local participating governments include; Cowlitz County, Ridgefield, Longview, and Kalama.

For simple street closures such as the VFW’s Memorial Ceremony, we should allow the event applicant to place own road closures. For more complex road closures, such as Planters Day, we should continue to allow Public Works Department to be in charge of the road closure.

By doing this it will cut our costs by approximately $1000.00, which in comparison, is about 30%.

Street Closure Permit:
A permit must be filled out (see example) and approve prior to event. Event holder is responsible for coordinating with Public Works office for pick up/drop off of barricades. Public Works will provide a map marking where barricades are to be placed.

Conclusion:
Should the Street Closure Permit be approved, we will just be at the break-even point. So therefore, rates will not have to be increased and we can continue to give fee waivers for certain Special Events that benefit our community.
<table>
<thead>
<tr>
<th>Event</th>
<th>Street Closure</th>
<th>Event Date</th>
<th>Fee</th>
<th>Total OT Hours</th>
<th>Total Cost</th>
<th>OT Costs less Road Closure OT</th>
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<td>1  Easter Egg Hunt</td>
<td>no</td>
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<td></td>
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<td>$-</td>
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<td>2  Fishing Derby</td>
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<td>$-</td>
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<tr>
<td>3  Memorial Dedication</td>
<td>yes</td>
<td>19-May</td>
<td></td>
<td>0</td>
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<td>$-</td>
</tr>
<tr>
<td>4  Memorial Day ceremony</td>
<td>yes</td>
<td>28-May</td>
<td>$-</td>
<td>2</td>
<td>$103.62</td>
<td>$-</td>
</tr>
<tr>
<td>5  Farmers Market</td>
<td>yes</td>
<td>6/15-9/9</td>
<td></td>
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<td>$-</td>
</tr>
<tr>
<td>6  Walk for Life</td>
<td>no</td>
<td>2-Jun</td>
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<td>$-</td>
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<tr>
<td>7  Planters Day</td>
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<td>6/14-6/17</td>
<td></td>
<td>45</td>
<td>$1,872.11</td>
<td>$1,658.79</td>
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<td>8  Fat Moose Planters Day</td>
<td>no</td>
<td>6/15-6/16</td>
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<td>9  Rotary Fun Run</td>
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<td></td>
<td>3</td>
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<tr>
<td>10 ZZ Top</td>
<td>no</td>
<td>21-Jul</td>
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<td>11 Hot Summer Nights</td>
<td>yes</td>
<td>7/6-8/17</td>
<td></td>
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<td>12 Booster Car Show</td>
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<td>6-Jul</td>
<td></td>
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<tr>
<td>13 Van Wilson's Band</td>
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<td>14-Jul</td>
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<td>14 G Loomis picnic</td>
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<td>4-Aug</td>
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<td>15 Motorcycle Show</td>
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<td>16 Truck Show</td>
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<td>16.5</td>
<td>$853.03</td>
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<td>20 Antique Fire Show</td>
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<td>$-</td>
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<tr>
<td>21 Car Show</td>
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<tr>
<td>22 Veterans Appreciation BBQ</td>
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<td>22-Sep</td>
<td></td>
<td>0</td>
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<td>$-</td>
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<td>23 Newfoundland Dog Trials</td>
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<td>9/15-9/16</td>
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<td>$-</td>
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<tr>
<td>24 Antique Tractor Show</td>
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<td>25 Hydroplane Racing</td>
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<td>26 Veterans Day Tribute</td>
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<td>12-Nov</td>
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<td>27 Winter Fest</td>
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<td>1-Dec</td>
<td>$-</td>
<td>0</td>
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Total Revenue $2,525.00  Total OT Cost $3,984.76  $2,801.68
Due to continued reductions in park revenues, the City of Woodland will not be irrigating city parks this year. This includes Horseshoe Lake, Hoffman, Eagle and Kenneth Bjur Parks. For the last several years, park revenues have declined, forcing reductions in service. In previous years, the city cut three summer staffing positions and reduced maintenance on park structures like picnic tables and garbage cans. In 2012, the city did not water the east field at Horseshoe Lake Park.

Looking at revenue projections beyond 2013, the city expects the reduced funding levels to continue. The Park Board will be discussing possible funding options this year to increase the level of service in the parks for the future. If you are interested in “adopting” a park or volunteering for other duties, please call Bart Stepp, Public Works Director at (360) 225-7999

COMPLETE CITY SURVEY AT WWW.CI.WOODLAND.WA.US

The City is looking for feedback from its citizens regarding several important issues. Please take the time to complete the survey below and mail it back to the city or go to the City’s website www.ci.woodland.wa.us and complete the survey there.

QUESTION 1: Should Woodland continue to add fluoride to the drinking water?

_____ YES  _____ NO  _____ Don’t Know

QUESTION 2: Would you vote for a tax increase to pay for the irrigation and maintenance of city parks?

_____ YES  _____ NO  _____ Don’t Know

QUESTION 3: Would you vote for a tax increase or car tab increase to fund transportation improvements?

_____ YES  _____ NO  _____ Don’t Know

Completed surveys can be mailed to:
City of Woodland, P.O. Box 9, Woodland, WA 98674
or placed in our payment drop box
located in the public parking lot at 2nd and Davidson.
You may not live on waterfront property, but if there is a storm drain or ditch nearby, it's just like you do. Storm drains and ditches carry runoff water directly to the lake. Whatever waters leave your property run into the water. That includes fertilizer, grass clippings, pet waste, and even septic liquids from unmaintained septic systems. All of these are sources of phosphorus and other contaminants that carry unwanted nutrients into the lake and turn it green with algae.

In late spring and early fall water temperature and density changes, allowing for what we call "lake turnover": Surface water sinks and mixes with bottom water causing the Lake to look an icky green color. This is not an indication of pollution, but a natural process.

**REMOVE LEAVES FROM THE STREET**
- Rake leaves, seeds and grass clippings out of the street and gutter.
- Compost on site, bag for collection, or take to waste disposal depository.
- Never dump grass or yard clippings in the lake. Mower should discharge away from the street.

**FERTILIZE THE LAWN, NOT THE LAKE**
- Choose a zero-phosphorous fertilizer. The majority of Horseshoe Lake lawns are naturally high in phosphorous and will remain healthy without adding more.
- Sweep spilled fertilizer off paved surfaces.
- Remember, compost and manure contain phosphorous too.

**CLEAN UP AFTER PETS**
- Scoop the poop! Pet waste contains phosphorous as well as harmful bacteria.
- DO NOT feed ducks, geese or grass carp.

**PREVENT EROSION**
- Phosphorous attaches to soil. Keep soil from washing into the street or lake.

**WASH YOUR CAR IN DIRT, GRAVEL OR GRASS**
- Grass and gravel filter the dirt and soap out of the water and keep dirty runoff out of storm drains and ditches. Soap will not hurt your lawn, but it will hurt fish and water quality.
- You can make your own biodegradable car wash by mixing one cup of liquid dish washing detergent and 3/4 cup of powdered laundry detergent (each should be chlorine and phosphorous free and non-petroleum based) with three gallons of water.

**CHECK-FIX-MAINTAIN YOUR SEPTIC SYSTEM**
- If you are on a septic system, it is imperative to have it pumped as often as necessary.
- Unmanaged septic systems can leak potentially dangerous substances into the lake that can affect fish, humans and pets. If you assume your septic system is working fine because you haven't had to pump it in years, chances are it is in need of maintenance and may be seeping into the lake.
- For information on how to properly maintain your septic system, contact Cowlitz County Building and Planning at (360) 577-3052 or Clark County Public Health at (360) 397-8000. Free seminars are available on how to properly maintain your septic system.

For information regarding this flyer or Horseshoe Lake, contact Woodland Public Works at (360) 225-7999. See us on the web at www.ci.woodland.wa.us