

AGENDA
CITY OF STEVENSON COUNCIL MEETING
October 17, 2024
6:00 PM, City Hall and Remote

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or 301-715-8592, Meeting ID 889 7550 7011, Zoom link <https://us02web.zoom.us/j/88975507011> or via YouTube at <https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjJvA/>

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

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

2. 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. Please submit written comments to City Hall in person at 7121 E. Loop Rd, via mail to PO Box 371, Stevenson, WA 98648 or via email to anders@ci.stevenson.wa.us by noon the day of the meeting for inclusion in the council packet.]*

3. 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].*

4. 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) **Water Adjustment** - Michael and Tamara Sullivan (meter no. 809150) request a water adjustment of \$675.34 for a water leak which they have since repaired.
- b) **Approve Skamania EDC Contract in the Amount of \$29,125** - The contract with Skamania Economic Development Council for general economic development services in the amount of \$29,125 is presented for council approval.
- c) ***Approve Wallis Engineering Contract in the Amount of \$265,530.54** - In September, the Council approved this contract subject to WSDOT approval. WSDOT requested changed to some contract language. The Scope and Fee remain the same. The signed contract is presented for Council ratification.

- d) ***Approve SGR Contract in the Amount not to exceed \$28,900** - The contract with Strategic Government Resources for Executive Recruitment Services was authorized in September. The contract language was amended. The scope remains the same. The fee remains NTE \$28,900 plus actual travel costs over and above the contractual allotment. The contract is presented for council ratification.
- e) **Authorize DNR Contract in the Amount of \$48,600**- The grant contract with the Department of Natural Resources for Utility Conflict Canopy Preservation (Undergrounding) Plan in the amount of \$48,600 is presented for council authorization for the mayor to sign once DNR has approved the scope of work.
- f) ***Minutes** of the September 19th regular meeting and September 26th special meeting.
- g) ***Approve appointment of Ray Broughton as Fire Chief, effective 1/1/2025**- The volunteer membership recommended Mr. Broughton's appointment on 10/7/2024. Skamania County Fire District #2 approved the recommendation on 10/14/2024. Before the Mayor can make the appointment, the Council must approve.

MOTION: "to approve Consent Agenda items a-g."

5. SHERIFF'S OFFICE REPORT:

- a) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month is presented for council review.

6. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Regional Transit Presentation** - Mid-Columbia Economic Development District Senior Project/Mobility Manager Kathy Fitzpatrick, Columbia Gorge Tourism Alliance Network Director Emily Reed, and Skamania County Senior Services Program Manager Sophie Miller will present on current projects and enhancements to local and regional transit services.

7. PUBLIC HEARINGS:

- a) **Proposed 2025 Budget Hearing** - Staff presents the 2025 proposed budget for public comment and council discussion. Comments will be addressed in the next budget iteration.

8. COUNCIL BUSINESS:

- a) **Transportation Benefit District Establishment-First Reading** - Staff presents resolution 2024-444 regarding the sales tax ballot measure for the Stevenson Transportation Benefit District for council discussion and consideration.

MOTION: To adopt resolution 2024-444 providing for a ballot proposition to be submitted to the qualified electors of the City on February 11, 2025 to authorize a sales and use tax to fund street repairs, pedestrian safety, snow plowing, reduce sewer utility rates and generate revenue by establishing a three-tenths of one percent (0.3% or 3 cents of every ten dollars) sales tax rate within the Stevenson Transportation Benefit District ending after 10 years generating approximately \$270,000.

9. INFORMATION ITEMS:

- a) **Contracts Awarded Administratively** - The report on contracts, purchases, and change orders over \$10,000 approved administratively over the past month is attached.
- b) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- c) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Ben Shumaker, Community Development Director/ Interim City Administrator
- b) Carolyn Sourek, Public Works Director

11. VOUCHER APPROVAL: Vouchers will be presented prior to the meeting for council review.

- a) *September 2024 payroll and October 2024 AP checks have been audited and are presented for approval. September payroll check 18108 totals \$155,530.01 which includes EFT payments. September 2024 AP checks 18109 thru 18167 total \$420,429.59, which includes EFT payments. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

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.]*

- a) Attached is a list of items staff is working on for future meetings.

14. ADDITIONAL PUBLIC COMMENT: *[This is an opportunity for members of the audience to address the Council for items discussed at the meeting.]*

15. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- Monday, November 12th, 6pm, Planning Commission Meeting
- Wednesday, November 13th, 6pm, Special Council Meeting - 2025 Budget
- Thursday, November 21st, 6pm, Regular City Council Meeting