

AGENDA
CITY OF STEVENSON COUNCIL MEETING
July 18, 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/UC4k9bA0IEEvsF6PSoDwjvA/>

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, lead the group in reciting the pledge of allegiance and conduct roll call.

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 leana@ci.stevenson.wa.us by noon the day of the meeting for inclusion in the council packet.]*

a) Public Comments Received

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].*

a) *7/17 changes include:

-Added Public Works Director Report (item 8b)

-Added Vouchers (item 9a)

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) **Special Occasion Liquor License Application** - Gorgeous Ink at the Skamania County Fairgrounds on Sept. 20 from 9am-10pm, Sept. 21 from 9am-11pm and Sept. 22 from 9am-10pm.

- b) **Approve Resolution 2024-438 Revising Purchasing Policy** - City Administrator Leana Kinley presents resolution 2024-438 revising the purchasing policy based on revised state legislation taking effect July 1, 2024 for council approval.
- c) **Minutes** of June 20, 2024 Regular council meeting and June 27, 2024 special council meeting.

MOTION: To approve consent agenda items a-c.

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. COUNCIL BUSINESS:

- a) **Discuss Dates for Joint Meeting with Skamania County on Park Plaza Project** - Skamania County requests a joint meeting with the City Council as outlined in the attached letter. Council will discuss available dates for coordination with the County Commissioners as requested.

- b) **Approve Lasher Street Project Local Agency Agreement** - Community Development Director Ben Shumaker requests council approval of the Agreement with the Washington State Department of Transportation for an initial design phase cost of \$350,000. The total grant awarded by the state for the project is \$800,000.

MOTION: To approve the Local Agency Agreement for the Lasher Street Project for a total project cost of \$350,000.

- c) **Set Date for August Regular Council Meeting** - The policy has been to change the regular council meeting in August to avoid conflict with Fair events. There is a special meeting scheduled for August 22nd which may be used as the meeting, or to catch up on any additional Accounts Payable or items needing discussion ahead of the September 19th regular council meeting.

MOTION: To set the date of August ____ for the August 2024 regular city council meeting.

- d) **Discuss Tools for Affordable Housing** - City Administrator Leana Kinley presents the attached information regarding options for the city to address affordable housing for council discussion.

7. 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 as well as the financial report for the second quarter of 2024.
- c) **Housing Programs Report** - The report for the prior month on housing services provided by Washington Gorge Action Programs in Skamania County is enclosed for council information.
- d) **Contracts Awarded Administratively** - The report on contracts, purchases and change orders over \$10,000 approved administratively over the past two months is attached.
- e) **3 Squares Lease Termination Notice** - An email notifying the City of the lease termination with Shepherd of the Hills Lutheran Church for operation of the 3 Squares Program is attached.
- f) **WAGAP Leadership Transition** - A notice regarding a change in leadership at Washington Gorge Action Programs from Leslie Naramore to Jennifer Pauletto is attached.
- g) **Fire Chief Resignation Notice** - A copy of the letter of resignation from Fire Chief Rob Farris is attached.

8. CITY ADMINISTRATOR AND STAFF REPORTS:

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

9. VOUCHER APPROVAL:

- a) *June 2024 payroll and July 2024 AP checks have been audited and are presented for approval. June payroll checks 17910 and 17911 totals \$144,671.89 which includes EFT payments. July 2024 AP checks 17912 thru 17974 total \$1,034,572.38, which includes EFT payments. The AP check register with fund transaction summary is attached for 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.]*

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

12. EXECUTIVE SESSION - City Council will convene in Executive Session under:

a) **Interview Council Applicants** - Council will interview applicants for the open position #4. Applications are due on July 17th and will be added to the packet as they are received.

After applicant interviews, council may enter into executive session under RCW 42.30.110(1)(h) to evaluate the qualifications of a candidate for appointment to elective office.

After the interviews and potential executive session, an election will take place by voice vote. The first candidate to receive a majority vote will be appointed. The appointed candidate will be sworn in immediately after the vote at the meeting.

b) **RCW 42.30.110(1)(i)** to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

13. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- Thursday, July 25th, Special Council Meeting
- Tuesday, August 6th, 6-9pm, National Night Out
- _____, August ____, 6pm, City Council Meeting-Rescheduled
- Monday, August 12th, 6pm, Planning Commission Meeting
- Thursday, August 22nd, 6pm, Special City Council Meeting