

AGENDA
CITY OF STEVENSON COUNCIL MEETING
May 21, 2020

6:00 PM, Remote

Call-In Number 669-900-6833, or 253-215-8782 Meeting ID: 843 6889 6063 Password: 250595
and on YouTube at <https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjJvA/>

Items with an asterisk (*) have been added or modified after the initial publication of the Agenda.

1. CALL TO ORDER/PRESENTATION TO THE FLAG: Mayor to call the meeting to order and conduct roll call.

Annie McHale requests an excused absence.

MOTION: To excuse Annie McHale from the May 21st council meeting.

a) ***Update on Use of Technology for City Meetings** - The Mayor will provide an update on city hall technology.

-This meeting will be recorded.

-Please mute when not talking (*6 if you are on the phone).

-Please raise your hand to speak (*9 if you are on the phone).

-Those participating as a guest (not council or staff), please also turn off your video.

This will allow speakers to filter to front pages.

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) ***Liquor License Application** - 420 Evergreen, change of corporate officers/stockholders to only Adam Shaeffer at this time.

b) **Liquor License Renewal** - Walking Man Brewing, Inc.

c) **Water Adjustment** - Jasper & Bertha Bell requests a water adjustment of \$123.12 for a water leak which they have since repaired.

d) ***Liquor License Renewal** - Big T's Grill

e) ***Liquor License Renewal** - Clark and Lewie's

f) ***Ratify Local Agency Agreement for First Street A&E Professional Services** - The agreement has been updated with additional WSDOT contract language. There is no change to the contract value or scope of work.

g) **Minutes** of April 16, 2020 City Council Meeting.

MOTION: To approve consent agenda items a-g.

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 notify the City Administrator ahead of the meeting 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.]*

a) ***COVID-19 Virtual Meeting Protocol for Public Comment:** When submitting public comments, include your name regardless of the manner you are using. Public comments may be provided in one of three ways:

-In writing may be submitted no later than 12:00 PM on the meeting date to be included in the council packet.

-By telephone during the meeting by calling a number that will be provided to you upon notification to the City Clerk no later than 4:30 PM the day of the meeting.*

-By virtual meeting attendance with a link that will be provided to your email upon notification to the City Clerk no later than 4:30 the day of the meeting.*

*If you would like to make a public comment by either phone or virtual meeting, you can contact the Clerk at leana@ci.stevenson.wa.us or by phone at 509-427-5970 no later than 4:30 on the meeting date.

5. UNFINISHED BUSINESS:

a) **COVID-19 Update** - Mayor Scott Anderson will provide an update on the city's response to the COVID-19 pandemic. More information will be provided prior to the council meeting.

MOTION: To approve waiving Park Use Licensing fees for Big River Grill for 2020.

MOTION: To approve waiving Right of Way permit fees for sidewalk cafes, the blocking off of no more than two parking spaces for such use, and temporary street furniture to maintain ADA access and separation from the vehicle traveling path for businesses to increase their usable space until December 31, 2020.

b) **Sewer Plant Update** - Public Works Director Karl Russell will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

6. NEW BUSINESS:

a) **Toliver Subdivision Review** - Community Development Director Ben Shumaker requests council review the staff memo regarding the Toliver Subdivision proposal and make a determination.

MOTION: To concur in the Planning Commission's recommendation and summarily approve the preliminary plat proposal for the Toliver Subdivision. OR To reject the Planning Commission's recommendation and schedule a public hearing to consider the Toliver Subdivision proposal.

- b) **Review Rock Creek Cove Hospitality Shoreline Permit** - Community Development Director Ben Shumaker presents the staff memo regarding the Shoreline Substantial Development permit (SHOR2020-01) for the Rock Creek Cove Hospitality project for council review.

MOTION: To refer this application to the Planning Commission for recommendation and set a date of June 18, 2020 for a public hearing on the Rock Creek Cove Hospitality project.

- c) **Approve New Single-Family Residences in C1 Moratorium** - City Administrator Leana Kinley presents Ordinance 2020-1157 re-establishing a moratorium on construction of new single-family residences in the C1 zone for council consideration.

MOTION: To approve ordinance 2020-1157 re-establishing a moratorium on construction of new single-family residences in the C1 zone.

- d) **Approve Interlocal Agreement with Skamania County for Vegetation and Noxious Weed Control** - Public Works Director Karl Russell presents the agreement with Skamania County to control vegetation and noxious weeds within the city. There is extensive scotch broom throughout the watershed and this agreement will allow the County to help with control.

MOTION: To approve the interlocal agreement with Skamania County for vegetation and noxious weed control.

- e) **Approve Resolution Authorizing Electronic Signature** - City Administrator Leana Kinley presents resolution 2020-361 authorizing electronic signature approvals as to form by the City Attorney for council consideration.

MOTION: To approve resolution 2020-361 authorizing electronic signature approvals as to form by the City Attorney.

- f) **Discuss Park Plaza Agreement** - City Administrator Leana Kinley presents the attached draft agreement with Skamania County regarding the operation and maintenance of the Skamania County Courthouse Plaza as it relates to the Park Plaza project for council discussion.

- g) **Approve Delay of Planning Fee Increase** - Community Development Director Ben Shumaker presents the staff memo and Resolution 2020-362 delaying the increase in planning fees until September 1, 2020.

MOTION: To approve resolution 2020-362 regarding planning department application fees and miscellaneous charges.

- h) Approve Backwoods Brewing Discharge Contract** - City Administrator Leana Kinley presents the Industrial Discharge Contract with Backwoods Brewing for council review and consideration. This contract has been reviewed and approved by both Ecology and Backwoods Brewing.

MOTION: To approve the Industrial Discharge Contract with Backwoods Brewing.

- i) Approve Business Licensing Services Agreement** - City Administrator Leana Kinley presents the agreement with the State of Washington Department of Revenue for Business Licensing Services. In 2017, EHB 2005 was passed to simplify the administration of business licenses for the applicant, requiring licenses be administered through the state's business license system. Minor changes to the business license code will be proposed at a later date to facilitate this contract.

MOTION: To approve the agreement with the State of Washington Department of Revenue for Business Licensing Services.

- j) *Authorize CARES Act Contract with Commerce** - City Administrator Leana Kinley requests council authorize the Mayor to sign the contract with Washington State Department of Commerce for CARES Act funding. An email regarding the draft contract and use of the estimated \$48,600 in funds is expected by May 22nd. The authorization is requested to expedite contract approval without holding a special meeting.

MOTION: To authorize the Mayor to sign the contract with the Washington State Department of Commerce for CARES Act funding in the amount of \$48,600.

- k) *Approve Housing Capacity Grant** - Community Development Director Ben Shumaker presents a staff memo and interagency agreement with the Department of Commerce for a grant to adopt actions to increase residential building capacity.

MOTION: To approve the agreement with the Department of Commerce for the Increasing Residential Building Capacity Grant.

- l) *Approve Supplemental Contract with Wallis Engineering** - Community Development Director Ben Shumaker will present a supplemental contract with Wallis Engineering for Design Review Services. They are currently assisting with the Toliver Subdivision and the Rock Cove Hospitality project, which is being paid for by the customers. The estimates for these reviews of \$17,670 combined exceed the current contract budget of \$15,000.

MOTION: To approve the supplemental contract with Wallis Engineering for development review services in the amount of \$ 8,500 for a new contract total of \$23,500.

7. INFORMATION ITEMS:

- a) **Building Permits Issued** - A report of recent Building Permits issued for new residential or commercial/industrial buildings is attached.
- b) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in April, 2020.
- c) **Financial Report** - City Administrator Leana Kinley presents the Treasurer's Report and year-to-date revenues and expenses through April 2020.
- d) ***Fire Department Report** - A copy of the Stevenson Fire Department's report for April, 2020 is presented for council review.
- e) **Planning Commission Minutes** - Minutes are attached from the 3/11/20 Planning Commission meeting.
- f) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for April, 2020 is attached for council review.
- g) **Columbia Gorge Highway Bike Advocacy** - Information regarding communication with Friends of the Gorge on changes to the historic highway.

8. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Karl Russell, Public Works Director
- b) Ben Shumaker, Community Development Director
- c) *Leana Kinley, City Administrator

9. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a) *April 2020 payroll & May 2020 AP checks have been audited and are presented for approval. April payroll checks 14363 thru 14369 total \$96,154.75 which includes EFT payments. May AP checks 14370 thru 14423 total \$522,697.62. The AP check register with fund transaction summary is attached for your review.

MOTION: To approve the vouchers as presented.

10. MAYOR AND COUNCIL REPORTS:

11. 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.]*

12. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

-June 18, 2020 (Thursday) Council Meeting at 6pm