

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**December 20, 2018**  
**6:00 PM, City Hall**

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**1. CALL TO ORDER/PRESENTATION TO THE FLAG:** Mayor to call the meeting to order, lead the group in reciting the pledge of allegiance and conduct roll call.

Robert Muth requests an excused absence.

**2. CHANGES TO THE AGENDA:** *[The Mayor may add agenda items or take agenda items out of order with the concurrence of the majority of the Council].*

**3. CONSENT AGENDA:** The following items are presented for Council approval. *[Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of an individual item is requested by a Council member, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.]*

- a) **Tourism Funding Contracts** - City Administrator Leana Kinley requests the approval of the Tourism Funding contracts as detailed in the staff memo for a total of \$461,650. (p. 6)
- b) **Approve Stevenson-Carson School District Support Contract** - City Administrator Leana Kinley requests council approval of the 2019 contract with the Stevenson-Carson School District for pool support in the amount of \$30,000 and deliverables as outlined in the contract. (p. 122)
- c) **Approve Resolution 2018-325 Revising the Salary Schedule and Correcting the Effective Date for Firefighter Pay** - City Administrator Leana Kinley requests approval of the attached Resolution 2018-325 adopting the 2019 salary schedule and changing the effective date for firefighter pay from January 1, 2018 to December 1, 2017 which is in line with the 2018 adopted budget and 2109 proposed budget. (p. 126)
- d) **Approve Skamania County Incarceration Services Interlocal Agreement** - City Administrator Leana Kinley requests approval of the interlocal agreement with Skamania County for 2019 Incarceration services. The rates remain the same as 2018. (p. 128)
- e) **Approve CERB Grant Agreement**- City Administrator Leana Kinley requests approval of the agreement with the Community Economic Revitalization Board for the Alternatives Analysis Feasibility Study in the amount of \$66,667. (p. 134)
- f) **Approve CDBG Subrecipient Contract** - City Administrator Leana Kinley requests approval of the subrecipient contract with Columbia Cascade Housing to manage the CDBG Housing Rehabilitation project in the amount of \$400,000. (p. 162)

- g) **Approve Wallis Engineering Contract for Development Engineering Services** - City Administrator Leana Kinley requests approval of the attached agreement with Wallis Engineering for Development Engineering Services in 2019 for an amount not to exceed \$15,000. (p. 177)
- h) **Approve Wallis Engineering Contract for General Engineering Services** - City Administrator Leana Kinley requests approval of the contract with Wallis Engineering for General Engineering Services in the amount not to exceed \$10,000. (p. 181)
- i) **Water Adjustment** - Nancy Hales (meter No. 401900) requests a water adjustment of \$196.69 for a water leak which they have since repaired.
- j) **Water Adjustment** - Thomas Branson (meter No. 205700) requests a water adjustment of \$270.76 for a water leak which they have since repaired.
- k) **Minutes** of November 15, 2018 regular city council meeting and the November 19, 2018 and December 6, 2018 special council meetings. (p. 185)

**4. PUBLIC COMMENTS:** *[This is an opportunity for members of the audience to address the Council. If you wish to address the Council, please sign in to be recognized by the Mayor. Comments are limited to three minutes per speaker. The Mayor may extend or further limit these time periods at his discretion. The Mayor may allow citizens to comment on individual agenda items outside of the public comment period at his discretion.]*

**5. PUBLIC HEARINGS:** *[Advertised public hearings have priority over other agenda items. The Mayor may reschedule other agenda items to meet the advertised times for public hearings.]*

- a) **6:15 - Public Hearing on 2018 Proposed Budget Amendments** - City Administrator Leana Kinley will present Ordinance 2018-1132 for public comment and council consideration. (p. 205)

**6. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **Skamania County Chamber of Commerce** - Executive Director Casey Roeder will provide an update on recent events and activities.
- b) **Skamania County Economic Development Council** - Executive Director Kari Fagerness will update City Council on recent EDC activities.
- c) **Stevenson Downtown Association** - Executive Director Marie Gluesenkamp-Perez will provide an update on recent events and activities.

**7. OLD BUSINESS:**

- a) **Approve Ordinance 2018-1133 Adopting the 2019 Budget** - City Administrator Leana Kinley will present Ordinance 2018-1133 adopting the 2109 budget for council consideration.

- b) **Broadcasting License Request** - Janet Campbell has responded via email to questions posed by council at the last meeting regarding the city applying for a low power FM Broadcasting license. (p. 207)
- c) **Approve Resolution 2018-322** - City Council will review Resolution 2018-322 adopting key components of the City of Stevenson Shoreline Master Program comprehensive update and periodic review and authorizing submittal of the Stevenson Shoreline Master Program for approval by the Washington Department of Ecology. (p. 208)
- d) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and Compliance Schedule. (p. 570)

#### 8. NEW BUSINESS:

- a) **Skamania EDC Contract Approval** - City Administrator Leana Kinley requests council approval of the attached contract with the Skamania County Economic Development Council for services related to the general economic development of the city for a total cost of \$10,237.50. (p. 572)
- b) **Approve MOA between the City and the Stevenson Public Works Department** - City Administrator Leana Kinley requests approval of the attached contract between the City of Stevenson and the Stevenson Public Works Department regarding a streamlined Critical Areas permitting process and heightened environmental stewardship. (p. 577)
- c) **Approve Ordinance 2018-1131 Business Licenses** - City Administrator Leana Kinley presents ordinance 2018-1131 regarding city business licenses for council review and approval. The state legislature adopted EHB2005 requiring cities change their business license regulations, which are incorporated in the ordinance. (p. 587)
- d) **Planning Commission-Council Communication** - Discuss how council can best direct the planning commission on projects referred to them for review and recommendation.
- e) **Approve Amendment to Waterfront Amenities Agreement with Port of Skamania** - The Port of Skamania requests an extension of the tourism funding contract for Waterfront Amenities through the end of 2019 and would like to add water fountains to the project as well. The total project budget remains unchanged. (p. 596)

#### 9. INFORMATION ITEMS:

- a) **Municipal Court Cases Filed** - A summary of Stevenson Municipal Court cases recently filed is attached for Council's review. (p. 598)
- b) **Fire Department Report** - A copy of the Fire Chief's report for November, 2018 is attached for council review. (p. 599)

- c) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for November, 2018 is attached for council review. (p. 600)
- d) **Planning Commission Minutes** - Minutes are attached from the 10/8/18 Planning Commission meeting. (p. 610)
- e) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in November 2018. (p. 614)
- f) **Energy Services Proposal** - Attached is the detailed report regarding energy upgrades at City Hall and the water meter upgrades throughout the city. We are awaiting more information regarding financing options before moving forward with this project. (p. 616)

**10. CITY ADMINISTRATOR AND STAFF REPORTS:**

- a) Eric Hansen, Public Works Director
- b) Ben Shumaker, Community Development Director
- c) Leana Kinley, City Administrator

**11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:**

- a) November 2018 payroll, December 2018 Firemen's & December 2018 A/P checks have been audited and are presented for approval. November payroll checks 12993 thru 13004 total \$92,755.79 which includes eleven direct deposits, one EFTPS and four ACH payments. Firemen's checks 13005 thru 13025 for \$16,448.96 which includes three direct deposits and one EFTPS. A/P Checks 12992, 13026 thru 13099 total \$361046.49 which includes three ACH payments. The A/P Check Register and Fund Transaction Summary are attached for your review. Detailed claims vouchers will be available for review at the Council meeting. No investment activity in November. (p. 655)

**12. MAYOR AND COUNCIL REPORTS:**

**13. ISSUES FOR THE NEXT MEETING:** *[This provides Council Members an opportunity to focus the Mayor and Staff's attention on issues they would like to have addressed at the next council meeting.]*

**14. ADJOURNMENT** - Mayor will adjourn the meeting.

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*UPCOMING MEETINGS AND EVENTS:*

- Dec. 24th and 25th Christmas Holiday City Closed
- Jan. 1st New Year's Holiday City Closed
- Jan. 3rd Alternative Analysis Second Workshop, 1-5 pm
- Jan 10th Special Council Meeting to Discuss WWTP Alternatives
- Jan 17th Regular Council Meeting