

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**September 19, 2019**  
**6:00 PM, City Hall**

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

Councilmembers Robert Muth and Jenny Taylor request excused absences.

**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 Renewal** - North Bonneville PDA
- b) **Approve Proclamation Declaring September 2019 as Childhood Cancer Awareness Month** - Mayor Scott Anderson presents this proclamation for council consideration and approval. (p. 6)
- c) **Special Occasion Liquor License Application** - Skamania Democratic Central Committee at the Hegewald Center on Oct. 12 from 5-9:30pm.
- d) **Minutes** of August 22, 2019 City Council Meeting. (p. 7)

MOTION: To approve consent agenda items a-d.

**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. UNFINISHED BUSINESS:**

- a) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule. (p. 19)

**6. COUNCIL BUSINESS:**

- a) **Approve Resolution 2019-346 Rescinding Resolution 2019-328 Regarding the Creation of a Metropolitan Park District** - City Administrator Leana Kinley presents this resolution

for council review and approval. A new resolution regarding the creation of a district for the purposes of supporting the pool will be presented at the October council meeting. (p. 24)

MOTION: To approve resolution 2019-346 rescinding resolution 2019-328 calling for the creation of a Metropolitan Park District.

- b) **Approve the Wastewater Project Amendment No. 1 to the Wallis Contract** - City Administrator Leana Kinley presents this amendment for council consideration. The increased scope includes \$17,721 for a cultural review, which is required due to the location of the lift stations and treatment plant, and \$2,801 for an income and affordability study (sample documents attached). (p. 27)

MOTION: To approve Wastewater Project Amendment Number 1 with Wallis Engineering in the amount of \$20,522 for a revised contract amount of \$410,000.

- c) **Approve Ratification of the Russell Avenue Project Local Agency Agreement Supplement No. 1 and Revised Project Prospectus** - Public Works Director Eric Hansen requests council approval of the Agreement Supplement No 1 and revised Project Prospectus with the Washington State Department of Transportation, which increases the overall project costs by \$254,013, from \$982,659 to \$1,236,672. (p. 55)

MOTION: To approve the ratification of the Local Agency Agreement Supplement No. 1 and revised Project Prospectus for the Russell Avenue Project for a total project cost of \$1,236,672.

- d) **Approve Contract Amendment with Wallis Engineering for the Russell Project** - Public Works Director Eric Hansen requests approval of the attached contract amendment in the amount of \$5,760.82 for a total revised contract amount of \$235,745.81 for a change in the design from 8' wide sidewalks to 10' wide sidewalks. (p. 60)

MOTION: To approve Supplement Agreement Number 3 with Wallis Engineering in the amount of \$5,760.82 for a total revised contract amount of \$229,984.99.

- e) **Planning Commission Appointment** - The Planning Commission is recommending City Council appoint Mike Beck to fill position #3, which was vacated by the resignation of Karen Ashley.

MOTION: To appoint Mike Beck to Planning Commission position #3.

- f) **Approve Resolution 2019-345 Declaring the Intent to Adopt a Sales Tax Credit Authorized by House Bill 1406** - City Administrator Leana Kinley presents this resolution for council consideration. Funds from the sales tax credit can be used for affordable housing and related costs as outlined in the resolution. (p. 64)

MOTION: To approve Resolution 2019-345 declaring the intent of the city council to adopt legislation to authorize a sales and use tax for affordable and supportive housing in accordance with substitute house bill 1406 (chapter 338, laws of 2019) and other matters related thereto.

- g) **Approve Ordinance 2109-1146 Regulating Camping** - City Administrator Leana Kinley presents Ordinance 2019-1146 regulating camping in the city for council consideration. A draft of this ordinance was presented and discussed at the August council meeting. (p. 66)

MOTION: To approve Ordinance 2019-1146 regulating camping in the city.

- h) **Ordinance 2019-1147 Revising Fund Structure** - City Administrator Leana Kinley presents this ordinance for council review and consideration. This ordinance restricts the use of these funds to what is stated in the ordinance. The amount of money in each fund will be allocated with adoption of a revised 2019 budget ordinance. (p. 72)

MOTION: To approve ordinance 2019-1147 to add the General Reserve and Fire Reserve Funds to the fund structure.

- i) **\*Approve Amendment No. 1 to DOE Loan for WWTP Design** - City Administrator Leana Kinley requests approval of amendment no. 1 to agreement no. WQC-2019-StevPW-00044 between the Washington State Department of Ecology and the City of Stevenson. This amendment adds the immediate improvements as task 4 for \$63,000, moving the money from the design task. The total amount of the loan and terms remain the same. (p. 74)

MOTION: To approve amendment no. 1 to agreement no. WQC-2019-StevPW-00044 between the State of Washington Department of Ecology and City of Stevenson.

- j) **Preliminary 2020 Budget** - City Administrator Leana Kinley presents the 2019 budget calendar and the proposed 2020 cost of living adjustment. The preliminary 2020 budget will be presented prior to the meeting for council review and discussion. (p. 81)

## 7. INFORMATION ITEMS:

- a) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in August, 2019. (p. 83)
- b) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for August, 2019 is attached for council review. (p. 85)
- c) **Elected Officials Essentials Flyer** - Information about upcoming training for new and seasoned elected officials. (p. 91)

- d) **Municipal Court Cases Filed** - A summary of Stevenson Municipal Court cases recently filed is attached for Council's review. (p. 92)
- e) **Fire Department Report** - The attached report describes some of the activities conducted by the Stevenson Fire Department in August, 2019. (p. 93)
- f) **Building Permits Issued** - Stevenson has 19 SFRs total with 9 started in 2019, 4 cabins, 1 triplex, and 73 building permits for 2019. 4 houses have been finalized since last council meeting. Invision wants to start talks soon to start the building phase of tree houses for the Lodge. North Bonneville has 2 SFRs and one duplex, 1 finalized since last council meeting.
- g) **AWC 2020 Legislative Priorities** - The 2020 Legislative Priorities for the Association of Washington are attached for council review. (p. 94)
- h) **\*Housing Market Information** - A copy of the August 2019 RMLS Mid-Columbia residential real estate statistics is attached for your review. (p. 96)

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

- a) Eric Hansen, Public Works Director
- b) Ben Shumaker, Community Development Director
- c) Leana Kinley, City Administrator (p. 101)

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

- a) August 2019 payroll & September 2019 A/P checks have been audited and are presented for approval. August payroll checks 13806 thru 13810 total \$101,018.97 which includes twenty-one EFT payments. A/P Checks 13811 thru 13868 total \$162,592.47 which includes four ACH payments. The A/P Check Register is attached for your review. Detailed claims vouchers will be available for review at the Council meeting. August 2019 Investment Activity: \$300,000 bond matured at 1.3% (Federal Home Loan Mortgage Corp.), \$300,737.10 Non-Callable Bond purchased at 1.45% (Federal Farm Credit Bank). (p. 102)

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

- a) RCW 42.30.110(g) to review the performance of a public employee.

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

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*UPCOMING MEETINGS AND EVENTS:*

- Sept. 23rd Downtown Plan Concept Review, 6pm at Hegewald Center
- Sept. 24th Joint Meeting with Skamania County Fire District No. 2 to discuss Fire Hall project, 6pm at City Hall
- Oct. 5th Logtoberfest 1-7pm
- Oct 8th Joint Workshop with Skamania County to discuss Park Plaza project, 5:30pm at Commission Chambers