

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

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.

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) **Minutes** of August 9, 2018 City Council Meeting. (p 5)
- b) **Water Adjustment** - Pam Carlisle (meter No. 303800) requests a water adjustment of \$119.73 for a leaky toilet that has since been repaired.
- c) **Water Adjustment** - Steven Oliva (meter No. 509170) requests a water adjustment of \$651.91 for a leak in his irrigation system that has since been repaired.
- d) **Water Adjustment** - Harry Schumacher (meter No. 200400) requests a water adjustment of \$148.70 for a leaky toilet that has since been repaired.
- e) **Liquor License Renewal** - El Rio Texicana (#078502)
- f) **Special Occasion Liquor License Application** - Skamania County Chamber of Commerce at the Hegewald Center for the Roosevelt Dinner on October 13, 2018 from 5:30-9:30pm.
- g) **Approve Proclamation Designating September 2018 as Childhood Cancer Awareness Month** (p 11)

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) **6:15pm - 2018 Budget Amendment** - City Administrator Leana Kinley will present Ordinance 2018-1126 amending the 2018 budget for public comment, discussion and council consideration. The detailed budget report is attached. (p 12)

6. OLD BUSINESS:

- a) **Approve Chinidere Phase I-IV Extension** - The property owners for phases I-IV of the Chinidere Mountain Estates Subdivision request an extension of the Development Agreement. Prior to council adoption of the extension, the city needs to hold a Public Hearing. An extension for one month will be presented until a Public Hearing can be held at the October 18, 2018 council meeting on the longer 5-year extension. (p 39)
- b) **Approve Contract Amendment with Wallis Engineering** - Public Works Director Eric Hansen requests approval of the attached contract amendment in the amount of \$147,851 with Wallis Engineering for the design work on the Russell Avenue project. (p 40)
- c) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater Project and the Compliance Schedule. (p 72)

7. NEW BUSINESS:

- a) ***Award CERB Project** - Staff has reviewed and selected a recommended contractor for the CERB Feasibility project. The amount of the contract will not exceed \$67,000.
- b) **Liquor License Application** - The Cannabis Corner (North Bonneville Public Development Authority) for 25 NE 2nd St (#413897)
- c) **Preliminary 2019 Budget** - City Administrator Leana Kinley will present the 2019 budget calendar, proposed 2019 cost of living adjustment and preliminary 2019 budget for council discussion. The memo and detail for the 2019 budget will be presented at the council meeting. (p 76)
- d) **Planning Commission Appointment** - The Planning Commission is recommending City Council appoint Auguste Zettler to fill position #4, which was vacated by the resignation of Chris Ford.
- e) **Approve Ordinance 2018-1123 Amending the Critical Areas Code** - Community Development Director Ben Shumaker will present the ordinance for council consideration. (p 80)
- f) **Approve Waterfront Amenities Contract Amendment** - The Port of Skamania County requested an amendment to the tourism funds contract for Waterfront Amenities. Their request, original contract and the amendment are enclosed in the packet. (p 237)

- g) **Discuss Broadband Project Update** - Kimberly Pearson, Broadband Project Intern, submitted the enclosed memo as an update to council on the status of the project and steps that need to be taken to move forward. Her time at the city has ended. Ben Shumaker will be able to answer questions council may have regarding the project. (p 248)

8. INFORMATION ITEMS:

- a) **2017 Audit Report** - The 2017 Financial Statements and Accountability Audit reports from the Washington State Auditor's Office are completed and a link to the reports can be found on the city's website at <http://ci.stevenson.wa.us/government/administrative-services/finance/>.
- b) **Sheriff's Report** - A copy of the Skamania County Sheriff's Report for August, 2018 is attached for council's review. (p 252)
- c) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by the Skamania County Chamber of Commerce in August, 2018. (p 263)
- d) **Planning Commission Minutes** - Minutes are attached from the 6/11/18 and 8/13/18 Planning Commission meetings. (p 266)
- e) **Municipal Court Cases Filed** - A summary of Stevenson Municipal Court cases recently filed is attached for council's review. (p 275)
- f) **Customer Appreciation** - Attached is a letter from a resident regarding the work completed by city staff on NW Roosevelt. (p 276)
- g) ***Water System Update** - Karl Russell has prepared information regarding the SCADA update on the water system and current projects being worked on. (p 277)

9. CITY ADMINISTRATOR AND STAFF REPORTS:

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

10. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a) August 2018 payroll & September 2018 A/P checks have been audited and are presented for approval. August payroll checks 12687 and 12738 thru 12755 total \$99,696.74 which includes eleven direct deposits, one EFTPS and two ACH payments. Check 12687 included in the August payroll is a correction for Jul payroll. A/P Checks 12734 thru 12828 total \$242,966.28 which includes two 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. (p 284)

No investment purchases in August 2018.

11. MAYOR AND COUNCIL REPORTS:

12. 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.]*

13. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- October 18, Regular City Council Meeting
- October 19-20, Council Strategic Planning Retreat
- October 23-25, IACC