

AGENDA
CITY OF STEVENSON COUNCIL MEETING
October 12, 2022
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/UC4k9bA0IEvsF6PSoDwjvA/>

Information in parentheses after the agenda item reference the 2021-2022 council goal the item relates to.
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.]*

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) * 10/11 changes include:

-Addition of Bridge of the Gods graphic for Port of Cascade Locks presentation (item 5a)

-Addition of initial budget documents (item 6b)

-Addition of staff report for the sewer update (item 7a)

-Addition of comments received to Downtown Plan adoption and revised resolution to include Planning Commission recommendation (item 8a)

-Addition of Planning Commission recommendations on annexation proposal (item 8b)

-Addition of Planning Commission minutes (item 10g)

-Addition of vouchers (item 12a)

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) Approve 2023 EDC Contract** - City Administrator Leana Kinley presents the contract with Skamania County Economic Development Council for 2023 services in the amount of \$26,485.
- b) Separation Agreement** - City Administrator Leana Kinley requests approval of the attached separation agreement with Mark Tittle which includes payment of all benefits due him according to city policy and a severance amount of three months salary.
- c) Minutes** of September 15, 2022 Regular Council Meeting.

MOTION: To approve consent agenda items a-c.

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) *Port of Cascade Locks** - Port of Cascade Locks Government Affairs Director, Mark Johnson, will present an update on the Bridge of the Gods seismic strengthening needs and funding requests to Washington State.

6. PUBLIC HEARINGS:

- a) Second Reading Capital Improvement Program and Comprehensive Plan Update** - Community Development Director Ben Shumaker presents the second reading of the Capital Improvement Program and Comprehensive Plan Update for public comment and council discussion.

MOTION: To approve ordinance 2022-1187 revising the comprehensive plan and adopting the capital improvement program as presented.

- b) *Initial 2023 Budget** - City Administrator Leana Kinley presents the preliminary 2023 budget for review and discussion.

7. SITUATION UPDATES:

- a) *Sewer Plant Update (1)** - Staff will present an update on the Stevenson Wastewater System and Compliance Schedule.

8. UNFINISHED BUSINESS:

- a) *Adopt the Stevenson Downtown Plan for SUCCESS!** - Community Development Director Ben Shumaker presents the revised Stevenson Downtown Plan for SUCCESS! as discussed at the September 15th meeting for council consideration.

MOTION: To approve resolution 2022-401 adopting the Stevenson Downtown Plan for SUCCESS! as presented.

- b) *Annexation Request 2022-01** - City Administrator Leana Kinley presents the staff memos regarding annexation request 2022-01 and the result of outreach as directed at the August 29th special meeting for council discussion.

MOTION: See staff memo for motion options.

9. COUNCIL BUSINESS:

- a) Approve Emergency Declaration** - City Administrator Leana Kinley presents resolution 2022-400 declaring a local emergency for construction due to supplier breach of contract for council consideration. Included in the resolution is approval of the contract with Environmental Dynamics International for Fine Bubble Diffusers in the amount of \$128,450.

MOTION: To approve resolution 2022-400 declaring a local emergency for construction due to supplier breach and approval of the contract with Environmental Dynamics International for Fine Bubble Diffusers in the amount of \$128,450.

- b) Approve FCS Group Contract** - City Administrator Leana Kinley presents the attached contract with FCS Group for utility rate review and restructuring the amount of \$56,765. This is part of the city's strategic goal to analyze the financial health of the city and incorporate tools to impact housing affordability.

MOTION: To approve the contract with FCS Group for utility rate review and restructuring for an amount not to exceed \$56,765.

- c) Approve Warming Shelter Project** - City Administrator Leana Kinley presents the request from Leslie Naramore, Executive Director for Washington Gorge Action Programs, for \$15,000 to help fund the 2022-2023 winter warming shelter project for council discussion and consideration.

MOTION: To approve funding for the 2022-2023 winter warming shelter project in the amount of \$15,000.

- d) Approve HRA VEBA Plan Amendment** - City Administrator Leana Kinley presents resolution 2022-399 amending the Health Reimbursement Arrangement/Voluntary Employee Beneficiary Association plans making adjustments to vacation buy-outs as agreed to by a majority of city staff.

MOTION: To approve resolution 2022-399 amending the HRA VEBA plans as presented.

- e) Approve Geotechnical Resources, Inc. On-Call Contract** - City Administrator Leana Kinley presents the three-year contract with Geotechnical Resources, Inc. (GRI) for on-call design, permitting and construction support services for geotechnical-related projects for a cost not to exceed \$20,000. This contract was selected through the city's recent RFQ process for on-call engineering services. There will be individual scopes of work for each project identified which falls under this contract, not to exceed the maximum amount as set forth in the contract unless amended according to our procurement policy.

MOTION: To approve the contract with Geotechnical Resources, Inc. (GRI) for on-call design, permitting and construction support services for geotechnical-related projects for a cost not to exceed \$20,000.

- f) Approve Grayling Engineering On-Call Contract** - City Administrator Leana Kinley presents the three-year contract with Grayling Engineering for on-call water design and system planning services for a cost not to exceed \$100,000 per budget year. This contract was selected through the city's recent RFQ process for on-call engineering services. There will be individual scopes of work for each project identified which falls under this contract, not to exceed the maximum amount as set forth in the contract unless amended according to our procurement policy.

MOTION: To approve the contract with Grayling Engineering for on-call water design and system planning services for a cost not to exceed \$100,000 per budget year.

- g) Discuss HEALing SCARS Program** - City Administrator Leana Kinley presents the draft program HEALing SCARS for discussion. This program helps two-fold, it offers people the ability to mitigate environmental impacts from projects by funding the program, and it helps property owners pay to connect to city sewer.

10. INFORMATION ITEMS:

- 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.
- b) Washington State Tax Structure Work Group Update** - The Joint Executive Summary of Community Engagement and Survey Reports for the Washington State Tax Structure Work Group is enclosed for information. This information will be used to develop policy recommendations and legislation for the 2023 Legislative Session.
- c) Mid-Columbia Economic Development District's 2022 Annual Report**
- d) Washington Gorge Action Programs 2021 Annual Report**

- e) **Financial Report** - The Treasurer's Report, year-to-date revenues and expenses through the prior month, and third quarter report are presented for council review.
- f) **Chamber of Commerce Report** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in the prior month.
- g) ***Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

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

12. VOUCHER APPROVAL:

- a) *September 2022 payroll and October 2022 AP checks have been audited and are presented for approval. September payroll checks 16317 thru 16322 total \$116,324.92 which includes EFT payments. October 2022 AP checks 16316 and 16323 thru 16377 total \$380,053.81, which includes EFT payments. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

13. MAYOR AND COUNCIL REPORTS:

14. 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.]*

15. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- Tuesday, November 1st, 6pm Special City Council Meeting-2023 Budget
- Tuesday, November 8th, Election Day
- Friday, November 11th Veterans' Day, City Hall Closed
- Monday, November 14th, 6pm, Planning Commission Meeting
- Thursday, November 17th, 6pm, Regular City Council Meeting
 - Final 2023 Budget Hearing
 - 2023 Property Tax Public Hearing



S K A M A N I A C O U N T Y

P O B o x 436 - S t e v e n s o n , W A 98648 - 509-427-5110

September 1, 2023

Leana Kinley, Administrator
City of Stevenson
P.O. Box 371
Stevenson, WA 98648

RE: 2023 Contract for Services

Dear Leana,

Thank you for the City's continued support of the Skamania Economic Development Council (SEDC) over the years. Your partnership has been important to our success.

Enclosed please find two copies of the proposed 2023 Scope of Work (Attachment A) between the City of Stevenson and the SEDC. The SEDC's 2023 funding request is for \$26,485 (\$7.50 per capita, 1,550 population based on Washington State's 2020 OFM (\$11,625), plus \$2,360 for the Skamania County SBDC Position, plus \$12,500 for CFM Advocates).

SEDC looks forward to continuing our partnership in promoting economic development within the City of Stevenson through the 2023 contract period.

Sincerely,

Kevin Waters
Executive Director, Skamania EDC

Attachment

Cc: SEDC Board of Directors

SERVICE CONTRACT

This agreement made and entered into this 1st day of January, 2023 between the **CITY OF STEVENSON**, a municipal corporation of the State of Washington, hereinafter referred to as “City,” and the **SKAMANIA ECONOMIC DEVELOPMENT COUNCIL**, a non-profit corporation, hereinafter referred to as “EDC.”

Recitals

The City of Stevenson needs to establish and update a list of economic development projects to maintain eligibility for federal and state grant assistance.

The City wishes to increase dissemination of information regarding business opportunities and industrial expansion within the City; and improve efficiency of existing businesses by acting as an educational resource to business owners.

Among other things, the EDC is formed to promote economic development and encourage business expansion in the local area.

It is in the City’s interest to contract with the EDC to perform certain services relating to the general economic development of the City, and to provide technical assistance to new and existing businesses.

Now, therefore, and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Services Rendered**: The EDC will perform the work set forth on the Scope of Work attached hereto as “Attachment A,” which is incorporated herein by reference.
2. **Completion**: The term of this agreement shall be for twelve (12) months, the EDC shall complete the services to be performed under this agreement on or before December 31, 2023.
3. **Payment**: In consideration of the work to be performed as described in “Attachment A,” City will pay EDC the total sum of **Twenty-Six Thousand, Four Hundred Eighty-Five Dollars (\$26,485)**. Not later than June and December the EDC will submit a request for payment and a report of work completed. Upon receipt of each satisfactory work report, City will pay EDC one-half of the total consideration, or **Thirteen Thousand Two Hundred and Forty Two Dollars and Fifty Cents (\$13,242.50)** on a net 30-day term. After written notice to EDC, City may withhold payment if EDC cannot demonstrate substantial compliance with the terms of “Attachment A” hereto. Failure to submit satisfactory work reports demonstrating substantial compliance with the Scope of Work statement shall be considered a breach of this agreement and City will be excused from further performance hereunder.

4. **Termination and Waiver:** Upon default by either party of one of the terms of this agreement, the non-defaulting party may terminate the agreement after written notice to the defaulting party. Failure by the non-defaulting party to exercise the right to terminate or take any action upon default shall not constitute a waiver of any rights of the non-defaulting party hereunder and shall not excuse any such default. However, upon default and termination, the non-defaulting party is excused from further performance hereunder. Upon termination of this agreement, all property created under this agreement still in the possession of EDC shall be returned to the City within ten (10) days.
5. **Financial Records:** EDC shall maintain financial records of all transactions related to this agreement for six (6) years after contract completion. The financial records shall be made available at all times for auditing by City, State of Washington or federal auditors.
6. **Status of EDC:** a) It is hereby understood, agreed and declared that EDC is an independent contractor and not the agent or employee of City and that no liability shall attach to City by reason of entering into this agreement, except as may be provided herein. b) The EDC covenants that all licenses, tax I.D. Numbers., bonds, industrial insurance accounts or other matters required of the EDC by federal, state or local governments in order to enable the EDC to do business, have been acquired by the EDC and is in full force and effect.
7. **Insurance and Indemnification:** EDC agrees to indemnify and hold harmless the City from any and all liability arising hereunder, including costs, damages, expenses and legal fees incurred by the City in connection therewith, for injury (including death) to persons or damage to or loss of property (including equipment) caused by or arising out of the work performed under this agreement.

EDC further agrees, and has specifically negotiated, to waive its immunity under the State Industrial Insurance Act (RCW Title 51) and to indemnify and hold the City harmless from any claims made against the City by EDC employees, agents, contractors, subcontractors or other representatives.
8. **Assignment:** This agreement shall not be transferred, assigned or sublet by either party without prior written consent of the other party.
9. **Ownership of Work Product:** All brochures, pamphlets, displays and any other product or idea created or produced by EDC under the terms of this agreement shall be and remain the property of City.
10. **Completeness of Agreement and Modification:** This document contains all of the terms and conditions of this agreement, and any alterations or variation of the terms of this agreement shall be invalid unless made in writing and signed by both of the parties hereto. There are no other understandings, representations, or agreements, written or oral, not incorporated herein.

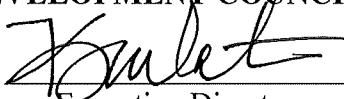
11. **Equal Opportunity and Compliance with Laws:** EDC shall not discriminate against any employee employed under this agreement because of race, color, religion, age, sex or national origin. Further, EDC shall comply with all local, state and federal laws and regulations in all aspects of fulfilling this agreement.
12. **Governing Law and Venue:** The laws of the State of Washington shall govern the construction of this agreement and any dispute arising hereunder. The parties agree that Skamania County shall be the venue for any litigation brought in relation to this agreement.
13. **Costs and Attorney Fees:** If either party shall be in default under this contract, the non-defaulting party shall have the right, at the defaulting party's expense, to retain an attorney to make any demand, enforce any remedy or otherwise protect or enforce its rights under this contract. The defaulting party hereby promises to pay all costs and expenses so incurred by the non-defaulting party, including, without limitation, reasonable attorneys' costs and fees and the failure of the defaulting party to promptly pay the same shall constitute a further and additional default. In the event either party hereto institutes, defends, or is involved with any action to enforce the provisions of this contract, the prevailing party in such action shall be entitled to reimbursement by the losing party for its court costs and reasonable attorney costs and fees.
14. **Certification of Authority:** The parties hereby certify that the persons executing this agreement on behalf of City and EDC have legal authority to enter into this agreement on behalf of City and EDC and are able to bind City and EDC in a valid agreement on the terms herein.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

CITY OF STEVENSON

By _____
Scott Anderson, Mayor

**SKAMANIA ECONOMIC
DEVELOPMENT COUNCIL**

By  _____
Executive Director

ATTEST:

Leana Kinley, City Manager

APPROVED AS TO FORM:

Kenneth B. Woodrich, City Attorney

CITY OF STEVENSON
SCOPE OF WORK FOR ECONOMIC DEVELOPMENT SERVICES
2023
ATTACHMENT “A”

The Skamania Economic Development Council will perform the following economic development services for the City of Stevenson during the 2022 contract period:

1. Coordinate with the City on priority projects for inclusion in the Comprehensive Economic Development Strategy (CEDS) submitted to the Mid-Columbia Economic Development District (MCEDD), which establishes eligibility for federal grant dollars. Coordinate with MCEDD to ensure efficient implementation of economic development activities.
2. Provide biannual progress reports to the City outlining economic development activities. When requested, attend Stevenson City Council to discuss the status of economic development projects affecting the City of Stevenson. Report on progress made on City deliverables.
3. Provide business retention and expansion services to businesses located within the City of Stevenson through one-on-one counseling through the EDC, SCORE, or referrals.
4. Provide access to training opportunities to Stevenson businesses through workshops or training events available through the EDC and its economic development partners.
5. Market and operate the EDC’s revolving loan fund programs to assist existing downtown businesses and start-up businesses.
6. Promote business workshops, business resource information, and training opportunities through the Economic Development Council or its partners via the EDC’s website, e-mail, or social media.
7. Provide technical assistance for grant and loan applications to the City on a project specific basis.
8. Serve on the Washington Economic Development Association to provide input for legislation pertinent to the economic success of rural communities especially the City of Stevenson.
9. Visit Stevenson businesses on a regular basis to determine the needs for the local city business owners.

10. Continue to contract with the State of Washington's Department of Commerce as the Associate Development Organization (ADO) for Skamania County. Performance measures for the ADO contract include specific economic development targets for recruitment and marketing activities, business retention and expansion services, readiness and capacity engagements, and community activities.
11. Develop and maintain new SBDC Contract, Position and Services shared with Skamania and Klickitat County.
12. Manage and maintain CFM Advocates and their contract between the SEDC and CFM. Give quarterly updates with City on CFM's progress and projects.

SEPARATION AGREEMENT

This separation agreement (“Separation Agreement”) by and between the City of Stevenson and Mark Tittle (“Employee”).

For good and valuable consideration, the parties agree as follows:

1. Separation of Employment. EMPLOYEE’S last date of employment with the City of Stevenson shall be _____, 2022.
2. Severance Pay. The City of Stevenson agrees to pay EMPLOYEE three (3) months of severance pay at his/her current regular rate of pay. Such severance pay shall be paid by check in a lump sum payment; provided, however, that the severance payment shall not be made until after EMPLOYEE has returned the executed Separation Agreement to the City of Stevenson, and the Revocation Period specified in Paragraph 8 below has expired. The severance payment made under this Separation Agreement shall be subject to all withholdings required by state and federal law. The parties agree that the separation pay described in this Paragraph 2 is designed to aid EMPLOYEE’s transition to alternative employment, and that the specified benefits do not constitute benefits to which they would otherwise be entitled upon separation under existing employee benefit plans provided by the City of Stevenson or under any pre-existing benefit plans provided by the EMPLOYEE and the City of Stevenson.
3. Health Insurance. If EMPLOYEE makes timely application and remains eligible for such benefits, the City of Stevenson will provide EMPLOYEE and his/her dependents with continued medical, dental and vision benefits under its current health insurance policies for 18 months following the Separation Date (“COBRA” benefits) at the cost of the EMPLOYEE. It is the intent of the parties that EMPLOYEE’s COBRA rights begin to run on the Separation Date.
4. Accrued Vacation and Floating Holidays. The City of Stevenson agrees to pay EMPLOYEE for vacation and floating holidays that he/they has accrued but not used, if any, as of the Separation Date subject to all withholdings required by state and federal law.
5. Release. EMPLOYEE accepts the benefits contained in this Separation Agreement in full satisfaction of all his/her rights and interests relating to his/her employment with and separation from the City of Stevenson and, in consideration therefore, EMPLOYEE hereby releases the City of Stevenson, its affiliates, successors, predecessors, past and present officers, directors, agents, and employees from all claims (other than claims for the payments provided for under this Separation Agreement), causes of action or liabilities, suspected or unsuspected and irrespective of any present lack of knowledge of any possible claim or of any fact or circumstance pertaining thereto, which EMPLOYEE may have or claim to have against the City of Stevenson arising from or during his/her employment or as a result of his/her separation from employment. This release specifically covers, but is not limited to, any workers’ compensation or disability claims under state law; any claims of discrimination based on any protected class, including but not limited to race, color, national origin, sex, sexual orientation, marital status, age (including claims under the Age Discrimination in Employment Act) or physical or mental disability under any federal, state, or local law, rule, or regulation; any contract or tort claims arising under federal, state, or local law; any claims arising under federal, state or local law based on promises made or allegedly made by the City of Stevenson to EMPLOYEE; and any claims under any express or implied contract or legal restrictions on the City of Stevenson’s right to terminate its employee. EMPLOYEE hereby covenants not to assert any such claims or causes of action.
6. Other Claims or Lawsuits. EMPLOYEE represents that as of the date they execute this Separation Agreement, they have not filed any complaints, charges or lawsuits against the City of Stevenson with any governmental agency or any court.
7. No Admission. Nothing in this Separation Agreement shall be construed as any indication that the City of Stevenson has acted wrongfully towards EMPLOYEE or any other person.
8. Review and Revocation. EMPLOYEE acknowledges that:
 - a. The EMPLOYEE was given and received this Separation Agreement on September 29, 2022.
 - b. Pursuant to applicable law, they have been offered the opportunity to review a copy of this Separation Agreement for a period of twenty-one (21) days (the “Review Period”).
 - c. The City of Stevenson advised EMPLOYEE at the beginning of the Review Period to consult with an attorney concerning the terms and conditions of this Separation Agreement, including without limitation the release set forth in this Separation Agreement; and
 - d. The terms and conditions of this Separation Agreement have not been amended, modified, or revoked during the Review Period. The City of Stevenson and EMPLOYEE agree that EMPLOYEE shall have seven (7) calendar days (the “Revocation Period”) following the date on which EMPLOYEE signs this Separation Agreement to revoke his acceptance of the Separation Agreement and the release set forth in this Separation Agreement, and this Separation Agreement shall not become effective until the Revocation Period has expired.

9. Confidential Information. EMPLOYEE agrees to maintain the confidentiality of this Agreement. EMPLOYEE agrees not to divulge the terms of this Agreement to, or discuss the events leading up to his separation from EMPLOYER with, any person other than his attorney and members of his immediate family.
10. Voluntary Execution. EMPLOYEE represents that they have read, considered, and fully understands this Separation Agreement and all its terms, and executes it freely and voluntarily.
11. Construction of Agreement; Governing Law. Each party has had a full and complete opportunity to review this Separation Agreement, and has been given the opportunity to have counsel review it. Accordingly, the parties agree that the common law principles of construing ambiguities against the drafter shall have no application to this Separation Agreement. Interpretation of this Separation Agreement shall be under Washington law. If any such action is necessary to enforce the terms of this Separation Agreement, the substantially prevailing party shall be entitled to receive reasonable attorneys' fees and costs.
12. No Representations. EMPLOYEE represents that in entering into this Separation Agreement, they do not relay and have not relied upon any representation or statement made by the City of Stevenson or any of its employees or agents concerning this Separation Agreement.
13. Remedies for Breach of Covenants. In the event of a breach or threatened breach by EMPLOYEE of any covenants herein, EMPLOYEE agrees that the City of Stevenson shall be entitled to a temporary restraining order or a preliminary injunction (without the necessity of the City of Stevenson posting any bond in connection therewith) restraining EMPLOYEE from such breach or threatened breach. Nothing herein shall be construed as prohibiting the City of Stevenson from pursuing any other remedies available to it for such breach or threatened breach, including the recovery of damages from EMPLOYEE.
14. Complete Agreement. This Separation Agreement constitutes a full and final resolution of all matters in any way related to EMPLOYEE's employment with and separation from the City of Stevenson. This Separation Agreement supersedes any and all other agreements between the parties.
15. Amendment. The parties agree that no modification, change or amendment of this Separation Agreement or any of its provisions shall be valid, unless in writing and signed by the party against whom such claimed modification, change or amendment is sought to be enforced.
16. Severability. If any provision of this Separation Agreement, or portion thereof, shall be held invalid or unenforceable by a court of competent jurisdiction or in any arbitration proceeding, such invalidity or unenforceability shall attach only to such provision or portion thereof, and shall not in any way affect or render invalid or unenforceable any other provision of this Separation Agreement or portion thereof, and this Separation Agreement shall be carried out as if any such invalid or unenforceable provision or portion thereof were not contained herein. In addition, any such invalid or unenforceable provision shall be deemed, without further action on the part of the parties, modified, amended or limited to the extent necessary to render the same valid and enforceable.
17. Titles. The titles of the paragraphs of this Separation Agreement are inserted merely for convenience and ease of reference and shall not affect or modify the meaning of any of their terms, covenants or conditions of the Separation Agreement.

IN WITNESS WHEREOF, the parties have executed this Separation Agreement as their free and voluntary act on the dates set forth below.

EMPLOYEE

Date

THE CITY OF STEVENSON

Mayor

Date

MINUTES
CITY OF STEVENSON COUNCIL MEETING
September 15, 2022
6:00 PM, City Hall and Remote

- 1. CALL TO ORDER/PRESENTATION TO THE FLAG:** Mayor Anderson called the meeting to order at 6:00 p.m, led the group in reciting the pledge of allegiance and conducted roll call.

Elected Officials attending: Mayor Scott Anderson; Councilmembers David Wyatt, Dave Cox, Michael Johnson, Paul Hendricks.

Staff attending: City Administrator Leana Kinley, Community Development Director Ben Shumaker, Public Works Director Carolyn Sourek, City Attorney Ken Woodrich.

Guests attending: Skamania County Chamber of Commerce Executive Director Angie Waiss

Public attending: Oliver Skinner, Summer Scheyer, Rick May, Hannah Joy, Ken Woods, Joel Robertson, Rick Jessel, Zachary Woods, Rachael Leher.

2. PUBLIC COMMENTS:

- >Oliver Skinner, Summer Scheyer, and Hannah Joy made comments about homeless issues and alleged drug use at the Port of Skamania waterfront.
- >Ken Woods spoke about drainage problems on his property.

3. CHANGES TO THE AGENDA:

a) * 9/13 changes include:

- i) Addition of letter of support to the consent agenda (item 4d)
- ii) Revised BLA ordinance adding PC recommendation (item 6b)
- iii) Addition of PC recommendation to Comp Plan PH (item 6d)
- iv) Revised Development Agreement updating reference to a public hearing (item 9d)
- v) Addition of the Watershed Company contract document (item 9f)

b) ** 9/14 changes include:

- i) Addition of public comments received (item 2a)
- ii) Addition of CIP Project list (item 6d)
- iii) Removal of preliminary 2023 budget (item 9g)
- iv) Addition of voucher documentation (item 12a)

c) * 9/15 changes include:**

- i) Switching Boundary Line Adjustment Items (BLA) to place the moratorium resolution ahead of the code changes/ordinance (item 6b & 6c)
- ii) Revised BLA code change ordinance to include lifting the moratorium (item 6c)

4. CONSENT AGENDA: The following items were presented for Council approval.

- a) **Liquor License Renewal** - El Rio Texicana
- b) **Liquor License Renewal** - 77 Cork & Tap Bistro (Hotel Stevenson)
- c) **Minutes** of August 11th, 2022 Regular Council Meeting, August 29th, 2022 Special Council Meeting and September 8th, 2022 Special Joint Planning Commission and Council Meeting.
- d) ***Approve Letter of Support for Wind River Conveyance Legislation**

MOTION to approve consent agenda items a-d was made by **Councilmember Hendricks**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Hendricks, Cox, Johnson, Wyatt.**

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Skamania County Chamber of Commerce** Executive Director Angie Waiss presented an update on recent Chamber activities. New members, current Chamber events, webcam upgrades and a candidate's forum scheduled for October 6th, 2022 were highlighted.

6. PUBLIC HEARINGS:

- a) **Commercial Wastewater Moratorium (1)** - City Administrator Leana Kinley presented a staff report explaining resolution 2022-397 adopting the findings of fact related to the moratorium extension, and ordinance 2022-1186 extending a wastewater moratorium on commercial sewer connections with discharge above residential strength for public comment and council consideration.

The public hearing opened at 6:20.

No public comments were received.

The public hearing closed at 6:28.

MOTION to approve resolution 2022-397 adopting the findings of fact related to the moratorium extension on commercial connections was made by **Councilmember Hendricks**, seconded by **Councilmember Wyatt**.

Voting aye: **Councilmembers Hendricks, Cox, Johnson, Wyatt.**

MOTION to approve ordinance 2022-1186 extending the wastewater moratorium on commercial connections with discharge above residential strength was made by **Councilmember Hendricks**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Hendricks, Cox, Johnson, Wyatt.**

- b) *****Boundary Line Adjustment Moratorium** - City Administrator Leana Kinley presented resolution 2022-398 adopting the findings of fact related to the moratorium on boundary line adjustments for public comment and council consideration. She noted if Ordinance 2022-1183 was adopted the moratorium would be lifted.

The public hearing opened at 6:29 p.m.

No comments were received.

The public hearing closed at 6:30 p.m.

MOTION to approve resolution 2022-398 adopting the findings of fact related to the moratorium on boundary line adjustments was made by **Councilmember Johnson**, seconded by **Councilmember Hendricks**.

Voting aye: **Councilmembers Hendricks, Cox, Johnson, Wyatt**.

- c) *****Second Reading Ordinance 2022-1183 Amending SMC 16** - City Administrator Leana Kinley presented ordinance 2022-1183 amending SMC 16 subdivisions, clarifying and streamlining boundary line adjustments for council review and consideration. It allows city codes and standards to apply to boundary line adjustments. The ordinance has been revised from the August 11th meeting, incorporating comments from the Department of Fish and Wildlife. The first page of the ordinance was revised on 9/13 to reflect the Planning Commission's recommendation following their September 12th, 2022 meeting. The first two pages of the ordinance were revised on 9/15 to lift the moratorium on BLA applications.

The public hearing opened at 6:32 p.m.

>Rick May made comments about the proposed amendment.

The public hearing closed at 6:41 p.m.

MOTION to approve ordinance 2022-1183 Amending the Stevenson Municipal Code Title 16 - Subdivisions; Streamlining provisions common to all proposals; Amending the Approval Criteria, Submittal Requirements, and administration of Boundary Line Adjustment Proposals; Repealing Ordinance 750 in its entirety; and repealing Portions of Ordinances 670, 884, 916 and 1004 was made by **Councilmember Johnson**, seconded by **Councilmember Hendricks**.
Voting aye: **Councilmembers Cox, Johnson, Wyatt and Hendricks**.

- d) **Capital Improvement Program and Comprehensive Plan Update** – Community Development Director Ben Shumaker presented and explained the Capital Improvement Program and Comprehensive Plan update for public comment and council discussion. He noted the Capital Improvement Plan was an amendment to the Comprehensive Plan, and where it will help provide direction on project planning and budgeting. Having annual input from the public on proposed projects was also highlighted.

The public hearing opened at 7:07 p.m.

>Joel Robertson offered comments on roundabouts

>Rick May inquired about a timeline for projects.

>Rick Jessel commented on where to prioritize spending.

>Rachael Leher made comments regarding roundabouts.

>Rick May commented on sewer lines.

The public hearing closed at 7:17 p.m.

7. SITUATION UPDATES:

- a) **Sewer Plant Update (1)** -Public Works Director Carolyn Sourek presented an update on the Stevenson Wastewater System upgrades and Compliance Schedule.

8. UNFINISHED BUSINESS:

- a) **Proposed 2022 Budget Amendments** - City Administrator Leana Kinley presented proposed changes to the 2022 budget based on revised estimates due to changes in beginning cash balances, approved contracts, and projected projects as discussed at the August 11th, 2022 council meeting for council consideration.

MOTION to approve ordinance 2022-1184 amending the 2022 budget was made by **Councilmember Johnson**, seconded by **Councilmember Hendricks**.

Voting aye: **Councilmembers Hendricks, Johnson, Cox, Wyatt**.

9. COUNCIL BUSINESS:

- a) **Approve Adoption of the Skamania County Hazard Mitigation Plan** - City Administrator Leana Kinley presented resolution 2022-396 adopting the Skamania County Hazard Mitigation Plan for council consideration. An email from the Skamania County Department of Emergency Management explaining what was being adopted was enclosed.

MOTION to approve resolution 2022-396 adopting the Skamania County Hazard Mitigation Plan as presented was made by **Councilmember Hendricks**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Johnson, Cox, Wyatt, Hendricks**.

- b) **Approve 2022 Waterline Replacements Contract Amendment #2** - Public Works Director Carolyn Sourek presented and explained amendment #2 to the 2022 waterline replacement contract with Grayling Engineers for council consideration.

MOTION to approve the 2022 waterline replacements contract amendment #2 in the amount of \$19,500 for a revised total contract amount of \$114,500 as presented was made by

Councilmember Cox, seconded by **Councilmember Hendricks**.

Voting aye: **Councilmembers Johnson, Wyatt, Cox, Hendricks**

- c) **Discuss Meeting Schedule Changes** - City Administrator Leana Kinley advised the Council there were multiple meeting schedule changes and additions to discuss.

It was agreed to reschedule the October Regular City Council Meeting to October 12th, 2022 and to schedule November 1st, 2022 as a budget workshop. Beginning in December 2022 the second Wednesday of the month will be scheduled for council workshop trainings.

- d) ***Approve Chinidere Phase 2-3 Extension** - City Administrator Leana Kinley presented and explained the third amendment to the Development Agreement for the Chinidere Mountain Estates Subdivision. The property owners for phases 2-3 have requested a one-year extension of the Development Agreement due to the impact of COVID on construction and the supply chain. Page 4 of the agreement has been updated to clarify a public hearing was held on the original agreement, and not this amendment.

MOTION to approve the third amendment to the development agreement with Aspen Development, LLC for the Chinidere Mountain Estates Subdivision as presented was made by **Councilmember Cox**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Johnson, Wyatt, Cox, Hendricks**

- e) **Adopt the Stevenson Downtown Plan for SUCCESS!** - Community Development Director Ben Shumaker presented and provided background history and information on the Stevenson Downtown Plan for SUCCESS! for council consideration and adoption.

City Administrator Kinley read public comments submitted from Bernard and Christie Versari regarding overlay zones in the R3 area/Cascades Avenue district.

Mayor Anderson tabled the motion.

- f) ***Approve Contract with Watershed Company** - Community Development Director Ben Shumaker presented and explained the contract with the Watershed Company for consulting related to the Integrated Shoreline Public Access and Trails Plan in the amount not to exceed \$72,000 for council consideration. City Administrator Kinley advised additional funding will be sought to assist with construction.

MOTION to approve the contract with the Watershed Company for consulting related to the Integrated Shoreline Public Access and Trails Plan in the amount not to exceed \$72,000 as presented was made by **Councilmember Cox**, seconded by **Councilmember Wyatt**.

Voting aye: **Councilmembers Johnson, Wyatt, Cox, Hendricks**

10. INFORMATION ITEMS: The following items were presented for Council review:

- a) **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.
- b) **Chamber of Commerce Report** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in the prior month.
- c) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month is presented for council review.
- d) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.

- e) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Ben Shumaker, Community Development Director

- i) 5 members are now on the Planning Commission.
- ii) Strategic Vision Planning to begin soon following guidance from the City Council.
- iii) He advised draft code changes will be coming before the Council soon.
- iv) Parking within the city is under review.
- v) Nuisance complaints are being addressed.

b) Carolyn Sourek, Public Works Director

- i) Catholic Church reservoir cleaned and inspected. Repairs are advised.
- ii) PW is working on a plan to help determine timelines for sewer extensions.
- iii) Pump replacements are expected.
- iv) Stormwater improvement projects under consideration prior to the rainy season.
- v) WASDOT turned First St. back to City.
- vi) A potential lead for developing a parks plan has been identified through the list of on-call engineering services.

c) Leana Kinley, City Administrator

- i) Contracts for the on-call engineering services will be presented at the next Council meeting.
- ii) Mid-Columbia Houses Collaborative strategic plan was approved recently.
- iii) Strategic plan quarterly updates coming soon. She is soliciting bids from consultants to do a complete review on restructuring of rates.
- iv) She is looking to start using laser fiche software for city documents.
- v) Working on a contract with Skamania County regarding fire marshal services as part of building inspection services.
- vi) Working on an Annexation flyer and notices.
- vii) The 2023 budget is being created.

City Administrator Kinley was recognized for her five years of service with Stevenson.

12. VOUCHER APPROVAL:

- a) ****August 2022 payroll and September 2022 AP checks** have been audited and are presented for approval. August payroll checks 16260 thru 16264 total \$116,695.59 which includes EFT payments. September 2022 AP checks 16229 thru 16259 and 16265 thru 16315 total \$1,806,706.34, which includes EFT payments. The AP check register with fund transaction summary is attached for review.

MOTION to approve the vouchers as presented was made by **Councilmember Hendricks**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Johnson, Cox, Wyatt, Hendricks**

13. MAYOR AND COUNCIL REPORTS:

Councilmember Hendricks reported a citizen complained about the lack of paint on the speed bump on Rock Creek Drive. Another issue concerned gravel piles left over from construction on School Street.

Councilmember Cox asked to have new Councilmembers and Planning Commission members added to the CIP acknowledgments.

14. ISSUES FOR THE NEXT MEETING:

Mayor Anderson commented on Chehalis and their brick/cobblestone streets and building heights. **Councilmember Hendricks** suggested a possible discussion on setbacks for sheds. It was agreed to consider the topic sometime in the future.

15. ADJOURNMENT – Mayor Anderson adjourned the meeting at 8:30 p.m.

Scott Anderson, Mayor

Date

ABOUT THE BRIDGE OF THE GODS

CONNECTING THE COLUMBIA RIVER GORGE REGION FOR NEARLY 100 YEARS:

- 1926** The **Bridge of the Gods** opens to the public
- 1961** The **Port of Cascade Locks** acquires the **Bridge** of the Gods
- 2017** Port completes a **Seismic Vulnerability Assessment & Report**
- 2021** The bridge is **temporarily closed for emergency strengthening**
- 2022** The **Port of Cascade Locks** seeks **bi-state funding** for a seismic retrofit

A VITAL BI-STATE CONNECTION:

The Bridge of the Gods is a crucial **economic, recreational & lifeline connection** for the region.

1 of 3 critical Columbia River Gorge bridges

1.6 million vehicles cross the Bridge of the Gods every year

\$600,000 spent on bridge maintenance by Port of Cascade Locks since 2019



SEISMIC RETROFIT FUNDING NEEDS

The Port of Cascade Locks is asking for a total of \$12 million from its bi-state partners to complete a seismic retrofit for the Bridge of the Gods:



Despite the Port of Cascade Locks' investment in proactive maintenance, the Bridge of the Gods still is vulnerable to modern day hazards & **requires resiliency updates that are beyond the Port's financial capacity without help from the State.**

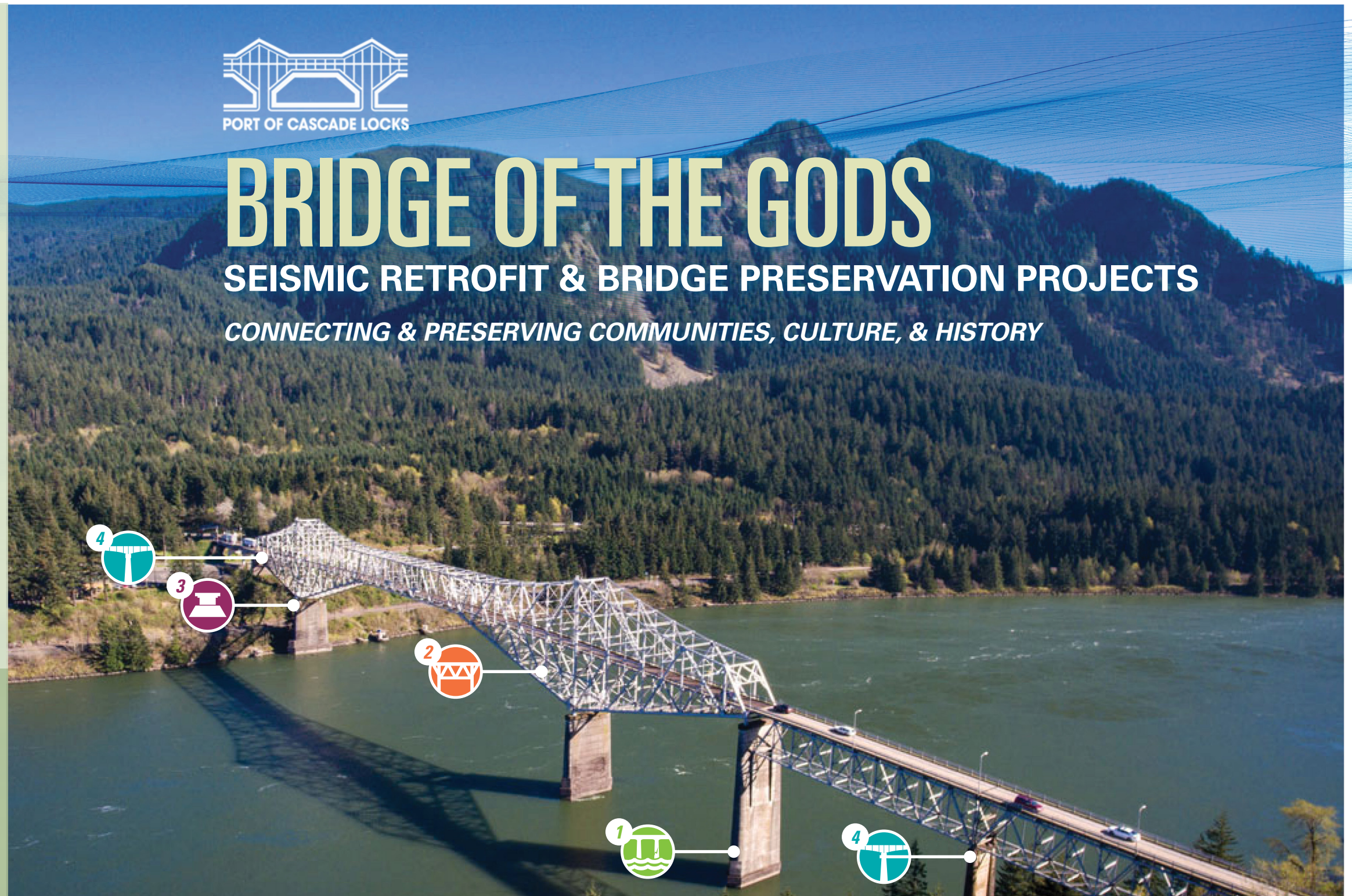
Without additional funding, the increased frequency of weight restrictions & bridge closures will impact the region's economy.



BRIDGE OF THE GODS

SEISMIC RETROFIT & BRIDGE PRESERVATION PROJECTS

CONNECTING & PRESERVING COMMUNITIES, CULTURE, & HISTORY



With \$12 million from the States of Oregon & Washington, the Port of Cascade Locks can perform the studies, design development & stakeholder coordination that must be completed before the seismic retrofit can begin construction

Seismic Retrofit Timeline



PRIORITY PROJECT GOALS

- » Seismic retrofit for transportation resiliency
- » Give safe pedestrian/bike passage
- » Strengthen for modern freight mobility
- » Rehabilitate structural deficiencies
- » Paint to preserve bridge service life
- » Modernize traffic safety features

KEY SEISMIC VULNERABILITIES

- 1** Tall in-water piers
- 2** Insufficient lateral bracing
- 3** Rigid bearings
- 4** Narrow bearing supports

**CITY OF STEVENSON
ORDINANCE 2022-1187**

**AMENDING THE STEVENSON COMPREHENSIVE PLAN
BASED ON PROPOSALS SUBMITTED DURING THE 2020-
2021 BIENNIUM AND THE COVID-DELAYED 2018-2019
BIENNIUM. THE AMENDMENTS INCORPORATE
EXPECTATIONS FOR CAPITAL IMPROVEMENT
PLANNING INTO THE CITY'S PROVISION AND
COORDINATION OF URBAN SERVICES.**

WHEREAS, in September, 2019, the City received a complete application to amend the Comprehensive Plan. The amendment was submitted by the City Administrator as part of an effort to avoid the crippling scope of improvements necessary within the wastewater collection and treatment system; and

WHEREAS, in early 2020, the Planning Commission began evaluating the amendment proposal and laid out public involvement expectations to guide their review. The public involvement expectations proved impossible in the face of a global pandemic and the applicant agreed to delay evaluation until the following biennium; and

WHEREAS, in early 2022, the Planning Commission resumed review of the application and laid out new public involvement expectations, including a public workshop, direct mailouts, and public hearings in front of the Planning Commission and City Council. These public involvement expectations were met and the Planning Commission recommended City Council adoption of an amendment modifying, supplementing, and incorporating the proposal as-submitted; and

WHEREAS, the RCW 35A.63 and SMC 17.11 control the creation and amendment of comprehensive plans and authorize their amendment subject to specific criteria. The amendment recommended by the Planning Commission was found to meet the criteria of SMC 17.11; and

WHEREAS, the City has reviewed the provisions of the amendment according to the State Environmental Policy Act and determined it is not likely to have a significant adverse environmental impact; and

AND WHEREAS, the Stevenson City Council also finds that the comprehensive plan amendment adopted hereby satisfies the appropriate criteria of SMC 17.11 along with the criteria related to the public health, safety and welfare,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STEVENSON, STATE OF WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1 – *The Stevenson Comprehensive Plan, April 2013, as Amended through May 2022* shall be amended by deleting the ~~struck-through~~ text and adding the underlined text as shown in Exhibit 'A'. All other provisions of the Stevenson Comprehensive Plan shall remain in effect without amendment.

Section 2 – This ordinance affects the Stevenson Comprehensive only insofar as set forth herein. All other provisions of the Stevenson Comprehensive Plan shall remain in full force and effect, and where the provisions of this ordinance are the same as the provisions they replace, the provisions of this ordinance shall be interpreted as a continuation of those previous provisions and not as a new enactment.

Section 3 – If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to any person, is, for any reason, declared invalid, in whole or in part by any court or agency of competent jurisdiction, said decision shall not affect the validity of the remaining portions hereof.

Section 4 – This ordinance shall become effective upon adoption according to law.

Passed by a vote of _____ at the City Council meeting of _____, 2022.

SIGNED:

ATTEST:

Scott Anderson
Mayor of Stevenson

Leana Kinley
Clerk/Treasurer

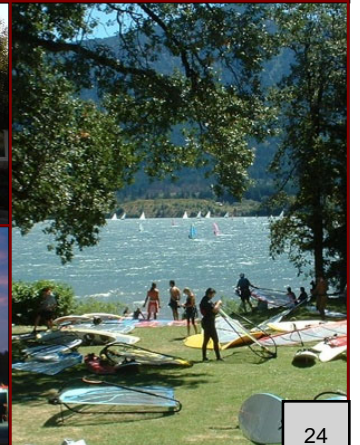
APPROVED AS TO FORM:

Kenneth B. Woodrich
City Attorney

STEVENSON COMPREHENSIVE PLAN

APRIL 2013

AS AMENDED THROUGH OCTOBER 2022



Stevenson Comprehensive Plan

City of Stevenson, Washington

April 2013
As amended through _____ October 2022

Prepared by:



Stevenson Planning Department
7121 East Loop Road
PO Box 371
Stevenson, WA 98648
(509)427-5970

With the Assistance of:

**COGAN
OWENS
COGAN**

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Acknowledgements

City Council

Scott Anderson, Mayor
Dave Cox
Paul Hendricks
Michael D. Johnson
Kristy McCaskell
Annie McHaleDavid Wyatt

Planning Commission

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Anne Keesee

Davy Ray
Auguste Zettler

City Staff

Leana Kinley, City Administrator
Johanna Roe, Minutes Taker
Ben Shumaker, Community Development Director, Primary Author
Carolyn Sourek, Public Works Director
Ken Woodrich, City Attorney

Acknowledgements, 2013

City Council

Frank Cox, Mayor
Monica Masco
Julie Mayfield
Robert Muth
Moli Thomas
Amy Weissfeld

Planning Commission

Karen Ashley, Chair
Pat Albaugh
Scott Anderson
Jessie Hargadine
Paul Hendricks
Jim Hunt
Glenn Morris
Paul Spencer

Steering Committee

Karen Ashley, David Bennett, Kari Fagerness, Humaira Falkenberg, Chris Ford (Chair), Paul Hendricks, Judith Lanz, Jacob Leonard, Julie Mayfield, Dave McKenzie, Joe Robertson, Mary Repar, Angus Ruck, Scott Sorenson, Christine Stief, Angie Waiss

City Staff

Sandy Carlson, Minutes Taker, Carla Cosentino, Deputy Clerk, Mary Ann Duncan Cole, City Administrator, Eric Hansen, Public Works Director, Ben Shumaker, Planning Director, Primary Author, Ken Woodrich, City Attorney



Record of Changes

The following changes have been made to the Stevenson Comprehensive Plan since its original adoption in April 2013.

Change Number	Old Page	New Page	Subject	Adopting Ordinance Document	Date	Entered By
2022-01	Cover, i	Cover, i	Date Update	2022-1182	5/19/2022	
01	Global	Global	Header & Footer Update	2022-1182	5/19/2022	
01	iii	iii	Acknowledgement Addition/Reformat	2022-1182	5/19/2022	
01	vii	vii	Date Correction; Record Maintenance	2022-1182	5/19/2022	
01	2	2	Shoreline Management Program (SMP) Integration	2022-1182	5/19/2022	
01	8	8	SMP Integration; Typo Correction	2022-1182	5/19/2022	
01	18	18	SMP Integration	2022-1182	5/19/2022	
01	22	22	SMP Integration	2022-1182	5/19/2022	
01	29-31	29-31	SMP Integration	2022-1182	5/19/2022	
01	51-52	51-52	SMP Integration; Redundancy Removal	2022-1182	5/19/2022	
01	95	95	Acronym Addition	2022-1182	5/19/2022	
01	97	97	SMP Definition Addition	2022-1182	5/19/2022	
01	121-124	121-124	Record Maintenance	2022-1182	5/19/2022	
01	129	129	Record Maintenance	2022-1182	5/19/2022	
01	131-132	131-132	Record Maintenance	2022-1182	5/19/2022	
<u>2022-02</u>	<u>Cover, i</u>	<u>Cover, i</u>	<u>Date Update</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>iii</u>	<u>iii</u>	<u>Acknowledgement Update</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>vii-viii</u>	<u>vii-viii</u>	<u>Record Maintenance</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>8</u>	<u>8</u>	<u>Plan List Update</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>11</u>	<u>11</u>	<u>Sub-Goal Additions</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>14-15</u>	<u>14-15</u>	<u>Capital Facilities Plan Integration</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>20-21</u>	<u>20-21</u>	<u>Usage of Defined Terms: Capital Facilities/Land Use Plan Integration</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>24</u>	<u>24</u>	<u>Usage of Defined Terms: Capital Facilities Financing Addition</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>25</u>	<u>25</u>	<u>Capital Facilities Coordination Addition</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>29</u>	<u>29</u>	<u>Capital Facilities Coordination Addition</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>35</u>	<u>35</u>	<u>Usage of Defined Terms</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>39</u>	<u>39</u>	<u>Removal of Completed Objective</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>41</u>	<u>41</u>	<u>Usage of Defined Terms; Typo Correction</u>	<u>2022-1187</u>	<u>10/12/2022</u>	
<u>02</u>	<u>42-43</u>	<u>42-43</u>	<u>Capital Facilities Plan Integration; Objective Amendments/Additions</u>	<u>2022-1187</u>	<u>10/12/2022</u>	

viii





specifically addressed in detail in the current Comprehensive Plan. For this reason area plans can also be viewed as “supplements” to the existing Comprehensive Plan. The City of Stevenson Shoreline Management Program, as amended, is folded into the Comprehensive Plan as an area plan and is not considered a stand-alone document.

Strategic Plans

Strategic Plans are developed by the City of Stevenson to address topics that involve more than just specific neighborhood goals and objectives. They frequently address extensive development and/or redevelopment issues, and the process to carry out the strategic development. The goals and objectives of these plans are drafted in compliance with the Comprehensive Plan but are not entirely folded into the plan and still stand alone as documents. Existing Strategic Plans include:

- ~~1991~~ City of Stevenson [General Sewer Plan and](#) Wastewater Facilities Plan
- ~~2007~~ City of Stevenson Water System Plan ~~Update~~
- ~~2010 Skamania County Multi-Jurisdictional Natural~~ Hazard Mitigation Plan
- [Annual](#) Stevenson Capital Facilities Plan

Agency Plans

Agency Plans are developed by agencies outside of the city. In most instances, City staff seeks to maintain intergovernmental cooperation in the development of these plans. The staff also works with these other units of government as they create plans relating to issues in their jurisdictions which have an impact on the City. The goals, objectives, and policies included in these plans are important to the City and assist in guiding land use decisions within City boundaries. These plans exist independently of the Comprehensive Plan and include:

- Management Plan for the Columbia River Gorge National Scenic Area
- Port of Skamania County Comprehensive Scheme of Harbor Improvements
- Skamania County Comprehensive Plan
- Skamania County Parks & Recreation Master Plan
- Skamania County Regional Transportation Plan
- SR 14 Scenic Corridor Management Plan

Private Plans

Private Plans are developed by individuals, businesses, and investors. They typically address specific sites or buildings within or, in select instances, near the City. When the goals and objectives that private entities develop for their sites are not consistent with the City’s goals and objectives, City officials and staff work with these entities to explain the City’s stance and build toward an understanding of whether the private plans or the City plans can be changed in a mutually satisfactory manner.

How will the City Carry Out the Plan?

The City can only move toward its Vision through the continued use, evaluation, and when necessary, amendment to the Comprehensive Plan. In the course of implementing the goals and objectives of the Comprehensive Plan, the City will use much of the diverse array of tools at its disposal. These tools can be classified under three distinct categories: those used when the City undertakes projects,



CHAPTER 3-GOALS & OBJECTIVES

The Stevenson Comprehensive Plan uses nine Goals to focus the community's Cornerstone Principles and refine the citizens' Vision. Like the Cornerstone Principles, the topics of these Goals closely relate to the community's day-to-day needs and desires. Like the Vision, these Goals are broad, general statements describing the ultimate endpoint where the actions taken on their behalf should lead.



A Plan for Action

This Chapter's nine main sections correspond to the nine Goals. After a brief introduction, each Goal is followed by a six-column matrix containing information about how that Goal can be achieved. When viewed as a whole, the six columns serve as an Action Plan designating what, why, how, and when activities should be done and who should do them.

FIGURE 3-1: PLAN GOALS

Stevenson Comprehensive Plan Goals

Goal 1—Community & Schools: The Stevenson community is active and engaged and provides excellent schools and diverse activities for its youth.

Goal 2—Urban Development: Development within the Stevenson Urban Area wisely considers the long-term interests of the community.

Goal 3—Housing: A variety of housing options accommodates all residents.

Goal 4—Downtown & Waterfront: A vibrant and attractive downtown is home to diverse businesses and welcoming to residents and visitors.

Goal 4A—Waterfront: The waterfront is an extension of the downtown core and a place where people live, work, and play.

Goal 5—Business & Industry: Stevenson supports businesses that employ its residents and meet community needs.

Goal 6—Tourism: Stevenson attracts visitors by providing and promoting a variety of tourist amenities and activities.

Goal 7—Transportation & Circulation: Multi-modal transportation options provide people and goods with safe, efficient, and convenient options.



















Goal 8—Utilities & Urban Services: Reliable utilities and convenient services fulfill the needs of the current and future community.

Goal 8A—Level of Service: The community receives urban services at or above a set level of service

Goal 8B—Capital Facilities Planning: Urban services are provided according to a rational plan aligning the community's expectations with its capabilities.











Goal 9—Parks & Recreation: Residents and visitors enjoy access to a network of world-class parks, open spaces, and recreational opportunities.

Chapter 3
Goals & Objectives


OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 1– Community & Schools								
1.1– Develop a high level of communication with the community regarding decisions and events affecting the city.	1.1-1– Use media such as a City website, Facebook page, and newsletter in addition to the methods required by law.					Administration	Chamber, SBA	Ongoing
1.2– Provide opportunities for citizens to participate and express their views to City officials.	1.2-1– Solicit and use citizen knowledge and ideas in the development of City policies, goals, and objectives.					Administration		Ongoing
1.3– Ensure that the monitoring reports contained in Appendix D are submitted to the Council annually prior to budget adoption.						All Departments		Ongoing
1.4– Develop a high level of coordination among all levels of government.						Administration		Ongoing
1.5– Ensure that the plans and actions related to land use by special districts, County, State, and federal agencies are consistent with the Stevenson Comprehensive Plan.						Planning		Ongoing
1.6– Coordinate activities such as school site selection and school building use to complement surrounding neighborhood and recreational uses.	1.6-1– Encourage the use of schools for recreation, open space, and meeting rooms whenever their uses do not conflict with the primary educational purpose of the schools. 1.6-2– Develop a school walking route plan and incorporate its projects into the Capital Facilities Plan.					Administration & Planning	SCSD	Ongoing
1.7– Facilitate the school district’s efforts to provide quality educational programs now and into the future.	1.7-1– Establish flexible zoning regulations for schools and related activities to ensure the schools’ ability to enhance facilities.					Planning	SCSD, Parent Groups	Ongoing
1.8– Support the school district’s efforts to enhance community involvement in schools.	1.8-1– Provide opportunities for student involvement and partnerships in City government, projects, and activities.					Administration	SBA, SCSD	Ongoing











Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 1– Community & Schools								
1.9– Support vocational and workforce training programs that build skills serving the needs of existing and future employment opportunities and businesses in the area, especially in the forestry and timber industries.						Administration	EDC, SBA, SCSD, Parent Groups, Work-Source	Short-Term
1.10– Facilitate and encourage the regional library system to maintain the high level of educational service to the community.						Administration	FVRL	Ongoing
1.11– Support the Columbia Gorge Interpretive Center, especially in their educational and children’s programming efforts.						Administration	CGIC	Ongoing
1.12– Develop and enhance cultural opportunities.	1.12-1– Facilitate and support development of a bricks-and-mortar performing arts center. 1.12-2– Develop a public art plan and incorporate its projects into the Capital Facilities Plan. 1.12-3– Install public art in key locations throughout the City, especially along the Columbia River waterfront. 1.12-4– Develop an interpretive signage plan. 1.12-5– Install interpretive signs in key locations through the City, especially highlighting Stevenson’s unique relationship with the Columbia River.					Administration & Planning	CGIC, Chamber, County, SBASDA , SPAF	Mid-Range
1.13– Support community-based activities and events that cater to residents of Stevenson, especially during the winter months.						Administration	Chamber, County, SBA	Ongoing

















Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 2– Urban Development								
2.6– Protect public and private property and human safety from hazards such as critical aquifer pollution, frequent floods, geological hazards, and fire.	2.6-1– Establish development standards for lands known to have severe limitations. 2.6-2– Establish development standards for flood plains to minimize flood hazard vulnerability. 2.6-3– Establish standards for the Rock Creek slide to minimize soil movement. 2.6-4– Establish development standards to ensure safety near gas pipelines.					Planning		Short-Term
2.7– Periodically review and revise the Future Land Use and Zoning maps to accommodate changes in community needs.	2.7-1– Consider designating areas not served by the public sewer and/or water systems as an “urban reserve” until capital facilities for such services are made available. 2.7-2– Balance the availability of sufficient land for various uses when designating Future Land Use and Zoning districts. 2.7-3– Consider infill potential when designating Future Land Use and Zoning districts, especially with regard to multi-family housing. 2.7-4– Consider redesignating lands currently designated for industrial use which are unlikely or undesirable to be developed for such uses. 2.7-5– Consider location and suitability of land for urban uses and established need when designating Future Land Uses and Zoning districts. 2.7-6– Consider the availability of urban services and level of service standards when designating Future Land Uses and Zoning districts.					Administration & Planning		Ongoing
2.8– Establish policies to review annexation proposals.	2.8-1– Prefer annexation of developed areas abutting the city.					Planning		Short-Term












Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 2– Urban Development								
2.9– Encourage the establishment of a subarea plan and land use regulations within the unincorporated Urban Area.	2.9-1– Encourage maintaining existing forest and farm uses within the unincorporated Urban Area. 2.9-2– Discourage development within the unincorporated Urban Area until suitable land within the City has been developed. 2.9-3– Ensure the highest and best use of riverfront properties within the unincorporated Urban Area by protecting them from development and redevelopment until urban utilities and services can be provided.					Planning	County	Short-Term
2.10– Use the type, location, and phasing of public <u>facilities-services</u> as a factor to guide urban expansion.	2.10-1– Manage urbanization through the expansion of <u>public infrastructure capital facilities</u> such as the sewer and water systems.					Planning & Public Works		Ongoing
2.11– Manage lands bordering the National Scenic Area boundary to ensure habitat and recreational connectivity.						Planning		Ongoing
2.12– Facilitate and encourage the use of innovative building types and land development patterns that encourage conservation of energy and other resources.	2.13-1– Consider establishing incentives and/or special standards for infill projects.					Building & Planning		Ongoing
2.13– Establish standards for urban development that encourage mixtures of land uses and intensities.						Planning		Mid-Range
2.14– Ensure development review processes are prompt, predictable, open, and uncomplicated.						All Departments		Ongoing






Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 3– Housing								
3.1– Periodically review and revise land development regulations for residential areas to accommodate changing social and economic needs of residents.						Planning		Ongoing
3.2– Encourage a range of residential land uses, housing sizes, types, and price ranges and establish appropriate development criteria.	3.2-1– Allow for development of accessory dwelling units, cluster housing, condominiums, and planned unit developments that allow trade-offs as a development incentive. 3.2-2– Ensure adequate and buildable areas for multi-family housing development.					Planning	Realtors	Short-Term
3.3– Develop affordable housing goals.	3.3-1– Establish programs and incentives that lead to housing meeting the City’s affordability goals, such as property tax abatement and inclusionary zoning.					Planning	CGHA	Short-Term
3.4– Establish property maintenance ordinances.	3.4-1– Educate homeowners on property maintenance ordinances.					Administration		Ongoing
3.5– Consider establishing innovative taxing methods and development incentives to ensure vitality and preservation of established residential areas.	3.5-1– Consider Local Improvement Districts and similar tools to provide and/or enhance public <u>infrastructure</u> <u>capital facilities</u> in established residential areas. <u>3.5-2– Consider Local Improvement Districts and similar tools to assist existing landowners install capital facilities for new residential areas.</u>					Administration & Planning		Ongoing





















Chapter 3
Goals & Objectives



3.6– Review and carefully consider the immediate and long term effects of fees, charges, regulations, and standards on dwelling costs.						Administration & Planning	County	Short-Term
OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 3– Housing								
3.7– Ensure major residential developments and high density residential areas provide adequate open space and recreation areas.	3.7-1– Establish design standards for land divisions to provide open space and recreation areas. Provision of such open spaces should not reduce the density which can be achieved on the site. 3.7-2– Conduct an inventory of undeveloped areas to determine potential opportunities for provision of open space and recreation areas.					Planning		Ongoing
3.8– Review all development proposals for compatibility with surrounding established residential areas. Policies related to land use, transportation, public facilities , and utilities-capital facilities should seek to maintain and enhance the quality of these areas.	3.8-1– Consider requiring special screening, landscaping, sound proofing, and fencing when appropriate to minimize noise, hazards, and glare for residential developments abutting designated major streets.					Planning		Ongoing












Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 4– Downtown & Waterfront								
4.6– Encourage enhancing the Courthouse lawn as a more attractive community gathering space.						Administration	County	Short-Term
4.7– Ensure that both public and private properties located along entrances to Stevenson are attractively maintained.						Public Works	Private Property Owners	Ongoing
4.8– Establish standards to encourage relocation or burial of powerlines aboveground utility lines in the downtown commercial area and other areas where views are affected.	4.8-1– Encourage utility providers to develop undergrounding plans and coordinate their plans with the Capital Facilities Plan.					Planning & Public Works	Private Utilities, PUD	Short-Term
4.9– Revise sidewalk construction programs to minimize the replacement of street trees.						Public Works		Mid-Range
4.10– Provide better connections between downtown and the waterfront.	4.10-1– Consider converting Russell Street into a pedestrian mall between Second and First streets. 4.10-2– Consider improving sidewalks and street crossings and installing public art and seating areas on Russell Street from downtown to the waterfront.					Planning & Public Works	Port, SBA	Mid-Range
4.11– Consider establishing a Parking and Business Improvement Area to support downtown improvements, such as a rehabilitation grant or loan program for downtown buildings or provision of visitor amenities.						Administration	Chamber, EDC, SBA	Short-Term
Goal 4A– The waterfront is an extension of the downtown core and a place where people live, work, and play.								
4A.1– Enhance shoreline access in the Stevenson area.	4A.1-1– Coordinate shoreline access with erosion control/stabilization programs. 4A.1-2– Support development of a large waterfront gathering place (e.g., amphitheater) for community					Administration, Planning & Public Works	County, Port, Property Owners, SDA	Long-Term








Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 5– Business & Industry								
5.3– Establish strategies to retain and grow existing businesses.	5.3-1– Conduct an annual inventory of local businesses. 5.3-2– Periodically survey local businesses to understand how the City can support their success and growth.					Administration	Chamber, EDC, Port, SBA	Ongoing
5.4– Support networking opportunities such as the “Chamber Breaks.”						Administration	Chamber	Ongoing
5.5– Facilitate and support provision of adequate <u>urban services (e.g., utility, transportation, and communications, etc.) infrastructure</u> to meet the needs of Stevenson’s business community.						Administration	County, EDC	Ongoing
5.6– Support the development of industrial lands and buildings.						Administration	Count, EDC, Port	Ongoing
5.7– Promote Stevenson’s local resources and amenities (e.g., low energy costs, fiber optics) and location near the I-5, I-84, and railroad corridors to attract industry and commerce to ensure tax base stability.						Administration	Chamber, EDC, Port, SBA	Ongoing
5.8– Preserve lands designated for industrial use for that use, protect them from incompatible uses, and ensure access to <u>good infrastructure high-quality capital facilities</u> .	5.8-1– Consider the feasibility and benefits of establishing industrial areas along Ryan Allen Road near the garbage transfer station. 5.8-2– Consider regional tax sharing programs as an alternative to developing industrial land in Stevenson.					Planning	EDC, Port	Ongoing
5.9– Establish standards for industrial land use to encourage nonpolluting, environmentally safe, light industries.						Planning	EDC, Port	Mid-Range

Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 6– Tourism								
6.7– Encourage development of mountain biking and hiking trails and other visitor amenities on the public lands immediately outside of Stevenson.						Administration	BPA, Bike groups, County, FoG, USFS, WaDNR	Ongoing
6.8– Establish a quiet zone at railroad crossings within the city.						Public Works	BNSF, Chamber, SBA, Port	Short-Term

Goal 7– Transportation & Circulation



“Multi-modal transportation options provide people and goods with safe, efficient, and convenient options.”












The transportation system is probably the most visible and frequently used [urban](#) service provided by the City of Stevenson. Whether traveling to work, joy-riding through the Gorge, leisurely strolling through the neighborhood, or waiting for a delivery, the residents, visitors, and businesses of Stevenson rely on the City for a functional and convenient transportation and circulation system. This Goal emphasizes methods by which the City can ensure its transportation system meets community needs.

Stevenson’s existing transportation and circulation system has shifted modes and focuses over its long history. The original Plat of Stevenson was a gridiron pattern that enabled easy internal circulation for pedestrian and horse traffic and focused on the Columbia River and Stevenson Landing as the primary mode of external transportation. When the railroad came through town, the focus shifted from the river uphill to where the rail line met dirt streets and boardwalk sidewalks. As automobile use grew and the city expanded away from its original riverside terrace, this gridiron pattern had to be altered to accommodate the steep Gorge slopes, the many creekside canyons and ravines cutting through these slopes, and the existing oddly-intersecting logging roads on the then-periphery. With the continued dominance of the automobile, the focus again shifted uphill to the new paved state highway, cul-de-sacs and dead-ends became commonplace methods for dealing with the creekside ravines and canyons, and sidewalks waned in importance.

Stevenson plays the lead role in ensuring the continual shifts in transportation modes occur in a way that benefits residents, visitors and businesses. The Objectives and Tactics of this Goal allow the City to accommodate these changes by focusing on improving the function, management, and look of existing transportation options and increasing the nonautomotive aspects of the system.

Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 7– Transportation & Circulation								
7.1– Develop a long range transportation plan and incorporate its projects into the Capital Facilities Plan .	7.1-1– Consider the feasibility and benefits of establishing one-way couplets on 1 st and 2 nd Streets. 7.1-2– Consider the feasibility and benefits of using roundabouts at intersections throughout the city. 7.1-3– Develop improvement plans for existing rights-of-way. 7.1-4– Consider traffic calming measures such as narrow streets. 7.1-5– Minimize traffic congestion and facilitate the safe, efficient movement of people and commodities through the design of the transportation system.					Public Works	BNSF, County	Short-Term
7.2– Establish and manage the transportation system in a manner which contributes to community appearance and livability, recognizes and respects the characteristics of natural features, and minimizes the effects on abutting land uses.	7.2-1– Establish a city-wide inventory of surveys for rights-of-way. 7.2-2– Ensure rights-of-way are surveyed prior to undertaking major construction projects.					Public Works		Ongoing
7.3– Develop a transportation system that provides all citizens with transportation choices and alternatives.	7.3-1– Support establishment of a regional transit system. 7.3-2– Support provision of safe and convenient transit stops.					Public Works	BNSF, County	Mid-Range
7.4– Develop a plan for safe and convenient alternate forms of transportation, such as bikeways, walkways, and pathways and incorporate its projects into the Capital Facilities Plan .	7.4-1– Consider separating pedestrian, bicycle, and auto traffic. 7.4-2– Provide safe and accessible pedestrian crossings throughout the city.					Public Works	Chamber, County, SBASDA	Ongoing
7.5– Periodically review and revise standards for public and private roads.						Public Works	SBA	Mid-Range

Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 7– Transportation & Circulation								
7.6– Reduce the effects of through traffic in the downtown commercial area while minimizing any negative impact on local businesses.	7.6-1– Manage road construction projects to minimize construction-related impacts on local businesses. 7.6-2– Facilitate and encourage alternative routing and/or usage of Highway 14 by truck traffic.					Public Works	Chamber, EDC, SBA	Ongoing
7.7– Establish a tree conservation and management program for City rights-of-way. This program should provide for the replacement, planting, preservation, and maintenance of trees.						Public Works		Short-Term
7.8– Facilitate and support safety at railroad crossings.						Public Works	BNSF	Ongoing
7.9– Establish <u>Expand the a-railroad quiet zone to include the crossings at the Stevenson Cemetery and the Co-Ply mill site at railroad crossings within the city.</u>	<u>7.9-1– Identify the capital facilities necessary to expand the quiet zone and incorporate them into the Capital Facilities Plan.</u>					Public Works	BNSF, Chamber, SBA, Port	Short-Term <u>Long-Term</u>
7.10– Facilitate and support rail service for future transportation and commerce needs.						Public Works	BNSF, Chamber, SBA, Port	Long-Term
7.11– Manage on-street parking to permit the safe and efficient operation of the transportation system.						Public Works	County	Ongoing
7.12– Review and revise parking policies to facilitate efficient short-term parking and minimize off-street parking requirements.	7.12-1– Consider a shared parking program to utilize underused parking lots, such as the Courthouse, schools, and churches.					Public Works	Chamber, EDC, SBA	Short-Term
7.13– Provide wayfinding signage to aid traveler navigation and guide visitors to Stevenson attractions and amenities, especially east- and west-bound travelers on I-84.						Public Works	Chamber, ODOT, SBA, WsDOT	Short-Term



Goal 8– Utilities & Urban Services



“Reliable utilities and convenient services fulfill the needs of the current and future community.”

City governments exist to serve their citizens. This Goal of the Comprehensive Plan emphasizes the aspects by which the City can serve its citizens through proper management and provision of utility services.

The City of Stevenson provides a number of [public](#) services to its residents. Responsible management of tax- and rate-payer contributions tops the list, but the City also ensures buildings are inspected for safety, clean drinking water is provided to the tap, fires are suppressed before they can spread, sewage is collected and treated, justice is served through policing and the court system, and neighborhood nuisances are remedied. The City also coordinates with outside utility and service providers to ensure that its residents and visitors receive the services they require.

“The community receives urban services at or above a set level of service.”

As the community changes over time, its needs will also change. This Sub-Goal ensures levels of service (LOS) are considered in the system of plans developed by the City and its partners. The LOS standards of those plans should be monitored to ensure they lead toward fulfillment of this Plan’s Goals.





















“Urban services are provided according to a rational plan aligning the community’s expectations with its capabilities.”

Whether these services are provided through a pipe, over a wire, or at a desk, capital facilities are necessary to support them. The presence or lack of these facilities will determine the services that can be provided to the Stevenson community. As the city grows, new capital facilities will be necessary to provide urban services, and as time goes on, existing capital facilities will need to be replaced. The creation and adherence to a Capital Facilities Plan is an important component of managing Stevenson’s growth, development, and change.

The Objectives and Tactics leading to the fulfillment of this Goal [and its Sub-Goals](#) contain methods by which the City can manage and improve upon the [public](#) services it provides and ensure that other utility and service providers do likewise.











Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 8– Utilities-Urban & Services								
8.1– Encourage City staff and officials to enhance their skills through training and continuing education on topics relevant to their job performance, such as management and communication.						All Departments		Ongoing
8.2– Develop a long-range financial plan.						Administration		Ongoing
8.3– Periodically review and revise the capital facilities plan.						Administration & Public Works		Ongoing
8.4– Identify and correct health and safety hazards within the Stevenson Urban Area.						Administration	County, Port	Ongoing
8.5– Establish maintenance programs to preserve the long-term viability of the City's capital facilities.						Administration & Public Works		Short-Term
8.6– Offset the costs of new development to existing city residents by establishing development charges.						Administration		Ongoing
8.7– Provide adequate easement and right-of-way widths for public and private utilities and emergency and other services.						Planning & Public Works		Ongoing
8.8– Base the provision for future public facilities and utilities upon financial cost and adequacy of desired levels of service.	8.8-1– Consider providing public facilities and utilities in advance of need. 8.8-2– Coordinate urban development with private utility agencies to ensure the availability of services when needed. 8.8-3– Continue to provide water and sewer services within the Urban Area.					Administration	County, PUD	Ongoing













Chapter 3
Goals & Objectives



8.9– Manage urbanization through the expansion of the sewer system.	<p>8.9-1– Permit septic systems only when provision of sewer service is technically infeasible within the planning period.</p> <p>8.9-2– Revise land development regulations to prohibit septic system installations in areas where provision the General Sewer Plan identifies expansion of the sewer system service is feasible during the planning period.</p> <p>8.9-3- Establish a program to temporarily allow installation of septic systems where sewer service is currently unavailable and to decommission septic systems when sewer service is available.</p>					Planning & Public Works		Ongoing
8.10– Consider alternative waste disposal systems for difficult sites and to encourage conservation of water.						Public Works		Ongoing
8.11– Coordinate the infrastructure improvement and maintenance projects of multiple utilities to reduce costs and disruptive impacts.						Public Works		Ongoing
8.12– Establish a stormwater utility to provide for the collection and treatment of stormwater runoff and the maintenance of stormwater facilities.	8.12-1– Establish standards for land development ordinances to provide for the collection and treatment of stormwater runoff.					Public Works		Short-Term
8.13– Consider alternative energy resources to benefit the community.	8.13-1– Facilitate and support local energy resource development and use, such as geothermal.					Administration	County, Port, PUD, State	Mid-Range
8.14– Facilitate and support the expansion of high-speed communication utilities such as broadband, fiber optics, and Wi-Fi.						Administration		Ongoing
8.15– Facilitate and support the burial of existing aboveground utility lines.						Administration & Public Works	Private Utilities, PUD	Ongoing










Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 8– Utilities & Urban Services								
8.16– Require the burial of new utility lines.						Planning & Public Works	Private Utilities	Ongoing
8.17– Facilitate and encourage the collection, recycling, disposal, and reuse of solid waste within the Stevenson Urban Area.	8.17-1– Consider solid waste for use in biomass energy projects. 8.17-2– Consider composting solid waste through a community-scale facility.					Public Works	County Solid Waste	Short-Term
8.18– Periodically review and revise the City’s law enforcement program.						Administration		Ongoing
8.19– Support Stevenson Fire Department and the Skamania County Hospital District to maintain high quality services.	8.19-1– Consider establishing a joint facility to house emergency response agencies.					Administration		Ongoing
8.20– Encourage establishment of county-wide mitigation and emergency action programs for spills, explosions and other disasters.						Administration	County, EMS, Fire	Mid-Range
<u>8.21– Ensure urban services are provided within the Stevenson Urban Area.</u>	<u>8.21-1– Continue to provide urban services related to transportation, water, sanitary sewer, storm sewer, fire suppression, and parks and recreation.</u> <u>8.21-2– Establish a stormwater utility to provide for the collection and treatment of stormwater runoff and the maintenance of stormwater facilities.</u> <u>8.21-3– Encourage private and/or public agencies to provide urban services within the Stevenson Urban Area. Such services include telecommunications, schools, non-city provided transportation, electrical power, solid waste and non-city provided parks and recreation.</u> <u>8.21-4– Consider the feasibility and benefits of providing urban services which are not provided</u>					Administration & Public Works		Ongoing

Chapter 3
Goals & Objectives



	<u>within the Stevenson Urban Area and/or which are not provided at the level of service expected from the community.</u>							
OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 8– Urban & Services								
<u>8.22– Reduce visual blights and hazards associated with aboveground utility lines.</u>	<u>8.22-1– Facilitate and support the burial of existing aboveground utility lines.</u> <u>8.22-2– Require the burial of new utility lines.</u>					<u>Administration, Planning & Public Works</u>	<u>Private Utilities, PUD</u>	<u>Ongoing</u>
Goal 8A– The community receives urban services at or above a set level of service.								
<u>8A.1- Ensure plans are developed for urban services in the Stevenson Urban Area. Such plans should set LOS standards based on:</u> <ul style="list-style-type: none"><u>Community needs and desires,</u><u>Inventories of existing facilities,</u><u>Forecasts of current and future capacities,</u><u>Proposed locations and capacities of new facilities,</u><u>The long-term financial feasibility of accommodating the anticipated growth, development, and change, and</u> <u>A short-term (6-year) capital improvement plan clearly identifying specific projects and the source of public money for funding for their completion.</u>	<u>8A.1-1– Develop plans for public services provided by the City, such as transportation and circulation, water, sanitary sewer, storm sewer, parks and recreation services, and fire.</u> <u>8A.1-2- Encourage development of individual plans for urban services provided within the Stevenson Urban Area by private and/or public agencies, such as telecommunications, schools, non-city provided transportation, electrical power, and solid waste. Such plans should ensure the availability of services when needed.</u>					<u>Administration, Planning & Public Works</u>	<u>County, Private Utilities, PUD, WsDOT</u>	<u>Ongoing</u>
<u>8A.2- Establish standards for land development to ensure LOS standards are maintained and the system of area and strategic plans are implemented.</u>	<u>8A.2-1- Offset the impacts of new development to existing city residents by establishing systems development charges and fee-in-lieu programs.</u> <u>8A.2-2- Establish a program to decommission private wells and transfer their water rights to the City.</u> <u>8A.2-3- Establish a stormwater program to collect and treat stormwater and to limit sites' post-</u>					<u>Administration, Planning & Public Works</u>	<u>County, Private Utilities, PUD</u>	<u>Short-Term</u>


















Chapter 3
Goals & Objectives



	<u>development stormwater run-off.</u> <u>8A.2-4- Coordinate land development approvals with private utility agencies to ensure the availability of services when needed.</u>							
OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 8B- Urban services are provided according to a rational plan aligning the community’s expectations with its capabilities.								
<u>8B.1- Establish a capital improvement program to ensure of LOS standards are maintained and/or exceeded, to preserve the long-term viability of the City’s capital facilities, and to implement the system of area and strategic plans within the Stevenson Urban Area.</u>	<u>8B.1-1– Consider providing facilities for urban services in advance of need.</u> <u>8B.1-2– Base the provision of future capital facilities upon financial cost.</u> <u>8B.2-3– Identify and correct health and safety hazards within the Stevenson Urban Area.</u>					<u>Administration, Planning & Public Works</u>	<u>County, Private Utilities, PUD</u>	<u>Short-Term</u>
<u>8B.2-1– Adopt an annual Capital Facilities Plan to prioritize completion of projects identified in adopted area and strategic plans or are otherwise consistent with the Comprehensive Plan.</u>	<u>8B.2-1– Coordinate the capital facility improvement and maintenance projects of multiple urban service providers to reduce costs and disruptive impacts.</u> <u>8B.2-2- Establish a New Improvements for Community Enhancement (NICE) Neighborhoods Program to allow the community to initiate projects for inclusion in the Capital Facilities Plan.</u> <u>8B.2-3– Involve the public in annual Capital Facilities Plan decisions, minimally by holding a public hearing before the City Council.</u>					<u>Public Works</u>	<u>County, Port, Private Utilities, PUD, SCSD</u>	<u>Ongoing</u>

Chapter 3
Goals & Objectives



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 9– Parks & Recreation								
9.1– Establish a parks and recreation plan that ensures Stevenson projects are eligible for State grant funds <u>and incorporate its projects into the Capital Facilities Plan</u> .	9.1-1– Consider potential park needs as additional land develops.					Administration		Short-Term
9.2– Preserve open space and recreational resources.	9.2-1– Establish cooperative agreements to ensure that recreation and open space lands and facilities will be provided. 9.2-2– Secure dedications and easements adequate for channel maintenance, public open space, and future recreational use along all natural, permanent stream corridors. 9.2-3– Encourage private enterprise and intergovernmental agreements that will provide open space for recreational lands and facilities. Provision of such open spaces should not reduce the density which can be achieved on the site.					Administration & Planning		Long-Term
9.3– Maintain parks and recreational lands and facilities.						Public Works		Ongoing
9.4– Consider establishing a permanent funding source for the acquisition, development, and maintenance of park and recreation lands and facilities.						Administration		Mid-Range
9.5– Develop a pathways and trails plan to highlight Stevenson’s recreational, historical, and commercial sites <u>and incorporate its projects into the Capital Facilities Plan</u> .	9.5-1– Consider using stream corridors as part of a parkway or greenway concept. 9.5-2– Include connections among the parks and trails of the City, its partner agencies, and private entities. 9.5-3– Include nature walks, scenic vistas, and connections to forests in the plan.					Administration & Public Works		Mid-Range



CHAPTER 4-MAPS

Many of the Goals, Objectives and Tactics described in the previous chapter are tied to specific infrastructure, institutions, or areas of Stevenson. The policies called for in the Comprehensive Plan often cannot be accomplished without maps that provide a fuller understanding of how specific areas of the city interrelate and connect with each other.

Future Land Use Map

The Comprehensive Plan's Future Land Use Map is crucial for showing clearly and concisely how the Goals, Objectives, and Tactics contained in Chapter 3 relate to the Population Report in Appendix C. This map designates all areas of the City and Urban Area according to five basic land use designations describing where population and business growth will occur and how the City intends for lands to be used in the future.

The Future Land Use designations are not zoning districts, and the Future Land Use Map is not a zoning map. Whereas the City of Stevenson Zoning Map is an official regulatory document adopted by ordinance through the Zoning Code, the Comprehensive Plan's Future Land Use Map is a guidance document that will be used to shape future decisions about annexations, land development policies, the size and timing of [infrastructure-capital facility](#) upgrades, changes to existing zoning designations, and those purposes indicated in RCW 35A.63.080.



Urban Reserve (UR)

An area within which future development and extension of [municipal-public](#) services are contemplated but not imminent. Existing uses, particularly vacant lands and very low density single-family housing, coexist with uses otherwise characteristic of more rural areas. Further development within an Urban Reserve is discouraged until [municipal-public](#) services can be provided and urban level densities and intensities of land use can occur. Urban Reserve areas may be subcategorized to anticipate any other land use designation described below and may be changed to such designations without amending the plan when adequate [municipal-public](#) services are provided.

Low Density Residential (LDR)

An area dominated by single-family homes on lots 15,000 square feet or larger. Development within a Low Density Residential area typically requires extension of [municipal-public](#) water service and other [utilitiesurban services](#), though on-site septic systems are often unavoidable and desirable as an alternative to extension of the [municipal-public](#) sewer collection system. The development pattern encourages connected



street networks where terrain permits. Where terrain does not permit, culs-de-sac are often paired with pedestrian pathways to provide adequate non-automotive connectivity to nearby neighborhoods, schools, parks, and business centers.

High Density Residential (HDR)

An area dominated by multi-family housing or single-family housing on lots smaller than 15,000 square feet. Residential uses in these areas are often mixed with institutions, utilities, schools, and parks and/or located in close proximity to commercial uses more characteristic of urban areas. Development within a High Density Residential area almost exclusively requires extension of, or connection to, [municipal-public](#) water and sewer systems. Development patterns in these areas encourage connected street networks with pedestrian and bicycle facilities providing connections to abutting neighborhoods, schools, parks, and business centers. High Density Residential areas may be subcategorized by single-family or multi-family designations, and public use designations.

Low Intensity Trade (LIT)

An area where commercial activity is interspersed and coexists with other recreational, and public/institutional uses in the same area. Low Intensity Trade areas typically provide opportunities to capitalize on and expand the regional tourism and service industries. Because of the space typically demanded by Low Intensity Trade activities, the uses allowed in these areas are often inappropriate or cannot exist within Downtown Stevenson or other High Intensity Trade areas; however, Low Intensity Trade areas are not intended to detract from the viability of, or compete with, High Intensity Trade areas. Development of Low Intensity trade areas almost exclusively requires [municipal-public](#) service extension. Although the parking and access patterns of Low Intensity Trade areas are typically oriented primarily to automotive traffic, adequate accommodations for pedestrian and bicycle users are also included. Low Intensity Trade areas may be subcategorized by general, recreation, and public use designations.



High Intensity Trade (HIT)

An area primarily devoted to commercial, light industrial, public/institutional activities, mixed uses, multi-family, and existing single-family residences. These areas contain a dense, highly intensive land use pattern focusing on an urban style of development and architecture. [Connection to municipal utilities-Availability of urban services](#) adds to the viability of High Intensity Trade areas. High Intensity Trade areas may be subcategorized by downtown, office, and industrial designations. Development in downtown areas typically follows a tight-knit gridiron pattern that emphasizes the

importance of pedestrians and bicyclists to ensure areas are walkable. As compared to downtown areas, office and industrial areas are more dependent on automotive traffic.



Background Maps

The Future Land Use Map and many of the Comprehensive Plan's Goals, Objectives, and Tactics are based on careful consideration of how Stevenson relates to the built, natural, and legal environments of its setting. The following maps illustrate these environments and provide Comprehensive Plan users with a better understanding of the plan's policies. Periodically, these maps should be updated and/or supplemented by staff action; changes to the background maps are not themselves considered Comprehensive Plan amendments.

FIGURE 4-1: BACKGROUND MAPS

Maps Showing Stevenson Background Information

Vicinity Map: A map showing Stevenson's location within the State, Region and County

Base Map: A map showing key features within the Stevenson Urban Area

Water System Map: A map showing properties currently served by City water, the boundaries of Stevenson's water service area and existing and proposed infrastructure components

Sewer System Map: A map showing properties currently served by City sewer and the boundaries of Stevenson's sewer service area

Street Map: A map of the federal functional classification of Stevenson-area streets

Sidewalks & Trails Map: A map showing the extent of Stevenson's pedestrian pathway system

Parks Map: A map of the public and private recreational lands and service areas in Stevenson

Wetlands & Stream Habitat Map: A map showing the location of identified wetlands and the current buffer areas required along area streams

Frequently Flooded Areas Map: A map of the floodplains identified by FEMA's Flood Insurance Rate Maps

Geologic Hazards Map: A map showing landslides, debris flow hazard areas, erosion-prone areas, and steep slopes in the Stevenson area

Existing Land Use Map: A map showing how land is currently being used in the Stevenson Urban Area

Zoning Map: A map of the current zoning within and adjacent to the Stevenson Urban Area

Built Environment Constraints Map: A map showing areas likely to be developed or redeveloped based on 1) the likelihood of connection to City water and sewer and 2) the current development status

Natural Environment Constraints Map: A map showing areas likely to be developed or redeveloped based on 1) the presence of natural hazards and 2) the presence of ecological constraints



Appendix B– Glossary of Terms

As used in this plan, the words below have the meaning given here unless the context clearly dictates otherwise.

Abbreviations & Acronyms

- BNSF**—Burlington Northern Santa Fe Railroad
CGHA—Columbia Gorge Housing Authority
CGIC—Columbia Gorge Interpretive Center
DSHS—Washington Department of Social and Health Services
EDC—Skamania County Economic Development Council
FEMA—Federal Emergency Management Agency
FoG—Friends of the Gorge
FVRL—Fort Vancouver Regional Library District
ODOT—Oregon Department of Transportation
SBA—Stevenson Business Association
SDA—Stevenson Downtown Association
SCSD—Stevenson-Carson School District
SPAF—Skamania Performing Arts Foundation
USFS—United States Forest Service
USPS—United States Postal Service
WsDOT—Washington Department of Transportation

Words & Phrases

Acquire— To take possession of through the City's own funds, efforts, or actions.

Capital Facilities Plan— A local government plan supporting a program that schedules permanent capital improvements and maintenance, usually for 6 years in the future, to fit the projected fiscal capability of the jurisdiction. The program is generally reviewed annually for conformance to and consistency with this Plan.

Community Asset— An individual, group, or institution present in the city, county, or region capable of adding insight or value to City programs, projects, or activities. "Community Assets" are typically not directly associated with City government and include entrepreneurs, investors, businesses, and non-profit agencies.

Cluster Analysis— A study whereby economic opportunities and competitive advantages are identified through the comparison of a region's existing industrial mix to similar regions. Identification of such opportunities and advantages can then be used to target economic development and business attraction strategies in an effective manner.

Consider— 1) To think carefully about, especially in order to make a decision; 2) To bear in mind as a possible or acceptable course of action. When used in conjunction with another verb, an Objective or Tactic should be viewed as an optional course of action rather than a directive.



Words & Phrases, Continued

Cross-Promotion— The technique designed to help a business or company sell multiple products or services or to help multiple companies sell their products or services together.

Develop— 1) To bring about growth or availability through construction, alteration and/or change in use or intensity. 2) To elaborate or work out some plan or course of action in detail.

Encourage— To inspire, stimulate, advance or foster through assistance, approval or promotion. "Encourage" differs from "Support" primarily in that "Support" should more often be taken to mean financial support, and only in rare circumstances should "Encourage" be interpreted in such a way.

Enhance— To bring an existing condition into a more desirable or excellent condition through revision, addition, or change. "Enhance" can be used almost interchangeably with "Improve".

Ensure— To guarantee or make certain something will happen.

Especially— A qualifier used to indicate a concept that should be prioritized for action.

Establish— To create or set up a program or regulatory scheme as if on a permanent basis. This term should be interpreted to include the full process from program development through adoption and implementation.

Facilitate— To make easier or less difficult, to assist the progress of an action, process, program, or project. "Facilitate" typically indicates making something easier through regulatory or communicative means, but in rare circumstances can be interpreted to ease something through financial support.

Facility— Something designed, built, installed or utilized for the specific purpose of providing a service.

Facility, Capital— A facility which is planned, purchased, constructed, or otherwise acquired and maintained for the betterment of the community which adds physical value in support of a service provided in the City.

Guideline— A regulation or criterion intended to guide, but not coerce action. "Guidelines" have a lower level of regulatory intent than "Standards" and are applied on either a voluntary or case-by-case basis.

Incentive— An action, financial strategy, or regulation intended to induce certain actions or types of development.

Infill— Development or redevelopment of land that has been bypassed, remained vacant, and/or is underused as a result of the urban development process. "Infill" typically occurs in areas already served by, or readily accessible to, urban infrastructure and services.

Light Industry— A use engaged in the manufacture, processing, fabrication, assembly, treatment, packaging, and incidental storage, sales, and distribution of finished or semi-finished products. On a case-by-case or zone-by-zone basis, Light Industry may include logging and/or milling operations. Light Industry generally differs from heavier industries in the lesser use of raw or extracted materials and the lesser degree of glare, noise, odor, outdoor storage or other negative manifestations adversely affecting neighboring properties.

Maintain— To prevent an existing facility, service, or relationship from declining in quality or functionality.

Mixed Use— A project integrating a variety of land uses in one building or on one site. Mixed Use projects often involve commercial uses on the ground floor of a structure with residential uses above.



Words & Phrases, Continued

Planning Period— 2013 through 2032.

Provide— 1) To take measures with due foresight; 2) To make available, supply, or furnish a facility, opportunity, or service.

Regulation— A rule or law prescribed by a governmental authority, usually the City Council.

Rock Creek and Rock Cove Lands— All those lands located between Rock Creek Drive and Highway 14.

Services— The supplying or providing of utilities, commodities, accommodations and/or activities.

Services, Public— Services which are provided by a government agency.

Services, Urban— Services that are normally available in an urban environment (e.g., sanitary waste systems, solid waste disposal systems, water systems, urban streets and pedestrian facilities, transit systems, stormwater systems, police and fire and emergency services systems, natural gas distribution systems, electrical and communication systems, school and health care facilities, parks, etc.).

Shoreline Management Program or SMP— The comprehensive suite of analyses, visions, goals, policies and regulations adopted by the City in accordance with the Shoreline Management Act (RCW 90.58). The Shoreline Management Program includes the similarly named, though more specific, Shoreline Master Plan. Unless the context clearly dictates otherwise, the phrases Shoreline Management Plan, Shoreline Master Plan, Shoreline Master Program and pluralized versions thereof should be interpreted as references to the overall program.

Standard— A regulation or criterion that must be complied with or satisfied. "Standards" have a higher level of regulatory intent than "Guidelines," and are applied to all actions or proposals of a prescribed category.

Stevenson Urban Area— The area circumscribed by the Stevenson Urban Area boundary as established and amended by the Columbia River Gorge National Scenic Area Act and the Columbia River Gorge Commission.

Such As— A qualifier used to indicate a concept that could be prioritized for action.

Support— To be in favor of, encourage, maintain, sustain or fund some action, facility or service. "Support" differs from "Encourage" in that it should be more often, though not always, taken to mean financial support.

Urban Reserve— An area within the Stevenson Urban Area within which future development and extension of municipal services are contemplated but not imminent. Development within an Urban Reserve is discouraged until municipal services can be provided and urban level densities and intensities of land use can occur.

Use— To put into service for some practical or profitable purpose. The term "Utilize" is sometimes used interchangeably with "Use".

**Appendix E
Implementation & Monitoring**
**Stevenson Comprehensive Plan
2013, 2022**


APPENDIX E–Implementation & Monitoring

This appendix is intended to be used as an easy reference for the Objectives and Tactics used in this plan. The tables below are organized first by the priority order in which each Objective should be undertaken and then by the City department responsible for initiating the Objective or Tactic. Following these tables is a template for each department to use when monitoring their implementation of the Comprehensive Plan's Objectives & Tactics and a schematic to show future progress on plan implementation. [This appendix should be updated by staff action when Comprehensive Plan amendments occur; changes to this table are not themselves considered Comprehensive Plan amendments.](#)

Ongoing Priorities			
Building Department	City Administration	Planning Department	Public Works Department
1.3	1.1, 1.1-1	1.3	1.3
2.12	1.2, 1.2-1	1.5	2.10, 2.10-1
2.14	1.3	1.6, 1.6-1	2.14
8.1	1.4	1.7, 1.7-1	4.7
-	1.6, 1.6-1	2.1	4A.1, 4A.1-1, 4A.1-2
-	1.8, 1.8-1	2.7, 2.7-1, 2.7-2, 2.7-3, 2.7-4, 2.7-5	4A.3, 4A.3-4, 4A.3-5, 4A.3-6, 4A.3-7
-	1.10	2.10, 2.10-1	6.6
-	1.11	2.11	7.2
-	1.13	2.12	7.6, 7.6-1, 7.6-2
-	2.7, 2.7-1, 2.7-2, 2.7-3, 2.7-4, 2.7-5	2.14	7.8
-	2.14	2.15	7.11
-	3.4, 3.4-1	2.16, 2.16-1, 2.16-2, 2.16-3	8.1
-	3.5, 3.5-1	3.5, 3.5-1	8.3
-	4.4	3.7, 3.7-1, 3.7-2	8.7
-	4A.1, 4A.1-1, 4A.1-2	3.8, 3.8-1	8.9, 8.9-1, 8.9-2
-	4A.4, 4A.4-2, 4A.4-3	4.3, 4.3-1, 4.3-2, 4.3-3, 4.3-4	8.10
	5.2, 5.2-1, 5.2-2, 5.2-3, 5.2-4, 5.2-5	4A.1, 4A.1-1, 4A.1-2	8.11
	5.3, 5.3-1, 5.3-2	4A.4, 4A.4-2, 4A.4-3	8.15
-	5.4	4.5	8.16
-	5.5	4A.3, 4A.3-4, 4A.3-5, 4A.3-6, 4A.3-7	9.3

Appendix F Policies Dropped from Consideration

Stevenson Comprehensive Plan
2013, 2022



APPENDIX F–Policies Dropped from Consideration

The following policies were considered during the planning process, but were dropped for a variety of reasons. Some were accomplished. Some were considered repetitive, unrealistic, or not yet ripe. Some conflicted with the plan's other policies. Some were just not palatable to the City's decision makers.

This collection of policies is presented here in part to help demonstrate the planning process, but more importantly, it is intended to be a tool for future users. When interpreting or updating the Comprehensive Plan, users can turn to this section to determine whether new policy ideas fit more closely with the ideas listed here or with those adopted in Chapter 3. Policy numbers not carried over from the 1984 Plan are referenced in bold.

[This appendix should be updated by staff action when Comprehensive Plan amendments occur; changes to this table are not themselves considered Comprehensive Plan amendments.](#)

Dropped Policies

GOAL 1

Provide increased publicity to the community regarding decisions and events affecting the city. (3.8-4)	Provide a clean, visually attractive community with a small-town atmosphere. (1-3)
Increase community pride. (1-2)	Develop and improve educational opportunities. (1-8)
Explore funding opportunities for schools, including a levy and other fundraising activities.	Explore opportunities for alternative schools.
Promote opportunities for agricultural education.	Investigate educational programming during the summer.
Assure a balance between safety and ease of access for school locations. (3.5-4)	Encourage development of school lands and lands adjacent to schools to minimize the negative impact on each. (3.5-2)
Encourage the use of schools as an integral part of the community by making joint agreements with the School District to allow community use of school facilities. (3.5-6)	Minimize the costs of schools and parks by joint location, acquisition, and the use of sites for both schools and parks. (3.5-3)

GOAL 2

Manage major drainageways, wetlands, and flood plains for the benefit of the community. (2.1-1a)	Manage ecologically and scientifically significant areas for the benefit of the community. (2.1-1d)
Prohibit building on flood plains of major drainageways except in accordance with adopted regulations. (2.2.2-6)	Manage lands with significant native vegetation for the benefit of the community. (2.1-1c)
Map major drainageways. (2.2.2-1)	Manage lands that provide community identity and act as buffers for the benefit of the community. (2.1-1f)
Consider the value of agricultural and forest lands as open space and other less intense uses before approving any change in land use. (2.3-2)	Consider lands that are not suitable for forest or agricultural uses as developable if they meet other development criteria. (2.3-3)
Contain future urban development within the limits of the urban growth boundary. (4.2-1)	Use parks and open space to shape and delineate urban development. (3.4.1-2)

Stevenson Capital Improvement Program as of October 12, 2022

Capital Funding	Type	2023	2024	2025	2026	2027	2028		2023-2038 Total CIP
Grand Totals		8,664,511	2,954,000	2,920,000	1,832,000	1,000,000	7,285,000	-	\$ 44,390,511
Water		1,117,000	688,000	-	132,000	200,000	-	-	\$ 2,612,000
Wastewater		5,931,511	441,000	1,050,000	-	-	-	-	\$ 10,177,511
Streets		1,526,000	1,825,000	1,870,000	1,700,000	800,000	1,285,000	-	\$ 25,511,000
Planning		-	-	-	-	-	-	-	\$ -
Fire Hall		-	-	-	-	-	6,000,000	-	\$ 6,000,000
Parks		90,000	-	-	-	-	-	-	\$ 90,000
Water Treatment Plant	W	100,000							100,000
Hegewald Well	W								-
Church Reservoir Transmission	W		425,000						425,000
School St. Waterline Replacement	W	250,000							250,000
School Street Grind and Inlay	S		440,000						440,000
Bulldog-School-Kanaka Intersection	S		50,000						50,000
Loop Road Waterline Replacement	W								-
Main D Extension (phase 1)	WW								-
Loop Road Grind and Inlay	S	390,000							390,000
Loop Rd. Sidewalk Extension	S	-							200,000
Frank Johns PRV	W	157,000							157,000
Frank Johns South	W	283,000							283,000
Frank Johns Sidewalk (Loop-Second)	S		25,000	50,000	400,000				475,000
East SR-14 Improvements-Low Phase	S					50,000	340,000		390,000
East SR-14 Improvements-Roundabout	S								4,200,000
Frank Johns North	W	237,000							237,000
Main D Extension (phase 2)	WW								1,230,000
Sheppard-Major-Loop (WW Extension not	WW								No Est
W-SR-14 and Rock Creek Improvements	S				100,000	600,000			700,000
SW Atwell Rd	W		263,000						263,000
Rock Creek Drive	W			-					375,000
Rock Creek PRV Relocation	W								100,000
WWTP Improvements	WW	4,000,000							4,000,000
Rock Creek PS	WW								-
Fairgrounds PS-Phase 1 &2	WW	781,511							781,511
Cascade Interceptor	WW								-
Cascade Interceptor Phase 2 (MH CI-4 to 1	WW			1,050,000					1,050,000
Rock Creek Stormwater	S								-

Capital Funding	Type	2023	2024	2025	2026	2027	2028		2023-2038 Total CIP
Grand Totals		8,664,511	2,954,000	2,920,000	1,832,000	1,000,000	7,285,000	-	\$ 44,390,511
Water		1,117,000	688,000	-	132,000	200,000	-	-	\$ 2,612,000
Wastewater		5,931,511	441,000	1,050,000	-	-	-	-	\$ 10,177,511
Streets		1,526,000	1,825,000	1,870,000	1,700,000	800,000	1,285,000	-	\$ 25,511,000
Planning		-	-	-	-	-	-	-	\$ -
Fire Hall		-	-	-	-	-	6,000,000	-	\$ 6,000,000
Parks		90,000	-	-	-	-	-	-	\$ 90,000
West SR-14 Improvements Low Phase	S					50,000	340,000		390,000
West End Roundabout	S								2,500,000
Rock Creek Bridge Replacement	S								8,200,000
First Street Overlook	S	800,000							800,000
Columbia Ave Realignment	S			625,000	1,200,000				1,825,000
NE Major St (water)	W				132,000				132,000
Chipseal (Major, Hillcrest, E. Loop Rd.)	S								35,000
Vancouver West Waterline (not on plan)	W								-
Russell Avenue Phase 2 (Van-2nd)	S								400,000
Chipseal Vancouver	S	45,000							45,000
Vancouver Sidewalk-East End	S								125,000
Cascade PS-Phase 1 & 2	WW	413,000							413,000
Cascade Avenue Sewer (8-12")	WW		441,000						441,000
Kanaka PS-Phase 1 & 2	WW	697,000							697,000
Kanaka Underpass-Phase 1	S								-
Kanaka Underpass-Phase 2	S					100,000			-
Foster Creek Waterline	W								-
Foster Creek Rd/Ryan Allen (WW)	WW								1,525,000
Foster Creek Rd-by int. w/Rock Creek Dr. (WW								No Est.
Foster Creek Rd (TIP aquire additional ROV	S	-							No Est.
Lasher Street, Sidewalks & Storm	S		250,000	1,100,000					1,350,000
Lasher to School St-SRTS	S	150,000	800,000						950,000
Chip Seal McEvoy, Wisteria, Ridgecrest	S	36,000							36,000
El Paso Road Reconstruction	S								No Est.
Roosevelt Street Overlay	S								670,000
Iman Cemetery to Osprey Overlay	S								-
Iman Loop-Iman Cemetery Sidewalk	S								75,000
Monda Rd	S								200,000

Capital Funding	Type	2023	2024	2025	2026	2027	2028		2023-2038 Total CIP
Grand Totals		8,664,511	2,954,000	2,920,000	1,832,000	1,000,000	7,285,000	-	\$ 44,390,511
Water		1,117,000	688,000	-	132,000	200,000	-	-	\$ 2,612,000
Wastewater		5,931,511	441,000	1,050,000	-	-	-	-	\$ 10,177,511
Streets		1,526,000	1,825,000	1,870,000	1,700,000	800,000	1,285,000	-	\$ 25,511,000
Planning		-	-	-	-	-	-	-	\$ -
Fire Hall		-	-	-	-	-	6,000,000	-	\$ 6,000,000
Parks		90,000	-	-	-	-	-	-	\$ 90,000
Roselawn Ave Overlay	S		165,000						165,000
Fire Hall	F						6,000,000		6,000,000
Engineering Standard Updates	W								-
Engineering Standard Updates	WW								-
Engineering Standard Updates	S								-
Sewer SDC Updates	WW	30,000							30,000
Water SDC Updates	W	30,000							30,000
Shoreline Program Grant-Public Access	PK	50,000							50,000
GIS	W	10,000							10,000
GIS	WW	10,000							10,000
GIS	S	10,000							10,000
Rock Creek Water Intake	W	50,000							50,000
Parks Plan	PK	40,000							40,000
Park Plaza	PK								-
Walnut Park	PK								-
Triangle Park	PK								-
Gropper Park	PK								-
Paving Gravel Roads	S	50,000							50,000
Lakeview Road	S	45,000							45,000
Ash Alley	S		95,000						95,000
Holly Street	S			95,000					95,000
Del Rey	S						95,000		95,000
Gropper Park Loop	S						95,000		95,000
H&H Ave	S						95,000		95,000
Maple Alameda	S						95,000		95,000
Leavens Street, Sidwalks, Storm, etc	S						225,000		225,000
Water System Plan	W					200,000			200,000

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 1

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 91 00 0001 Unreserved Cash & Investments	927,975.68	680,398.49	770,783.69	1,047,784.22	1,047,784.22	1,090,689.05	
100 Unreserved	927,975.68	680,398.49	770,783.69	1,047,784.22	1,047,784.22	1,090,689.05	
308 51 01 0001 Reserved Cash - Unemployment	33,413.82	33,413.82	33,413.82	33,413.82	33,413.82	33,413.82	
102 Unemployment Reserve	33,413.82	33,413.82	33,413.82	33,413.82	33,413.82	33,413.82	
308 31 02 0001 Reserved Cash - Custodial	0.00	51,135.13	51,135.13	51,135.13	51,135.13	51,135.13	
308 51 02 0001 Reserved Cash - Custodial	59,695.22	0.00	0.00	0.00	0.00	0.00	
104 Custodial Reserve	59,695.22	51,135.13	51,135.13	51,135.13	51,135.13	51,135.13	
308 10 00 0001 Reserved Cash - Fire Truck	350,000.00	0.00	0.00	0.00	0.00	0.00	
308 10 03 0001 Reserved Cash - Fire Equip	70,000.00	0.00	0.00	0.00	0.00	0.00	
202 Fire Department	420,000.00	0.00	0.00	0.00			
308 Beginning Balances	1,441,084.72	764,947.44	855,332.64	1,132,333.17	1,132,333.17	1,175,238.00	
311 10 00 0000 General Property Tax	464,024.40	482,751.63	512,528.01	336,027.16	501,569.36	546,401.90	
311 Property Tax	464,024.40	482,751.63	512,528.01	336,027.16	501,569.36	546,401.90	
313 11 00 0000 Sales Tax	314,505.70	236,100.77	300,416.23	308,702.02	280,000.00	308,000.00	
313 71 00 0000 Local Criminal Justice Tax	23,902.04	23,453.30	25,200.35	21,688.09	20,000.00	20,000.00	
313 Sales Tax	338,407.74	259,554.07	325,616.58	330,390.11	300,000.00	328,000.00	
316 43 00 0000 Natural Gas Utility Tax	14,088.35	14,311.30	13,814.19	15,667.65	13,500.00	13,500.00	
316 45 00 0000 Garbage Utility Tax	9,407.19	9,215.10	10,092.43	4,965.59	7,500.00	7,500.00	
316 46 00 0000 Cable TV Utility Tax	4,006.81	2,920.30	3,135.65	2,226.90	3,000.00	3,000.00	
316 47 00 0000 Telephone Utility Tax	12,461.68	9,163.17	10,691.24	8,829.94	8,000.00	8,000.00	
316 Utility Tax	39,964.03	35,609.87	37,733.51	31,690.08	32,000.00	32,000.00	
317 20 00 0000 Leasehold Tax	23,684.42	21,785.44	25,339.04	21,020.87	16,000.00	16,000.00	
317 21 00 0000 Rock Cove ALF In-Lieu Tax	1,681.29	0.00	3,504.01	263.21	0.00	0.00	
317 Other Tax	25,365.71	21,785.44	28,843.05	21,284.08	16,000.00	16,000.00	
310 Taxes	867,761.88	799,701.01	904,721.15	719,391.43	849,569.36	922,401.90	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 2

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
321 99 01 0000 Business Licenses	2,130.00	2,720.00	1,614.98	1,618.33	1,400.00	1,400.00	
321 99 03 0000 Vacation Rental Licenses	2,000.00	1,100.00	3,222.50	2,033.33	1,500.00	1,500.00	
321 Licenses	4,130.00	3,820.00	4,837.48	3,651.66	2,900.00	2,900.00	
322 10 00 0000 Building Permits	59,321.24	-3,979.44	80.00	143.25	0.00	0.00	
322 Permits	59,321.24	-3,979.44	80.00	143.25			
320 Licenses & Permits	63,451.24	-159.44	4,917.48	3,794.91	2,900.00	2,900.00	
333 11 00 0000 DOC-CARES Act Grant	0.00	68,860.29	0.00	0.00	0.00	0.00	
334 03 10 0002 DOE-Shoreline Access Grant	0.00	0.00	0.00	0.00	20,000.00	0.00	
337 40 00 0001 Pool District Loan Repayment-Principal	0.00	0.00	0.00	0.00	0.00	19,800.00	
333 14 51 0001 CDBG Housing Rehab Grant	27,081.57	96,880.01	183,280.22	92,758.20	92,758.20	0.00	
334 01 20 0000 AOC LFO Judicial agency grant	4.33	0.00	0.00	0.00	0.00	0.00	
334 03 10 0000 DOE-Shoreline Master Plan Grant	0.00	0.00	1,980.73	0.00	0.00	0.00	
334 03 10 0001 DOE-Spills Grant	79,307.18	0.00	0.00	0.00	0.00	0.00	
334 03 10 0002 DOE-Shoreline Access Grant	0.00	0.00	0.00	0.00	0.00	52,000.00	
334 04 20 0001 Dept. of Commerce GMA Grant	0.00	0.00	25,000.00	0.00	0.00	0.00	
330 Grants	106,393.08	96,880.01	210,260.95	92,758.20	92,758.20	52,000.00	
335 00 91 0000 PUD Privilege Tax (in Lieu)	12,320.85	12,999.58	13,214.71	15,574.34	11,000.00	11,000.00	
335 04 01 0000 LE & CJ Leg One-Time Cost	0.00	0.00	6,714.00	0.00	0.00	0.00	
335 State Shared	12,320.85	12,999.58	19,928.71	15,574.34	11,000.00	11,000.00	
336 06 21 0000 Criminal Justice - Low Population	1,000.00	1,000.00	1,000.00	750.00	1,000.00	1,000.00	
336 06 25 0000 Criminal Justice - Contracted Services	2,910.06	3,117.77	3,229.62	2,324.62	2,500.00	2,500.00	
336 06 26 0000 Criminal Justice - Special Programs	1,698.61	1,816.32	1,883.97	1,380.22	1,891.00	1,968.50	
336 06 42 0000 Marijuana Excise Tax	2,569.22	3,554.07	4,095.85	2,604.88	2,272.25	2,551.92	
336 06 51 0000 DUI/Other Crim Justice Assist	219.46	235.45	263.28	124.30	0.00	0.00	
336 06 94 0000 Liquor Excise Tax	8,611.28	10,210.97	11,243.93	7,891.10	9,836.25	10,633.00	
337 40 00 0000 Private Harvest Tax	17.96	7.35	7.49	3.15	0.00	0.00	
336 State Entitlements, Impact Payments &	17,026.59	19,941.93	21,724.14	15,078.27	17,499.50	18,653.42	
330 Intergovernmental Revenues	135,740.52	198,681.81	251,913.80	123,410.81	141,257.70	101,453.42	
341 43 00 0000 General Admin Services	0.00	124,944.97	203,997.35	0.00	276,935.13	273,014.81	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 3

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
341 81 00 0000 Printing/Photocopy Services	66.18	13.85	10.18	13.10	0.00	0.00	
342 33 05 0000 Active Probation Fee	0.00	5,169.42	7,606.24	4,190.90	7,000.00	7,000.00	
341 Admin, Printing & Probation Fees	66.18	130,128.24	211,613.77	4,204.00	283,935.13	280,014.81	
342 21 00 0000 Fire District II Fire Control	21,348.22	19,048.36	24,951.46	21,725.13	32,700.00	32,700.00	
342 Fire District 2	21,348.22	19,048.36	24,951.46	21,725.13	32,700.00	32,700.00	
345 83 00 0000 Planning Fees	9,250.00	38,887.00	12,635.00	15,651.36	4,500.00	4,500.00	
345 Planning	9,250.00	38,887.00	12,635.00	15,651.36	4,500.00	4,500.00	
345 83 01 0000 N Bonn Bldg Inspect Reimburse	1,973.20	29.00	0.00	0.00	0.00	0.00	
345 83 02 0000 Skamania County Reimbursement	2,659.88	395.15	0.00	0.00	0.00	0.00	
346 Building	4,633.08	424.15	0.00	0.00			
376 Parks	0.00	0.00	0.00	0.00			
340 Charges For Goods & Services	35,297.48	188,487.75	249,200.23	41,580.49	321,135.13	317,214.81	
353 10 00 0000 Traffic Infractions/Parking	5,622.09	6,494.07	5,181.74	1,206.84	5,000.00	5,000.00	
353 70 00 0000 Non-Traffic Infractions	139.78	244.49	109.64	500.00	100.00	100.00	
355 20 00 0000 DUI Fines	298.41	297.28	587.87	236.64	1,000.00	1,000.00	
355 80 00 0000 Criminal Traffic Fines	580.49	2,453.39	4,590.53	2,728.44	1,000.00	1,000.00	
356 90 00 0000 Criminal Non-Traffic Fines	340.53	409.26	1,082.65	4,061.65	600.00	600.00	
357 37 00 0000 Court Cost Recoupments	9,300.65	5,192.57	3,972.31	2,968.23	5,000.00	5,000.00	
350 Fines & Penalties	16,281.95	15,091.06	15,524.74	11,701.80	12,700.00	12,700.00	
361 11 00 0000 Interest Income/General Fund	28,231.67	16,662.45	-1,426.06	5,979.36	5,000.00	5,000.00	
361 40 00 0000 Sales Tax Interest	1,117.41	618.36	325.59	361.59	200.00	200.00	
362 00 00 0000 Park Rentals	2,500.00	1,500.00	3,500.00	2,500.00	2,500.00	2,500.00	
369 91 00 0000 Miscellaneous Income	604.88	665.98	525.92	738.52	300.00	300.00	
360 Interest & Other Earnings	32,453.96	19,446.79	2,925.45	9,579.47	8,000.00	8,000.00	
361 40 00 0631 CATV-Interest	0.00	1.43	0.00	0.00	0.00	0.00	
369 91 00 0001 Agency Collections - State Bldg Code	340.00	13.00	0.00	0.00	0.00	0.00	
386 90 00 0000 Agency Deposit - Court Remittances	11,255.01	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 4

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
388 10 00 0000 CE-Prior Period Adjustment	0.00	3,098.81	0.00	0.00	0.00	0.00	
380 Non Revenues	11,595.01	3,113.24	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	2,603,666.76	1,989,309.66	2,284,535.49	2,041,792.08	2,467,895.36	2,539,908.13	
511 30 41 0000 Ordinance Codification	2,374.74	1,974.50	1,042.50	2,247.50	2,500.00	2,500.00	
511 30 44 0000 Legislative Publishing	4,787.44	4,791.60	5,123.69	5,337.43	3,500.00	3,500.00	
511 60 10 0000 Council Salary	11,399.99	10,500.00	8,850.00	9,750.00	12,000.00	24,000.00	
511 60 20 0000 Council Benefits	895.86	818.76	661.93	745.96	1,000.00	1,500.00	
511 60 43 0000 Travel/Lodging Council	52.43	0.00	0.00	658.60	500.00	500.00	
511 60 49 0000 Tuition Council	225.00	0.00	120.00	0.00	5,000.00	5,000.00	
511 Legislative	19,735.46	18,084.86	15,798.12	18,739.49	24,500.00	37,000.00	
512 50 41 0001 Jury Management/Courtroom Use	694.19	0.00	0.00	0.00	0.00	0.00	
512 52 10 0001 Court Clerk Salary	3,817.08	3,683.35	4,018.44	3,243.63	5,000.00	5,400.00	
512 52 20 0001 Court Clerk Benefits	1,456.06	738.69	776.79	595.11	2,000.00	2,160.00	
512 52 31 0000 Court Supplies	0.00	118.42	0.00	0.00	0.00	0.00	
512 52 41 0001 Jury Management/Courtroom Use	0.00	817.53	419.27	725.01	1,200.00	1,200.00	
512 52 41 0002 Interpreter Fees	0.00	0.00	0.00	0.00	500.00	500.00	
512 52 41 0003 Municipal Court Contract	20,000.00	20,000.00	20,000.00	16,666.00	20,000.00	20,000.00	
512 52 51 0000 Sheriff Warrant Service Charge	0.00	0.00	0.00	0.00	250.00	250.00	
515 35 41 0000 Prosecuting Attorney County Contract	16,000.00	16,000.00	16,000.00	13,334.00	16,000.00	16,000.00	
515 93 41 0000 Indigent Defense	12,503.44	13,436.25	15,513.75	6,347.50	15,000.00	15,000.00	
512 Judicial	54,470.77	54,794.24	56,728.25	40,911.25	59,950.00	60,510.00	
513 10 10 0000 Mayor Salary	7,200.00	7,200.00	7,200.00	5,400.00	7,200.00	7,200.00	
513 10 10 0001 City Administrator Salary	70,682.33	78,795.93	89,367.33	73,524.64	81,750.00	108,290.00	
513 10 20 0000 Mayor Benefits	550.80	561.29	540.31	413.10	625.00	625.00	
513 10 20 0001 City Administrator Benefits	30,945.66	16,133.64	17,448.81	13,427.52	30,520.00	27,961.60	
513 10 43 0000 Travel/Lodging Mayor/Administrator	2,336.70	0.00	20.00	50.00	2,000.00	2,000.00	
513 10 49 0000 Tuition Mayor/Administrator	256.95	703.10	542.95	1,664.72	1,000.00	1,000.00	
513 Executive	111,972.44	103,393.96	115,119.40	94,479.98	123,095.00	147,076.60	
514 20 10 0001 Budgeting/Accounting Salary	58,290.69	71,687.60	68,601.14	50,029.54	71,940.00	77,695.20	
514 20 20 0001 Budgeting/Accounting Benefits	22,796.54	20,933.09	17,096.08	12,122.53	22,890.00	24,721.20	
514 20 41 0001 EBPP Fees General Fund	542.41	369.85	288.43	240.79	600.00	600.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 5

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
514 20 41 0002 Finance-Contractual Services	0.00	0.00	0.00	4,724.45	4,386.67	7,400.00	
514 20 41 0022 Audit Fee	0.00	5,493.43	5,704.74	0.00	7,000.00	7,000.00	
514 20 43 0000 Travel Financial/Records	1,452.39	753.87	348.96	903.10	1,000.00	1,000.00	
514 20 46 0000 Clerk Bond Premiums	8.00	99.00	102.00	104.00	200.00	200.00	
514 20 49 0000 Training/Tuition - Financial/Records	4,130.14	1,080.00	1,510.00	1,567.43	3,000.00	3,000.00	
514 20 49 0001 Dues & Membership - Financial	910.00	1,136.70	1,169.00	880.00	1,200.00	1,200.00	
514 20 49 0002 Fiduciary Fees/VISA	1,494.41	3,900.80	4,334.48	3,266.82	4,000.00	4,000.00	
514 20 49 0003 Miscellaneous Charges	14.29	838.27	149.89	0.00	500.00	500.00	
514 30 10 0000 Minutes - Recording Fee Sal	2,341.25	1,826.67	1,848.61	1,490.14	2,452.50	2,648.70	
514 30 20 0000 Minutes - Recording Fee Ben	224.21	159.46	155.85	123.86	218.00	235.44	
514 41 41 0000 Elections	877.78	0.00	15,492.77	0.00	1,000.00	1,000.00	
514 91 51 0000 Voter Registration Services	0.00	0.00	0.00	0.00	6,000.00	6,000.00	
514 Financial, Recording & Elections	93,082.11	108,278.74	116,801.95	75,452.66	126,387.17	137,200.54	
515 41 41 0000 Advisory Board Services	24,494.20	25,710.00	15,040.39	13,054.00	15,000.00	15,000.00	
515 41 43 0000 Travel - Legal	158.24	0.00	0.00	0.00	750.00	750.00	
515 41 49 0000 Training & Tuition - Legal	42.00	0.00	0.00	0.00	750.00	750.00	
515 Legal Services	24,694.44	25,710.00	15,040.39	13,054.00	16,500.00	16,500.00	
517 70 22 0000 Unemployment Claims	10,359.16	10,596.00	-9,693.90	4,716.08	10,000.00	10,000.00	
517 70 25 0000 Old Age Survivor Insurance	25.00	25.00	25.00	25.00	25.00	25.00	
517 90 26 0000 Staff Wellness	0.00	0.00	0.00	0.00	500.00	500.00	
517 Employee Benefit Programs	10,384.16	10,621.00	-9,668.90	4,741.08	10,525.00	10,525.00	
518 20 44 0000 DNR Fire Control Assessment	17.90	17.90	17.90	17.90	0.00	0.00	
518 30 10 0000 Building Repair Salary	1,738.91	2,485.77	3,306.70	3,026.64	4,000.00	6,000.00	
518 30 20 0000 Building Repair Benefits	1,162.12	1,393.15	1,484.37	1,186.53	2,000.00	3,000.00	
518 30 31 0000 Household Supplies/Repairs	409.26	707.55	873.04	830.91	1,000.00	1,000.00	
518 30 41 0000 Custodial Services	4,029.00	966.14	1,213.18	420.00	1,000.00	1,000.00	
518 30 41 0001 Contractual Services	6,709.80	2,848.73	2,739.53	23,607.64	26,700.00	25,500.00	
518 30 44 0000 HR-Advertisement	946.73	691.56	2,091.24	831.00	1,000.00	1,000.00	
518 30 45 0099 Eq Rental-Bldg Repair	578.11	1,139.19	832.27	622.34	1,000.00	1,000.00	
518 30 46 0000 Insurance - Liability	1,120.60	10,428.42	11,733.78	12,392.88	15,260.00	20,560.00	
518 30 47 0000 Heat & Lights	2,505.12	3,095.82	2,978.41	2,741.45	3,500.00	3,500.00	
518 30 47 0001 City Hall Water/Sewer	1,047.10	1,120.20	1,446.48	1,180.16	1,463.32	1,463.32	
518 30 48 0000 Building Repair Supplies	1,075.91	48.21	1,832.75	2,705.63	3,000.00	3,000.00	
518 40 31 0000 Office Supplies	3,817.17	4,951.70	6,622.71	21,254.57	20,000.00	10,000.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 6

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
518 40 41 0000 Office Equip Repair& Maintenance	14,094.97	20,459.05	29,346.47	33,023.14	29,000.00	29,000.00	
518 40 42 0000 Central Services Telephone	4,112.50	4,580.57	3,172.62	2,794.80	4,000.00	4,000.00	
518 40 42 0001 Miscellaneous - Postage	545.61	362.40	63.29	549.92	500.00	500.00	
518 63 41 0000 COVID-19 Outsourced Services	0.00	9,999.16	0.00	0.00	0.00	0.00	
518 63 84 0000 Pool District Loan	0.00	0.00	0.00	40,000.00	40,000.00	0.00	
518 80 41 0023 Website - General Fund	1,290.00	240.00	240.00	20.00	3,200.00	3,200.00	
518 90 10 0000 COVID-19 - Salaries	0.00	18,802.66	2,505.64	1,192.80	0.00	0.00	
518 90 20 0000 COVID-19 - Benefits	0.00	5,646.24	944.71	394.42	0.00	0.00	
518 90 31 0000 COVID-19 Supplies	0.00	40,498.55	0.00	0.00	0.00	0.00	
518 90 41 0000 COVID-19 Services	0.00	6,569.07	0.00	0.00	0.00	0.00	
518 90 49 0001 Dues And Membership - General Govt	3,313.14	1,883.00	1,361.00	1,749.00	3,000.00	3,000.00	
594 18 62 0000 City Hall Improvements	0.00	10,353.48	736.43	1,860.79	0.00	50,000.00	
594 18 64 0000 Office Furniture/Equipment	1,053.80	0.00	7,215.44	0.00	0.00	10,000.00	
594 18 64 0001 Computer Equipment	19,497.53	1,111.80	0.00	0.00	0.00	0.00	
518 Centralized Services	69,065.28	150,400.32	82,757.96	152,402.52	159,623.32	176,723.32	
521 20 41 0000 Police Services	169,731.00	174,823.00	184,140.13	155,415.00	185,928.07	191,505.91	
521 20 41 0001 CR Jus #4 Basic Law Enforcemnt	2,910.06	3,117.77	3,229.62	2,324.62	2,700.00	2,700.00	
521 30 41 0000 CR Jus #1 Drug/Alcohol ED	1,698.61	1,816.32	1,438.84	1,380.22	1,600.00	1,600.00	
523 30 41 0000 Probation And Parole Services	0.00	4,908.74	7,606.24	4,670.90	10,000.00	10,000.00	
523 60 41 0000 Jail Services	11,012.60	11,926.00	10,920.00	12,360.00	13,000.00	13,000.00	
521 Law Enforcement	185,352.27	196,591.83	207,334.83	176,150.74	213,228.07	218,805.91	
522 10 10 0000 Fire Chief/Administration - Salaries	1,480.80	1,873.92	1,536.96	900.00	1,900.00	1,900.00	
522 10 20 0000 Fire Chief/Administration - Benefits	91.80	93.59	90.01	68.85	100.00	100.00	
522 20 10 0000 Fire Contract Volunteer Reimb	11,434.00	8,930.00	8,666.00	0.00	16,000.00	16,000.00	
522 20 20 0000 Firefighter Benefits	874.71	689.34	662.97	0.00	1,000.00	1,000.00	
522 20 24 0000 Firefighter Pension/Disability	1,920.00	2,190.00	2,160.00	2,160.00	2,500.00	2,500.00	
522 20 31 0000 Fire Supplies	8,578.63	3,043.62	17,984.48	3,078.86	15,000.00	15,000.00	
522 20 31 0119 Fire Supplies-COVID-19	0.00	2,589.35	51.63	0.00	0.00	0.00	
522 20 32 0000 Fire Truck Fuel	604.58	256.83	530.15	341.16	1,000.00	1,000.00	
522 20 41 0000 Fire-Contractual Services	0.00	0.00	1,523.40	3,270.00	20,000.00	20,000.00	
522 20 42 0000 Fire Telephone	1,226.18	1,033.66	1,428.92	1,222.01	1,400.00	1,400.00	
522 20 46 0000 Fire Truck Insurance	759.07	1,302.27	1,860.98	1,269.28	1,545.00	1,545.00	
522 20 48 0000 Fire Hydrant Repair/Supplies	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
522 20 49 0001 Dues & Memb./Sub. City Fire	240.00	242.50	202.50	915.00	250.00	250.00	
522 30 10 0000 Fire Support Salary	4,996.81	2,826.30	4,110.63	1,826.48	5,000.00	5,000.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 7

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
522 30 20 0000 Fire Support Benefits	3,003.37	1,157.56	1,773.61	621.42	2,500.00	2,500.00	
522 30 31 0001 Fire Prevention Supplies City	0.00	0.00	0.00	0.00	500.00	500.00	
522 30 41 0000 Fire Investigations	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
522 30 45 0099 Eq Rental - Fire Support	2,212.72	770.28	1,191.42	671.64	5,500.00	2,500.00	
522 45 43 0000 Travel - Fire Department	0.00	0.00	0.00	0.00	1,000.00	500.00	
522 45 49 0000 Fire Department Training	351.46	33.03	123.19	0.00	3,000.00	3,000.00	
522 50 47 0000 Fire Hall Heat And Lights	2,499.56	2,813.12	3,062.34	2,950.12	3,000.00	3,000.00	
522 50 47 0001 Fire Hall Water-Sewer	0.00	1,946.82	3,466.90	2,966.16	5,250.00	5,512.50	
522 50 47 0099 Water on Demand For Hydrants	4,000.00	0.00	8,000.00	0.00	4,000.00	4,000.00	
522 50 48 0000 Fire Hall Repair	0.00	4,523.40	1,091.53	0.00	1,000.00	10,000.00	
522 60 48 0000 Fire Equipment Repair	6,809.23	3,155.56	4,399.47	1,150.59	6,000.00	6,000.00	
594 22 64 0001 Fire Equip Purchase - City	79,529.85	0.00	0.00	0.00	0.00	0.00	
597 12 00 0000 Transfer Out To 303 Joint Emerg. Fac.	34,316.57	0.00	0.00	0.00	0.00	0.00	
202 Fire Department	164,929.34	39,471.15	63,917.09	23,411.57	99,445.00	105,207.50	
522 20 31 0002 Fire Supplies FD II	8,852.82	2,587.26	29,187.75	1,704.12	20,000.00	20,000.00	
522 20 31 0219 Fire Supplies FD II-COVID-19	0.00	2,589.37	51.63	0.00	0.00	0.00	
522 20 32 0002 Fire Truck Fuel FDII	948.05	834.46	913.96	1,254.50	1,000.00	1,000.00	
522 20 49 0002 Dues & Membership/Subscriptions FD II	405.00	242.50	202.50	0.00	250.00	250.00	
522 30 31 0020 Fire Prevention Supplies FDII	0.00	0.00	0.00	0.00	500.00	500.00	
522 45 49 0002 Fire Training FD II	351.45	33.03	123.19	0.00	3,000.00	3,000.00	
522 50 48 0001 Fire Dist II-Fire Hall Repair	0.00	0.00	0.00	4,523.40	0.00	0.00	
522 60 48 0002 Fire Equipment Repair FDII	196.55	149.94	430.32	1,342.68	6,000.00	6,000.00	
203 Fire District 2	10,753.87	6,436.56	30,909.35	8,824.70	30,750.00	30,750.00	
522 Fire Control	175,683.21	45,907.71	94,826.44	32,236.27	130,195.00	135,957.50	
528 60 41 0000 Dispatch Fees - City	2,301.39	0.00	2,831.16	0.00	2,500.00	2,500.00	
528 60 42 0000 Radio Contract	2,870.84	3,229.75	3,171.09	3,229.71	3,500.00	3,500.00	
528 Dispatch Services	5,172.23	3,229.75	6,002.25	3,229.71	6,000.00	6,000.00	
551 00 41 0000 CDBG Housing Rehab Cont. Svc.	89,117.85	34,843.73	183,280.22	92,758.20	92,758.20	0.00	
551 Public Housing Services	89,117.85	34,843.73	183,280.22	92,758.20	92,758.20	0.00	
553 70 41 0000 Air Pollution Authority	276.80	434.75	458.60	443.70	500.00	500.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 8

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
553 70 41 0001 Water Runoff Testing	0.00	0.00	1,274.50	0.00	0.00	0.00	
553 Conservation	276.80	434.75	1,733.10	443.70	500.00	500.00	
554 90 40 0000 Waterfront Mitigation Support	7,332.55	0.00	0.00	0.00	0.00	0.00	
554 Environmental Services	7,332.55	0.00	0.00	0.00	0.00	0.00	
558 50 10 0000 Building Inspector Salary	45,281.71	2,686.63	293.24	0.00	0.00	0.00	
558 50 10 0001 Current Planning Salary	0.00	0.00	0.00	26,310.01	50,000.00	0.00	
558 50 20 0000 Building Inspector Benefits	26,554.65	1,492.97	155.34	0.00	0.00	0.00	
558 50 20 0001 Current Planning Benefits	0.00	0.00	0.00	12,506.88	22,500.00	0.00	
558 50 31 0000 Building Department Supplies	189.77	5.37	0.00	0.00	0.00	0.00	
558 50 41 0000 Current Planning/ Building Consulting Services	90.00	0.00	1,926.00	10,982.02	15,000.00	15,000.00	
558 50 42 0000 Building Department Telephone	590.19	0.00	0.00	0.00	0.00	0.00	
558 50 43 0000 Travel - Building Inspector	1,088.98	0.00	0.00	0.00	0.00	0.00	
558 50 45 0099 Eq Rental - Building Dept	17,053.40	709.80	86.96	0.00	0.00	0.00	
558 50 49 0000 Training & Tuition - Building Dept	1,187.73	0.00	80.00	0.00	0.00	0.00	
558 50 49 0001 Dues & Membership - Bldg Dept	95.00	0.00	0.00	0.00	0.00	0.00	
550 Building	92,131.43	4,894.77	2,541.54	49,798.91	87,500.00	15,000.00	
558 50 10 0001 Current Planning Salary	0.00	0.00	0.00	0.00	0.00	75,000.00	
558 50 20 0001 Current Planning Benefits	0.00	0.00	0.00	0.00	0.00	32,500.00	
558 60 10 0000 Planning Salary	83,163.00	85,597.02	94,565.30	32,057.66	50,000.00	57,500.00	
558 60 10 0001 Planning Recorder - Salaries	1,038.78	1,300.17	1,047.65	1,169.94	1,800.00	1,800.00	
558 60 10 0002 Planning Commission Salaries	3,077.68	4,050.00	3,750.00	3,075.00	4,500.00	4,500.00	
558 60 20 0000 Planning Benefits	37,331.50	41,095.47	44,211.72	15,253.84	22,500.00	25,875.00	
558 60 20 0001 Planning Recorder - Benefits	66.87	113.44	87.97	96.12	180.00	180.00	
558 60 20 0002 Planning Commission Benefits	242.32	315.85	281.11	235.34	500.00	500.00	
558 60 31 0000 Planning Supplies	0.00	0.00	64.74	44.11	200.00	200.00	
558 60 41 0000 Planning & Professional Assist	119,807.30	52,651.76	23,784.96	8,493.63	30,000.00	82,000.00	
558 60 41 0001 Planning Publication	819.00	1,241.06	381.94	880.02	1,000.00	1,000.00	
558 60 43 0000 Travel - Planning/Prof Assistance	898.88	0.00	0.00	159.63	1,500.00	1,500.00	
558 60 49 0000 Training & Tuition - Planning	451.69	0.00	27.00	1,281.45	1,500.00	1,500.00	
558 60 49 0001 Dues & Membership - Planning	0.00	0.00	445.00	0.00	600.00	600.00	
558 60 49 0002 Planning Filing Fees/Misc	570.00	27.65	75.90	314.36	200.00	200.00	
560 Planning	247,467.02	186,392.42	168,723.29	63,061.10	114,480.00	284,855.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 9

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
558 70 49 0001 EDC Assessment	10,237.50	10,530.00	12,890.00	12,808.75	25,905.60	26,485.00	
558 70 49 0002 MCEDD Services	894.00	982.00	1,103.00	1,208.00	1,200.00	1,200.00	
570 Economic Development	11,131.50	11,512.00	13,993.00	14,016.75	27,105.60	27,685.00	
558 Planning & Community Devel	350,729.95	202,799.19	185,257.83	126,876.76	229,085.60	327,540.00	
562 10 41 0000 Farmers Market Support	0.00	0.00	0.00	0.00	10,000.00	10,000.00	
562 Public Health	0.00	0.00	0.00	0.00	10,000.00	10,000.00	
565 10 49 0000 Food Bank Support	10,000.00	10,000.00	10,000.00	6,667.00	10,000.00	10,000.00	
565 Welfare	10,000.00	10,000.00	10,000.00	6,667.00	10,000.00	10,000.00	
566 72 42 0000 Substance Abuse/Liquor Excise	211.16	204.23	224.87	157.82	150.00	150.00	
566 Substance Abuse	211.16	204.23	224.87	157.82	150.00	150.00	
573 90 49 0000 Hosting of Meetings/Events	1,022.13	319.08	672.04	215.35	500.00	500.00	
573 Cultural & Community Activities	1,022.13	319.08	672.04	215.35	500.00	500.00	
594 75 63 0000 Exhibit Hall Re-roof	0.00	15,000.00	0.00	0.00	0.00	0.00	
575 Cultural & Recreational Facilities	0.00	15,000.00	0.00	0.00	0.00	0.00	
576 20 41 0000 Community Pool Support	32,500.00	37,500.00	20,000.00	0.00	0.00	0.00	
576 80 10 0000 Park Maintenance Salary	38,961.16	13,913.10	11,254.33	14,553.55	25,000.00	27,000.00	
576 80 20 0000 Park Maintenance Benefits	17,010.55	8,310.70	6,043.06	8,363.98	13,000.00	14,040.00	
576 80 31 0000 Parks Supplies	10,288.24	1,613.39	926.28	4,586.96	2,000.00	2,000.00	
576 80 45 0099 Eq Rental - Parks	11,315.73	6,543.78	4,347.32	7,893.56	12,360.00	12,360.00	
576 80 47 0000 Parks Electricity	454.36	651.50	729.15	603.09	500.00	500.00	
576 80 47 0001 Parks Water	0.00	587.81	1,993.43	1,563.04	1,800.00	1,800.00	
576 80 48 0000 Parks - Contracted	11,332.00	0.00	0.00	975.00	0.00	0.00	
576 Park Facilities	121,862.04	69,120.28	45,293.57	38,539.18	54,660.00	57,700.00	
558 50 49 0002 Agency Remittances - State Bldg Code	207.50	132.50	0.00	0.00	0.00	0.00	
582 10 00 0000 Refund Deposits - CATV Trust	0.00	3,100.24	0.00	0.00	0.00	0.00	
586 90 00 0000 Agency Disbursement - Court	11,090.82	0.00	0.00	0.00	0.00	0.00	
586 91 00 0000 Agency Disbursement - Court Trust	856.79	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 10

001 General Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
589 99 00 0000 Payroll Clearing	2,275.71	-12.59	0.00	-1,956.13	0.00	0.00	
580 Non Expenditures	14,430.82	3,220.15	0.00	-1,956.13	0.00	0.00	
597 00 01 0020 Transfers-Out - Fire Reserve	480,000.00	81,023.20	25,000.00	0.00	25,000.00	25,000.00	
597 00 01 0100 Transfers-Out - To 100 Street Fund	5,565.12	0.00	0.00	0.00	0.00	150,000.00	
597 00 01 0630 Transfers-Out -Municipal Court	5,443.28	0.00	0.00	0.00	0.00	0.00	
597 00 01 0631 Transfers-Out - CATV	3,115.25	0.00	0.00	0.00	0.00	0.00	
597 Interfund Transfers	494,123.65	81,023.20	25,000.00	0.00	25,000.00	175,000.00	
508 91 00 0001 CE-Unreserved Ending Cash	0.00	0.00	0.00	0.00	1,090,688.87	927,670.13	
100 Unreserved	0.00	0.00	0.00	0.00	1,090,688.87	927,670.13	
508 51 01 0001 CE-Unemployment Reserve	0.00	0.00	0.00	0.00	33,414.00	33,414.00	
102 Unemployment Reserve	0.00	0.00	0.00	0.00	33,414.00	33,414.00	
508 31 02 0001 CE-Custodial	0.00	0.00	0.00	0.00	51,135.13	51,135.13	
104 Custodial Reserve	0.00	0.00	0.00	0.00	51,135.13	51,135.13	
202 Fire Department	0.00	0.00	0.00	0.00			
999 Ending Balance	0.00	0.00	0.00	0.00	1,175,238.00	1,012,219.26	
TOTAL EXPENDITURES:	1,838,719.32	1,133,977.02	1,152,202.32	875,099.58	2,467,895.36	2,539,908.13	
FUND GAIN/LOSS:	764,947.44	855,332.64	1,132,333.17	1,166,692.50	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 11

010 General Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0010 General Reserve-Beginning Cash	0.00	326,705.62	326,705.62	332,314.62	326,705.62	334,314.62	
308 Beginning Balances	0.00	326,705.62	326,705.62	332,314.62	326,705.62	334,314.62	
361 11 00 0010 General Res-Interest	1,112.20	0.00	5,609.00	1,814.78	0.00	0.00	
360 Interest & Other Earnings	1,112.20	0.00	5,609.00	1,814.78	0.00	0.00	
397 01 00 0301 Gen. Res.-Transfer In From Timber Harvest	325,593.42	0.00	0.00	0.00	0.00	0.00	
397 Interfund Transfers	325,593.42	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	326,705.62	326,705.62	332,314.62	334,129.40	326,705.62	334,314.62	
508 51 00 0010 General Res-Ending Cash	0.00	0.00	0.00	0.00	326,705.62	334,314.62	
999 Ending Balance	0.00	0.00	0.00	0.00	326,705.62	334,314.62	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	326,705.62	334,314.62	
FUND GAIN/LOSS:	326,705.62	326,705.62	332,314.62	334,129.40	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 12

020 Fire Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0020 Fire Res-Beginning Cash	0.00	1,483,593.47	1,564,616.67	1,607,765.44	1,589,616.67	1,642,765.44	
308 Beginning Balances	0.00	1,483,593.47	1,564,616.67	1,607,765.44	1,589,616.67	1,642,765.44	
361 11 00 0020 Fire Res-Interest	3,593.47	0.00	18,148.77	9,104.16	0.00	0.00	
360 Interest & Other Earnings	3,593.47	0.00	18,148.77	9,104.16	0.00	0.00	
397 02 00 0001 Fire Res-Transfer In From General Fund	480,000.00	81,023.20	25,000.00	0.00	25,000.00	25,000.00	
397 02 00 0301 Fire Res-Transfer In From Timber Harvest	1,000,000.00	0.00	0.00	0.00	0.00	0.00	
397 Interfund Transfers	1,480,000.00	81,023.20	25,000.00	0.00	25,000.00	25,000.00	
TOTAL REVENUES:	1,483,593.47	1,564,616.67	1,607,765.44	1,616,869.60	1,614,616.67	1,667,765.44	
508 51 00 0020 Fire Res-Ending Cash	0.00	0.00	0.00	0.00	1,614,616.67	1,667,765.44	
999 Ending Balance	0.00	0.00	0.00	0.00	1,614,616.67	1,667,765.44	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	1,614,616.67	1,667,765.44	
FUND GAIN/LOSS:	1,483,593.47	1,564,616.67	1,607,765.44	1,616,869.60	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 13

030 ARPA

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0030 ARPA-Beginning Balance	0.00	0.00	0.00	223,677.00	223,677.00	297,354.00	
308 Beginning Balances	0.00	0.00	0.00	223,677.00	223,677.00	297,354.00	
332 92 10 0000 DOC-ARPA Distribution	0.00	0.00	223,677.00	223,676.00	223,676.00	0.00	
330 Grants	0.00	0.00	223,677.00	223,676.00	223,676.00		
330 Intergovernmental Revenues	0.00	0.00	223,677.00	223,676.00	223,676.00	0.00	
TOTAL REVENUES:	0.00	0.00	223,677.00	447,353.00	447,353.00	297,354.00	
594 35 64 0031 WW Equipment Purchase	0.00	0.00	0.00	0.00	150,000.00	0.00	
594 Capital Expenditures	0.00	0.00	0.00	0.00	150,000.00	0.00	
508 51 00 0030 ARPA-Ending Balance	0.00	0.00	0.00	0.00	297,353.00	297,354.00	
999 Ending Balance	0.00	0.00	0.00	0.00	297,353.00	297,354.00	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	447,353.00	297,354.00	
FUND GAIN/LOSS:	0.00	0.00	223,677.00	447,353.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 14

100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0100 ST Unreserved Begin CA & Invest	177,995.51	296,289.98	300,691.94	306,457.10	306,457.10	58,862.39	
308 51 01 0100 ST Unreserved Begin C&I Snow Reserve	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
308 Beginning Balances	187,995.51	306,289.98	310,691.94	316,457.10	316,457.10	68,862.39	
313 11 00 0100 Additional .5% Sales Tax	314,506.02	236,100.73	300,416.18	308,701.98	280,000.00	308,000.00	
316 42 00 0000 PUD Excise Tax	48,335.28	49,358.50	57,471.11	59,138.51	45,000.00	60,000.00	
310 Taxes	362,841.30	285,459.23	357,887.29	367,840.49	325,000.00	368,000.00	
322 40 00 0000 Street ROW Applications & Permits	525.00	325.00	425.00	0.00	0.00	0.00	
322 40 01 0000 Right of Way Permit Repairs	50.00	0.00	0.00	0.00	0.00	0.00	
322 40 00 0000 Street ROW Applications & Permits	0.00	0.00	0.00	675.00	600.00	600.00	
322 Permits	0.00	0.00	0.00	675.00	600.00	600.00	
320 Licenses & Permits	575.00	325.00	425.00	675.00	600.00	600.00	
334 03 80 0000 TIB Relight WA Grant	109,077.00	0.00	0.00	0.00	0.00	0.00	
334 03 80 0002 TIB Chipseal Grant	23,763.00	0.00	0.00	0.00	0.00	0.00	
336 00 71 0000 Multimodal Transportation - Cities	2,180.38	2,208.35	2,161.08	2,550.65	2,013.00	2,015.00	
336 00 87 0000 Street Fuel Tax-MVFT	33,205.19	29,841.31	30,601.55	21,771.28	29,447.75	29,977.00	
336 06 95 0000 Liquor Profit Tax	12,838.99	13,003.67	13,075.90	8,871.20	11,879.75	11,857.50	
330 Intergovernmental Revenues	181,064.56	45,053.33	45,838.53	33,193.13	43,340.50	43,849.50	
361 11 00 0100 Interest Income - Streets	726.97	241.78	-10.14	1,907.37	0.00	0.00	
360 Interest & Other Earnings	726.97	241.78	-10.14	1,907.37	0.00	0.00	
395 20 00 0000 Insurance/Private Claims Reimbursement	0.00	0.00	5,392.43	543.09	0.00	0.00	
390 Other Financing Sources	0.00	0.00	5,392.43	543.09	0.00	0.00	
397 00 00 0001 Transfer In From General Fund	5,565.12	0.00	0.00	0.00	0.00	150,000.00	
397 01 00 0300 Transfer In From CIP	0.00	0.00	0.00	0.00	30,000.00	0.00	
397 02 00 0306 Transfer In From Kanaka	9,024.37	0.00	0.00	0.00	0.00	0.00	
397 18 00 0309 Transfer In from Russell Ave Project	0.00	0.00	66,995.41	24,820.09	24,820.09	0.00	
397 Interfund Transfers	14,589.49	0.00	66,995.41	24,820.09	54,820.09	150,000.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 15

100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
TOTAL REVENUES:	747,792.83	637,369.32	787,220.46	745,436.27	740,217.69	631,311.89	
542 39 10 0000 Road Maintenance - Salaries	72,908.80	59,453.55	99,175.34	87,420.45	79,570.00	133,441.00	
542 39 20 0000 Road Maintenance - Benefits	35,027.19	33,230.54	50,606.70	43,658.47	38,150.00	64,595.00	
542 39 31 0000 Supplies	13,637.51	2,966.67	6,849.21	44,432.20	15,000.00	15,000.00	
542 39 41 0000 General Admin Fees	0.00	25,071.58	37,708.61	0.00	54,290.40	54,056.06	
542 39 41 0001 Street Services	0.00	0.00	0.00	4,020.00	4,400.00	4,400.00	
542 39 42 0000 Telephone	0.00	184.26	141.35	72.96	200.00	200.00	
542 39 45 0099 Eq Rental - Road Maintenance	26,144.30	21,653.39	30,867.73	36,180.47	25,000.00	25,000.00	
542 39 48 0000 Contracted Labor	32,815.97	6,747.41	8,792.51	21,771.84	65,000.00	20,000.00	
542 40 10 0000 Storm Drain Maint - Salaries	9,315.73	11,233.40	14,467.76	4,950.71	12,000.00	12,000.00	
542 40 20 0000 Storm Drain Maint - Benefits	5,675.35	5,617.68	7,169.79	1,913.60	7,000.00	7,000.00	
542 40 31 0000 Storm Drain Maint - Supplies	1,390.47	899.94	95.98	2,040.41	2,000.00	2,000.00	
542 40 45 0099 Eq Rental - Storm Drain Maint	2,507.17	3,672.68	3,577.11	1,915.40	3,000.00	3,000.00	
542 40 47 0000 Dewatering Electricity Chesser	611.75	1,146.41	1,513.25	1,140.53	1,300.00	1,300.00	
542 40 48 0000 Storm Drain Maint - Contrlabor	0.00	12,108.53	181.60	0.00	700.00	700.00	
542 62 41 0000 Path Maintenance-Contract Svcs	4,741.83	0.00	0.00	0.00	0.00	0.00	
542 63 47 0000 Electricy - Street Lights	11,303.92	13,685.80	15,836.34	13,155.83	16,000.00	16,000.00	
542 63 47 0001 Street Water	0.00	2,005.53	3,165.82	1,917.01	3,000.00	3,000.00	
542 63 48 0000 Repair/maintenance - ST Lights	4,142.04	16,649.76	976.24	603.96	3,000.00	3,000.00	
542 64 31 0000 Traffic Devices	8,049.90	3,057.95	11,456.01	11,080.37	12,000.00	12,000.00	
542 64 48 0000 Road Striping	2,328.22	5,508.40	6,108.96	6,320.90	6,000.00	6,000.00	
542 66 10 0000 Snow Removal - Salary	15,710.18	2,124.67	12,246.63	7,098.24	19,620.00	19,620.00	
542 66 20 0000 Snow Removal - Benefits	7,299.55	940.56	5,527.99	2,389.77	8,720.00	8,720.00	
542 66 31 0000 Snow Removal - Supplies	0.00	480.85	393.22	0.00	1,000.00	1,000.00	
542 66 41 0000 Snow Removal-Services	0.00	0.00	0.00	1,310.04	0.00	0.00	
542 66 45 0099 Eq Rental - Snow Removal	11,486.28	913.56	3,848.21	2,516.19	4,000.00	4,000.00	
542 67 47 0000 Litter Clean-Up	3,263.22	2,801.70	2,801.35	2,518.48	3,500.00	3,500.00	
542 Streets - Maintenance	268,359.38	232,154.82	323,507.71	298,427.83	384,450.40	419,532.06	
543 10 10 0000 General Administration Salaries	492.19	1,570.22	4,532.05	23,544.18	2,180.00	77,180.00	
543 10 20 0000 General Administration Benefits	137.66	333.51	902.40	9,804.71	817.50	20,817.50	
543 31 10 0000 General Services Salaries	3,331.63	3,003.38	3,078.09	2,457.17	5,450.00	5,450.00	
543 31 20 0000 General Services Benefits	1,231.28	762.90	752.95	572.80	1,635.00	1,635.00	
543 31 41 0000 Computer Services	909.78	293.29	337.22	457.93	600.00	600.00	
543 31 41 0001 Contracted Servcies	1,350.00	0.00	31,465.25	26,174.00	25,000.00	25,000.00	
543 31 41 0022 Audit Fee	0.00	2,746.71	4,170.57	0.00	3,000.00	3,000.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 16

100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
543 31 43 0000 Travel - Streets	0.00	0.00	0.00	0.00	500.00	500.00	
543 31 46 0000 Insurance	506.40	6,076.40	6,421.00	6,665.20	7,150.00	10,900.00	
543 31 49 0000 Training - Streets	128.33	0.00	430.00	298.67	500.00	500.00	
543 31 49 0001 Misc/Recording Fees/Dues	800.00	821.07	832.25	2,349.20	1,000.00	1,000.00	
543 Streets Admin & Overhead	8,887.27	15,607.48	52,921.78	72,323.86	47,832.50	146,582.50	
544 20 41 0100 #14 ST Planning Professional Services	0.00	247.50	34,762.63	3,950.00	0.00	0.00	
544 Road & Street Operations	0.00	247.50	34,762.63	3,950.00	0.00	0.00	
566 72 42 0100 Substance Abuse/Liquor Profits	256.78	260.08	196.12	177.42	0.00	0.00	
566 Substance Abuse	256.78	260.08	196.12	177.42	0.00	0.00	
595 33 10 0000 Russell Avenue (Restor/Rehab) - Sal	28,529.72	16,417.62	146.13	0.00	0.00	0.00	
595 33 20 0000 Russell Avenue (Restor/Rehab) - Ben	12,260.28	9,008.25	58.37	0.00	0.00	0.00	
595 33 31 0000 Russell Avenue (Restor/Rehab)-Supp	11,531.98	0.00	0.00	0.00	0.00	0.00	
595 33 41 0000 Russell Avenue (Restor/Rehab)-Svcs	1,176.44	9,497.61	0.00	0.00	0.00	0.00	
595 33 45 0099 Eq Rental - Restor/Rehab (Russell Ave)	13,470.17	4,849.69	33.15	0.00	0.00	0.00	
595 40 41 0000 Rock Creek Stormwater and Outfall	0.00	0.00	50,097.64	109,777.57	134,000.00	0.00	
595 40 41 0001 Loop Rd Stormwater	0.00	0.00	0.00	48,130.36	55,072.40	0.00	
595 50 41 0000 Kanaka Bridge Rebuild	0.00	0.00	9,039.83	0.00	0.00	0.00	
594 Capital Expenditures	66,968.59	39,773.17	59,375.12	157,907.93	189,072.40	0.00	
597 18 00 0000 Transfer Out to 309 Russell Ave	97,030.83	38,634.33	0.00	0.00	0.00	0.00	
597 19 00 0000 Transfer Out To 311 First St	0.00	0.00	0.00	27,239.21	50,000.00	0.00	
597 Interfund Transfers	97,030.83	38,634.33	0.00	27,239.21	50,000.00	0.00	
508 51 00 0100 Streets-Unreserved Ending Cash	0.00	0.00	0.00	0.00	58,862.39	55,197.33	
508 51 01 0100 Streets-Snow Reserve	0.00	0.00	0.00	0.00	10,000.00	10,000.00	
999 Ending Balance	0.00	0.00	0.00	0.00	68,862.39	65,197.33	
TOTAL EXPENDITURES:	441,502.85	326,677.38	470,763.36	560,026.25	740,217.69	631,311.89	
FUND GAIN/LOSS:	306,289.98	310,691.94	316,457.10	185,410.02	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 17

103 Tourism Promo & Develop Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 31 00 0103 Tourism Reserved C&I - Capital	300,000.00	300,000.00	180,226.71	177,205.62	177,205.62	100,000.00	
308 31 01 0103 Tourism Reserved C&I - Rev. Shortfall	247,672.30	410,294.51	451,373.46	620,574.86	620,574.86	486,008.78	
308 Beginning Balances	547,672.30	710,294.51	631,600.17	797,780.48	797,780.48	586,008.78	
313 31 00 0000 Stadium (Motel/Hotel) Tax	519,403.95	286,330.38	483,909.34	449,618.95	430,000.00	473,000.00	
310 Taxes	519,403.95	286,330.38	483,909.34	449,618.95	430,000.00	473,000.00	
361 11 00 0103 Interest Income/Tourism	8,951.51	11,759.60	-1,218.52	4,754.35	0.00	0.00	
360 Interest & Other Earnings	8,951.51	11,759.60	-1,218.52	4,754.35	0.00	0.00	
TOTAL REVENUES:	1,076,027.76	1,008,384.49	1,114,290.99	1,252,153.78	1,227,780.48	1,059,008.78	
571 00 41 0000 Community Garden/AgroTourism	0.00	0.00	2,417.48	0.00	0.00	0.00	
571 Education & Recreation	0.00	0.00	2,417.48	0.00	0.00	0.00	
573 30 41 0000 Consultant Services, Chamber	90,000.00	92,047.09	90,000.00	82,494.00	110,000.00	110,000.00	
573 30 41 0001 SBA Consultant Services	70,852.71	64,504.95	65,013.72	40,364.34	85,000.00	85,000.00	
573 30 41 0002 Chamber Events	0.00	0.00	0.00	9,085.14	14,000.00	14,000.00	
573 30 41 0004 County - Fair & Timber Carnival	6,000.00	0.00	0.00	0.00	5,000.00	5,000.00	
573 30 41 0005 County - Bluegrass Festival	9,000.00	0.00	0.00	0.00	10,000.00	10,000.00	
573 30 41 0008 County-Fireworks	0.00	0.00	7,330.00	0.00	7,500.00	7,500.00	
573 30 41 0010 General Admin Fees	0.00	3,767.44	5,818.56	0.00	6,771.70	6,428.27	
573 90 10 0000 Promotion Salaries	2,019.44	1,863.64	1,940.61	916.09	5,000.00	5,000.00	
573 90 10 0003 Promotion Field Salaries	2,188.51	2,489.33	3,527.56	258.56	3,300.00	3,300.00	
573 90 20 0000 Promotion Benefits	884.00	394.23	368.95	167.35	1,000.00	1,000.00	
573 90 20 0003 Promotion Field Benefits	1,182.29	1,212.38	1,681.07	91.80	1,700.00	1,700.00	
573 90 31 0000 Promotion Supplies	232.00	0.00	0.00	0.00	0.00	0.00	
573 90 41 0001 Discover Your Northwest	17,250.00	6,986.88	-1,257.22	0.00	0.00	0.00	
573 90 41 0002 CRGIC Consultant Services	55,000.00	36,167.97	49,139.47	43,393.14	60,000.00	60,000.00	
573 90 41 0003 X-Fest Event	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
573 90 41 0004 Skamania Senior Services - Hiker Bus	1,250.00	0.00	1,999.48	0.00	0.00	0.00	
573 90 41 0008 Gorge Outrigger Races	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	
573 90 41 0009 BOTG Kiteboarding Festival	3,000.00	0.00	0.00	0.00	3,000.00	3,000.00	
573 90 41 0011 Stevenson Farmers Market	2,000.00	2,000.00	3,000.00	0.00	0.00	0.00	
573 90 41 0013 Main St Program Coordinator (SDA)	40,000.00	55,000.00	65,000.00	48,750.00	65,000.00	65,000.00	
573 90 41 0014 Stevenson Waterfront Music Festival	2,000.00	0.00	3,000.00	0.00	4,500.00	4,500.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 18

103 Tourism Promo & Develop Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
573 90 41 0015 Walking Man	2,000.00	0.00	0.00	0.00	0.00	0.00	
573 90 41 0017 Stevenson Municipal Pool Marketing	2,500.00	0.00	0.00	0.00	0.00	0.00	
573 90 41 0018 SC Fair Board-GorgeGrass	8,000.00	0.00	4,000.00	4,000.00	4,000.00	4,000.00	
573 90 41 0019 CGTA Services	2,500.00	2,500.00	5,000.00	0.00	5,000.00	5,000.00	
573 90 41 0021 Computer Services	727.89	244.23	280.94	381.60	0.00	0.00	
573 90 41 0022 Audit Fee	0.00	1,831.14	4,170.57	0.00	2,000.00	2,000.00	
573 90 41 0024 Gorge Olympic Windsurfing Cup	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00	
573 90 41 0025 Gorge Downwind Champs	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00	
573 90 41 0100 TAC - Professional Services	0.00	0.00	54.00	0.00	0.00	0.00	
573 90 44 0000 TAC-Publishing	0.00	0.00	118.80	0.00	0.00	0.00	
573 90 45 0099 Eq Rental - Promotion Field	687.72	1,001.75	885.43	92.05	0.00	0.00	
573 Cultural & Community Activities	324,274.56	272,011.03	311,071.94	242,994.07	411,771.70	411,428.27	
594 75 63 0007 Waterfront Park Amenities (Port)	30,867.00	0.00	0.00	0.00	0.00	0.00	
594 75 63 0008 Waterfront Park Enhancements	0.00	79,221.51	0.00	0.00	0.00	0.00	
594 76 63 0001 Courthouse Park Plaza (SDA)	10,591.69	25,551.78	3,021.09	0.00	230,000.00	0.00	
594 Capital Expenditures	41,458.69	104,773.29	3,021.09	0.00	230,000.00	0.00	
508 31 00 0103 Tourism-Cap. Facility Reserve	0.00	0.00	0.00	0.00	100,000.00	100,000.00	
508 31 01 0103 Tourism-Ending Cash	0.00	0.00	0.00	0.00	486,008.78	547,580.51	
999 Ending Balance	0.00	0.00	0.00	0.00	586,008.78	647,580.51	
TOTAL EXPENDITURES:	365,733.25	376,784.32	316,510.51	242,994.07	1,227,780.48	1,059,008.78	
FUND GAIN/LOSS:	710,294.51	631,600.17	797,780.48	1,009,159.71	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 19

105 Affordable Housing Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 31 00 0105 Affordable Housing-Beg Balance	0.00	0.00	1,215.61	6,376.16	6,215.61	6,215.61	
308 Beginning Balances	0.00	0.00	1,215.61	6,376.16	6,215.61	6,215.61	
313 27 00 0000 Affordable And Supportive Housing Sales And Use Tax	0.00	1,215.61	5,160.55	3,758.24	5,000.00	5,000.00	
310 Taxes	0.00	1,215.61	5,160.55	3,758.24	5,000.00	5,000.00	
TOTAL REVENUES:	0.00	1,215.61	6,376.16	10,134.40	11,215.61	11,215.61	
508 31 00 0105 Affordable Housing-Ending Balance	0.00	0.00	0.00	0.00	11,215.61	11,215.61	
999 Ending Balance	0.00	0.00	0.00	0.00	11,215.61	11,215.61	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	11,215.61	11,215.61	
FUND GAIN/LOSS:	0.00	1,215.61	6,376.16	10,134.40	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 20

300 Capital Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 31 00 0300 Cap Imp Reserved Begin C&I	0.00	124,399.77	96,016.92	140,547.34	96,016.92	136,065.23	
308 31 01 0300 Cap Imp Res Begin C&I Waterfront Imp	0.00	11,256.65	11,256.65	11,256.65	11,256.65	11,256.65	
308 51 00 0300 Cap Imp Reserved Begin C&I	97,368.97	0.00	0.00	0.00	0.00	0.00	
308 51 01 0300 Cap Imp Res Begin C&I Waterfront Imp	11,256.65	0.00	0.00	0.00	0.00	0.00	
308 Beginning Balances	108,625.62	135,656.42	107,273.57	151,803.99	107,273.57	147,321.88	
318 34 00 0000 Real Estate Excise Tax	26,296.78	46,539.85	55,185.30	48,976.29	20,000.00	20,000.00	
310 Taxes	26,296.78	46,539.85	55,185.30	48,976.29	20,000.00	20,000.00	
361 11 00 0300 Interest on Investments-Cap Imp	734.02	714.08	-64.34	824.04	0.00	0.00	
360 Interest & Other Earnings	734.02	714.08	-64.34	824.04	0.00	0.00	
TOTAL REVENUES:	135,656.42	182,910.35	162,394.53	201,604.32	127,273.57	167,321.88	
597 01 00 0100 Transfer Out to Streeets	0.00	0.00	0.00	0.00	30,000.00	0.00	
597 18 00 0309 Transfer Out To Russell	0.00	58,263.84	0.00	0.00	0.00	0.00	
597 18 00 0311 Transfer Out To First Street	0.00	17,372.94	10,590.54	0.00	0.00	0.00	
597 Interfund Transfers	0.00	75,636.78	10,590.54	0.00	30,000.00	0.00	
508 31 00 0300 Cap. Imp.-Ending Cash	0.00	0.00	0.00	0.00	86,016.92	156,065.23	
508 31 01 0300 Cap. Imp.-Waterfront Imp Res	0.00	0.00	0.00	0.00	11,256.65	11,256.65	
999 Ending Balance	0.00	0.00	0.00	0.00	97,273.57	167,321.88	
TOTAL EXPENDITURES:	0.00	75,636.78	10,590.54	0.00	127,273.57	167,321.88	
FUND GAIN/LOSS:	135,656.42	107,273.57	151,803.99	201,604.32	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 21

301 Timber Harvest Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 80 00 0301 Timber Harvest Unres Beg Cash	1,311,537.00	0.00	0.00	0.00	0.00	0.00	
308 Beginning Balances	1,311,537.00	0.00	0.00	0.00	0.00	0.00	
361 11 00 0301 Interest on Investments - Timber Harvest	17,362.42	0.00	0.00	0.00	0.00	0.00	
360 Interest & Other Earnings	17,362.42	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	1,328,899.42	0.00	0.00	0.00	0.00	0.00	
554 90 48 0301 Timber Sale Contracted Seviles	3,306.00	0.00	0.00	0.00	0.00	0.00	
554 Environmental Services	3,306.00	0.00	0.00	0.00	0.00	0.00	
597 01 00 0010 Transfers-Out - General Reserve	325,593.42	0.00	0.00	0.00	0.00	0.00	
597 01 00 0020 Transfers-Out - Fire Reserve	1,000,000.00	0.00	0.00	0.00	0.00	0.00	
597 Interfund Transfers	1,325,593.42	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:	1,328,899.42	0.00	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:	0.00	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 22

303 Joint Emergency Facilities Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
397 01 00 0303 Transfer In from CE	34,316.57	0.00	0.00	0.00	0.00	0.00	
397 Interfund Transfers	34,316.57	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	34,316.57	0.00	0.00	0.00	0.00	0.00	
594 22 41 0000 Consulting Engineering	34,316.57	0.00	0.00	0.00	0.00	0.00	
594 Capital Expenditures	34,316.57	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:	34,316.57	0.00	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:	0.00	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 23

306 Kanaka Creek Road Improvements

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
334 03 80 0001 TIB Grant	9,024.37	0.00	0.00	0.00	0.00	0.00	
330 Intergovernmental Revenues	9,024.37	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	9,024.37	0.00	0.00	0.00	0.00	0.00	
597 15 00 0306 Transfer Out to Streets	9,024.37	0.00	0.00	0.00	0.00	0.00	
597 Interfund Transfers	9,024.37	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:	9,024.37	0.00	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:	0.00	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 24

308 Gropper Sidewalk

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
TOTAL REVENUES:	0.00	0.00	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:	0.00	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022
Page: 25

309 Russell Ave

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0309 Russell Ave Res Beg CA & Invest	-66,157.50	0.00	0.00	0.00	0.00	0.00	
308 91 00 0309 Russell Ave Res Beg CA & Invest	0.00	0.00	-119.36	0.00	0.00	0.00	
308 Beginning Balances	-66,157.50	0.00	-119.36	0.00	0.00	0.00	
333 20 20 0001 Russell STP Grant	123,000.00	546,385.84	67,114.77	0.00	0.00	0.00	
334 03 80 0309 Russel Ave-TIB Grant	0.00	90,134.07	0.00	24,820.09	24,820.09	0.00	
330 Intergovernmental Revenues	123,000.00	636,519.91	67,114.77	24,820.09	24,820.09	0.00	
397 02 00 0309 Transfer In from Streets	97,030.83	38,634.33	0.00	0.00	0.00	0.00	
397 03 00 0309 Transfer In From CI	0.00	58,263.84	0.00	0.00	0.00	0.00	
397 Interfund Transfers	97,030.83	96,898.17	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	153,873.33	733,418.08	66,995.41	24,820.09	24,820.09	0.00	
595 10 41 0309 Russell Ave - Engineering	141,739.68	101,332.23	0.00	0.00	0.00	0.00	
595 10 41 1309 Russell Ave-Construction	0.00	632,205.21	0.00	0.00	0.00	0.00	
595 20 61 0309 Russell Ave-Right Of Way	12,133.65	0.00	0.00	0.00	0.00	0.00	
594 Capital Expenditures	153,873.33	733,537.44	0.00	0.00	0.00	0.00	
597 18 00 0309 Russel Ave Transfers-Out - Streets	0.00	0.00	66,995.41	24,820.09	24,820.09	0.00	
597 Interfund Transfers	0.00	0.00	66,995.41	24,820.09	24,820.09	0.00	
TOTAL EXPENDITURES:	153,873.33	733,537.44	66,995.41	24,820.09	24,820.09	0.00	
FUND GAIN/LOSS:	0.00	-119.36	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 26

310 Wastewater System Upgrades

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:	0.00	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 27

311 First Street

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 91 00 0311 First St-Res Beg Cash	0.00	0.00	-40,966.57	0.00	0.00	0.00	
308 Beginning Balances	0.00	0.00	-40,966.57	0.00	0.00	0.00	
333 20 20 0002 First St.-TA Grant	0.00	67,988.30	64,811.70	0.00	0.00	0.00	
330 Intergovernmental Revenues	0.00	67,988.30	64,811.70	0.00	0.00	0.00	
397 00 00 0311 First St-Transfer In From Streets	0.00	0.00	0.00	27,239.21	50,000.00	0.00	
397 00 00 1311 First St-Transfer In From CIP	0.00	17,372.94	10,590.54	0.00	0.00	0.00	
397 Interfund Transfers	0.00	17,372.94	10,590.54	27,239.21	50,000.00	0.00	
TOTAL REVENUES:	0.00	85,361.24	34,435.67	27,239.21	50,000.00	0.00	
595 10 41 0311 First St-Engineering Svc	0.00	126,327.81	34,435.67	27,239.21	50,000.00	0.00	
594 Capital Expenditures	0.00	126,327.81	34,435.67	27,239.21	50,000.00	0.00	
TOTAL EXPENDITURES:	0.00	126,327.81	34,435.67	27,239.21	50,000.00	0.00	
FUND GAIN/LOSS:	0.00	-40,966.57	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 28

312 Columbia Ave

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
334 03 10 0312 Columbia Ave-DOE IPG	0.00	0.00	0.00	28,228.75	200,000.00	170,000.00	
330 Intergovernmental Revenues	0.00	0.00	0.00	28,228.75	200,000.00	170,000.00	
TOTAL REVENUES:	0.00	0.00	0.00	28,228.75	200,000.00	170,000.00	
594 54 41 0312 Columbia Ave-Consultant Services	0.00	0.00	0.00	34,816.25	200,000.00	170,000.00	
594 Capital Expenditures	0.00	0.00	0.00	34,816.25	200,000.00	170,000.00	
TOTAL EXPENDITURES:	0.00	0.00	0.00	34,816.25	200,000.00	170,000.00	
FUND GAIN/LOSS:	0.00	0.00	0.00	-6,587.50	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 29

400 Water/Sewer Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0400 WS Unreserved Begin CA & Invest	97,513.09	251,864.61	215,714.63	647,754.95	647,754.95	430,384.64	
400 Water/Sewer	97,513.09	251,864.61	215,714.63	647,754.95	647,754.95	430,384.64	
308 51 01 0400 WS Res Begin C&I System Dev Water	110,376.85	207,161.66	368,088.95	539,594.95	539,594.95	352,238.95	
401 Water	110,376.85	207,161.66	368,088.95	539,594.95	539,594.95	352,238.95	
308 51 02 0400 WS Res Begin C&I System Dev Sewer	100,730.27	186,003.27	303,770.27	481,088.84	431,097.47	317,679.76	
308 51 03 0400 WS Res Begin C&I Sewer Outfall Debt	32,670.00	32,670.00	0.00	0.00	0.00	0.00	
402 Sewer	133,400.27	218,673.27	303,770.27	481,088.84	431,097.47	317,679.76	
308 Beginning Balances	341,290.21	677,699.54	887,573.85	1,668,438.74	1,618,447.37	1,100,303.35	
334 04 20 0400 Dept. Of Commerce-Energy Grant	0.00	0.00	94,923.00	196,823.15	194,979.15	0.00	
343 Water	0.00	0.00	94,923.00	196,823.15	194,979.15		
330 Intergovernmental Revenues	0.00	0.00	94,923.00	196,823.15	194,979.15	0.00	
343 40 00 0000 Water Sales	626,628.54	637,388.37	765,917.94	678,092.39	661,500.00	744,575.00	
343 40 18 0000 Turn on Fees	1,397.12	10.00	366.39	300.40	1,500.00	1,500.00	
343 40 19 0000 Disconnect/Nonpayment Fee	0.00	0.00	204.14	1,369.37	1,000.00	1,000.00	
343 40 20 0000 Water Construction Hookup	45.00	50.00	335.30	0.00	0.00	0.00	
343 40 21 0000 Hydrant Rental - External	1,350.00	967.07	482.73	2,444.57	600.00	600.00	
343 40 99 0000 Hydrant Rental-Internal (fire)	4,000.00	0.00	8,000.00	0.00	4,000.00	4,000.00	
343 41 00 0000 Installation Water	6,369.86	9,471.74	17,968.98	13,193.44	10,000.00	10,000.00	
343 Water	639,790.52	647,887.18	793,275.48	695,400.17	678,600.00	761,675.00	
343 50 00 0000 Sewer Service Income	652,849.27	862,464.48	1,004,473.97	953,877.81	1,019,137.50	1,322,008.13	
343 50 01 0000 BOD Surcharge	29,009.02	39,323.82	43,260.27	26,770.69	0.00	0.00	
343 50 02 0000 Downspout-Sump Pump Discharge	9,272.82	6,672.58	5,860.33	4,390.00	0.00	0.00	
343 51 00 0000 Installation Sewer	450.00	750.00	75.00	0.00	300.00	300.00	
344 Sewer	691,581.11	909,210.88	1,053,669.57	985,038.50	1,019,437.50	1,322,308.13	
340 Charges For Goods & Services	1,331,371.63	1,557,098.06	1,846,945.05	1,680,438.67	1,698,037.50	2,083,983.13	
367 40 00 0000 Water Capital Contributions	96,784.81	160,927.29	192,278.00	104,451.86	94,644.00	46,674.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 30

400 Water/Sewer Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
343 Water	96,784.81	160,927.29	192,278.00	104,451.86	94,644.00	46,674.00	
367 50 00 0000 Sewer Capital Contributions	85,273.00	117,767.00	127,327.20	99,001.92	86,590.92	56,532.00	
369 10 02 0000 Sewer Miscellaneous Income	0.00	0.00	0.00	55.00	0.00	0.00	
344 Sewer	85,273.00	117,767.00	127,327.20	99,056.92	86,590.92	56,532.00	
361 11 00 0400 Interest on Investments - W/S	6,398.10	6,120.25	-790.77	9,167.65	4,000.00	4,000.00	
369 81 00 0000 Cashier's Overages/Shortages	20.00	0.00	0.00	0.00	0.00	0.00	
369 91 00 0400 Other Miscellaneous/NSF Fee Recovery	232.00	96.00	281.61	0.00	0.00	0.00	
400 Water/Sewer	6,650.10	6,216.25	-509.16	9,167.65	4,000.00	4,000.00	
360 Interest & Other Earnings	188,707.91	284,910.54	319,096.04	212,676.43	185,234.92	107,206.00	
391 70 00 0000 Capital Loan-Water Meters	0.00	321,000.00	0.00	0.00	0.00	0.00	
401 Water	0.00	321,000.00	0.00	0.00			
390 Other Financing Sources	0.00	321,000.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	1,861,369.75	2,840,708.14	3,148,537.94	3,758,376.99	3,696,698.94	3,291,492.48	
534 10 10 0000 WA-Administrative Salary	2,015.59	2,649.62	1,628.61	13,249.31	2,725.00	52,943.00	
534 10 20 0000 WA-Administrative Benefits	884.12	562.49	329.73	5,911.04	1,090.00	21,177.20	
534 10 41 0001 General Admin Fee	0.00	46,878.49	69,835.54	0.00	95,459.22	93,675.52	
534 10 41 0022 WA-Audit Fee	0.00	4,577.86	5,560.75	0.00	6,000.00	6,180.00	
534 10 42 0000 WA-Op. Permit(DOH)/Other Fees	4,991.00	5,101.40	8,405.28	7,259.40	5,150.00	5,304.50	
534 10 49 0001 WA-Dues & Membership/Filing Fees	587.37	1,591.62	143.39	1,076.46	2,000.00	2,060.00	
534 20 41 0000 WA-Admin Planning Water - Consulting	2,911.60	3,451.05	633.80	52,613.02	27,000.00	52,000.00	
534 40 43 0000 WA-Travel	772.18	0.00	0.00	1,450.23	2,000.00	2,060.00	
534 40 49 0001 WA-Training	1,722.07	858.90	1,925.09	4,873.70	2,000.00	2,060.00	
534 50 35 0000 WA-Small Tools/Minor Equipment	1,830.06	1,350.75	0.00	2,264.12	2,500.00	2,575.00	
534 50 48 0000 WA-Repair-Contracted Labor	17,971.15	10,761.44	7,254.86	16,521.70	20,000.00	20,600.00	
534 70 10 0000 WA-Customer Services Salary	38,987.88	38,910.48	41,592.03	33,376.16	45,780.00	54,020.40	
534 70 20 0000 WA-Customer Services Benefits	14,981.77	10,957.67	11,134.01	8,475.99	14,715.00	17,363.70	
534 70 31 0000 WA-Office Supplies And Postage	1,889.26	1,371.70	1,486.33	903.39	4,050.00	4,171.50	
534 70 41 0000 WA-Computer Services/Repair	6,475.92	6,587.63	7,778.05	5,141.51	6,000.00	6,180.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 31

400 Water/Sewer Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
534 70 41 0001 WA-EBPP Fees	1,887.54	2,556.41	3,310.94	2,372.40	3,000.00	3,090.00	
534 80 31 0000 WA-Operating Supplies	23,394.85	34,493.62	32,172.85	24,239.84	35,000.00	36,050.00	
534 80 41 0000 WA-Testing	3,655.00	4,750.00	5,647.00	4,979.00	5,000.00	5,150.00	
534 80 41 0001 WA-Services	0.00	0.00	0.00	4,690.00	4,900.00	4,900.00	
534 80 42 0000 WA-Telephone	1,606.03	1,710.10	1,553.88	1,268.38	2,000.00	2,060.00	
534 80 45 0001 WA-Telemetry/Meter Services	2,731.21	2,877.00	3,851.20	4,851.08	4,000.00	4,120.00	
534 80 45 0099 WA-Eq Rental - Water	48,768.69	43,168.75	39,420.42	33,682.04	53,000.00	54,590.00	
534 80 46 0000 WA-Insurance	1,039.62	12,476.46	14,075.79	23,641.30	21,000.00	32,630.00	
534 80 47 0000 WA-Electricity	21,523.50	22,833.32	26,275.69	20,865.02	24,000.00	24,720.00	
534 81 41 0000 WA-Prof Services - General	0.00	5,227.35	17,177.09	3,779.25	82,770.00	85,253.10	
534 84 10 0000 WA-Operations Plant Salary	64,004.54	58,594.58	68,990.63	43,703.66	76,300.00	82,404.00	
534 84 20 0000 WA-Operations Plant Benefits	35,591.71	28,299.59	31,956.06	16,448.03	38,150.00	41,202.00	
534 84 31 0000 WA-Chemicals Plant	9,717.77	10,046.09	11,089.30	12,212.57	10,300.00	10,609.00	
534 85 10 0000 WA-Operations T & D Salary	60,180.14	82,347.06	70,390.13	48,819.03	65,400.00	70,632.00	
534 85 20 0000 WA-Operations T & D Benefits	31,306.16	41,437.50	33,595.41	18,620.18	32,700.00	35,316.00	
534 90 44 0000 WA-Taxes	32,430.09	34,700.57	42,149.85	33,610.56	40,015.50	41,215.97	
534 Water Utilities	433,856.82	521,129.50	559,363.71	450,898.37	734,004.72	876,312.89	
535 10 10 0000 WW-Administrative Salary	15,142.27	15,367.07	17,143.31	33,298.04	26,160.00	78,252.80	
535 10 20 0000 WW-Administrative Benefits	6,631.19	3,776.35	3,409.27	12,557.45	11,990.00	32,949.20	
535 10 41 0001 WW-General Admin Fee	0.00	49,227.46	80,802.33	0.00	106,255.64	105,720.73	
535 10 41 0022 WW-Audit Fee	0.00	4,577.86	5,560.75	0.00	8,000.00	8,240.00	
535 10 42 0000 WW-Permit Fees/DOE	2,309.04	2,327.40	3,370.52	3,481.14	2,500.00	2,575.00	
535 10 44 0000 WW-Advertising	320.16	90.48	918.34	0.00	0.00	0.00	
535 10 49 0001 WW-Dues & Membership/filing Fees	687.16	714.28	972.57	667.71	1,000.00	1,030.00	
535 20 41 0000 WW-Admin Planning Sewer - Consulting	0.00	0.00	3,354.40	7,521.62	30,000.00	55,900.00	
535 40 43 0000 WW-Travel	1,277.78	0.00	0.00	0.00	1,500.00	1,545.00	
535 40 49 0001 WW-Training	2,083.36	0.00	976.63	1,706.37	3,000.00	3,090.00	
535 51 31 0000 WW-Maintenance Supplies	9,613.80	2,147.06	5,698.95	1,483.57	10,000.00	10,300.00	
535 51 48 0000 WW-Repair (Contract Serv) T&D	97,798.72	92,900.30	12,828.96	123,517.60	120,000.00	123,600.00	
535 51 48 0001 WW-Solids Hauling & Disposal	42,552.30	74,835.86	98,393.11	67,701.00	120,000.00	123,600.00	
535 64 41 0000 WW-Plant Services	150,821.01	27,394.82	0.00	3,593.13	0.00	0.00	
535 70 10 0000 WW-Customer Service Salary	38,987.88	38,910.48	41,592.03	33,376.16	45,780.00	54,020.40	
535 70 20 0000 WW-Customer Service Benefits	14,981.77	10,957.67	11,137.83	8,475.99	14,715.00	17,363.70	
535 70 31 0000 WW-Office Supplies & Postage	1,935.01	1,300.31	1,567.48	1,261.45	4,300.00	4,429.00	
535 70 41 0000 WW-Computer Services/Repair	5,719.47	8,221.62	6,822.69	3,844.07	5,000.00	5,150.00	
535 70 41 0001 WW-EBPP Fees Sewer	1,887.54	2,371.41	3,310.88	2,372.34	3,000.00	3,090.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 32

400 Water/Sewer Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
535 80 31 0000 WW-Operating Supplies	4,920.88	8,179.88	2,289.15	10,888.28	10,000.00	10,300.00	
535 80 41 0000 Sewer Operations Testing	269.00	12,980.00	15,102.50	13,100.00	21,000.00	21,630.00	
535 80 41 0001 Sewer Operations-Services	0.00	0.00	0.00	4,690.00	4,800.00	4,800.00	
535 80 42 0000 Sewer Telephone	1,470.94	4,482.83	4,519.45	3,428.68	4,600.00	4,738.00	
535 80 45 0099 Eq Rental - Sewer	41,060.69	45,305.42	39,864.51	44,022.03	45,000.00	46,350.00	
535 80 46 0000 Sewer Insurance	527.14	6,327.07	7,542.33	20,605.75	21,125.00	25,758.75	
535 81 10 0000 WW-Operations Coll. Salary	41,874.76	21,528.99	28,466.14	26,603.49	25,300.00	42,324.00	
535 81 20 0000 WW-Operations Coll. Benefits	15,146.02	12,027.90	13,470.87	9,572.09	12,650.00	15,662.00	
535 81 47 0000 WW-Coll Electricity	0.00	2,462.71	3,128.73	3,461.55	5,000.00	5,150.00	
535 81 47 0001 WW-Coll. Water	0.00	160.00	403.20	317.52	450.00	463.50	
535 84 10 0000 WW-Operations Plant Salary	82,391.34	100,568.42	107,063.09	72,748.50	115,000.00	124,200.00	
535 84 20 0000 WW-Operations Plant Benefits	42,902.70	62,497.07	61,194.15	26,586.99	71,300.00	77,004.00	
535 84 47 0000 WW-Electricity	0.00	17,845.63	19,300.74	17,622.48	26,000.00	26,780.00	
535 84 47 0001 WW-Plant Water	0.00	5,954.88	19,140.97	17,059.50	21,000.00	21,630.00	
535 85 10 0000 WW Sampling Salary	41.51	1,015.68	659.77	113.84	4,000.00	4,000.00	
535 85 20 0000 WW Sampling Benefits	18.80	558.85	338.06	37.63	2,500.00	2,500.00	
535 85 31 0000 WW Sampling Supplies	376.29	0.00	0.00	0.00	500.00	515.00	
535 85 41 0000 WW Sampling Professional Services	6,628.00	5,290.00	1,869.00	0.00	7,000.00	7,210.00	
535 85 41 0002 WW Industrial Pretreatment Services	4,218.50	0.00	0.00	0.00	4,000.00	4,120.00	
535 85 45 0000 WW Sampling Equipment Rental	0.00	424.93	215.68	394.69	0.00	0.00	
535 90 44 0000 Sewer Taxes	18,736.46	23,527.53	27,115.11	23,476.75	41,457.50	41,457.50	
535 Sewer	653,331.49	666,258.22	649,543.50	599,587.41	955,883.14	1,117,448.58	
591 34 70 0000 WA-SMART Meter Lease-Principal	0.00	13,712.88	28,419.46	62,825.98	29,436.22	30,275.15	
591 34 78 0000 Base Res PWTF Loan Principal	23,273.39	23,273.39	23,273.40	23,273.39	23,273.39	23,273.39	
592 34 80 0000 WA-SMART Meter Lease-Interest	0.00	4,844.95	8,696.22	7,243.02	7,679.46	6,840.53	
592 34 83 0000 Base Reservoir PWTF Loan Interest	930.94	814.57	698.20	581.83	581.83	465.47	
534 Water	24,204.33	42,645.79	61,087.28	93,924.22	60,970.90	60,854.54	
591 35 72 0000 Sewer Outfall - USDA RDA Principal	22,751.58	23,381.55	24,028.96	12,273.69	24,693.59	25,377.34	
591 35 72 0001 WWTP Design-DOE Principal	0.00	0.00	0.00	13,888.63	30,678.05	30,678.05	
592 35 83 0000 Sewer Outfall - USDA RDA Interest	9,918.42	9,288.45	8,641.04	4,061.31	7,976.41	7,292.66	
592 35 83 0001 WWTP Design-DOE Interest	0.00	0.00	0.00	10,900.97	18,901.15	18,901.15	
535 Sewer	32,670.00	32,670.00	32,670.00	41,124.60	82,249.20	82,249.20	
591 Debt Service	56,874.33	75,315.79	93,757.28	135,048.82	143,220.10	143,103.74	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 33

400 Water/Sewer Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
594 34 10 4006 Water Connections - Salary	516.32	4,505.74	1,319.80	2,414.36	5,000.00	5,400.00	
594 34 20 4006 Water Connections - Benefits	977.45	2,018.08	590.17	1,089.42	2,500.00	2,700.00	
594 34 31 4009 Water Plant Improvements-Suppl	3,877.20	0.00	0.00	0.00	0.00	0.00	
594 34 45 0400 Eq Rental - Water Connections	93.00	813.80	432.10	769.27	2,000.00	2,060.00	
594 34 62 4009 Water Plant Improvements-Contracted	0.00	28,353.48	736.43	60.79	0.00	100,000.00	
594 34 64 0000 WA-Fixed Assets To Capitalize	2,062.50	571,769.68	100,202.46	1,156.11	282,000.00	0.00	
534 Water	7,526.47	607,460.78	103,280.96	5,489.95	291,500.00	110,160.00	
594 35 41 0400 #38 Sewer Plan - Prof Serv	19,191.33	0.00	0.00	0.00	0.00	0.00	
594 35 64 0400 WW-Capitalized Equipment Purchase	2,062.50	0.00	0.00	0.00	0.00	0.00	
535 Sewer	21,253.83	0.00	0.00	0.00			
594 Capital Expenditures	28,780.30	607,460.78	103,280.96	5,489.95	291,500.00	110,160.00	
597 10 00 0000 Transfer Out to 410 WW Sys. Upgrades	10,827.27	0.00	52,374.75	304,004.18	500,000.00	400,000.00	
597 10 00 0406 Transfer Out To 406 WW Short Lived Assets	0.00	21,779.00	21,779.00	0.00	21,779.00	21,779.00	
597 10 00 0408 Transfer Out To 408 WW Debt Reserve	0.00	61,191.00	0.00	0.00	0.00	0.00	
535 Sewer	10,827.27	82,970.00	74,153.75	304,004.18	521,779.00	421,779.00	
597 Interfund Transfers	10,827.27	82,970.00	74,153.75	304,004.18	521,779.00	421,779.00	
508 51 00 0400 WS-Ending Cash	0.00	0.00	0.00	0.00	680,384.64	249,563.56	
400 Water/Sewer	0.00	0.00	0.00	0.00	680,384.64	249,563.56	
508 51 01 0400 WS-Water Reserve	0.00	0.00	0.00	0.00	352,238.95	298,912.95	
401 Water	0.00	0.00	0.00	0.00	352,238.95	298,912.95	
508 51 02 0400 WS-WW Reserve	0.00	0.00	0.00	0.00	17,688.39	74,211.76	
402 Sewer	0.00	0.00	0.00	0.00	17,688.39	74,211.76	
999 Ending Balance	0.00	0.00	0.00	0.00	1,050,311.98	622,688.27	
TOTAL EXPENDITURES:	1,183,670.21	1,953,134.29	1,480,099.20	1,495,028.73	3,696,698.94	3,291,492.48	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 34

400 Water/Sewer Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
FUND GAIN/LOSS:	677,699.54	887,573.85	1,668,438.74	2,263,348.26	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 35

406 Wastewater Short Lived Asset Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 31 00 0406 WWSLAR Beginning Cash	0.00	0.00	21,779.00	43,558.00	43,558.00	65,337.00	
308 Beginning Balances	0.00	0.00	21,779.00	43,558.00	43,558.00	65,337.00	
397 10 00 0406 WWSLA-Transfers In	0.00	21,779.00	21,779.00	0.00	21,779.00	21,779.00	
397 Interfund Transfers	0.00	21,779.00	21,779.00	0.00	21,779.00	21,779.00	
TOTAL REVENUES:	0.00	21,779.00	43,558.00	43,558.00	65,337.00	87,116.00	
508 31 00 0406 WWSLAR-Ending Cash	0.00	0.00	0.00	0.00	65,337.00	87,116.00	
999 Ending Balance	0.00	0.00	0.00	0.00	65,337.00	87,116.00	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	65,337.00	87,116.00	
FUND GAIN/LOSS:	0.00	21,779.00	43,558.00	43,558.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 36

408 Wastewater Debt Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 31 00 0408 WW Debt Reserve Beg. Balance	0.00	0.00	61,191.00	61,191.00	61,191.00	61,191.00	
308 Beginning Balances	0.00	0.00	61,191.00	61,191.00	61,191.00	61,191.00	
397 10 00 0408 WW Debt Res-Transfers In	0.00	61,191.00	0.00	0.00	0.00	0.00	
397 Interfund Transfers	0.00	61,191.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	0.00	61,191.00	61,191.00	61,191.00	61,191.00	61,191.00	
508 31 00 0408 WW Debt Reserve-Ending Balance	0.00	0.00	0.00	0.00	61,191.00	61,191.00	
999 Ending Balance	0.00	0.00	0.00	0.00	61,191.00	61,191.00	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	61,191.00	61,191.00	
FUND GAIN/LOSS:	0.00	61,191.00	61,191.00	61,191.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 37

410 Wastewater System Upgrades

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0410 WW Sys Upgrades Beg Cash & Invest.	-93,407.14	0.00	0.00	0.00	0.00	0.00	
308 91 00 0410 WW Sys Upgrades Beg Cash & Invest.	0.00	-119,857.70	-57,601.53	-194,712.15	0.00	0.00	
308 Beginning Balances	-93,407.14	-119,857.70	-57,601.53	-194,712.15	0.00	0.00	
331 11 00 0000 EDA Grant-WW Coll. Sys. Upgrades	0.00	0.00	0.00	479,588.70	1,733,656.00	2,320,344.00	
334 04 20 0410 CERB Feasibility Study-Alt. Analysis	44,600.00	0.00	5,400.00	0.00	0.00	0.00	
330 Intergovernmental Revenues	44,600.00	0.00	5,400.00	479,588.70	1,733,656.00	2,320,344.00	
391 20 00 0000 USDA RDA Bond Proceeds-WW Coll. Sys. Upgrades	0.00	0.00	0.00	43,208.69	333,414.00	539,586.00	
391 90 00 0410 DOE Construction Loan	297,420.04	826,590.49	228,427.10	2,060,035.44	8,500,000.00	10,627,000.00	
390 Other Financing Sources	297,420.04	826,590.49	228,427.10	2,103,244.13	8,833,414.00	11,166,586.00	
397 05 00 0410 Transfer In from Water/Sewer Fund	10,827.27	0.00	52,374.75	304,004.18	100,000.00	400,000.00	
397 Interfund Transfers	10,827.27	0.00	52,374.75	304,004.18	100,000.00	400,000.00	
TOTAL REVENUES:	259,440.17	706,732.79	228,600.32	2,692,124.86	10,667,070.00	13,886,930.00	
594 35 31 0010 DOE-Imm. Improv. Supplies	25,371.37	1,184.15	0.00	0.00	0.00	0.00	
594 35 31 4113 WWTP-Equipment	0.00	0.00	0.00	85,148.60	0.00	0.00	
594 35 41 0010 DOE-Imm. Improv. Svcs	0.00	25,848.00	0.00	0.00	0.00	0.00	
594 35 41 4102 Feasibility Study-Consultant Svcs	19,047.48	0.00	0.00	0.00	0.00	0.00	
594 35 41 4103 DOE Design-Consultant Svcs	329,046.37	737,002.17	176,225.57	0.00	0.00	0.00	
594 35 41 4104 Coll. Sys. Upgrades Consultant Svcs	5,832.65	0.00	107,622.15	167,750.09	455,070.00	155,016.00	
594 35 41 4105 Coll. Sys. Upgrades Construction Svcs	0.00	0.00	53,358.00	1,461,627.23	1,712,000.00	2,731,914.00	
594 35 41 4106 Collection Sys. Upgrades-PUD	0.00	0.00	8,903.67	14,712.50	0.00	0.00	
594 35 41 4110 WWTP-Consultant Services	0.00	0.00	36,115.38	265,439.13	0.00	0.00	
594 35 41 4111 WWTP-Construction Services	0.00	0.00	0.00	1,383,752.44	8,500,000.00	11,000,000.00	
594 35 41 4112 WWTP Upgrades-PUD	0.00	0.00	39,637.70	3,663.58	0.00	0.00	
594 35 41 4115 Main D Extension-Construction	0.00	0.00	0.00	381,217.22	0.00	0.00	
594 35 49 0000 WW Upgrades-Permitting	0.00	300.00	1,450.00	9,941.00	0.00	0.00	
594 Capital Expenditures	379,297.87	764,334.32	423,312.47	3,773,251.79	10,667,070.00	13,886,930.00	
TOTAL EXPENDITURES:	379,297.87	764,334.32	423,312.47	3,773,251.79	10,667,070.00	13,886,930.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 38

410 Wastewater System Upgrades

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
FUND GAIN/LOSS:	-119,857.70	-57,601.53	-194,712.15	-1,081,126.93	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 39

500 Equipment Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 51 00 0500 ES Unreserved Begin CA & Invest	67,144.73	139,248.98	190,947.57	203,766.89	203,766.89	45,358.72	
308 Beginning Balances	67,144.73	139,248.98	190,947.57	203,766.89	203,766.89	45,358.72	
348 00 00 0000 Equipment Rental-Internal	175,377.98	130,967.02	125,602.31	0.00	0.00	125,000.00	
348 00 00 0000 Equipment Rental-Internal	0.00	0.00	0.00	127,725.76	125,000.00	0.00	
500 Equipment	0.00	0.00	0.00	127,725.76	125,000.00		
340 Charges For Goods & Services	175,377.98	130,967.02	125,602.31	127,725.76	125,000.00	125,000.00	
361 11 00 0500 Interest Income/ES	647.75	435.54	-40.27	0.00	0.00	0.00	
362 10 00 0000 Equipment Rental - External NB	266.00	14.00	0.00	0.00	0.00	0.00	
362 10 02 0000 Equipment Rental - External Ska Co	37.12	0.00	0.00	0.00	0.00	0.00	
369 10 00 0500 Sale of Scrap Equip Service	5,398.38	0.00	0.00	0.00	0.00	0.00	
361 11 00 0500 Interest Income/ES	0.00	0.00	0.00	1,100.98	0.00	0.00	
500 Equipment	0.00	0.00	0.00	1,100.98			
360 Interest & Other Earnings	6,349.25	449.54	-40.27	1,100.98	0.00	0.00	
395 10 00 0500 Sale of Fixed Assets	0.00	0.00	0.00	13,852.50	0.00	0.00	
500 Equipment	0.00	0.00	0.00	13,852.50			
390 Other Financing Sources	0.00	0.00	0.00	13,852.50	0.00	0.00	
TOTAL REVENUES:	248,871.96	270,665.54	316,509.61	346,446.13	328,766.89	170,358.72	
548 65 10 0000 Maintenance Salary	32,695.70	21,993.87	27,688.88	23,252.50	35,000.00	37,800.00	
548 65 20 0000 Maintenance Benefits	19,830.92	11,823.34	13,639.64	9,784.90	17,000.00	18,360.00	
548 65 25 0000 Medical Physicals-Required	3,041.96	1,628.26	1,769.50	907.00	2,000.00	2,000.00	
548 65 31 0000 Tires	972.53	1,358.64	6,447.56	0.00	2,000.00	2,000.00	
548 65 32 0000 Gas and Oil	20,383.05	13,470.43	20,470.01	23,079.87	20,000.00	25,000.00	
548 65 33 0000 Supplies	1,936.25	2,104.67	4,304.03	7,019.45	3,000.00	3,000.00	
548 65 41 0001 General Gov. Admin	0.00	0.00	9,832.31	0.00	14,158.17	13,134.23	
548 65 46 0000 Insurance	846.26	8,320.38	10,055.12	5,458.59	10,000.00	10,000.00	
548 65 47 0000 Heat & Lights	2,397.27	3,312.57	3,386.85	3,057.11	3,000.00	3,000.00	
548 65 48 0000 Repairs/Supplies Contracted	27,339.04	15,455.81	15,148.82	17,579.39	20,000.00	20,000.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 40

500 Equipment Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
548 65 49 0000 Training	180.00	250.00	0.00	450.00	7,250.00	7,250.00	
548 Public Works - Centralized Services	109,622.98	79,717.97	112,742.72	90,588.81	133,408.17	141,544.23	
594 48 64 0000 Equipment Purchase	0.00	0.00	0.00	108,372.05	150,000.00	0.00	
594 Capital Expenditures	0.00	0.00	0.00	108,372.05	150,000.00	0.00	
508 51 00 0500 ES-Ending Cash	0.00	0.00	0.00	0.00	45,358.72	28,814.49	
999 Ending Balance	0.00	0.00	0.00	0.00	45,358.72	28,814.49	
TOTAL EXPENDITURES:	109,622.98	79,717.97	112,742.72	198,960.86	328,766.89	170,358.72	
FUND GAIN/LOSS:	139,248.98	190,947.57	203,766.89	147,485.27	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 41

630 Stevenson Municipal Court

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 31 00 0630 Stevenson Municipal Court-Beg Balance	0.00	9,738.88	0.00	0.00	0.00	0.00	
308 Beginning Balances	0.00	9,738.88	0.00	0.00	0.00	0.00	
386 90 00 0000 Agency Deposit - Court Remittances	0.00	8,698.27	8,957.72	7,336.68	0.00	0.00	
386 90 00 0001 Agency Deposit - CVC	0.00	181.79	182.19	152.18	0.00	0.00	
389 40 00 0000 SMC-Agency Deposits	41,122.75	0.00	0.00	0.00	0.00	0.00	
380 Non Revenues	41,122.75	8,880.06	9,139.91	7,488.86	0.00	0.00	
397 01 00 0630 Transfer In From CE	5,443.28	0.00	0.00	0.00	0.00	0.00	
397 Interfund Transfers	5,443.28	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	46,566.03	18,618.94	9,139.91	7,488.86	0.00	0.00	
586 90 00 0000 Agency Disbursement - Court Remit	0.00	8,698.27	8,957.72	7,621.11	0.00	0.00	
586 90 00 0001 Agency Disbursement - CVC	0.00	181.79	182.19	157.27	0.00	0.00	
588 10 00 0630 SMC-Prior Period Adjustments	0.00	9,738.88	0.00	0.00	0.00	0.00	
589 40 00 0000 SMC-Agency Disbursements	36,827.15	0.00	0.00	0.00	0.00	0.00	
580 Non Expenditures	36,827.15	18,618.94	9,139.91	7,778.38	0.00	0.00	
TOTAL EXPENDITURES:	36,827.15	18,618.94	9,139.91	7,778.38	0.00	0.00	
FUND GAIN/LOSS:	9,738.88	0.00	0.00	-289.52	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 42

631 CATV Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated	Comment
308 31 00 0631 CATV Trust - Beginning Balance	0.00	3,098.81	0.00	0.00	0.00	0.00	
308 Beginning Balances	0.00	3,098.81	0.00	0.00	0.00	0.00	
361 40 00 0631 CATV-Interest	1.56	0.00	0.00	0.00	0.00	0.00	
380 Non Revenues	1.56	0.00	0.00	0.00	0.00	0.00	
397 01 00 0631 Transfer In From CE	3,115.25	0.00	0.00	0.00	0.00	0.00	
397 Interfund Transfers	3,115.25	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	3,116.81	3,098.81	0.00	0.00	0.00	0.00	
588 10 00 0631 CATV Trust-Prior Period Adjustment	0.00	3,098.81	0.00	0.00	0.00	0.00	
589 40 00 0631 CATV-Bank Fees	18.00	0.00	0.00	0.00	0.00	0.00	
580 Non Expenditures	18.00	3,098.81	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:	18.00	3,098.81	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:	3,098.81	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 43

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated
001 General Expense Fund	2,603,666.76	1,989,309.66	2,284,535.49	2,041,792.08	2,467,895.36	2,539,908.13
010 General Reserve Fund	326,705.62	326,705.62	332,314.62	334,129.40	326,705.62	334,314.62
020 Fire Reserve Fund	1,483,593.47	1,564,616.67	1,607,765.44	1,616,869.60	1,614,616.67	1,667,765.44
030 ARPA			223,677.00	447,353.00	447,353.00	297,354.00
100 Street Fund	747,792.83	637,369.32	787,220.46	745,436.27	740,217.69	631,311.89
103 Tourism Promo & Develop Fund	1,076,027.76	1,008,384.49	1,114,290.99	1,252,153.78	1,227,780.48	1,059,008.78
105 Affordable Housing Fund		1,215.61	6,376.16	10,134.40	11,215.61	11,215.61
300 Capital Improvement Fund	135,656.42	182,910.35	162,394.53	201,604.32	127,273.57	167,321.88
301 Timber Harvest Fund	1,328,899.42					
303 Joint Emergency Facilities Fund	34,316.57					
306	9,024.37					
308						
309 Russell Ave	153,873.33	733,418.08	66,995.41	24,820.09	24,820.09	
311 First Street		85,361.24	34,435.67	27,239.21	50,000.00	
312 Columbia Ave				28,228.75	200,000.00	170,000.00
400 Water/Sewer Fund	1,861,369.75	2,840,708.14	3,148,537.94	3,758,376.99	3,696,698.94	3,291,492.48
406 Wastewater Short Lived Asset Res. Fund		21,779.00	43,558.00	43,558.00	65,337.00	87,116.00
408 Wastewater Debt Reserve Fund		61,191.00	61,191.00	61,191.00	61,191.00	61,191.00
410 Wastewater System Upgrades	259,440.17	706,732.79	228,600.32	2,692,124.86	10,667,070.00	13,886,930.00
500 Equipment Service Fund	248,871.96	270,665.54	316,509.61	346,446.13	328,766.89	170,358.72
630 Stevenson Municipal Court	46,566.03	18,618.94	9,139.91	7,488.86		
631 CATV Fund	3,116.81	3,098.81				
	10,318,921.27	10,452,085.26	10,427,542.55	13,638,946.74	22,056,941.92	24,375,288.55
001 General Expense Fund	1,838,719.32	1,133,977.02	1,152,202.32	875,099.58	2,467,895.36	2,539,908.13
010 General Reserve Fund					326,705.62	334,314.62
020 Fire Reserve Fund					1,614,616.67	1,667,765.44
030 ARPA					447,353.00	297,354.00
100 Street Fund	441,502.85	326,677.38	470,763.36	560,026.25	740,217.69	631,311.89
103 Tourism Promo & Develop Fund	365,733.25	376,784.32	316,510.51	242,994.07	1,227,780.48	1,059,008.78
105 Affordable Housing Fund					11,215.61	11,215.61
300 Capital Improvement Fund		75,636.78	10,590.54		127,273.57	167,321.88
301 Timber Harvest Fund	1,328,899.42					
303 Joint Emergency Facilities Fund	34,316.57					
306	9,024.37					
309 Russell Ave	153,873.33	733,537.44	66,995.41	24,820.09	24,820.09	
310						
311 First Street		126,327.81	34,435.67	27,239.21	50,000.00	
312 Columbia Ave				34,816.25	200,000.00	170,000.00
400 Water/Sewer Fund	1,183,670.21	1,953,134.29	1,480,099.20	1,495,028.73	3,696,698.94	3,291,492.48
406 Wastewater Short Lived Asset Res. Fund					65,337.00	87,116.00
408 Wastewater Debt Reserve Fund					61,191.00	61,191.00
410 Wastewater System Upgrades	379,297.87	764,334.32	423,312.47	3,773,251.79	10,667,070.00	13,886,930.00
500 Equipment Service Fund	109,622.98	79,717.97	112,742.72	198,960.86	328,766.89	170,358.72

5 YEAR BUDGET COMPARISON

City Of Stevenson

Time: 17:08:16 Date: 10/11/2022

Page: 44

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Appropriated
630 Stevenson Municipal Court	36,827.15	18,618.94	9,139.91	7,778.38		
631 CATV Fund	18.00	3,098.81				
	5,881,505.32	5,591,845.08	4,076,792.11	7,240,015.21	22,056,941.92	24,375,288.55
FUNDS GAIN/LOSS:	4,437,415.95	4,860,240.18	6,350,750.44	6,398,931.53	0.00	0.00



City of Stevenson

Phone (509)427-5970
FAX (509) 427-8202

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

To: Stevenson City Council
From: Carolyn Sourek, Public Works Director
RE: Sewer Plant Update
Meeting Date: October 12, 2022

Executive Summary:

This is an overview of items staff has been working on over the past month in line with the direction council gave to staff.

Overview of Items:

The plant continues to operate within its permit limits for total suspended solids (TSS), biochemical oxygen demand (BOD), and bacteria for its effluent.

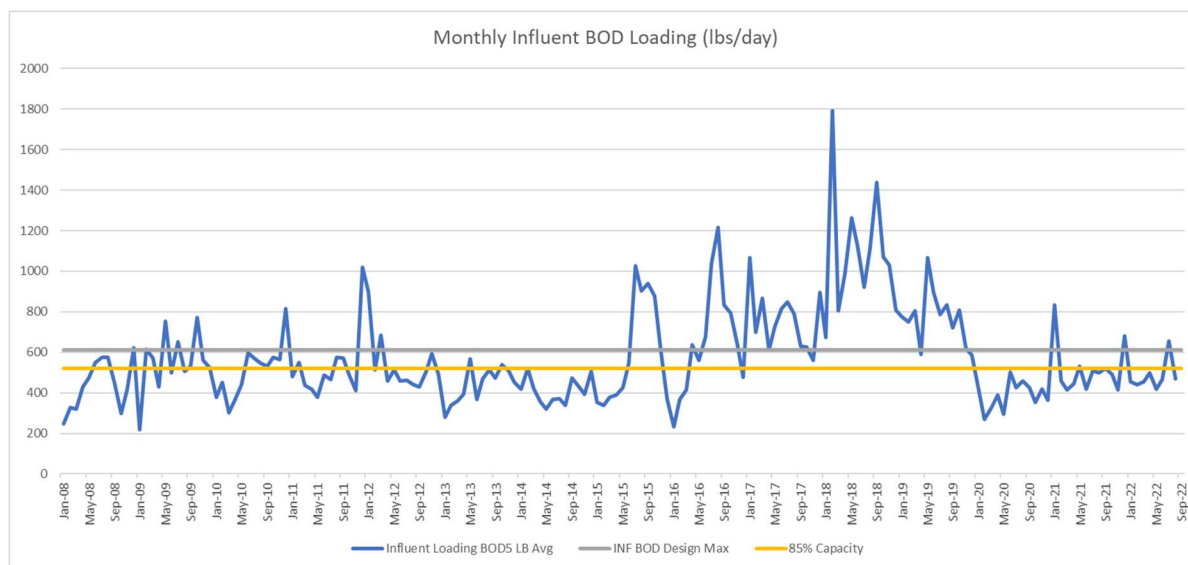
The WWTP Plant Upgrade project continues to progress. They have dewatered to the lowest elevation for the anoxic basin tank drain and work to construct system pipelines and the forms for the basin. The City continues to receive equipment previously contracted for this project. A secondary vendor was located for acquisition of fine bubble defusers. Delay to the delivery will not impact schedule. The City is awaiting a price for the contractor to install new drain pumps in the WWTP drain pump station and downstream check valves. The construction management firm is working with the contractor to develop a reasonable temporary power change order to bring us back into a reasonable schedule. The most recent schedule, assuming temporary power changes are accepted, is July 2023.

The 2021 Collection System Improvements Project undergoes paving this week and final striping next week. Final contract modifications are being negotiated.

Wallis Engineering is nearing completion of 60% design on Kanaka, Cascade, and Fairgrounds pump stations. The City had a preliminary coordination meeting with the Port representatives on Kanaka and Cascade pump stations. No major concerns were identified by the Port. The Kanaka pump station will remain in its current location.

Plant Operations:

The average monthly Influent BOD load since 2008 is in the chart below.



The current permit limit for Influent is 612 lbs/day and the current upgrades in the adopted General Sewer Plan call for a design max monthly BOD loading of 1,611 lbs/day.

Funding:

The \$2.5M in direct federal appropriations requested last spring was approved last month. There is no update on when these funds can be used and the process. The breakdown on all funding received for the project to date is below.

	Budget	Loan	Forgivable Principal	Grant
WW Upgrades Design	2,000,000	960,000	400,000	
WW Collection System Upgrades	5,100,000	873,000		4,125,000
WW Treatment Plant Construction	9,600,000	8,700,000	900,000	2,500,000*
Main D Extension	300,000	270,000	30,000	
Totals:	17,000,000	10,803,000	1,330,000	6,625,000
Amount of Funding:	42% Grant and Forgivable Principal			
*\$2.5M direct federal grant applied for to reduce the \$8.7M loan, or be applied to other WWTP phases				
Loan terms:	DOE Loan 1: 2.0% interest, 20-years, \$61k est. annual payment DOE Loan 2: 1.5% interest, 30-years, \$375k est. annual payment USDA Loan: 1.375% interest, 40-years, \$29k est. annual payment			

Action Needed:

None.

Date: October 11, 2022

To: City Mayor, City Councilors, Leana Kinley, Ben Shumaker

From: Bernard and Kristi Versari

Re: Revised Downtown Plan for SUCCESS

We have reviewed the revised Downtown Plan for SUCCESS included for approval in the agenda packet at the October 12, 2022 Stevenson City Council meeting.

By excluding the west Cascade Avenue R3 residential properties from this version, the conflicts and concerns that we raised at the September 15, 2022 City Council meeting with the previous plan have been resolved.

Sincerely,

Bernard and Kristi Versari

**CITY OF STEVENSON
RESOLUTION NO. 2022-401
A RESOLUTION OF THE CITY OF STEVENSON
ADOPTING THE DOWNTOWN PLAN FOR SUCCESS!**

WHEREAS, in 2019 the City committed to establish Stevenson urban commercial core economic sustainability strategies and consulted with Crandall Arambula for completion of a plan to do so; and

WHEREAS, between 2020 and 2022, the Stewards of SUCCESS!, an ad hoc committee of downtown boosters, guided the COVID-delayed final review of the draft downtown plan; and

WHEREAS, the Stewards of SUCCESS! recommended adoption of the plan along with a short list of projects, tools and concepts to prioritize early in the planning period; and

WHEREAS, the City of Stevenson Planning Commission reviewed and recommended adoption of the documents provided by the Stewards of SUCCESS!; and

WHEREAS, the adoption of this plan furthers the public health, safety, and welfare and will assist other planning and development efforts for the downtown area;

NOW, THEREFORE, be it resolved that the City Council of the City of Stevenson, Washington, hereby adopts the 2022 Downtown Plan for SUCCESS! as attached.

APPROVED AND PASSED by the City Council of the City of Stevenson, Washington at its regular meeting this _____ day of _____, 2022.

Mayor of the City of Stevenson

ATTEST:

Clerk of the City of Stevenson

APPROVED AS TO FORM:

Attorney for the City of Stevenson

DOWNTOWN STEWARDS OF SUCCESS!

Stevenson's Urban Commercial Core Economic Sustainability Strategies



Plan Message & Implementation

Date: October 2022

Stewards: Scott Anderson, Mayor of Stevenson; Mike Beck, Skamania County Planner; Jeff Breckel, Chair of Stevenson Planning Commission; Leana Kinley, Stevenson City Administrator; Kelly McKee, Stevenson Downtown Association Executive Director; Ben Shumaker, Stevenson Community Development Director; Carolyn Sourek, Stevenson Public Works Director; Kevin Waters, Skamania County Economic Development Council Executive Director

"Success seems to be connected with action. Successful people keep moving. They make mistakes but don't quit."

-Conrad Hilton

The Stewards of SUCCESS! is a small committee formed to review the plan for Downtown Stevenson and hold the City accountable for its implementation. With this cover memo, the Stewards conclude their initial review of the Downtown Plan for SUCCESS!, recommend City Council adoption, highlight a successful partnership between the City and the Stevenson Downtown Association, and provide a format to periodically revisit the Plan's implementation and priorities.

Success Requires Understanding

COVID upended our planet. The City's adoption of the Downtown Plan for SUCCESS! was equally affected. Extensive public involvement efforts were made to develop the draft plan in the Summer and Fall of 2019. That Winter, the Stewards of SUCCESS! began shepherding the plan toward adoption. Then, as the daffodils started popping up in the Spring of 2020 so did the number of confirmed COVID cases. The pandemic seized us, and the small steering committee ceased its efforts.

In the Summer of 2022, the Stewards of SUCCESS! regrouped to consider the previous work. They did so with fear that the new normal would render the pre-pandemic draft irrelevant. They were pleased when their fears were unfounded.

The aspirational nature of the plan, particularly pages 8-25, withstands the test of time. The 2022 Stewards reviewed the plan. They celebrated successful completion of some recommendations. They understood these successes a part of the large suite of actions necessary in Downtown Stevenson. The Stewards noted the document's incomplete sentences. They discussed unhelpful generalities.

They saw projects/concepts that may not happen. They saw these mistakes, understood them as part of a dynamic and evolving world, and kept moving past them. They noted all these things and are excited to recommend the City Council's adoption of the Stevenson Downtown Plan for SUCCESS!

Success Requires Partnerships

The City of Stevenson has a vision for downtown's future. It's a vision that relies on 8 big ideas. If it is to be realized, big projects will change the character of downtown over time. It will also require partnerships with boosters like the Stevenson Downtown Association. They also have a vision for the future. Their vision begins with a "historically preserved" downtown. For them, historic preservation is not just an appreciation of old things. It is an existential requirement for their organization; if the average age of downtown buildings is younger than 50 years, then Downtown Stevenson is ineligible for support under the state and federal Main Street programs.

The residents and property owners on West Cascade Avenue also have a vision for its future. The community of single-family homes on this dead end street is long established. The uses are in line with the Zoning Code, the Shoreline Master Plan, and the Comprehensive Plan. An earlier draft of this plan conflicted with that vision. By entirely excluding the west end of Cascade Avenue from this version, the previous conflicts are resolved.

The Stewards of SUCCESS! understand the rights and needs of these partners and want to ensure that their established land uses and visions for the future are followed as changes are made to the downtown building stock. This understanding will be built into the implementation strategy below, and the Stewards should remain ever mindful of it in periodic updates to the implementation strategy.

Success Requires Action

The priorities of the Stewards of SUCCESS! involve a range of projects to be completed, concepts to be supported, and tools to be used. The items in bold indicate those activities recommended in the near term. The long list is preserved to allow reprioritization and advancement in future years. Additional project descriptions are available in the plan text and can be added in future year implementation efforts.

Projects

West End Redevelopment
Park Plaza
Decorative Lighting Plan
Walnut Park
First Street Overlook
Adopt Design/Development
Standards, Incentives, and
Guidelines
Columbia Street Realignment
Couplet Area Clean-Up
Dog Park
Form-Based Code
Gateway Roundabouts
Kanaka Creek Point of
Interest (2nd Street)
Parking: Fee-in-Lieu Program
Parking: Regulatory
Reduction

Concepts

Traffic Calming
Green Gateways
Parking: On-Street Safety,
Capacity & Convenience
Housing Options
Mixed Use Development
"Walk of Fame"/Interpretive
sidewalks

Tools

Buy Property
Build To-Suit
Code Enforcement
Public Private Partnerships



STEVENSON DOWNTOWN ***PLAN FOR SUCCESS!***

OCTOBER 2022

Table of Contents

Executive Summary..... v

Vision for Success 7

Mobility Framework..... 27

Land Use Framework..... 39

Parking Framework 51

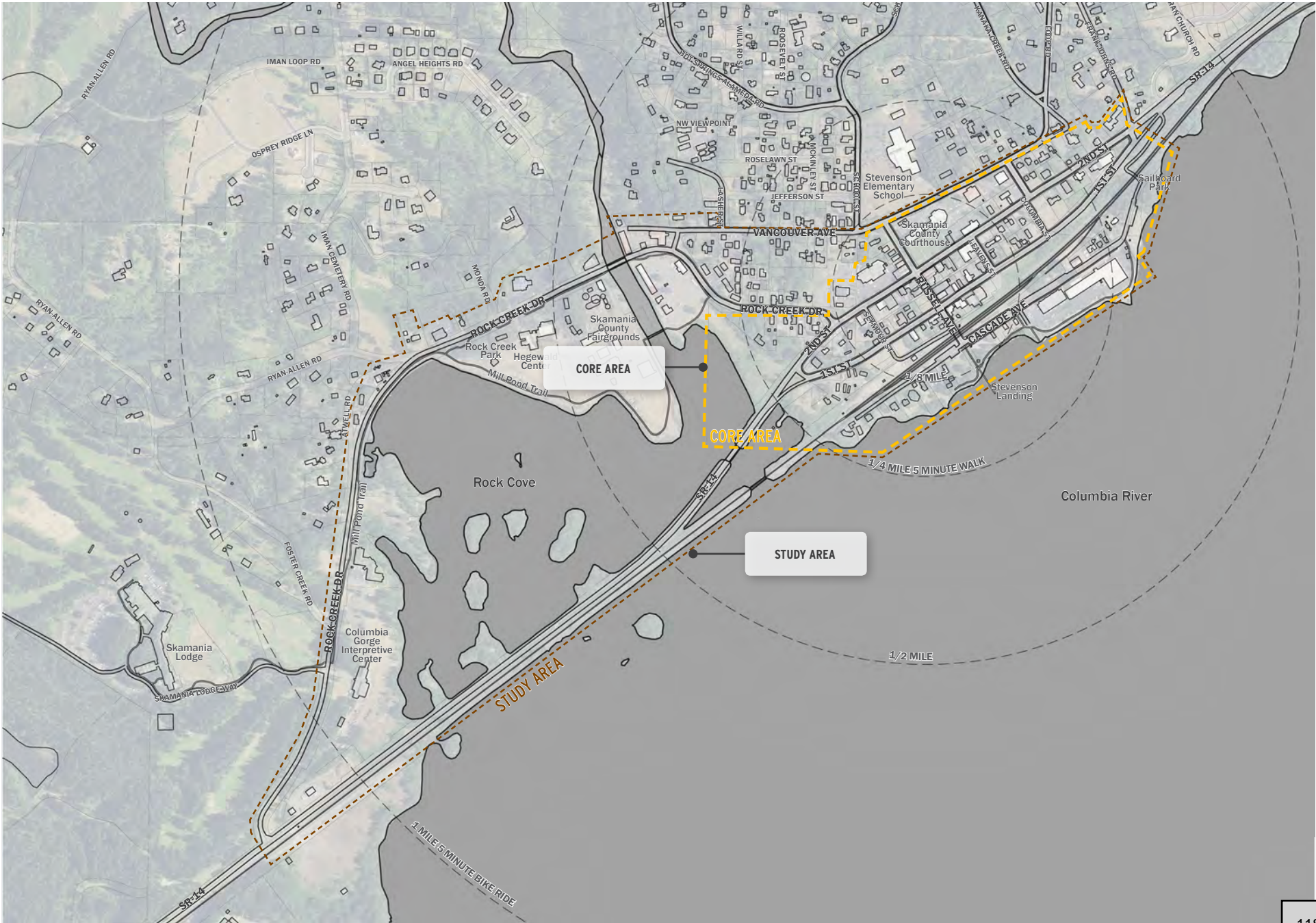
Urban Design Framework 57

Implementation Strategy71

Appendix 81

EXECUTIVE SUMMARY

PROJECT STUDY AREA



PROJECT PURPOSE

Stevenson’s most recent plan for the improvement of the downtown area occurred in 1991. Clearly our world has changed since then.

The Stevenson City Council has acknowledged it must develop a new plan for our urban and commercial core areas and that this plan should include strategies allowing for our sustained economic success.

Project Study Area

The project study area consists of a larger study area, the ‘influence area’, that extends from the southwest intersection of Rock Creek Drive and SR 14 to Frank Johns Road. The core area extends from Rock Cove to Frank Johns Road and from the Columbia River to Vancouver Avenue. The Plan’s recommendations fall within the core area only.

PROJECT GOALS AND OBJECTIVES

MOBILITY

A balanced network of auto, truck, walking and biking routes maintain and improve access to and through downtown.

- » Provide adequate walking and biking access regardless of age or physical condition throughout the downtown and study area.
- » Provide a network of multiple safe, direct and convenient auto, walking and biking connections between the downtown core and study area.
- » Maintain regional SR-14 auto/truck mobility through downtown.
- » Maintain access for service and maintenance vehicles to existing and future downtown businesses.

PARKING

The parking supply facilitates efficient short-term needs and minimizes on-site parking requirements.

- » Provide adequate off-street private parking to serve existing and future development sites.
- » Provide adequate public parking to serve existing and future public uses and special events.
- » Provide adequate short-term visitor and commercial curbside parking to serve existing and future adjacent uses.
- » Ensure that parking impacts on the public realm are minimized.

LAND USE

Development downtown is vibrant, market-driven, mixed-use, and is consistent with Stevenson’s history, culture and vision for future growth.

- » Provide a range of multi-family housing types in the downtown core.
- » Strengthen and expand downtown retail and commercial uses.
- » Provide additional living-wage employment uses in the downtown core.
- » Create additional regional cultural and visitor destinations or event venues.
- » Provide new lodging or hospitality uses in the downtown core.
- » Maintain government uses in the downtown core.
- » Accommodate an appropriate mix of auto and street-oriented uses within the downtown core.

URBAN DESIGN

The public realm is joyful, active and comfortable for residents, employees and visitors.

- » Ensure that public spaces contribute to the economic vitality of the downtown.
- » Ensure that public spaces contribute to the livability of downtown residents and employees.
- » Create a network of interconnected public spaces.
- » Create a public realm that is safe and active during all hours of the day and all seasons.
- » Strengthen existing and proposed open space amenities such as the waterfront and park plaza.

PUBLIC ENGAGEMENT

The public engagement process was inclusive of all members of the community and included one-on-one meetings with City staff, stakeholders, elected officials, and appointed board or committee members, as well as two presentations and workshops with the public.

The Hegewald Center served as the venue for public presentation and workshops. Over 70 community members attended.

Prior to all meetings, all presentation materials were reviewed with the City's Project Manager. Each meeting included a PowerPoint Presentation, overview handout, response sheets and a follow-up summary and findings memorandum.

Stakeholder Project Initiation Meetings

Two rounds of Stakeholder engagement were conducted. Over the course of May 13 and 14th, 2019 and July 12, 2019, 15 meetings were held and 41 stakeholders attended. Each meeting lasted approximately ½ hour, during which:

- » The Project Team reviewed a series of Draft Goals and Objectives for the Stevenson Downtown Plan.
- » Stakeholders were asked to evaluate and refine the Draft Goals and Objectives.
- » Stakeholder were asked to identify any issues or concerns that should be addressed as part of the planning process.
- » Next steps were discussed.

Community Workshop #1

Community Workshop #1, held on August 19, 2019, was attended by 23 community members. This workshop included the presentation of existing conditions information followed by a hands-on workshop during which community members were asked to identify issues, concerns, and desires for the Stevenson Downtown Plan.

The feedback, goals and issues discussed during Community Workshop #1 were used to develop the design concepts that were presented during Community Workshop #2.

Community Workshop #2

Community Workshop #2, held on September 23, 2019, was attended by 47 community members. The workshop included the presentation of draft concepts to the community and the solicitation of issues, concerns, and desires for the downtown plan.

The feedback, goals, and issues discussed during Community Workshop #2 used to develop the Implementation Action Plan and Plan for Success! document.

STAKEHOLDER PROJECT INITIATION MEETINGS



COMMUNITY WORKSHOP #1



COMMUNITY WORKSHOP #2



VISION FOR SUCCESS

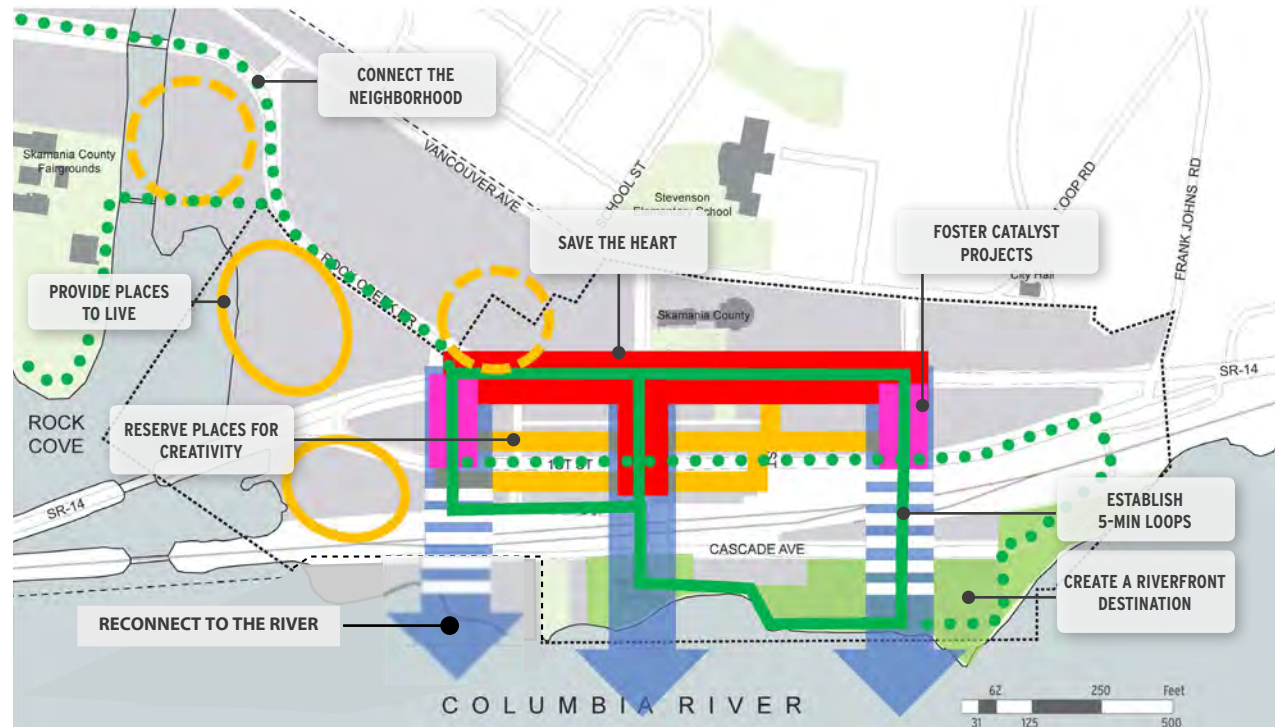
The Vision for Success provides a snap-shot of the fundamental building blocks of a successful Downtown Stevenson.

This vision was crafted by addressing the issues, concerns and ideas that were gathered throughout the planning process. The Vision has been used to guide the creation of subsequent land use, mobility, urban design plan elements and implementation strategies.

The Vision for Success is a distillation of the eight big ideas that represent the community's vision for the future of downtown Stevenson. The *Vision for Success* elements are:

- » **Save the Heart.** Strengthen 2nd Street and Russell Avenue as the commercial core of downtown.
- » **Reconnect to the River.** Capitalize on downtown's unique setting.
- » **Catalyst Projects.** Foster near-term, market-driven, and achievable development.
- » **Reserve Places for Creativity.** Strengthen 1st Street as a 'mash-up' of entrepreneurial commercial and residential uses.
- » **Build places to Live.** Create districts of high-density residential development near jobs, amenities, and services.
- » **Create a Riverfront Destination.** Attract residents and visitors to Stevenson's unique asset.
- » **Establish 5-minute Loops.** Provide safe, convenient, and interconnected downtown walking and biking routes.
- » **Connect the Neighborhood.** Provide safe and convenient downtown walking and biking linkages to major destinations outside the downtown core.

VISION FOR SUCCESS



IMPLEMENTATION STRATEGY

The intent of the implementation strategy is to identify the public actions necessary to generate a sustained and widespread private investment while addressing the goals and objectives of the downtown plan.

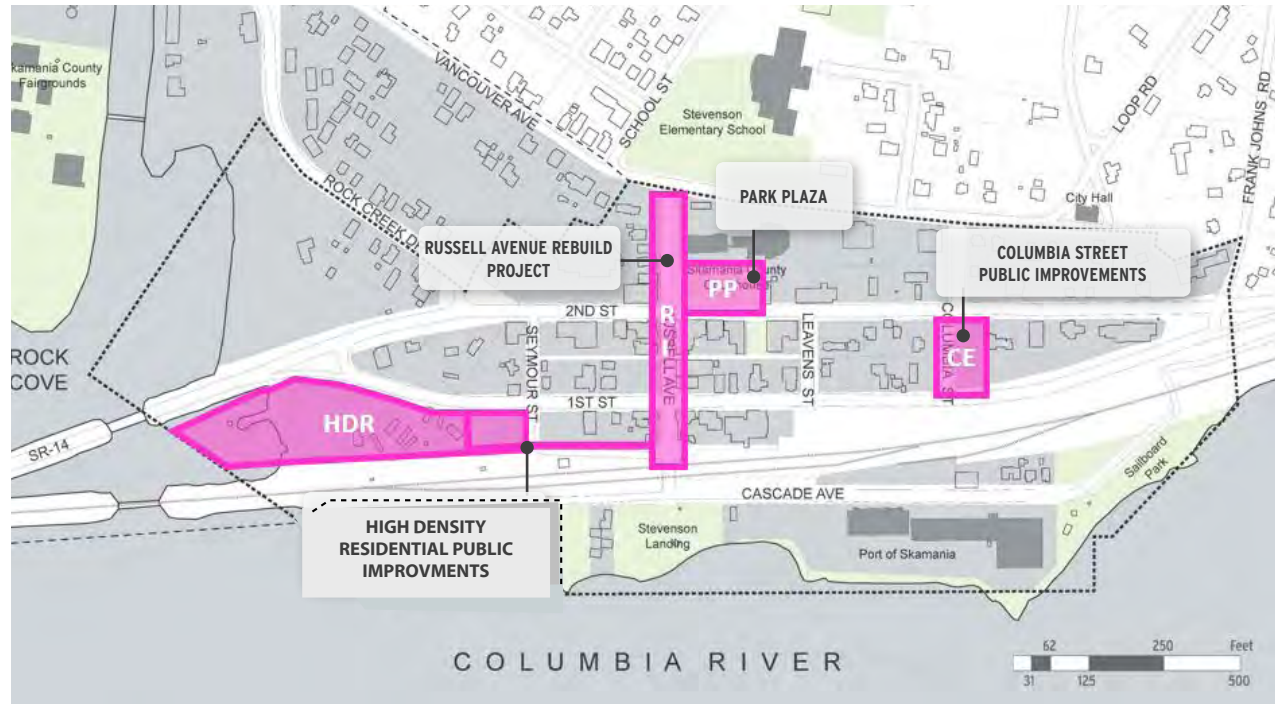
The implementation strategy includes:

- » Recommendations that are achievable and can be completed or initiated using existing and potential additional public financial and staff resources within a 5 year timeframe.
- » Identification of individual or groups responsible for leading implementation activities.
- » A preliminary timeline for project completion.
- » Current or potential funding sources, where available.

To oversee the implementation of these projects it is recommended that a 'Stewards of Success' Committee be formed and given the responsibility of ensuring that all projects are implemented as envisioned in a timely manner. The Committee would:

- » Include an appointed group of approximately 5 key stakeholders and downtown advocates that would be appointed on an annual basis by the City Council.
- » The Committee would meet on a 3-4 month schedule to review project proposals, project progress, and identify issues.
- » The Committee would provide a 'Status of the Plan' report to Council annually or sooner as deemed necessary.
- » Be dissolved upon completion of all implementation projects

PRIORITY PROJECTS



Priority Projects

The selected projects are those that can demonstrate that they can meet the following criteria—they are:

- » Strategically located to induce nearby private sector development
- » Positively change the public perception of the downtown
- » Create immediate redevelopment momentum
- » Stimulate Private development
- » Generate a return on public investment.

Four Priority Projects are identified. They include two current on-going projects and two projects identified by the public and assessed for economic viability by the consultant team:

- » Park Plaza
- » Russell Avenue Rebuild Project
- » Columbia Street Public Improvements
- » High Density Residential Development Public Improvements

TEN-YEAR BUILD OUT

The Ten Year Build Out Concept provides potential long- and near-term concepts of what development may look like to meet anticipated demand based on a conservative market analysis. The Ten Year Buildout concept:

- » IS NOT a current redevelopment proposal. Illustrations have been created to test the viability of the Draft Vision for Success.
- » Includes concepts for private parcels, with owner knowledge. Does not infer that property owners agree or disagree with each concept.
- » Existing uses are NOT displaced. Any future change would require owner consent, additional planning, design, and public review.

Market Demand

Land Use

Commercial	26,000 s.f. building area
Multi-family	80 dwelling units
Hotel	100 hotel keys (rooms)

Priority Project Buildout

Illustration outlined areas are market-feasible concepts for the two Priority Project areas that could be completed within the next 5 years: A three-story rental apartment project on 1st Street and a two- to three-story mixed-use project on Columbia Street.

First Street Multi-Family Residential Development:

- » High-density residential development is viable in the current market in Stevenson.
- » Wood-frame, walk-up apartments with surface parking is the most likely development form, though tuck under parking might also be feasible.
- » Housing is a key component of strengthening the economy of Stevenson and the vitality of Downtown.
- » The city currently has a shortage of rental housing. It is estimated that around 40 new apartment units and 15 new rental townhomes can be leased almost immediately.
- » It is expected that a 70-unit single-phase project would be feasible at current market rent levels (\$1.50/sf).

TEN-YEAR BUILD OUT CONCEPT



Columbia Street Mixed-Use Development:

- » Mixed-use development is also estimated to be viable, provided it includes residential units rather than office space on the upper floors. The economics improve as the residential share increases.
- » With estimated commercial demand growth of up to 2,600 square feet per year; limiting a single-phase project to 8,000 square feet of commercial space is recommended.
- » Shallow ground-floor commercial space and apartment units in the back as well as above will maximize the portion of Columbia Street that can be built out in a single phase while maintaining financial viability.

Priority and Timing

The Columbia Street mixed-use concept to represent stronger catalytic impact than the 1st Street residential concept, as it will enhance Downtown's ability to generate visits and capture pass-through traffic.

The 1st Street concept is easier to realize and may therefore have a greater positive impact in the short run.

Incentives and Public-Private Partnerships

The Columbia Street concept may require some public investment to be realized. Paying off-site infrastructure costs and offering reduced parking requirements or in-lieu parking fees will likely be effective incentives. Initial public ownership of the land can further reduce the developer's cost while also giving the City greater ability to ensure that the project will serve public interests.

VISION FOR SUCCESS

VISION FOR SUCCESS

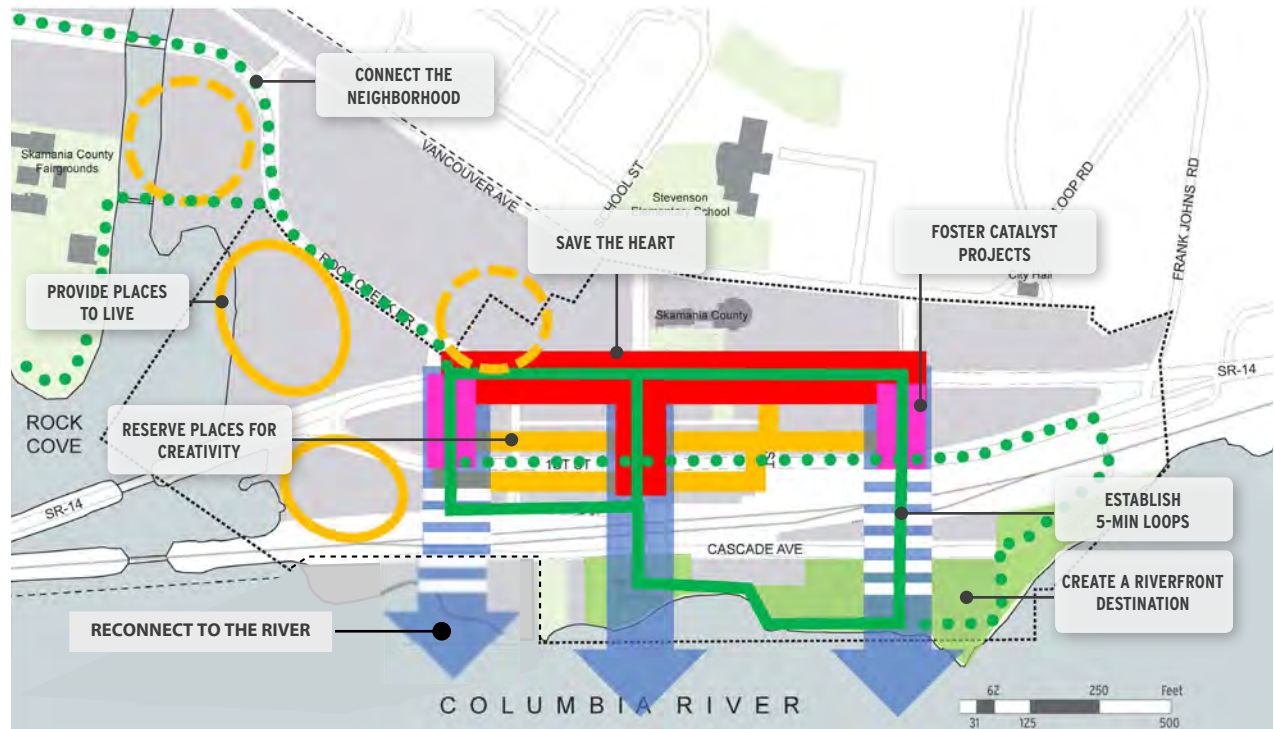
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This vision was crafted by addressing the issues, concerns and ideas that were gathered throughout the planning process. The Vision has been used to guide the creation of subsequent land use, mobility, urban design plan elements and implementation strategies.

The Vision for Success elements are:

- » **Save the Heart.** Strengthen 2nd Street and Russell Avenue as the commercial core of downtown.
- » **Reconnect to the River.** Capitalize on downtown's unique setting.
- » **Catalyst Projects.** Foster near-term, market-driven, and achievable development.
- » **Reserve Places for Creativity.** Strengthen 1st Street as a 'mash-up' of entrepreneurial commercial and residential uses.
- » **Build places to Live.** Create districts of high-density residential development near jobs, amenities, and services.
- » **Create a Riverfront Destination.** Attract residents and visitors to Stevenson's unique asset.
- » **Establish 5-minute Loops.** Provide safe, convenient, and interconnected downtown walking and biking routes.
- » **Connect the Neighborhood.** Provide safe and convenient downtown walking and biking linkages to major destinations outside the downtown core.

VISION FOR SUCCESS



Save the Heart

Strengthen 2nd Street and Russell Avenue as the commercial core of downtown.

Success means concentrating on the center of the community and then working outward to the surrounding areas. Stevenson is small community with limited resources in time and money. By concentrating these resources at the heart, improvements will catalyze sustained and widespread success.

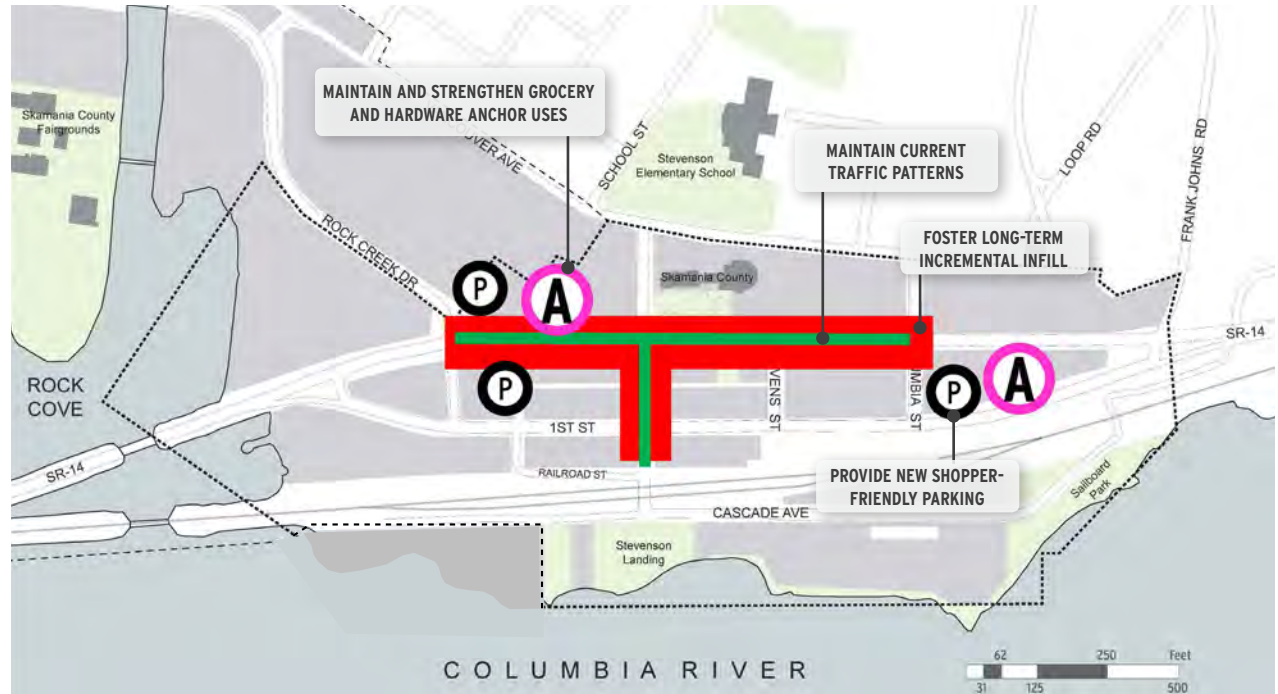
Saving the Heart elements includes:

- » **Maintain and Strengthen Anchor Uses.** Draw shoppers downtown and are essential for multi-family residential development.
- » **Maintain Current Patterns and Traffic Volume.** Explore 1st Street traffic diversion only when average daily trips exceed 15,000 ADT.
- » **Provide new 'shopper-friendly' parking.** Locate adequate parking near destinations in areas that do not impact the walking and biking environment.
- » **Foster long-term, incremental infill.** Street-oriented commercial development.
- » **Foster Park Plaza as the focus for day and evening activity**

In addition, the following should be the focus of any efforts in the Downtown:

- » Promote compact development comprised of walking-oriented retail and service uses within a 5 minute distance from Rock Creek drive to Columbia Street
- » Connect new development on Rock Creek Drive extension and Columbia Street with walking loop enhancements.
- » Accommodate auto-oriented commercial from Frank Johns Road to Columbia Street and from Rock Creek Drive to Rock Cove.

SAVE THE HEART



SAVE THE HEART CONCEPT (LOOKING SOUTH)



MAINTAIN ANCHOR USES



Maintain and Strengthen Anchor Uses

Maintain and strengthen anchor uses that draw shoppers downtown and are essential for multi-family residential development.

Success means ensuring that Stevenson residents have access to the shopping destinations they use on a daily or weekly basis without having to drive to another community to shop at a hardware store, a pharmacy, or a grocery store. This is especially important for those who do not have easy access to transportation. Unlike many rural communities, Stevenson is not a 'food desert,' as the community has existing access to affordable foods that make up the full range of a healthy diet.

As the downtown adds more residents, easy access to anchor uses results in fewer and shorter auto trips that in turn result in less traffic congestion, less competition for scarce parking, and less pollution. Because these uses generate a considerable amount of household trips, their proximity to adjacent businesses provides economic benefits. Where people have comfortable, direct, and convenient walking access between an anchor use and other businesses, many shoppers will park once and combine discretionary shopping or dining activities with their trip to an anchor use.

MAINTAIN TRAFFIC USES



Maintain Current Patterns and Traffic Volume

Maintain current patterns and traffic volume (7,000 ADT on 2nd Street). Explore 1st Street traffic diversion only when average daily trips exceed 15,000 ADT.

Success means strengthening and concentrating street-oriented retail activity between Rock Creek Drive and Columbia Street by maintaining the essential vehicle elements—such as two-way traffic and curbside parking—that contribute to the historic Main Street character distinguishing Downtown Stevenson from other Skamania County and Columbia Gorge commercial centers.

Because Downtown Stevenson is not a high-density urban center, street-oriented retail businesses require drive-by traffic for economic viability. Generally, a minimum of approximately 5,000 average daily vehicle trips (ADT) is needed to provide sufficient customers. With too much traffic (above approximately 15,000 ADT), the sidewalk environment is severely impacted by excessive noise, odors, vibration, and reduced walking and biking access. Currently, retail traffic on 2nd Street is 'right sized' between these two extremes.

PROVIDE NEW COMMERCIAL LOTS



Provide New 'shopper-friendly' Parking

Locate adequate parking near destinations in areas that do not impact the walking and biking environment.

Success means ensuring that this critical element of downtown retail vitality is not ignored. While some shoppers will arrive by foot or by bicycle, many will arrive by car. If shoppers do not find shopper-friendly parking, they will simply go elsewhere.

On-street curbside parking in front of retail shops, and surface parking lots behind retail, must be designed and located to attract retail customers. Front door curbside parking is especially important—it is preferred by most shoppers and is generally in short supply. For retail success, this asset must be preserved.

Since not all shoppers can be accommodated with on-street parking, providing adequate off-street parking in lots is also essential. Surface parking lots behind retail businesses should be designed with convenient auto access from retail side streets, a spacious layout without dead-end auto circulation, convenient and direct pedestrian access from the lot to the retail street, and a well-lighted and safe environment for nighttime use.

2ND STREET INFILL SITE



RUSSELL AVENUE INFILL SITE



2ND STREET LONGTERM PARKING LOT REDEVELOPMENT



Foster Long-Term, Incremental Infill.

Street-oriented commercial development.

Success means attracting new and emerging market trends and demand. The national retail landscape looks quite different today than it did even ten years ago. The way consumers make purchasing decisions has been dramatically changed by online retailers that deliver products directly to consumers, thereby reducing the need for brick and mortar stores.

Yet, as electronic technology has made it possible to live and shop without entering a store, there is still a proven need for many to connect with others and a need for customer service that can only be achieved face-to-face. As a result, there is still strong demand for 'experience shopping' that is defined as shopping, interacting socially, and meeting informally in authentic and pedestrian-friendly places—exactly the type of place that Downtown Stevenson can offer.

Attracting developers and recruiting tenants will require actions and financing strategies that will provide investor 'certainty and predictability' that Downtown is 'open for business' and worthy of investment. This will include removing barriers to development such as excessive parking or other development requirements, along with targeted investment in public improvements and amenities that set the stage for new investment.

Reconnect to the River

Capitalize on Downtown's Unique Setting.

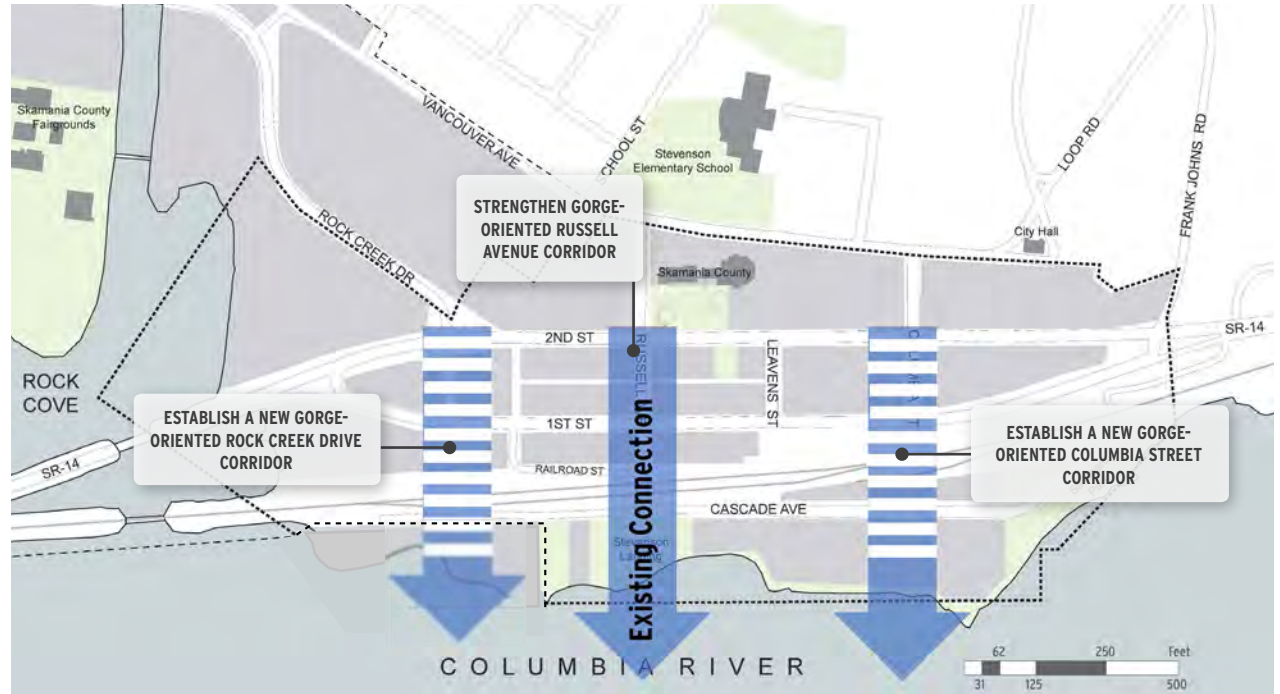
Success means strengthening and building upon the natural environment—the Columbia River Gorge. Stevenson's very existence is intertwined with the Columbia River. Providing better access, both visually and physically, is important historically, spiritually, and culturally, as well as economically.

Over time, downtown's linkage to the river has been weakened by barriers and planning decisions that have in many instances resulted in development turning a shoulder to the Gorge. A concerted effort to reimagine and repair this connection with a series of corridors that feature the Gorge will attract visitors and residents alike.

The *Reconnect to the River* elements are:

- » **Strengthen Gorge-Oriented Russell Avenue Corridor.** Implement all planned street enhancements.
- » **Establish a New Gorge-Oriented Rock Creek Drive Corridor.** Provide new view corridor, roadway, walking, and biking linkage via Railroad Street.
- » **Establish a New Gorge-Oriented Columbia Street Corridor.** Enhance view corridor, enhanced roadway, and new walking and biking linkage over railroad tracks.

RECONNECT TO THE RIVER



ESTABLISH GORGE-ORIENTED CORRIDORS (LOOKING SOUTH)



RUSSELL AVENUE



Strengthen Gorge-Oriented Russell Avenue Corridor

Implement all planned street enhancements.

Success means strengthening the existing Gorge 'window' connection between the commercial core, the river, and Stevenson Landing. The physical improvements of the Russell Rebuild Project are important to complete. Other improvements should be advanced as well, and may include 'pedestrian accelerator' projects that make it easier and more desirable for those leaving cruise lines to easily access current and future businesses.

ROCK CREEK DRIVE EXTENSION



Establish a New Gorge-Oriented Rock Creek Drive Corridor

Provide new view corridor, roadway, walking, and biking linkage via Railroad Street.

Success means providing motorists driving along 2nd Street with a view 'window' to the Gorge and development sites. Capturing this drive-by traffic is essential for the economic success of proposed westside mixed-use development along a new extension of Rock Creek Drive. The view window also improves access to new residential development and a direct linkage for those visiting Columbia Gorge Interpretive Center, staying at the Skamania Lodge, or attending an event at the County Fairgrounds along the existing Rock Creek Drive.

RE-ALIGNED COLUMBIA STREET



Establish a New Gorge-Oriented Columbia Street Corridor.

Enhance view corridor, enhanced roadway, and new walking and biking linkage over railroad tracks.

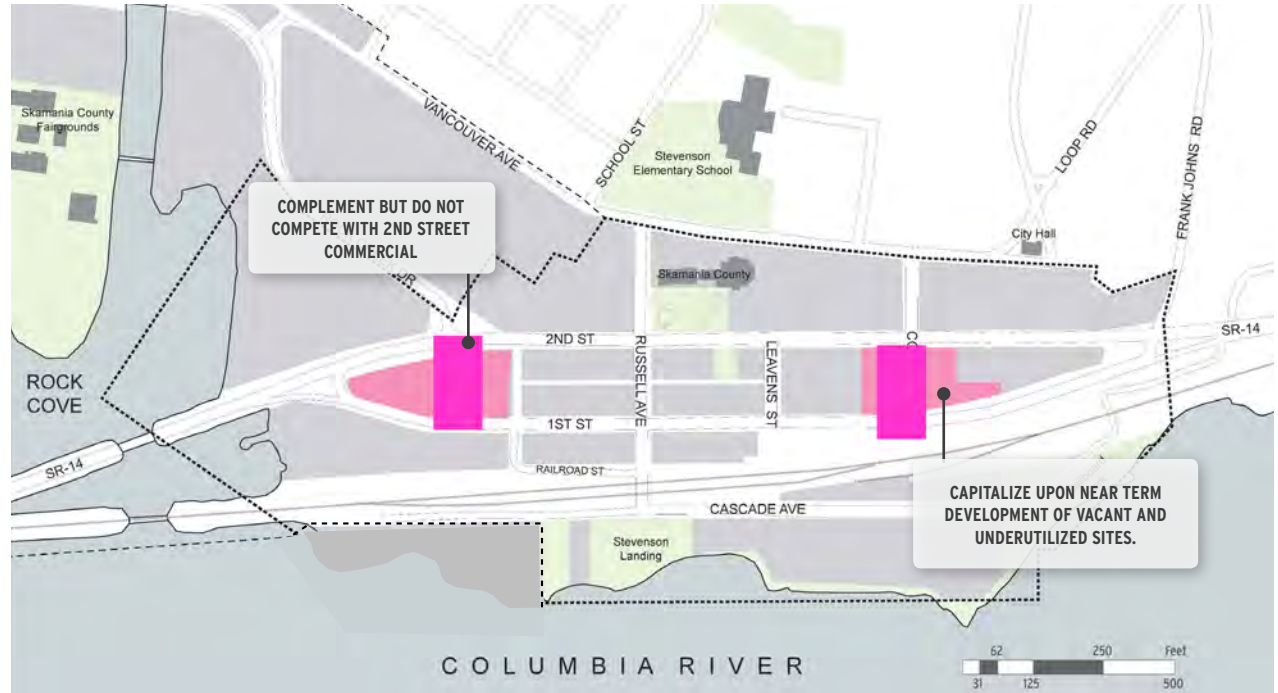
Success means providing motorists driving along 2nd Street with an enhanced view 'window' to the Gorge. Capturing this drive-by traffic is essential for the economic success of proposed mixed-use development along Columbia Street. The window also improves access between 2nd Street and eastside neighborhoods as well as the Port of Skamania. A complete connection will likely need to be phased as it will require more time for coordination and negotiation of an access route over the Burlington Northern Railroad. However, the benefits will be substantial, as it will offer an unobstructed, train-free connection with unmatched views in all directions from high above the trackway.

Foster Catalyst Projects

Foster near-term, market driven, achievable development.

Success means pursuing and developing catalyst projects within a 5-year horizon. While current national and local market trends and demographics are favorable, this condition may not last forever. The current development cycle will slow at some point. Moreover, there are substantial community needs. Currently, a significant affordable multi-family housing 'gap' exists. Urgent action to address the housing gap and achieve a better jobs/housing balance will help resolve social needs as well as result in substantial economic benefits for both residents and businesses.

FOSTER CATALYST PROJECTS



FIVE YEAR PROJECTS (LOOKING SOUTH)



COURTYARD



Complement but do not compete with 2nd Street commercial.

Create a new and unique shopping experience.

Success means attracting new customers, especially visitors who are currently doing business and spending dollars elsewhere. Since current demand is not extensive, the intent of the Catalyst Projects to make the most of this limited supply by directing it to locations where success won't just be limited to the development site but will spill business over to existing adjacent uses. The two proposed Catalyst Projects along Columbia Street and a new Rock Creek Drive extension will provide the necessary proximity to result in shared success.

UNDER-UTILIZED SITES



Capitalize upon near term development of vacant and underutilized sites.

Complement existing uses.

Success means targeting development toward sites where feasible projects can be built with the fewest constraints. Meeting the 5-year timeframe requires focusing on areas with fewer impacts on existing businesses or residents, where adequate land is available to build structures and parking, and where there is willing property owner interest.

Reserve Places for Creativity

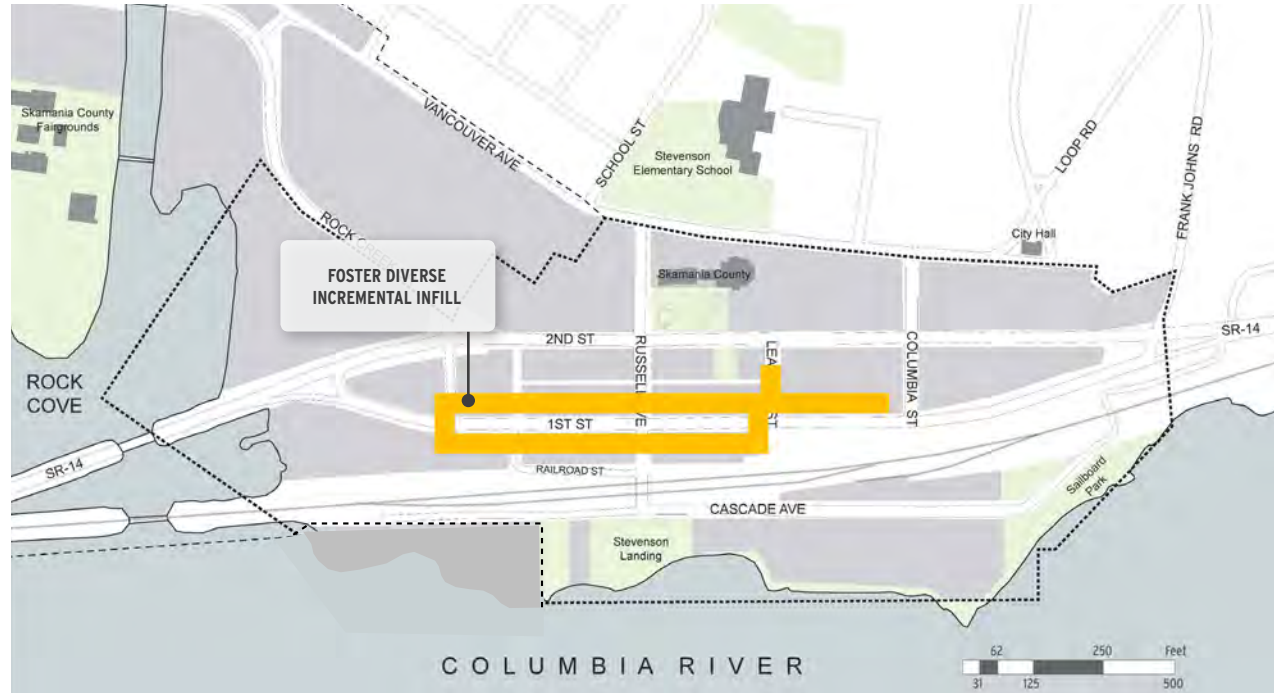
Strengthen 1st Street as a 'mash-up' of entrepreneurial commercial and residential uses.

Success means setting the stage for the most game-changing businesses. Downtown places should be provided not only for well-heeled developers, but also for the 'little guy'; local property owners and investors, to participate in the revitalization and ultimately the financial success of Stevenson's downtown. The result will be a more equitable, and more interesting and richer, downtown 'laboratory' for emerging or experimental development.

The *Reserve Places for Creativity* elements:

- » **Foster Diverse Incremental Infill.** Remove barriers for innovative risk-taking residential and commercial development.

RESERVE PLACES FOR CREATIVITY



INCREMENTAL DEVELOPMENT SITES (LOOKING SOUTH)



ADAPTIVE REUSE



FOOD CART POD



Foster diverse incremental infill.

Remove barriers for innovative, risk taking residential and commercial development.

While 2nd Street fits the mold of a traditional Main Street, success along 1st Street will require fostering an identity that is shaped by diversity and by trend setting development that may break the rules of traditional real estate development. Along 1st Street, there are a number of quirky sites and buildings that are well suited for those with imagination who are not adverse to risk-taking development.

Build Places to Live

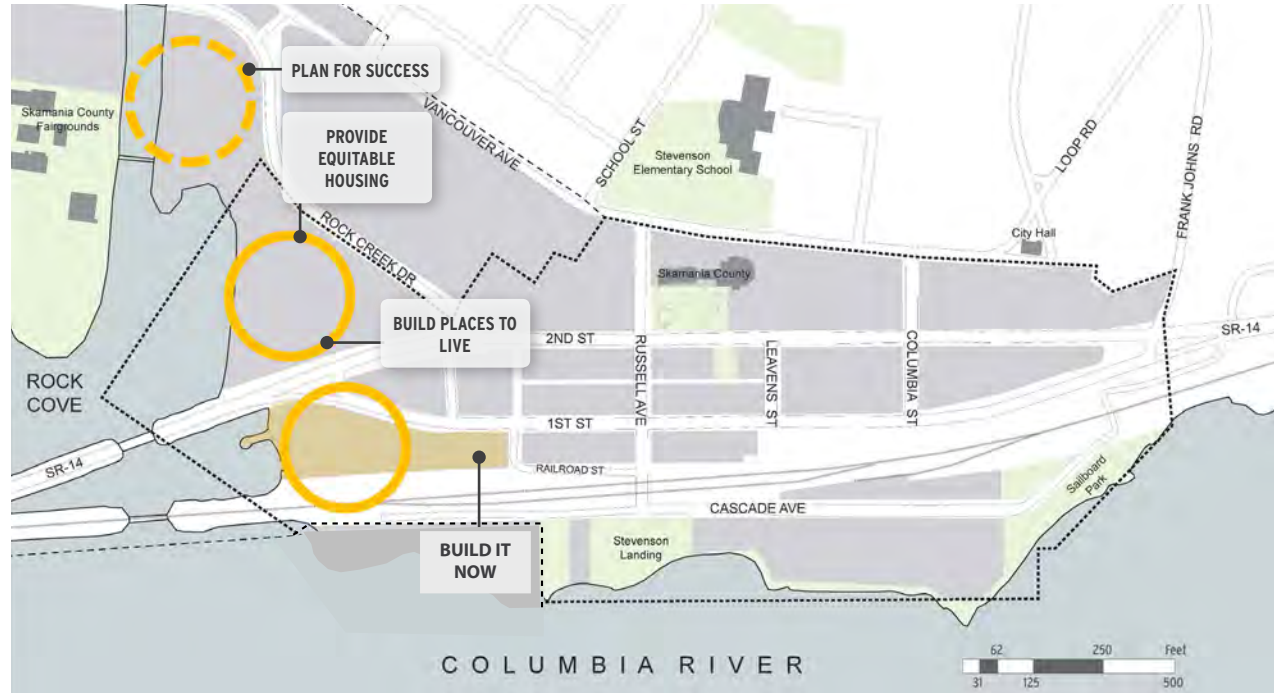
Create districts of high-density residential development near jobs, amenities, and services.

Success means recognizing, supporting, and prioritizing housing as a key component of strengthening the economy of Stevenson and downtown vitality. Market analysis indicates a shortage of housing units in the city, especially smaller units offered at low rental rates. This unmet demand creates an opportunity for residential development that may be lost if housing is not provided and prospective residents settle in other areas. Loosing these prospective residents will likely limit business growth in the city, as it will reduce the availability of labor.

The *Build Places to Live* elements are:

- » **Build It Now.** Infuse downtown with a significant amount of development to meet pent-up demand.
- » **Provide Equitable Housing.** Foster a range of housing types for people of different ages and incomes.
- » **Plan for Success.** Reserve areas for future/long-term growth.

BUILD PLACES TO LIVE



MULTI-FAMILY DEVELOPMENT (LOOKING SOUTH)



MULTI-FAMILY HOUSING



Build It Now

Infuse downtown with a significant amount of development to meet pent-up demand.

Success means building housing types that are easier to realize and may therefore have a greater near-term positive impact. High-density standalone residential development is most viable in Stevenson's current market. Wood-frame, walk-up apartments with a combination of surface parking tuck-under parking is the most feasible development form. Mixed-use development is also estimated to be viable, provided it includes residential units rather than office space on the upper floors. The economics improve as the residential share increases.

SENIOR HOUSING



Provide Equitable Housing

Foster a range of housing types for people of different ages and incomes.

Success means providing incentives and creating public-private partnerships to spark housing development. In some instances, affordable housing may require some public investment to be realized. All creative financing options for incentivizing development should be considered, including paying off-site infrastructure costs and offering reduced parking requirements or in-lieu parking fees. In addition, initial public ownership of the land can further reduce the developer's cost while also giving the City greater ability to ensure that the project will serve public interests.

LONG-TERM HOUSING SITES



Plan for Success

Reserve areas for future/long-term growth.

Success means understanding that Stevenson will grow and attract new residents from outside the community who may have the financial capacity to pay for market-rate housing. To ensure that there are adequate affordable housing opportunities for those currently living in Stevenson and to avoid displacing those most at risk as the community grows, a supply of both market-rate and affordable housing sites must be identified to meet anticipated future demand.

Create a Riverfront Destination

Attract residents and visitors to Stevenson's unique asset.

Success means that people throughout the region, or even nationwide, associate Stevenson with a thriving and inviting riverfront that fully capitalizes upon its iconic setting. Stevenson is known as a place that is:

- » Authentic, capturing the history, spirit and culture of the community and greater Columbia River Gorge
- » Inclusive, attracting residents and visitors alike
- » Prosperous, growing jobs and improving all residents' quality of life
- » A place of community pride and identity that is worthy of a postcard or an Instagram # moment.

The *Create a Riverfront Destination* elements are:

- » **Unify with Green.** Provide additional usable park space adjacent to the river for a variety of active and passive uses
- » **Add Complementary Uses.** Strategically locate additional visitor-oriented development to capitalize upon unmet market demand

CREATE A RIVERFRONT DESTINATION



RIVERFRONT DESTINATION (VIEW LOOKING SOUTH)



ACTIVE PARK SPACE



Unify with Green

Provide additional usable park space adjacent to the river for a variety of active and passive uses

Success means creating a public realm that is worthy of its setting. Rather than treating the great Columbia River as a backwater, a setting is created that re-establishes the riverfront as a threshold and front door to the Downtown. In addition to ensuring that the natural environment of the shoreline is protected, a considerably greater amount of active and passive park space is added, where the community can play, celebrate, or simply sit and enjoy the world-class setting.

VISITOR-ORIENTED DEVELOPMENT



Add Complementary Uses

Strategically locate additional visitor-oriented development to capitalize upon unmet market demand

Success means that more members of the community benefit financially from the riverfront. This could mean additional family-wage working-waterfront jobs that build on the existing craft brewery, distillery, and cidery uses, or an infusion of market-supportable uses that are not present today but could be feasible with an improved waterfront setting. Potential new uses may include jobs associated with watersports, cruise lines, and visitor-oriented uses such as restaurants, shops and galleries.

Establish 5-Minute Loops

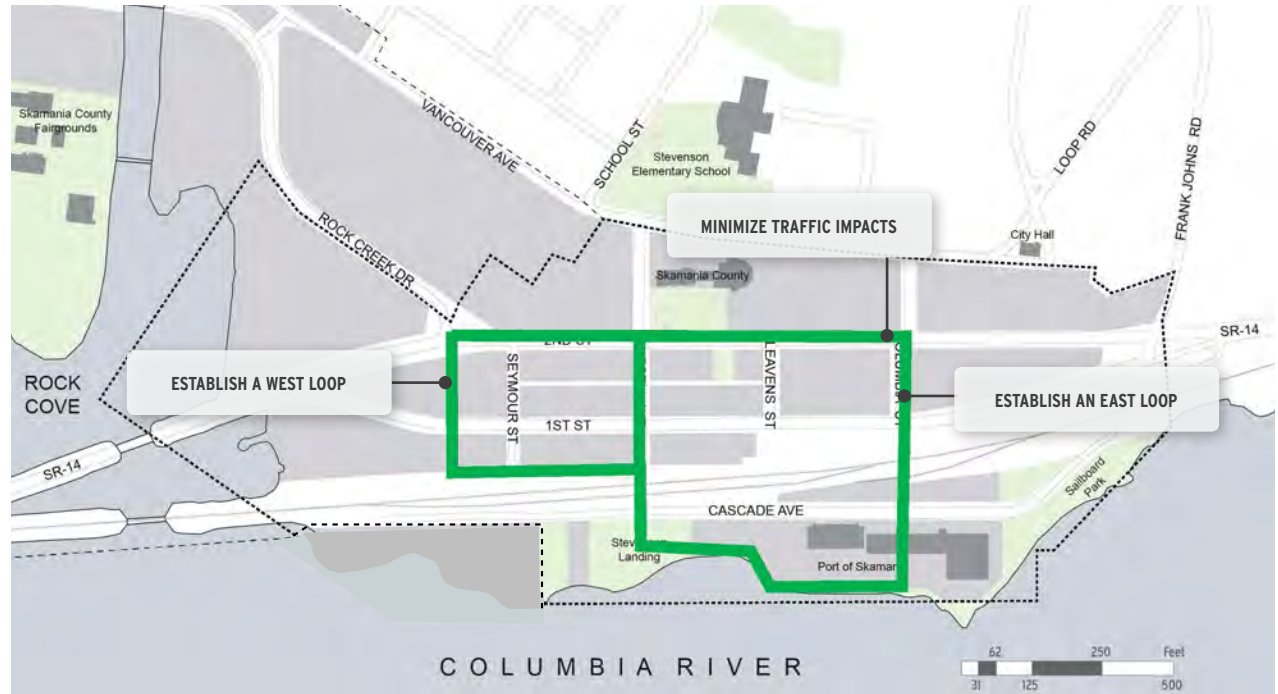
Provide safe and convenient interconnected downtown walking and biking routes.

Success means that the pedestrian is the priority and that all planning and land use decisions strengthen and reinforce this priority. Streets and paths are not simply utilitarian connections, but are also attractive and enjoyable public spaces. In Downtown Stevenson, streets should have a strong bias toward those walking, biking, or using transit. All sidewalks and crosswalks must be designed to meet the needs of the most vulnerable—the young, old, and physically challenged. Understanding that a quarter-mile or a 5-minute walk is typically the maximum length that people will comfortably walk, especially in Stevenson's hilly terrain and rainy climate, a network of direct, convenient, and safe routes that link users to shopping, service and residential destinations is essential to fostering walking.

The *Establish 5-Minute Loops* elements are:

- » **Minimize Traffic Impacts.** Address pedestrian and driver safety issues at crosswalks and intersections on 2nd Street.
- » **Establish a West Loop.** Provide a multi-use path to potential redevelopment areas.
- » **Establish an East Loop.** Provide an additional direct and convenient walking and biking connection to the riverfront.

CREATE A RIVERFRONT DESTINATION



5-MINUTE LOOPS (LOOKING SOUTH)



IMPROVE DRIVER-PEDESTRIAN AWARENESS



Minimize Traffic Impacts

Address pedestrian and driver safety issues at crosswalks and intersections on Second Street

Success means strengthening 2nd Street businesses and capturing additional retail development by fostering strolling, window shopping, and café dining activities. Significantly minimizing the impacts of truck and autos is needed. Despite the presence of the pedestrian yellow flag program, pedestrians are still at risk at all crossings along 2nd Street according to County Sheriff crash data. To address this, the City and WSDOT should explore roadway design and speed limit policy changes to improve driver awareness of pedestrians at both mid block and intersection crosswalks.

WEST LOOP AT RAILROAD STREET



Establish a West Loop

Provide a multi-use path to potential redevelopment areas

Success means filling sidewalk gaps as part of redevelopment of larger parcels on the westside of the Downtown core and new walking and biking path connecting 2nd Street and the redevelopment areas, Railroad Street, and the Stevenson Landing.

EAST LOOP AT COLUMBIA STREET



Establish an East Loop

Provide an additional direct and convenient walking and biking connection to the riverfront

Success means filling sidewalk gaps as part of the redevelopment of larger parcels on the eastside of the Downtown core and new walking and biking path and bridge over the BNSF railroad tracks connecting 2nd Street to the redevelopment areas, the Riverfront Port of Skamania properties, existing park space and the Stevenson Landing.

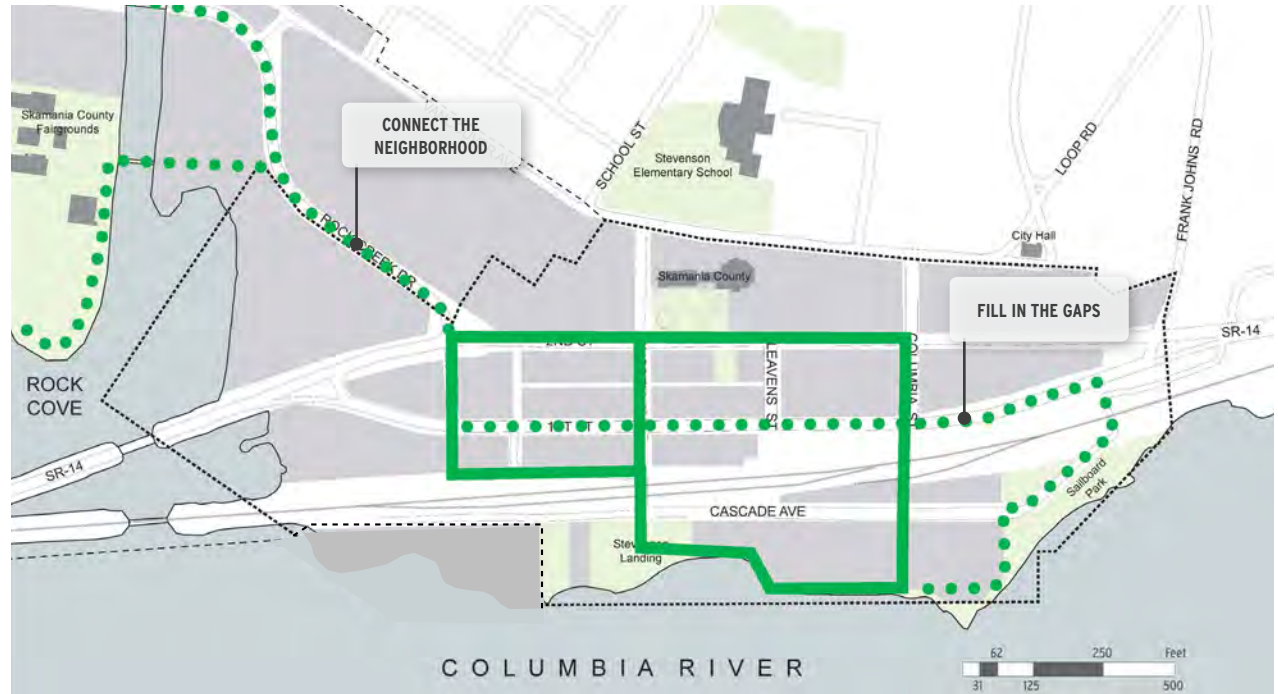
Connect the Neighborhood

Provide safe and convenient downtown walking and biking linkages to major destinations outside the downtown core.

Success means providing improvements to link the current walking and biking path along and through the Skamania County Fairgrounds to Rock Creek Drive, through redevelopment parcels south of 2nd Street, and along Railroad Street to Russell Avenue, Cascade Avenue, and the Columbia River.

The paths would complement planned commercial street improvements in the downtown core by providing access to adjacent neighborhoods and outlying destinations such as the Columbia Gorge Interpretive Center, Skamania Lodge, and even the Pacific Crest Trail and Bridge of the Gods. These uses offer an untapped market of potential Downtown clients and customers if a more cogent and intuitive connection can be made.

CONNECT THE NEIGHBORHOOD



FILL IN THE GAPS (LOOKING SOUTH)



5-MINUTE BICYCLE CONNECTIONS



PROTECTED BICYCLE INTERSECTION



Bicycle Emphasis

Because these destinations are outside a comfortable 5-minute walking radius, an emphasis on biking-supportive infrastructure is recommended. To attract bicyclists means addressing barriers that discourage riding, including minimizing or removing auto conflicts such as driveways and providing protected intersection crossings.

Framework Goal

A balanced network of auto, truck, walking and biking routes maintain and improve access to and through downtown.

Framework Objectives

- » Adequate walking and biking access regardless of age or physical condition throughout downtown and study area
- » Network of multiple safe, direct and convenient auto, walking and biking connections between downtown and study area.
- » Maintain regional SR-14 auto/truck mobility through downtown.
- » Maintain access for service and maintenance vehicles to existing and future downtown businesses.
- » Divert some auto and truck traffic from 2nd Street to 1st Street.
- » Explore additional or improved auto and bike/pedestrian access to the waterfront.
- » Access concepts that focus on fun, tourism and recreation.
- » Frame Stevenson as a “regional trailhead.”
- » Explore a walking and biking “loop trail.”

MOBILITY FRAMEWORK

MOBILITY FRAMEWORKS

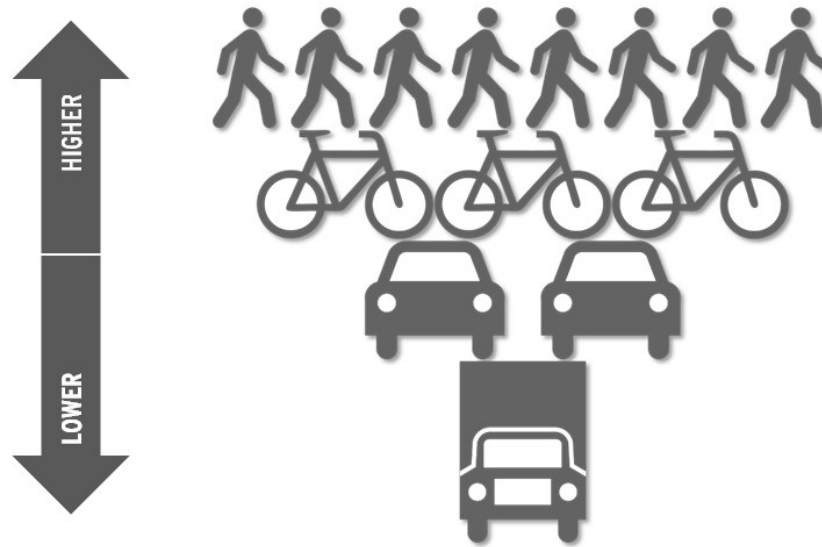
The framework describes individually auto, truck, transit, walking and biking elements. However, the intent of the mobility framework is to integrate all modes into a multi-modal network of balanced 'complete streets' and paths that equitably serve everyone, regardless of age and physical ability.

The Downtown Stevenson mobility framework includes:

- » Policy and regulatory recommendations, design and engineering concepts, and recommendations for the operation of existing and future roadways and rights of way to make the Downtown Stevenson's transportation network safer and more efficient.
- » Recommendations that are intended to reduce motor vehicle-related crashes and protect the most vulnerable— the young, old, and disabled who are most at risk.
- » Concepts that promote walking and bicycling as an viable 'active' transportation alternative to driving a motor vehicle. Significant increase in the daily trips by these modes is anticipated when a complete network is completed.
- » Is integrated into the land use framework, thereby resulting fewer and shorter trips by all modes, and in turn providing economic benefits as a result of building less auto-related infrastructure such as parking.
- » A network of improvements that can provide health benefits by promoting walking and bicycling by providing safer places to achieve physical activity.

The framework is not a one-size-fits-all approach. Rather, streets and pathways respond to and are based on the existing Downtown context and establish a setting for future growth and economic development. Moreover, the framework is comprehensive. It addresses a full range of elements, such as travel lanes, sidewalks, bicycle lanes, bus stops, crosswalks, curb extensions, vehicle travel lanes, streetscape, and landscape treatments.

PRIORITIZE THE PEDESTRIAN



DESIGN FOR THE MOST VULNERABLE

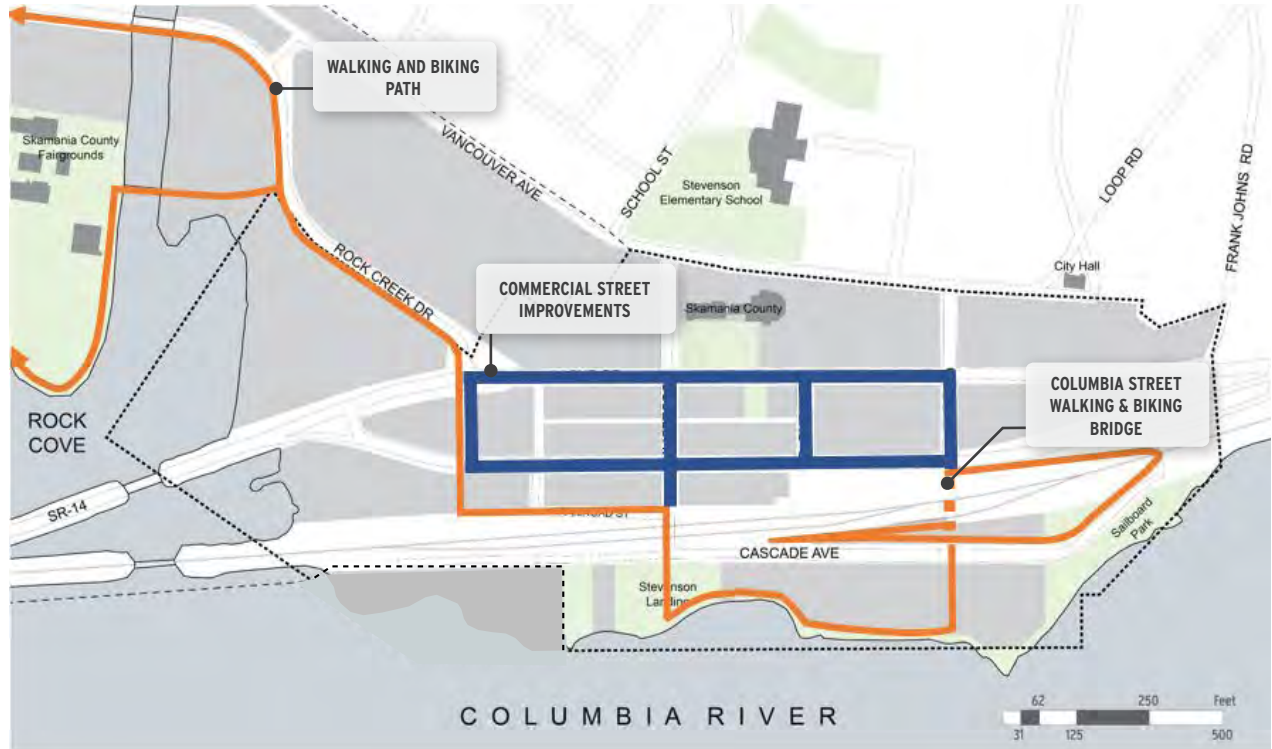


Walking and Biking Mobility Framework

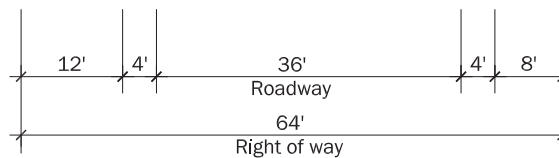
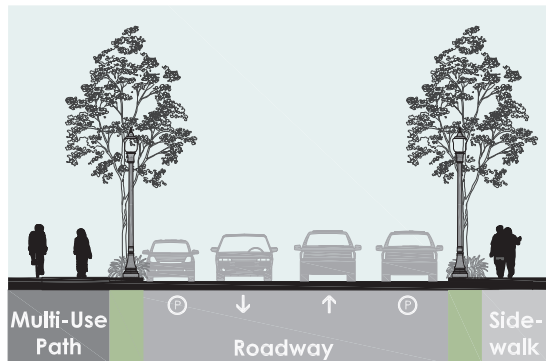
The intent of the walking and biking framework is to ensure that safe, direct, and convenient access is provided both within downtown and from adjacent neighborhoods and connect to open space destinations.

The framework addresses and provides concepts to bridge existing barriers and establishes routes that can be used by all regardless of age or physical stature. The framework elements 'fill in the gaps' along existing streets where sidewalks and crosswalks currently are not present. Moreover, the framework strives to create not simply utilitarian connections, but rather a network of '5 minute loop' routes that are attractive and enjoyable. Key elements of the framework include:

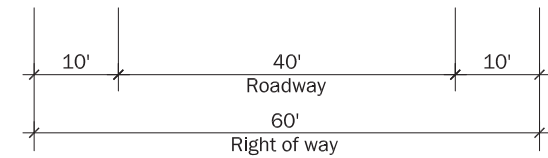
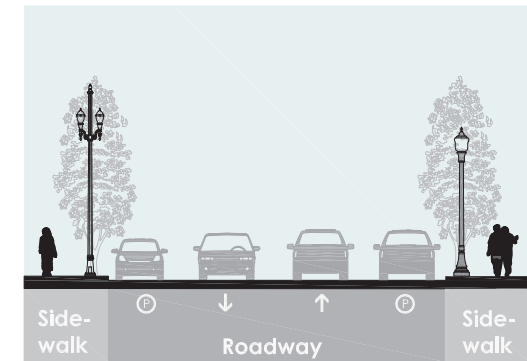
WALKING AND BIKING MOBILITY FRAMEWORK



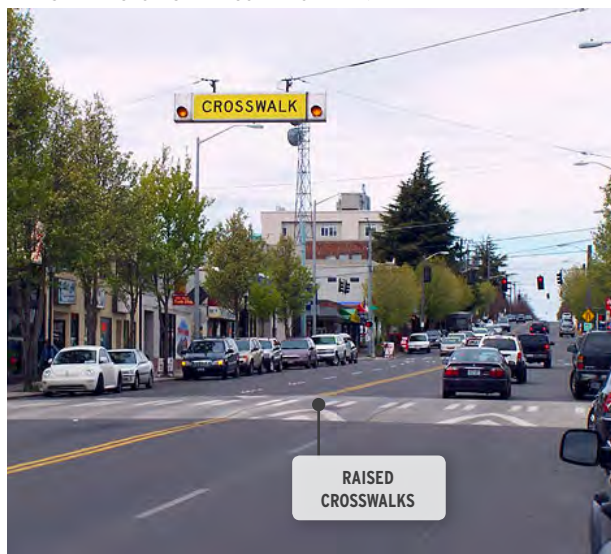
ROCK CREEK EXTENSION



COMMERCIAL STREET IMPROVEMENTS



2ND STREET SLOW SPEED CORRIDOR EXAMPLE



STRATEGIC SIDEWALK WIDENING



PERMIT 'STREET SEATS'



Commercial Street Improvements

These street segment improvements recognize the walking and biking environment as an essential economic development strategy for street-oriented retail and multi-family residential development and identify essential improvements along 2nd and 1st Streets, the proposed Rock Creek Drive extension, and Columbia Street. Downtown is well positioned to fulfill this experience shopping niche if it can strengthen and foster strolling, window shopping, and café dining activities. Recommended improvements include:

- » **2nd Street Slow Speed Corridor.** Designate a 2nd Street 'slow speed corridor' to reduce fatal and severe injury crashes. The City and WSDOT should explore roadway design changes to improve driver/ pedestrian awareness at both mid-block and intersection crosswalks. The posted speed limit through downtown is currently 25 miles per hour. While this is generally not excessive, the intimate design of Downtown's narrow 60-foot right-of-way, may mean that it is too high for drivers to respond to walkers at crosswalks or other motorist pulling out of curbside parking spaces. A reduced 20 MPH traffic speed limit between Columbia Street and Rock Creek Drive—recommended for further study—would require approval by WSDOT and additional crash data and speed history assessment to confirm whether speed is an issue.

- » **Strategic Sidewalk Widening.** As properties redevelop, sidewalks should be widened to 12-15 feet as a public easement of private parcels. The current 10-foot-wide sidewalks are adequate for walking and some landscaping but are too narrow to comfortably accommodate rows of café seating without adversely narrowing the walking zone. The Park Plaza is another opportunity for replacing a portion of the existing curbside parking spaces near the intersection of Russell Avenue and the current mid block crosswalk. Planned activities such as the farmers market would benefit from additional space and a wider sidewalk could result in better driver-pedestrian visibility and fewer parking-driving conflicts.
- » **Eliminate driveways.** Consolidation, narrowing, or elimination of driveways along 2nd Street as properties redevelop should be considered. Removing driveways would result in a continuous storefront-to-storefront window shopping experience, removal of unsafe auto-pedestrian conflicts, and potential opportunities to improve sloped sidewalk conditions that are especially difficult for those who are physically challenged to navigate. Driveway removal may also result in additional curbside parking.

- » **Encouraging building owner to provide sidewalk rain protection.** Providing canopies and awnings along all street frontages will promote walking and strolling in winter months.
- » **Permit 'street seats.'** On a case-by-case basis, the City and WSDOT should consider allowing property owners to convert adjacent curbside parking lanes into short-term seasonal public uses, such as café seating or a green space 'parklet' if enhancement to street vitality and benefits for local businesses can be demonstrated.

ROCK CREEK WALKING AND BIKING PATH



Walking and Biking Path

The objective of the Walking and Biking Path is to link the current walking and biking path that exists along and through the Skamania County Fairgrounds to Rock Creek Drive, through redevelopment parcels south of 2nd Street, and along Railroad Street to Russell Avenue, Cascade Avenue, and the Columbia River. The improvements would complement planned commercial street improvements in the downtown core by providing access to adjacent neighborhoods and outlying destinations such as Skamania Lodge. Since these destinations are outside a comfortable 5-minute walking distance from the downtown core, an emphasis on biking-supportive infrastructure is recommended. Attracting bicyclists requires addressing the barriers that discourage riding, such as by minimizing or removing auto conflicts such as driveways.

The walking and biking path should:

- » Minimize conflicts between bicyclists and walkers. A 12-foot width allows for comfortable side-by-side strolling, riding, and passing. Where constrained, a 10-foot minimum width is acceptable for short distances. When adjacent to roadway travel lanes, a curb or landscaping should provide a physical separation.
- » Provide clear sightlines between walkers, bicyclists and motorists at all roadway intersections. The path should be free of obstructions such as sign posts, fire hydrants, utility boxes or trees.
- » Accommodate maintenance vehicles that can sweep or snow-plow the path. The path should be constructed of asphalt or concrete with gravel shoulders.
- » Encourage night use with pathway-scaled lighting.
- » Include amenities for recreational users such as wayfinding, restrooms, drinking fountains, or seating areas.
- » Incorporate bikeshare or bike rental facilities.

POTENTIAL WALKING AND BIKING BRIDGE



Columbia Street Walking and Biking Bridge

The objective of the proposed new walking and biking bridge over the BNSF railroad tracks at Columbia Street is to provide a direct, safe, and convenient connection between the Downtown commercial core and the Columbia River. The would require BNSF consent for construction, as well as resolution of several issues, including ensuring that the bridge does not impact the operation or maintenance of the railroad. While initial assessment indicates that the bridge is feasible, additional outreach, analysis and design will be required.

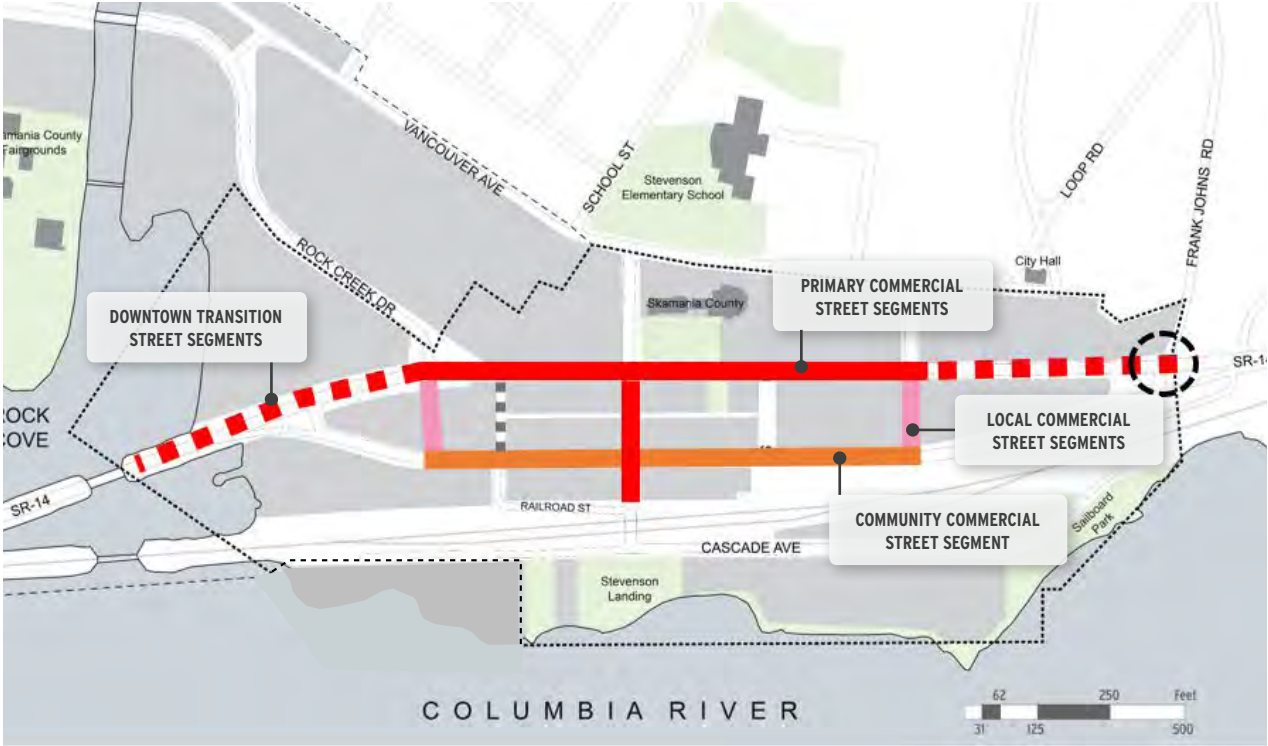
The bridge should:

- » Be universally accessible for all potential users, including those in wheelchairs.
- » Accommodate emergency and maintenance vehicles.
- » Be viewed as a 'placemaking' opportunity. Rather than a utilitarian design, the bridge should include special design or art elements that create an 'event' celebrating the unique setting, view opportunities, and the history and culture of Stevenson, the railroad, and the Columbia Gorge.

Auto and Truck Mobility Framework

The intent of the auto/truck framework is to ensure that essential regional and local motor vehicle, emergency vehicle, and service vehicle access is maintained and to ensuring that traffic contributes positively to an economically vibrant downtown without impacting livability or walking and biking access.

AUTO AND TRUCK MOBILITY FRAMEWORK



MAINTAIN TRAFFIC PATTERN



MAINTAIN CURBSIDE PARKING



ADDRESS CRASH CONCERNS AT COLUMBIA



Primary Commercial Street Segments

Success means strengthening and concentrating street-oriented retail activity between Rock Creek Drive and Columbia Street by maintaining the essential vehicle elements—such as two-way traffic and curbside parking — that contribute to the historic Main Street character distinguishing Downtown Stevenson from other Skamania County and Columbia Gorge commercial centers.

Because Downtown Stevenson is not a high-density urban center, street-oriented retail businesses require drive-by traffic for economic viability. Generally, a minimum of approximately 5,000 average daily vehicle trips (ADT) is needed to provide a sufficient customers. With too much traffic (above approximately 15,000 ADT), sidewalk environment is severely impacted by excessive noise, odors, vibration, and reduced walking and biking access. Currently, retail traffic on 2nd Street is 'right sized' between these two extremes.

Any future changes to this street segment must:

- » **Maintain current two-way traffic patterns and traffic volume** (July 2019 traffic counts of 7,000 ADT on 2nd Street).
- » **Recognize that traffic may increase over the long-term.** The City and WSOT should explore 1st Street traffic diversion only when average daily trips exceed the 15,000 ADT tipping point.
- » **Maintain essential curbside parking adjacent to current or future street-oriented businesses.** Currently 108 curbside parking spaces exist on 2nd Street between Rock Creek Drive and Frank Johns Road. Any future roadway operational changes, such turn lanes, should not result in a loss of curbside parking between Seymour Street and Columbia Street, with the exception of changes that improve driver-walker visibility at crosswalks or the function and safety of the future Park Plaza.

- » **Address motor vehicle-related crash concerns.** An immediate improvement may be the realignment of Columbia Street between 2nd and 1st Streets to mitigate collisions that have occurred at the current offset intersection.
- » **Foster more street-oriented rather than auto-oriented development.** As properties redevelop, removal, relocation or consolidation of 2nd Street driveways should be fostered. Driveway removal may improve mobility, reduce crashes, and result in additional curbside parking.

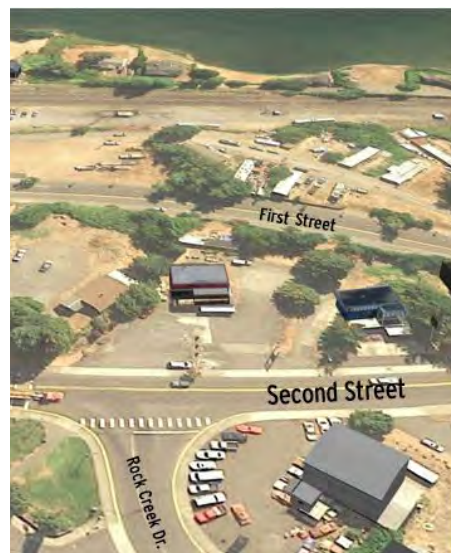
EXISTING COLUMBIA STREET



PROPOSED RE-ALIGNED COLUMBIA STREET



EXISTING ROCK CREEK DRIVE



PROPOSED ROCK CREEK DRIVE EXTENSION



Local Commercial Street Segments

Local Commercial Street segments address a number of objectives by creating extensions of the Primary Commercial Street shopping framework. Improvements for Columbia Street and a proposed new Rock Creek Drive between 2nd and 1st Street should include many of the same operational improvements identified for 2nd Street. These streets should also better connect Downtown to the Columbia River and serve as conduits that better integrate future development along 1st Street. Finally, these street segments should provide a setting for new development on potential redevelopment sites between 2nd and 1st streets.

Specifically, improvements should:

- » **Provide new or improved visibility to the Columbia Gorge from 2nd Street.** All utilities should be below grade and all other street elements such as streetlights, sign poles, and street trees should not block views toward or away from the Columbia River.
- » **Improve motor vehicle neighborhood connections.** Existing uses to the west such as the Fairgrounds and Skamania Lodge will have a more direct and convenient access route to planned redevelopment sites south of 2nd Street when Rock Creek Drive is extended.

Columbia Street

Realigning Columbia Street allows for commercial mixed-use development on both sides of the street between 1st and 2nd Streets and may result in operational and safety benefits. The proposed 60-foot cross section accommodates vehicles, parking, and pedestrians with landscaping to buffer the pedestrians. The current concept design involves:

- » **Parking lot access from 1st Street.** Removes a potential conflict point on 2nd Street, reducing delay from left turning vehicles and enhancing safety.
- » **High visibility crosswalks across both 2nd Street and 1st Street.** These can include elements like a raised surface or flashing beacons to alert drivers to pedestrian traffic.

Rock Creek Drive

The Rock Creek Drive extension from its current terminus at 2nd Street to 1st Street and the development parcels south of 1st Street would create access for new development and increase circulation through the Downtown core.

- » To reduce the potential for conflict, Seymour Street could be closed to traffic at either 1st Street or 2nd Street and remain an access road to the proposed parking lot between 1st and 2nd Streets. Traffic volumes on Seymour Street will likely decrease as cut-through traffic is eliminated.
- » The intersections of Rock Creek Drive/2nd Street and Rock Creek Drive/1st Street would need to be evaluated for operational constraints and safety concerns. To enhance pedestrian and bicyclist safety at crossings, high visibility crosswalks at these intersections are recommended.
- » Vehicle and truck traffic on 2nd Street, coupled with additional development on Rock Creek Drive, may warrant either an all-way stop control or a traffic signal in the future. This intersection should be monitored to determine if a traffic control change is needed.

DOWNTOWN TRANSITION STREET SEGMENTS



Downtown Transition Street Segments

The objective of these segments is to improve the entry experience into Downtown. Changes should provide new visual and operational clues that better signal a change of the function of SR14 from a high speed rural highway to an urban low speed multi-modal street where the needs of the auto better balanced with the needs of walkers and bicyclists. Moreover, because planned adjacent land uses are not street-oriented along this segment, a more mobility-oriented environment is appropriate here.

The segments should:

- » **Limit, combine, or remove curbside parking, and driveway access to improve mobility and safety.**
- » **Establish a new 'green gateway' into the downtown core.** Additional landscaping in the public right-of-way, especially west of Rock Creek Drive, is recommended. Additional streetlights, banner poles, street trees, shrubs and groundcover should be used to enclose and define the roadway. Within this segment, additional wayfinding that informs visitors and provides direction to important destinations should also be considered.

- » **Consider roadway operational design changes that address Downtown truck traffic impacts.** Currently, all local and Washington-side regional and national freight utilizes SR 14 as the sole route for delivery of goods and services and no viable alternative truck route through Stevenson exists. While the success of local industrial businesses requires maintaining access through downtown, the impacts of truck noise, odor, and vibration, along with dominance of the public realm by over-sized vehicles results in a degraded business environment and reduced livability for residents.
- » Potential short-term methods to reduce impacts should be explored with trucking interests, affected businesses, and residents, and may include fostering off-peak hour trips, encouraging local truck drivers to use westbound 1st Street as often as possible.

GREEN GATEWAY CHARACTER – ROCK CREEK TO ROCK COVE



Roundabouts

Long-term, the intersections of 1st Street and 2nd Street on the east and west ends of Downtown are potential candidates for roundabouts. Roundabouts could slow traffic entering the City and provide safe and efficient turning for vehicles wanting to access 1st Street.

Roundabouts have been shown to reduce fatal and serious injury collisions so they could improve safety at these locations, though there are sometimes challenges to incorporating bicycles and pedestrian crossings in the design.

Conducting an Intersection Control Evaluation (ICE) per procedures provided in WSDOT Design Manual chapter 13003 is recommended to determine if a roundabout is warranted at either location. As SR-14 is a WSDOT controlled facility, the project would need to be coordinated with WSDOT.

ENHANCED STREETSCAPE CHARACTER



Community Commercial Street Segment

The objective of the Community Commercial street segment is to foster new and strengthen existing street-oriented retail and multi-family residential development between the proposed Rock Creek Drive extension and Columbia Street by maintaining the essential vehicle elements that contribute to the economic viability of adjacent businesses.

The Community Commercial Street Segment should:

- » Maintain two-way traffic flow to ensure that businesses along 1st Street have maximum drive-by exposure during all hours of the day.
- » Maintain essential curbside parking adjacent to current or future street-oriented businesses. Currently, 128 curbside parking spaces exist on 1st Street between 2nd Street and Frank Johns Road. Any future operational changes, such as the addition of turn lanes, should minimize the loss of this essential curbside parking resource.
- » As properties redevelop, 2nd Street driveways should be removed, relocated, or consolidated to increase the curbside parking supply.

»

While multi-family housing development proposed south of 1st Street would add traffic to 1st Street, this would not likely cause significant traffic delays along 1st Street as the volumes are currently low. A detailed site plan should consider access management strategies to minimize the number of driveways along 1st Street and to locate driveways at an adequate distance from the intersection of 1st and 2nd Streets, both for vehicle safety and to minimize the impact on the walking environment.

If a roundabout study determines that a roundabout is feasible and can be constructed at the intersection of 1st and 2nd Streets on the west end of the City, the right-of-way needed for the roundabout may impact the northwest corner of the development. Development should be phased so that the outcome of the roundabout study is known before construction commences in the northwest corner of the parcel.

The path through the development site and along Railroad Street is wide enough to accommodate both bicyclists and pedestrians. Crossings at 1st Street and at Railroad Street should be high visibility, using strategies like raised surfaces, signage, or flashing beacons to indicate the crossing.

Framework Goal

Development downtown is vibrant, market-driven, mixed-use, and is consistent with Stevenson's history, culture and vision for future growth.

Framework Objectives

- » Provide a range of multi-family housing types in the downtown core.
- » Strengthen and expand downtown retail and commercial uses.
- » Provide additional living-wage employment uses in the downtown core.
- » Create additional regional cultural and visitor destinations or event venues.
- » Provide new lodging or hospitality uses in the downtown core.
- » Maintain government uses in the downtown core.
- » Accommodate an appropriate mix of auto and street-oriented uses within the downtown core.

LAND USE FRAMEWORK

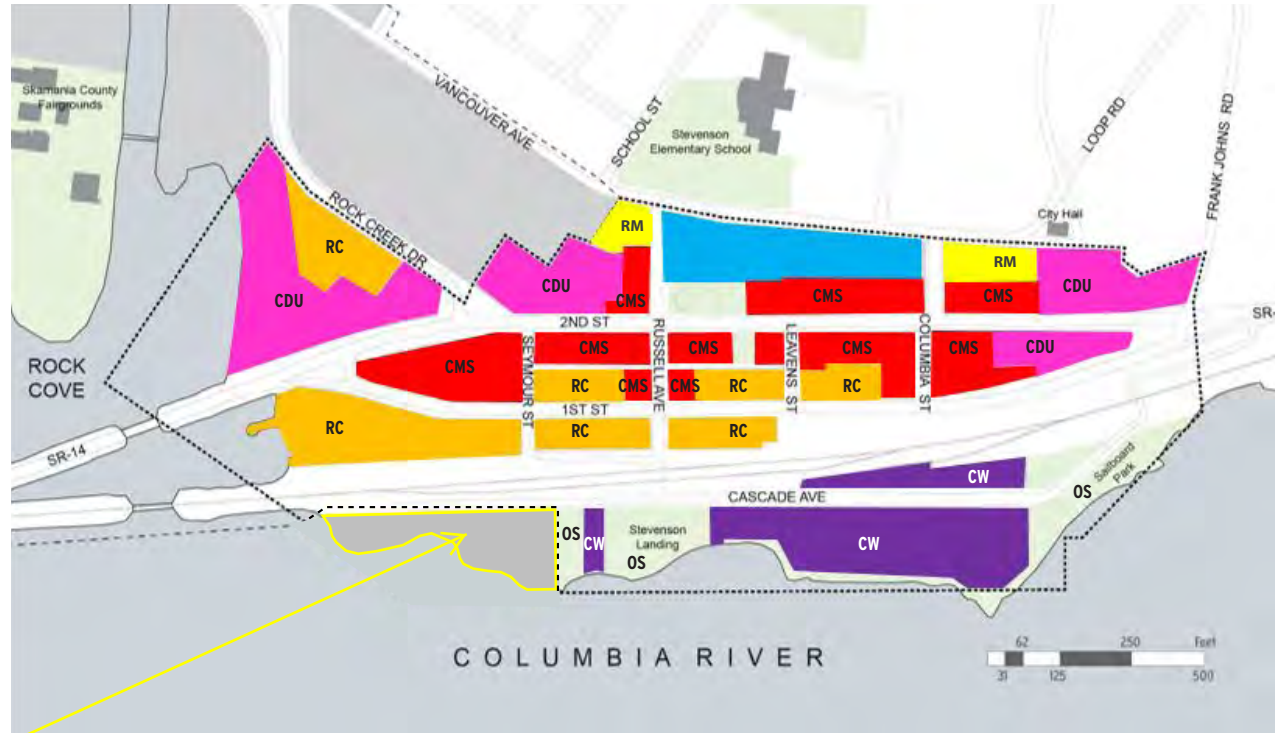
LAND USE FRAMEWORK

The Land Use Framework identifies 'sub-areas' or an 'overlay' to the Stevenson Comprehensive Plan High Intensity Trade District Commercial (C-1), Multi-family Residential (R-3), and Light Industrial (M1) zoned areas. The intent of the sub-areas is to reflect the community's long-term land use vision and provide more nuance to existing zoning based on market and site conditions. New sub-area trade districts could be adopted as new zoning requirements or used as tool for discretionary review. Any changes in uses or mapping would require addition outreach and discussion with property owners, the public, the planning commission and elected officials.

Key objectives of the Land Use Framework are to:

- » Provide more specificity to the types and locations of uses based on fundamental real estate development requirements.
- » Identify recommended refinements to current use tables and zoning maps.

ZONING OVERLAY



Area Specifically Excluded
in Land Use Framework

■ CMS COMMERCIAL MAIN STREET	■ RC RESIDENTIAL COMMERCIAL	■ CW COMMERCIAL WATERFRONT	■ OS OPEN SPACE
■ CDU COMMERCIAL DESTINATION	■ RM RESIDENTIAL MULTIFAMILY	■ IC INSTITUTIONAL CAMPUS	

DAY AND EVENING ACTIVITY ZONE



CMS Commercial Main Street

Generally applies to parcels which comprise the area of the historic Stevenson commercial downtown core. These include parcels fronting 2nd Street from Rock Creek Drive to Columbia Street intersections and new Columbia and Rock Creek commercial street frontages between the existing 2nd and 1st streets.

The intent of the CMS Commercial Main Street area is to provide a day and evening activity zone comprised of walking-oriented and window-shopping-friendly retail uses that attract both Stevenson residents and visitors. Auto-oriented uses and ground-floor uses that are inwardly oriented, have limited hours of operation, or are closed on weekends should either be not permitted or strongly discouraged such as banks, government services, medical offices, real estate offices, financial services, and auto parts shops. This list includes numerous tenants that are currently occupying storefronts along 2nd Street. Over time, other Downtown sites for these incompatible uses should be identified and these uses should be encouraged to relocate.

EATING, DRINKING AND ENTERTAINMENT



Appropriate walking-oriented and window-shopping-friendly development includes:

- » **Ground-floor uses that are limited to the sale of goods, eating, drinking, and entertainment businesses.**
- » **Small-scale incrementally developed buildings.** New development should be required or encouraged to replicate scale, form, and massing of historic buildings. Narrower storefronts not greater than 50 feet in width should be fostered.
- » **Edge-to-edge storefronts along entire block frontages.** Where parking lots currently exist, removal of parking spaces and infill of street fronting buildings should be encouraged, over time.
- » **Support for locally owned and operated businesses.** While national brand or chain uses may be appropriate and desirable, efforts to limit the number and location of these uses should be explored in order to maintain the unique existing charm of Downtown. Business branding such as building colors, signs, logos, and themed architectural styles that are not consistent with the historic architectural character of Stevenson should not be permitted or should be strongly discouraged.

SALE OF GOODS



The CMS area could also provide opportunities for mixed-use development. While this development should not be required, it should be strongly encouraged to advance the community's goals of creating a more vibrant, active Downtown with 18 hours of activity. Mixed-use projects may include:

- » **Commercial services.** Uses such as medical offices, real estate offices, or financial services, are appropriate on second or third floors above retail uses.
- » **Multi-family development with no minimum density.** A full range of housing types should be fostered such as condominium loft, live-work, and apartments housing types, especially as an adaptive reuse of existing buildings are appropriate on second or third floors above retail uses.

RETAIL ANCHOR – GROCERY



RETAIL ANCHOR – HARDWARE



COMMERCIAL SERVICES



CDU Commercial Destination

Generally applies to parcels fronting 2nd Street east of Columbia Street, parcels on the north side of 2nd Street adjacent to the Rock Creek Drive intersection, and parcels west to Rock Cove.

The intent of the CDU Commercial Destination area is to provide places for uses that serve the greater Skamania County and involve or require access to a motor vehicle as an essential component of the business. While uses may primarily serve those arriving by motor vehicle, access for those walking and biking should be accommodated as integral element of each site. The visual quality and impacts to the historic 2nd Street development character created by parking lots and service areas along 2nd Street should be mitigated by locating parking behind or to the side of buildings. Screening of parking could also include walls and landscaping.

The following commercial uses could be included:

- » Retail 'anchor' uses such as grocery, pharmacy, and hardware stores that support residential development in the downtown and surrounding neighborhoods.
- » Medical and other professional office and service uses.
- » Convenience uses such as coffee kiosks with drive through windows.
- » Visitor-oriented uses such as lodging, recreation, or information centers.
- » Services such real estate offices, dry cleaners, or banks.
- » Limited service hotel.

Multifamily residential development is also appropriate here, either as a single-use project or as part of mixed-use development, including:

- » Senior housing.
- » Congregate care or nursing homes.
- » Multi-family development at a larger block scale, including a mix of townhomes, duplexes, triplexes to higher density apartments.

RC MULTI FAMILY RESIDENTIAL



MIXED USE COMMERCIAL



RC Residential Commercial

Generally applies to areas along 1st Street and Rock Creek Drive north of 2nd street.

The intent of the RC Residential Commercial area is to provide opportunities for multi-family development, as a standalone use or the primary use of a mixed-use development. The RC sub-area would accommodate the type and amount of multi-family residential development that is in high demand and economically viable in the current Stevenson market. This area should provide a rich mix of a variety of housing types from moderate density 'missing middle' townhomes, duplexes, triplexes to higher density apartments and should accommodate:

- » Affordable housing and market-rate development, including both for-rent and owner-occupied multi-family residential homes.
- » Multi-family development at a smaller, incremental scale such as the parcel on 1st Street east of Seymour and along Rock Creek Drive.
- » Multi-family development at a larger block scale. In particular, large parcels along 1st Street west of Seymour Street. Standalone multi-family development—wood-frame, walk-up apartments with a combination of surface and tuck-under parking—can be accommodated.

The intent of this area is also to provide opportunities for locally owned and operated commercial development, as either a secondary component of a mixed-use multi-family building or as a standalone use. Identified RC areas should accommodate:

- » Street-oriented 'live-work' townhomes. Commercial development is envisioned as street-oriented with housing on a mezzanine level or on upper floors above the commercial use.
- » Non-traditional, entrepreneurial, creative employment uses such as limited light manufacturing and assembly 'maker-spaces', co-working or shared office, or other collaborative workspaces. These spaces are envisioned as adaptive reuse of existing structures or new construction.
- » Microbreweries, cafes and other eating and drinking establishments that are 'destination-oriented' rather than uses that rely on high traffic volumes and drive-by visibility. Outdoor dining in courtyards, patios, decks or similar conditions that take advantage of the area's unique setting should be emphasized.

- » Small-scaled banks, credit unions, medical clinics, professional offices, or community services that primarily serves the Stevenson community.
- » Small-scale lodging uses such as bed and breakfasts inns or hostels.
- » Shared use parking lots.

COURTYARD MULTI-FAMILY



TOWNHOMES



DUPLEX



RM Residential Multifamily

Includes parcels along Vancouver Avenue and Rock Creek Drive.

The intent of the RM Residential Multifamily areas along Vancouver Avenue and Rock Creek Drive is to provide opportunities for standalone multi-family development. These areas should provide a variety of housing types from moderate density 'missing middle' townhomes, duplexes, triplexes to higher density apartments and should accommodate:

>>Affordable housing and market-rate development, including both for-rent and owner-occupied residential multi-family residential homes.

>>Multi-family development at a smaller, incremental parcel scale along Vancouver and at parcel or block scale --if parcels can be assembled under one ownership. Here, multi-family development that is currently feasible in the Stevenson marketplace--wood-frame, walk-up apartments with a combination of surface and tuck-under parking can be accommodated. Because of Stevenson's prime riverfront location, denser market-rate condominium development that may include structured parking may be feasible as well.

>>Ongoing use of existing single-family detached dwellings.

VISITOR DESTINATION



WORKING WATERFRONT



FESTIVAL PARK



CW Commercial Waterfront

Areas include the Port of Skamania and adjacent properties along the Columbia River.

The intent of the CW Commercial Waterfront area is to provide land use flexibility to accommodate two potential development concepts. The ultimate master plan vision will need to be determined by the Port of Skamania, which is the primary stakeholder. Any change that removes any current employment uses must include a strategy to relocate these uses to other Port of Skamania or other industrial sites in Stevenson.

Alternative 1. Working Waterfront

A 'working waterfront' would accommodate many of the current uses such as professional offices, services, light manufacturing, breweries, distilleries, cideries, or other similar 'craft' uses. This alternative could also foster additional compatible uses such as:

- » Active and passive public park and visitor-oriented uses along the Columbia riverfront. Areas where current loading, storage, and parking exist should be considered for redevelopment for green space and watersport uses, in particular kiteboard launch related facilities.
- » A river-oriented 'limited-service' hotel as large as 100 rooms (keys). Concepts that explore maintaining or removing some of the Port's buildings, parking, and storage areas should be assessed.
- » New park associated commercial uses such as recreational rental facilities or restrooms.
- » Visitor-oriented amenities such as restaurants, galleries and other specialty commercial uses, especially on parcels adjacent to the current Clark and Lewie's restaurant.

Alternative 2. Festival Park

The 'Festival Park' concept would entail the removal of all current Port structures and replacement with a large multi-purpose active and passive public park space and visitor-oriented uses. Concepts should integrate the existing Sailboard Park, future Beverly Park, and potential Columbia Street walking and biking bridge. The concept could include:

- » A river-oriented 'limited-service' hotel as large as 100 rooms (keys).
- » A 'boathouse' or similar watersport-related structure that could include storage areas, locker rooms, restrooms, classrooms, or other watersport related facilities.
- » A 'food hall/public marketplace' that could include vendor space for locally sourced food, beverages, and goods. The hall may also include a limited amount of office space and meeting rooms.
- » Standalone restaurants, galleries, and other specialty commercial uses, especially on parcels adjacent to the current Clark and Lewie's restaurant.

Additional site, market, traffic, and parking design and feasibility analysis would be required for these concepts

SKAMANIA COUNTY USES



IC Institutional Campus

Existing City of Stevenson and Skamania government and community services fronting Vancouver Street.

The intent of the IC Institutional Campus is to preserve and promote the long term existence and potential expansion of government uses in the downtown as an essential component of an economically vibrant regional center. Skamania County should be encouraged to create a master plan that identifies a long-term strategy for the site, including building, parking, and urban design strategies to ensure that uses can remain, expand, and are compatible with, and benefit from the planned Park Plaza.

STATE AND FEDERAL USES



The area should:

- » Maintain the presence of the existing Skamania County Government Offices, District Court, Criminal Justice Center, and Jail.
- » Maintain the presence of the existing Stevenson Community Library.
- » Foster development of additional government uses, such as Washington State or Federal offices.
- » Foster the relocation of the Downtown government and government-related uses that are currently storefront tenants of buildings along 2nd Street and Russell Avenue, including the US Post Office, Skamania County Economic Development Council, Business Resource Center, Chamber of Commerce, and State of Washington Department Health and Social Services offices.
- » Consider a shared parking strategy for off-hour commercial parking.

PUBLIC AMENITIES



OS Open Space

Existing publicly-owned or publicly-accessible pier, park and plaza spaces.

The intent of this area is to provide opportunities for active and passive activities. These areas should:

- » Include public restrooms.
- » Bikeshare or bike rental facilities.

The commercial and multi-family subdistrict table can be applied as a discretionary review tool or as a replacement for the current Trade District use table. This table includes only uses identified in the Trade District table, no additional uses have been added.

The following designations are indicated:

- » P = Permitted Use. Permitted outright, subject to all applicable provisions
- » C = Conditional Use. Discretionary use reviewed by the Planning Commission.

- » — = Not permitted under any circumstances.
- » A = Accessory use or activity commonly or frequently associated with the principle use.

	COMMERCIAL AND MULTI-FAMILY SUBDISTRICTS						
	CDS	CMS	RC	CW	RM	I	OS
RESIDENCE OR ACCOMMODATION USES							
Dwelling Units							
Single-Family Detached Dwelling	—	—	—	—	—	—	—
Manufactured Home	—	—	—	—	—	—	—
Modular Home	—	—	—	—	—	—	—
Multi-Family Dwelling	P	P	P	C	P	—	—
Temporary Emergency, Construction or Repair Residence	—	—	—	—	—	—	—
Boarding House	—	—	C	—	C	—	—
Residential Care	P	—	P	—	C	—	—
Adult Family Home	P	—	C	C	C	—	—
Assisted Living Facility	P	—	C	—	—	—	—
Nursing Home	P	—	C	—	—	—	—
Overnight Lodging							
Vacation Rental Home	—	C	C	C	—	—	—
Bed and Breakfast	C	P	P	C	C	—	—
Hostel	—	p	P	P	C	—	—
Hotel	P	P	P	C	—	—	—
Campground	—	—	—	—	—	—	—
GENERAL SALES OR SERVICE USES							
Automobile Service Station	P	—	—	—	—	—	—
Vehicle Repair	P	—	—	—	—	—	—
Carwash	P	—	—	—	—	—	—
Electric Vehicle Station							
Restricted Access, Gradual Charging EV Station	A	A	A	A	A	A	A
Restricted Access, Rapid charging EV Station	A	A	A	A	A	A	A
Public Access, Gradual Charging EV Station	A	A	A	A	A	A	A
Street-Side Access, Gradual Charging EV Station	C	C	C	C	—	C	C
RETAIL	P	P	P	P	—	C	C
Outdoor Recreation Store	P	P	P	C	—	—	—
Specialty Food Shop	P	P	P	—	—	—	—
Specialty Retail Shop	P	P	P	C	—	—	—
Bank or Financial Institution	P	C	P	—	—	—	—
RENTAL OPERATIONS	C	C	P	C	—	—	—
Recreational Equipment Rental	P	—	—	C	—	—	—
Self-Storage Units	—	—	—	—	—	—	—
Truck, Trailer or Equipment Rental	C	—	—	—	—	—	—
PROFESSIONAL OFFICE	P	P	P	C	—	P	—

	COMMERCIAL AND MULTI-FAMILY SUBDISTRICTS						
	CDS	CMS	RC	CW	RM	I	OS
FOOD SERVICE	P	P	P	C	—	C	—
Drive-Through Food Service	C	—	—	—	—	—	—
Mobile Food Cart	—	C	C	C	—	C	C
Tasting Room	C	P	C	P	—	—	—
Child Day Care Facility							
Family Day Care Home	—	C	—	—	—	—	—
Child Day Care Center	—	C	—	C	—	C	—
Personal Services	P	P	—	C	—	—	—
Recreation Services	P	C	C	C	—	—	—
MANUFACTURING AND WHOLESALE TRADE USES							
Light Industrial Activities	—	—	C	P	—	—	—
Enterprises engaged in the manufacturing, processing, wholesaling, creating, repairing, renovating, painting, cleaning, or assembly of goods, merchandise or equipment	—	—	C	P	—	—	—
Miscellaneous Incidental Uses							
Outdoor Storage	C	—	C	—	—	—	—
TRANSPORTATION, COMMUNICATION, INFORMATION, AND UTILITIES USES							
Railroad Facility	—	—	P	P	—	—	—
Railroad Facilities including Ticket Office/Waiting Room	—	C	P	P	—	—	—
Pier or Dock	—	C	—	—	—	—	P
Commercial/Industrial Watercraft Facility	—	—	P	P	P	—	—
Watercraft	—	C	—	—	C	—	C
Parking Lot/Parking Structure not used in conj. w/ principal use	C	C	C	C	—	C	C
Private garage or parking area for noncommercial vehicles	A	A	A	A	A	A	A
Utility or Communication Facility	C	—	C	C	—	C	—
Wireless Telecommunications Facility							
Minor Wireless Telecommunications Facility	P	P	P	P	P	P	—
Intermediate Wireless Telecommunications Facility	P	P	P	P	P	P	—
Major Wireless Telecommunications Facility	C	—	—	—	—	—	—
Wind Power Generation Facility	C	—	—	C	—	C	—
Minor Wind Power Generation Facility (SMC 17.39.165)	C	C	—	C	—	C	—
On-Site Hazardous Waste Treatment and Storage Facility	A	A	A	A	—	C	—
ARTS, ENTERTAINMENT, AND RECREATION USES	C	P	P	C	—	—	C
Public Assembly	C	C	C	C	—	—	C
Cultural Attraction	C	C	C	C	—	—	C
Park, Playground or Outdoor Recreation Area	C	C	C	C	C	C	C
Golf Course	—	—	—	—	—	—	—
Recreation and Fitness Facility	P	C	P	—	—	C	—
Education, Public Admin, Health Care, and Other Institutional. Uses	P	C	P	—	—	C	—
Library	—	—	—	—	—	P	—
Government Administration Building	—	—	—	—	—	P	—
Fire, Police, or Emergency Services Station	—	—	C	—	—	P	—
Hospital	P	—	C	—	—	P	—
Church or Other Religious or Charitable Organization	P	—	C	—	—	C	—
Agriculture, Forestry, Fishing and Hunting Uses	—	—	—	—	—	—	P
Farm Animals	—	—	—	—	—	—	—
Urban Farm Animals	—	—	—	—	—	—	—
Pets	P	C	C	—	—	—	—
Kennel	—	—	—	—	—	—	—

Framework Goal

The parking supply facilitates efficient short-term needs and minimizes on-site parking requirements.

Framework Objectives

- » Provide adequate off-street private parking to serve existing and future development sites.
- » Provide adequate public parking to serve existing and future public uses and special events.
- » Provide adequate short-term visitor and commercial curbside parking to serve existing and future adjacent uses.
- » Ensure that parking impacts on the public realm are minimized.

PARKING FRAMEWORK

PARKING FRAMEWORK

The intent of the parking framework is to ensure that adequate parking is provided for both commercial and residential uses while not burdening the potential redevelopment with unnecessary parking infrastructure costs that may limit or discourage redevelopment.

The parking framework includes concepts that result in a higher turnover of on-street parking, the discouragement of employee parking on prime on-street locations in front of commercial businesses and provides a strategy for the development of potential shared public parking lots to meet future increased commercial and residential parking demand.

Key Elements

Key elements of the parking framework include:

- » Identification of potential locations of shared commercial use parking lots. To ensure that these lots are well used, sites that are in close walking proximity current businesses and future redevelopment sites have been identified.
- » Proposal for a 'fee-in-lieu' of parking on-site, especially for small parcels where redevelopment may be less viable due parking requirements.
- » Recommendations for regulatory changes that reduce the required amount of both commercial and residential on-site parking which will in turn result in more economically viable redevelopment by reducing construction costs. While adequate parking must be provided, improvements to walking and biking routes along with mixed uses that are within each other are anticipated to reduce parking demand.

POTENTIAL JOINT-USE SHARED COMMERCIAL PARKING LOT STUDY AREAS



Potential Joint-Use Shared Commercial Parking Lots

Commercial parking is very site sensitive—when located in the right area, it can spur additional business. With this objective, three conceptual locations for potential parking lots have been selected, based upon the following criteria:

- » **Convenience.** People are generally more willing to shop downtown if parking is available close-in, rather than in outlying areas, separated from shopping destinations by distance and other physical barriers such as railroad tracks. Due to the sloping nature of downtown Stevenson, only sites that are easily accessible on foot by customers of varying physical condition have been identified.
- » **Easy Access from State Route 14.** Commercial businesses benefit when they attract discretionary shopping trips. Visitors and tourists traveling through Stevenson can provide a significant market if they are informed of and directed to convenient parking. Because these potential customers are not familiar with Downtown, sites need to be in close proximity to the 2nd and 1st street routes.

- » **Integration into Walking Routes.** Once out of the car, commercial customers must be able to easily understand how to get to shops. Selected sites can be integrated into the proposed 2nd Street walking and window shopping loop from Columbia Street to a future Rock Creek extension.
- » **Fill Parking Gap.** Current businesses should first benefit from any additional parking. Sites have been identified to serve these businesses.
- » **Meet Future Demand.** Sites with capacity adequate to serve both demand from existing uses and new commercial development within the core that cannot be met on individual redevelopment parcels.

Preliminary shared parking lot locations have been identified. Additional study and outreach is necessary to advance any of these concepts. Potential sites include:

- » **P1 Commercial Lot.** This site is located along the current Seymour Street segment that would be vacated when a new Rock Drive extension is constructed. Auto access at the existing intersection of 2nd and Seymour streets would be maintained as a parking lot driveway rather than a through street. Considerable site capacity exists if additional adjacent parcels can be assembled. Approximately 125 parking stalls could potentially be built with limited impacts on existing uses.
- » **P2 Commercial Lot.** The best candidate for parking may be an underutilized site east of Columbia and north of 1st Street, identified as part of the Columbia Street Catalyst concept. A parking lot at this site could accommodate approximately 40 stalls without impacting existing uses.
- » **P3 Commercial Lot.** Located at the confluence of Rock Creek Drive and 2nd Street on vacant land adjacent the Main Street Gas Station/Convenience Mart, this site benefits from direct access and visibility from the adjacent roadways. In close proximity to the both the Stevenson Central WET bus and seasonal Dog Mountain shuttle stops, it could serve both destinations. Located along the proposed Rock Creek walking and biking path extension, it would be a prime location for a bikeshare station. A lot at this site could also serve as an overflow lot for events held at the County Fairgrounds or the Hegewald Center. Approximately 60 parking stalls could be accommodated without significant grading of the steep slope toward the north side of the site.

Adjustments to Joint-Use of Parking

For these lots, recommended changes include permitting up to:

- » Fifty percent of the parking facilities required to apply to all commercial retail and service uses supplied by the joint use lot.
- » Fifty percent of the parking facilities required to apply to uses regardless of daytime or nighttime types of use.
- » One hundred percent of required parking facilities for hotels.

Financing

Over time, all funding options to construct and maintain shared parking lots should be considered, including on-street and off-street parking fees, revenue bonds, in-lieu fees, parking assessment districts, parking/business improvement districts, and public-private partnerships. A blend of several sources to fund future facilities may be most feasible.

Employee Parking Management Strategies

Employees of commercial business compete for Downtown parking, especially curbside spaces. To minimize the demand for parking and ensure that patrons have the best parking spaces in Downtown Stevenson, strategies that reduce employee demand in should be explored, including the following.

Satellite Parking Lots

Employees of downtown businesses should be encouraged to park in designated areas outside the core. A unified Downtown Employee Parking Program will likely be necessary to ensure compliance by all businesses and employees. For these lots, Downtown employee parking should be free or available at a reduced cost. Shuttle or night escort services may help induce higher use, especially during the dark, rainy winter season. Multiple locations may be needed. Existing underutilized lots may include acquiring and designating spaces within the County Fairgrounds, along Cascade Avenue, within proposed joint use shared lots, or other areas.

Cash-out programs

This would include an employee financial incentive (such \$50/ per month) to not utilize an on-site parking space that could in turn be utilized by other users—residents or customers.

Bikeshare System

Many key destinations within the Downtown core, the Downtown planning area, and adjacent neighborhoods are outside easy walking distance but are accessible by bicycle. A bikeshare system is recommended as a potential strategy to reduce auto parking demand. Additional analysis and outreach would be required. A bicycle-sharing system:

- » **Is a membership service in which bicycles are made available for shared use to individuals on a short term basis for a price or free.** The bike share system allows people to borrow a bike from a “dock” and return it at another dock belonging to the same system.
- » **Could include a dockless bikes or scooters.** The dockless bike hire systems consist of a bicycle with a lock that is usually integrated onto the frame and does not require a docking station. Smartphone mapping apps show nearby available bikes and open docks.
- » **Could include bicycle rentals.** In this system a bicycle can be rented or borrowed from a location and returned to that location. These bicycle renting systems often cater to Stevenson day-trippers or tourists. The locations or stations are not automated but are run by employees or volunteers. This system could be incorporated as part of the cruise line services at Stevenson Landing or available for guests at Skamania Lodge.

Adjustments To Required Off-Street Parking Standards

While some off-street parking is desirable for most uses, the physical and economic constraints of providing off-street parking on each development site have likely stifled commercial and residential development throughout the Downtown core. Downtown Stevenson land is relatively more expensive, its parcels are often small and irregular, and mixed use development buildings frequently cover their entire lots. In these situations, any on-site parking must be tucked under, subterranean or structured, which is always expensive and sometimes physically impossible.

When Stevenson's code requires off-street parking especially for new residential construction, the City shifts what should be a cost of driving—the cost of parking a car—into the cost of housing. Faced with these minimum parking requirements, developers may have as result build less housing in Stevenson than the market demands.

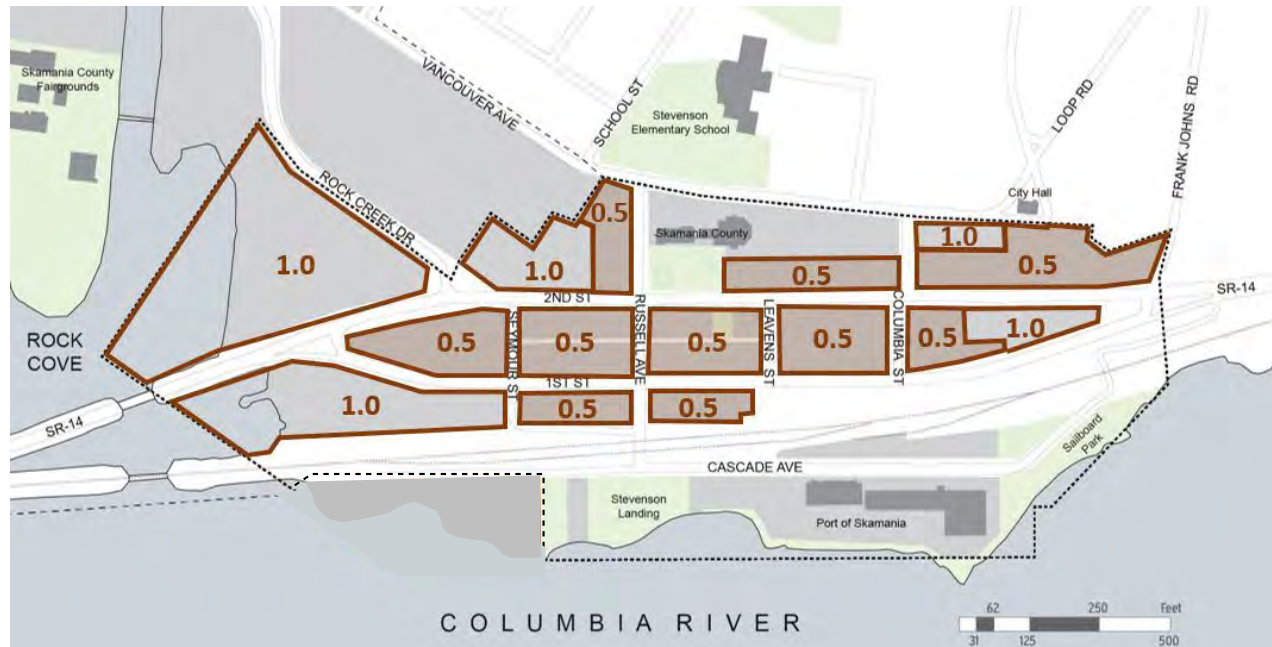
Coupled with a strategy for shared parking lots along with planned improvements to walking and biking routes that are anticipated to reduce parking demand, recommended regulatory changes that reduce the required minimum amount of both commercial and residential on-site parking are identified to the Chapter 17.42 Parking and Loading Standards. Potential changes would include the following.

Compliance with Minimum Standards

Changes should apply to permitted uses or conditional uses for the Downtown planning core area only, including:

- » **Residential Structures.** Currently 2 spaces per dwelling unit plus 1 space for each room rented, except that one-bedroom dwelling units only require one space are required. This requirement exceeds anticipated parking demand and may impact the financial viability of residential development by increasing pricing above affordable rental rate levels. Recommended reasonable reductions could be 1.5 spaces per all two or more bedroom units, 1 space per unit for one bedroom units, and 0.5 spaces for apartments less than 500 square feet. Additionally, conditional approval for additional parking reductions should be available on a case by case basis for affordable senior or workforce housing where developers can demonstrate that other on-site parking replacement strategies can be enacted. These may include secure in-building bicycle parking rooms, contributions to shared parking lots via a fee-in-lieu of fee, contributions to a potential bikeshare program, providing WET transit passes for residents and employees in Downtown, or other means that effective reduce parking demand.
- » **Mixed-use residential structures.** A new standard is recommended for parcels less than 10,000 square feet that are within areas indicated on the Residential parking diagram. Where commercial is the primary use and residential development is a secondary use, a minimum of 0.5 parking spaces per rental unit (excluding short term rental units) residential parking requirement is recommended. Should the units be owner occupied, units would have a recommended 1.0 parking space per unit requirement. Additionally, conditional approval for additional parking reductions should be available on a case by case basis for affordable senior or workforce housing where developers can demonstrate that other on-site parking replacement strategies can be enacted. These may include secure in-building bicycle parking rooms, contributions to shared parking lots via a fee-in-lieu of fee, contributions to a potential bikeshare program, providing WET transit passes for building residents and employees, or other means that effective reduce parking demand.

MIXED USE PARKING STANDARDS



- » **Food and Beverage Places.** Currently one space per 100 square feet gross floor area is required. Recommended changes would include changing the gross square floor area to net eating and dining area. Additionally, conditional approval for additional parking reductions should be available on a case by case basis where developers can demonstrate that other on-site parking replacement strategies can be enacted. These may include additional bicycle parking racks or curbside bike parking corrals, contributions to shared parking lots via a fee-in-lieu of fee, contributions to a potential bikeshare program, providing WET transit passes for employees, or other means that effective reduce parking demand.
- » **Retail stores.** Clothing and shoe stores should be regulated as a retail use and meet current standard of 1 space for 100 square feet gross floor area. Recommended changes would include changing the gross square floor area to net retail sales area. Additionally, conditional approval for additional parking reductions should be available on a case by case basis where developers can

demonstrate that other on-site parking replacement strategies can be enacted. These may include additional bicycle parking racks or curbside bike parking corrals, contributions to shared parking lots via a fee-in-lieu of fee, contributions to a potential bikeshare program, providing WET transit passes for employees, or other means that effective reduce parking demand.

- » **Hotel.** Currently one space per sleeping unit plus one room plus one space or each room rented, except that one-bedroom dwelling units only require one space. Recommended change would be no required parking, conditionally approved on a case by case basis where developers can demonstrate that other on-site parking replacement strategies can be enacted. These may include an off-site valet parking program, contributions to shared parking lots via a fee-in-lieu of

Framework Goal

The public realm is joyful, active and comfortable for residents, employees and visitors.

Framework Objectives

- » Ensure that public spaces contribute to the economic vitality of the downtown.
- » Ensure that public spaces contribute to the livability of downtown residents and employees.
- » Create a network of interconnected public spaces.
- » Create a public realm that is safe and active during all hours of the day and all seasons.
- » Strengthen existing and proposed open space amenities such as the waterfront and park plaza.
- » Enhance downtown's streetscape and pedestrian comfort by improving storefronts, sidewalk amenities and infrastructure, or landscaping.

URBAN DESIGN FRAMEWORK

URBAN DESIGN FRAMEWORK

The intent of the urban design framework is to ensure that the public realm—the spaces between buildings, building edges, and public spaces—contribute positively to economic development and the livability of downtown Stevenson.

Key Elements

Key elements of the Urban Design Framework include:

- » Locations of existing and future open spaces that can provide a range of active and passive public spaces to meet the needs of residents, employees and visitors.
- » Preservation and protection of the Gorge view corridors that better link Downtown to the Columbia River.
- » Recommended design guidelines that can be used to review project proposals to ensure the authentic and historic architectural character of the downtown is preserved, serving as essential strategy for attracting visitors.
- » Recommended development standards that ensure that the downtown is vibrant during day and evening hours and all seasons of the year.
- » Recommended development standards that prioritize the public realm through the lens of those walking and biking downtown, rather than those driving.

ADDRESS SHORELINE REQUIREMENTS



FOSTER PLANNED OPEN SPACES



PUBLIC PARK, PLAZA and WATERFRONT SPACE

The existing and future public open spaces will together provide a full range of active and passive public spaces that meet the needs of residents, employees and visitors.

EXISTING AND PLANNED PARKS



POTENTIAL NEW PARKS



PARK PLAZA



Park Plaza

At the 'heart' of Downtown Stevenson, this public space is intended to serve as the primary civic gathering space for community events. The Park Plaza is intended to foster '18-hour activity' from morning to evening hours. Moreover, the space should be active during all seasons of the year. The Park Plaza should strengthen adjacent land uses and spur additional development. The Park Plaza must include:

- » Both landscaped areas and paved areas. Maintenance should be minimized.
- » Multi-purpose areas that can be used on a daily basis, with or without programming.
- » A welcoming safe environment, during all hours of the day.
- » Design elements—seating, lighting, planting beds, public art, ground plane surfaces—that are not over-designed or that appear dated over time. Elements should not create barriers or limit the use of the plaza area.

STEVENSON LANDING



Stevenson Landing

The existing landing should be Stevenson's 'front door' for those arriving by watercraft from the Columbia River. As Stevenson becomes a more desirable destination for visitors, additional or larger vessels are likely to use the landing, creating both desirable activity but also some unintended impacts. Visual impacts, such as blocked views, bright night lighting, or other issues resulting from watercraft 'parked' at the landing must be considered.

Additional enhancements are required to capitalize upon this unique asset. Future design enhancements of the landing must:

- » Consider changes to the landing to address impacts or alternative/additional landing locations for cruise lines.
- » Address the natural setting, in particular the 2018 Shoreline Master Plan restoration projects' ecological requirements.
- » Better utilize the area as an amenity by including areas where residents and visitors can congregate for both active and passive activities. This should include both manicured green spaces and paved gathering areas with ample seating areas where views of the river are unobstructed.

- » Provide wayfinding for direct visitors to the Downtown, especially those arriving from cruise lines. Wayfinding should first and foremost occur organically through visual clues—landscaping, paving, lighting, and banners that direct visitors inland. Formal wayfinding may utilize a suite of signs, an information directory kiosk, or other media tools such as those identified in the 2012 Stevenson Wayfinding Master Plan.
- » Consider and incorporate 'pedestrian accelerators' that improve walking, biking, and transit access to the Downtown core, the County Fairgrounds, Skamania Lodge, or other destinations beyond the core. Improvements should at a minimum formalize a 'transit hub' location for shuttle buses, including a weather-protected bus shelter and possibly public restrooms. In addition, the hub may include 'micromobility' improvements such as bikeshare dock—including e-bikes, scooters, or other vehicles to better serve visitors of all ages and of varying physical abilities who would prefer to explore downtown on their own rather than on a shuttle/tour bus.

ADDITIONAL GREEN SPACE



New Stevenson Riverfront Park

Over the long-term, a unified active and passive public park is envisioned to extend along the Columbia River from the existing Sailboard Park to Stevenson Landing, including Bob's Beach. It would incorporate the new Beverly Park north of Cascade Avenue and should integrate the proposed Columbia Street walking and biking bridge over the BNSF railroad tracks. The park should be a primary element of a potential Port of Skamania Redevelopment Master Plan.

The New Stevenson Riverfront Park should:

- » **Meet the ecological requirements identified in the 2018 Shoreline Master Plan.**
- » **Capitalize upon watersports.** Improvements to both the kiteboard and windsurfing launching points should be provided. Consultation with advocates and watersports experts should result in world class facilities. Land-side improvements for watercraft staging, storage, or other facilities to advance this objective should be part of the park program.

CAPITALIZE ON WATERSPORTS



- » **Provide Festival Space.** Open, flat, multi-purpose green lawn or a combination of lawn and paved areas should be considered. The space is envisioned to complement or provide an alternative venue for events that currently occur at the County Fairgrounds. Electrical, water, new restrooms, and other facility improvements necessary to stage events should be part of the park program.
- » **Provide adequate parking, yet the parking should not dominate the open space.** Parking for events should be designed to accommodate passenger cars, trucks, recreational vehicles, and vehicles with trailers. A shared parking strategy that considers event needs and considers walking and biking access improvements to the park to minimize parking demand should be considered.

RESIDENTIAL AMENITY



New Pocket Park

As part of a multi-family residential development south of 1st Street and west of Seymour Street, a small public open space at the terminus of a new Rock Creek Drive extension should be provided. While publicly accessible, the park should be designed primarily as an amenity for adjacent residents. The New Pocket Park open space should:

- » Incorporate an unobstructed walking and biking path connection to Railroad Street and a new Rock Creek Drive extension.
- » Consist primarily of green space.
- » Include passive and active space. Play areas/facilities for children should be included.
- » Be designed as part of a new Rock Creek Drive view corridor. Trees or park structures should be located along the edges of the park to maintain view towards the Columbia Gorge.

POTENTIAL NEW PARK



New Rock Cove Park

As part of a multi-family residential development south of 1st Street and west of Seymour Street, a small public waterfront park fronting the cove should be provided. The park should be designed primarily as an amenity for adjacent residents. Additionally, a publicly accessible launch for canoe, kayak, standing surfboard, or other small watercraft should be considered. The open space should:

- » Meet the ecological requirements identified in the 2018 Shoreline Master Plan.
- » Include passive and active space.
- » Include walking and biking access from 1st Street.
Consider an additional walking and biking route adjacent the BNSF property line. The pathway should connect to the Railroad Street path.

DEVELOPMENT STANDARDS OR GUIDELINES

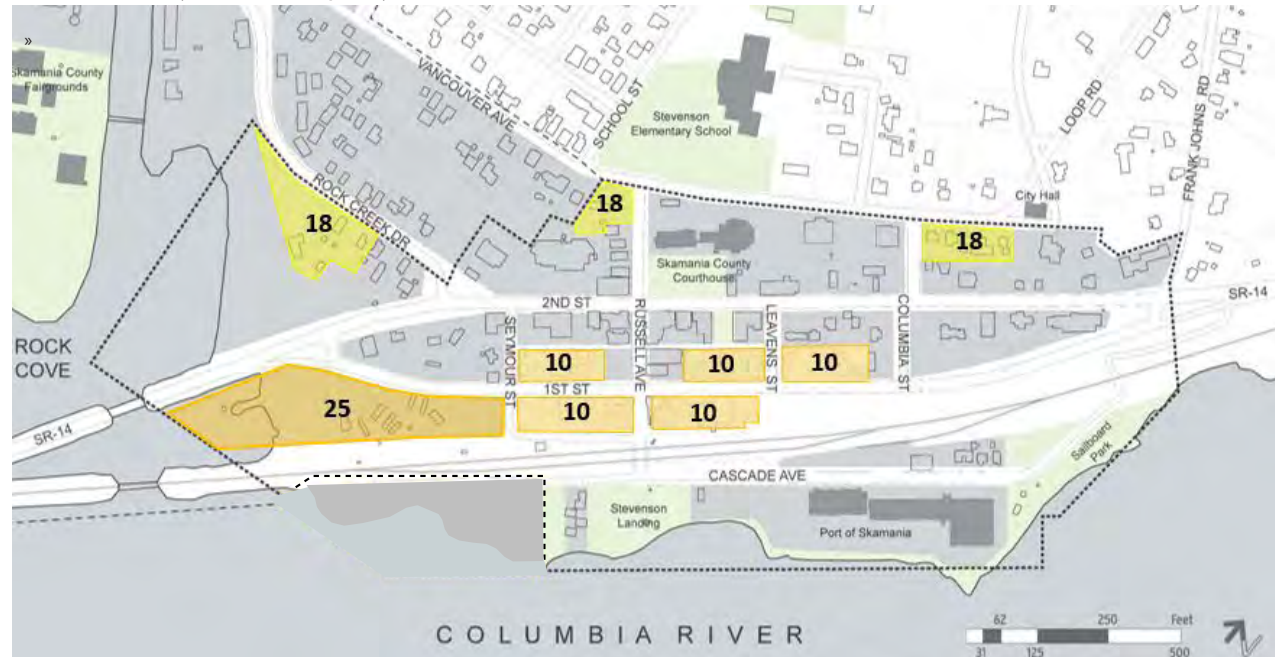
Four new location- and form-based regulations are recommended to strengthen the existing zoning ordinance and provide new regulations for new concepts. The regulations are map-based, rather than text-only, to clarify and simplify their application. The recommended regulations can be adopted as either an amendment to the zoning ordinance's existing standards, or as new supplementary discretionary guidelines, or a combination of the two.

Multi-Family Density

Stevenson's zoning ordinance does not prescribe densities in terms of minimum or maximum residential units per acre. To ensure that the limited opportunities for multi-family housing in the downtown are maximized while ensuring development is compatible with its surrounding context, minimum densities are recommended for parcels envisioned to be the sole use or the primary use of a mixed use development. For areas where multi-family housing is a secondary component of a mixed use development, such as above commercial uses, no minimum density is suggested.

- » **10 Dwelling Units per Acre.** Recommended for areas generally part of the Places for Creativity zone. This minimum density can accommodate attached live/work townhomes, small apartments, duplexes, tri-plexes, or similar uses commonly referred to as 'missing middle' housing.
- » **18 Dwelling Units per Acre.** Recommended for areas that abut existing single family neighborhoods or natural areas. Greater densities should be screened, set back, step, or transition away from existing uses. This density is appropriate for small scale apartments.
- » **25 Dwelling Units per Acre.** Recommended for larger redevelopment parcels (Catalyst areas) where large buildings can be built without impacting existing residential neighborhoods. This minimum density can accommodate walk-up apartments or apartments with tuck under parking.

MINIMUM DENSITY (DWELLING UNITS/ACRE)



Building Height

Changes are suggested to C-1 zoning district current regulations that permit 50-foot tall buildings by right. The intent of the new regulations is to preserve views, provide compatibility with existing structures, and ensure consistency with historic Downtown building form and massing character. New regulations are proposed in terms of number of floors rather than total building height measured in feet. This change better accommodates both residential and commercial uses that have different floor-to-floor heights, simplifies height measurement on sloping sites, and provides a uniform regulation for buildings, regardless of whether they have a flat or sloped roof.

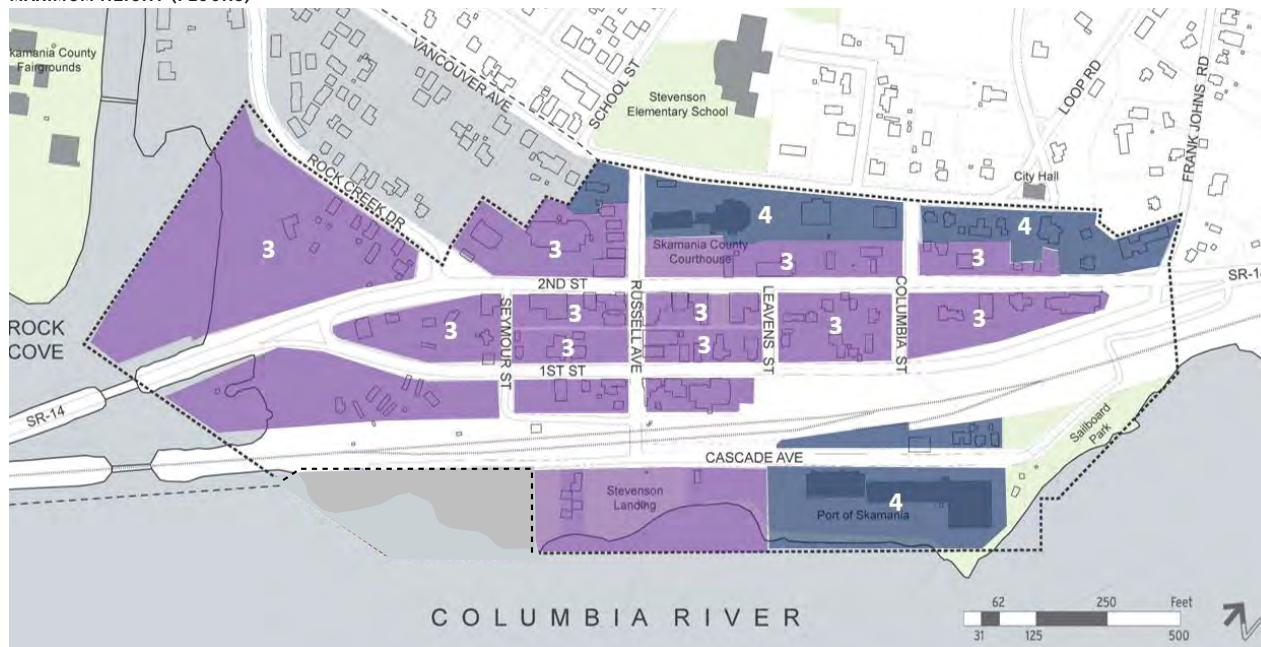
- » **Four-story Height.** Institutional Campus areas and multi-family areas fronting Vancouver Avenue and a potential area for a hotel along the Columbia River.
- » **Three-story Height.** All other areas.

Required Ground Floor Retail

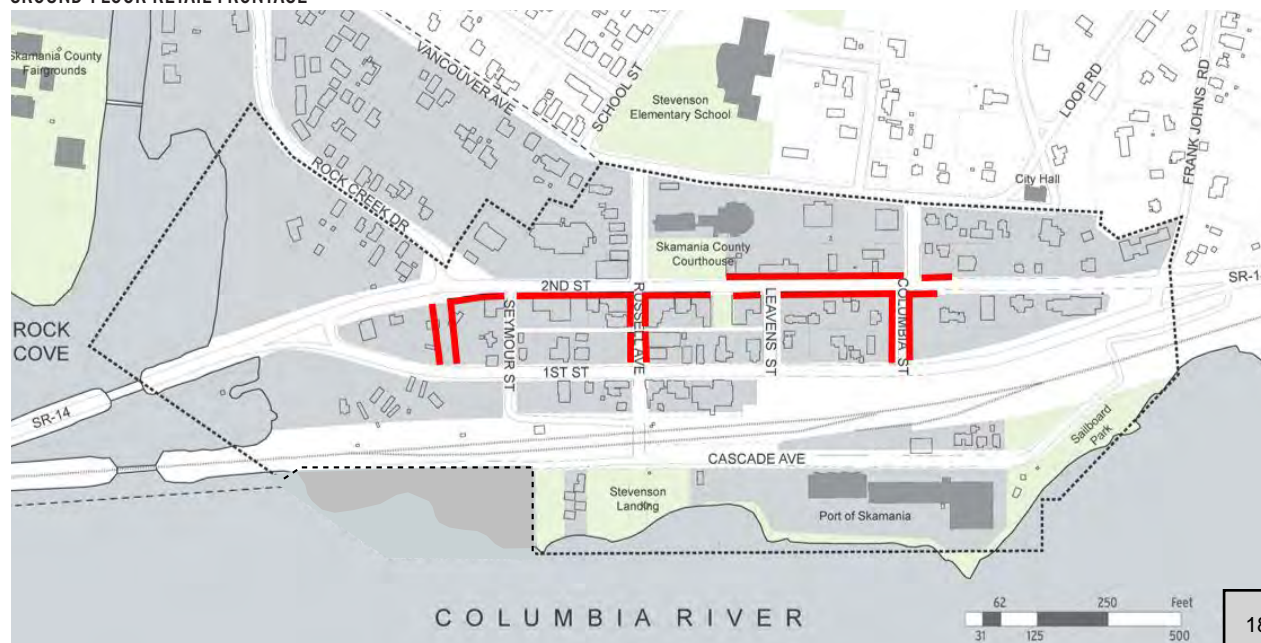
Currently, along street frontage of the Heart of Downtown, all commercial uses are permitted resulting in office, service, and financial institutions that have limited business hours, do not contribute significantly to an active walking environment and are generally inwardly oriented. Future uses that are active 18 hours a day, during all seasons of the year should be fostered on block faces where there is a desire for increased walking, strolling and window shopping as part of Downtown's 5-minute walking loops.

- » **New Frontage Restrictions.** Enacted as either new standards or guidelines, new requirements should limit fronting ground floor uses to the sale of goods, eating, drinking, and entertainment uses coupled with a 75% ground floor windows and doors requirement should be enacted to encourage viewing in and out of retail uses for indicated frontages along 2nd Street, Russell Avenue, Columbia Street and a future extension of Rock Creek Drive. However, for upper floor commercial or residential uses, street-oriented entrances and lobbies to upper floor uses are appropriate as long as the transparency requirement is met.

MAXIMUM HEIGHT (FLOORS)



GROUND-FLOOR RETAIL FRONTAGE

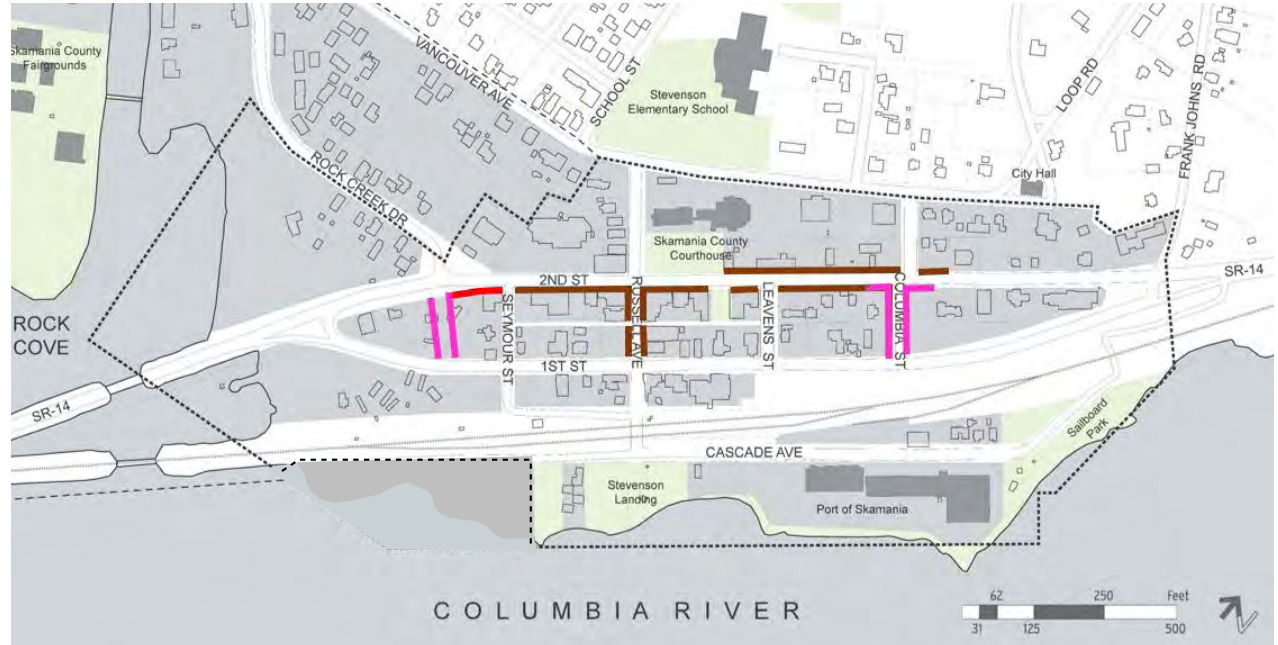


Required Build-to Line

Establishing a street-oriented, retail-friendly walking and strolling environment requires an edge-to-edge, street wall along all block frontages. Currently there are numerous breaks and disruptions in the primary walking and strolling loop along 2nd Street that discourage these activities. To address this deficiency, a new Build-to Line requirement should be enacted as either a new standard or guideline to regulate:

- » **Incompatible uses.** New parking lots and parking lot driveways that front the street edge should be restricted along frontages indicated along 2nd Street from Rock Creek Drive to Columbia Street, Columbia Street and a new Rock Creek Drive extension.
- » **5-foot Maximum setback.** Historic Western False Front architecture common to Stevenson has historically engaged the front setback. To maintain and strengthen this orientation, new development should be built to the sidewalk or within 5' of the front property line to accommodate a wider sidewalk or sidewalk café. Setback for landscaping, steps, walls or similar use should not be permitted or highly discouraged.
- » **20-foot Maximum Setback.** For new commercial areas along Columbia Street and the extended Rock Creek Drive, a combined paved and landscaped courtyard setback is desirable. Within this area, the setback should be dedicated for active, publicly accessible uses. No parking, service or other inactive uses should not be permitted.

BUILD-TO LINE FRONTAGE



DESIGN GUIDELINES

The zoning regulations of the municipal code ensure that the type, location, scale, and massing of development is consistent with the Plan for Success Vision. However, zoning regulations cannot adequately regulate the character of new development. To ensure the architectural character of Stevenson can be preserved and strengthened, design guidelines can be used as an effective tool to review projects. A brief, highly graphic, easy-to-use set of guidelines should be refined adopted.

The guidelines:

- » **Should be administered by City staff and/or the Planning Commission.** An alternative approach would be to create a separate Design Review Committee that would be responsible only for reviewing projects using the guidelines and then providing a recommendation for approval to City staff and/or the City Council.
- » **Could be applied as multiple ways.** The guidelines could be incorporated into the current development approval process or used an alternative 'track' approach to address character issues rather than using more prescriptive zoning code regulations.
- » **Would regulate only exterior elements.** The guidelines would apply to the façade of the building and would not include any regulations for building interior design or use.
- » **May include additional guidelines for landscaping, signs or other façade or site design elements.**
- » **Should incorporate elements that are currently present in buildings in Downtown Stevenson or other peer communities in the Columbia Gorge or Northwest.**
- » **Should be constructible.** Guidelines should be crafted with the abilities of local architects and builders using existing construction practices, techniques, and equipment in mind.
- » **Should foster long lasting and durable materials.** Nevertheless, they should not add any additional excessive, unreasonable project material costs. However, they may add minimal additional design costs.

This table identifies key building elements that are recommended for reviewing development proposals.

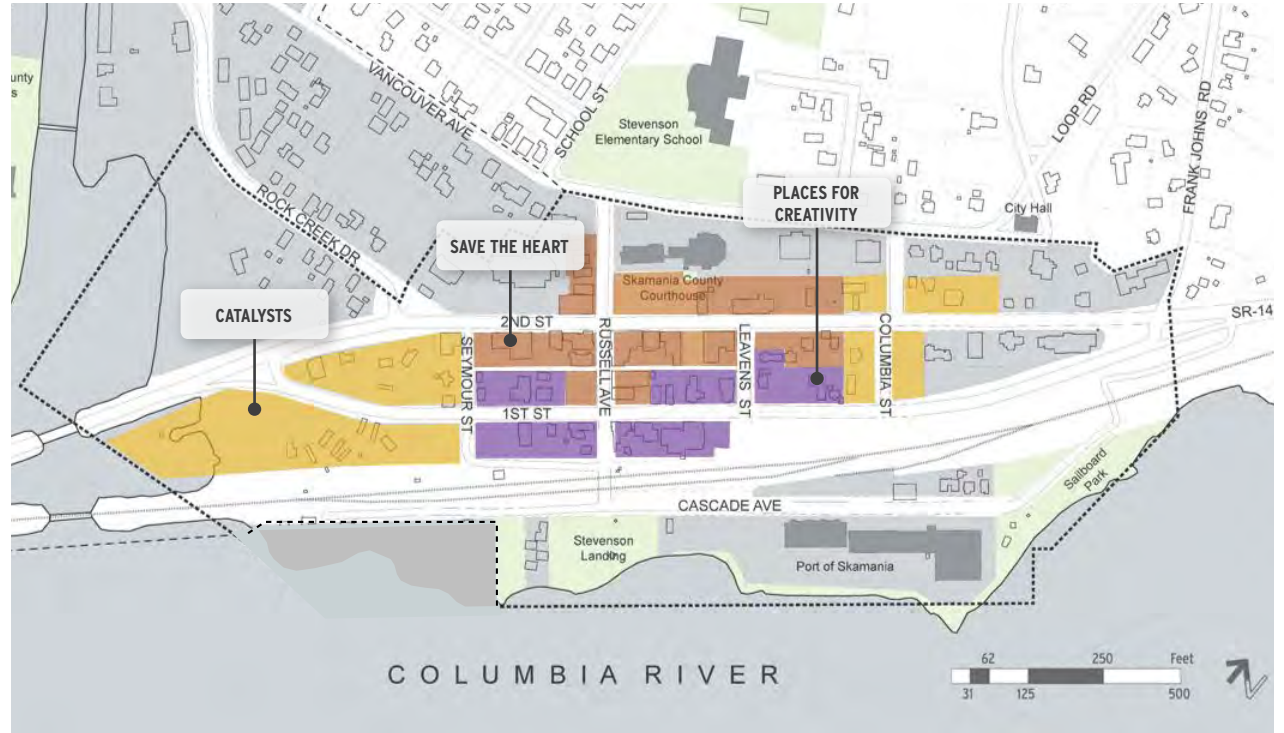
ELEMENT	STYLE		
	Save the Heart	Catalysts	Places for Creativity
Building Length	30'-40'	200' Maximum	Varies
Building Relationship	Attached urban block	Standalone	Standalone
Footprint	Rectangular, C-, U- Shaped	Rectangular bar	Long, massive bar V- Shaped
Massing	Symmetrical	Asymmetrical	Symmetrical
Form	Vertical	Horizontal	Horizontal
Articulation	Flat facade, except balconies, entries	Subtle façade Bold roof articulation	Limited to no articulation
Roof Pitch	Not visible from street	Steep	Steep
Roof Form	Flat or gable and Simple parapet	Complex, gable, hipped, Height variation	Gable or gambrel with Monitor style clerestory or dormers
Eaves	None	Shallow, no overhangs	shallow, none
Details	Decorative cornice, Covered walkway	Shingle façade accents Covered walk (comm. Bldgs.)	Cupola (option) Agricultural or Industrial character
Façade Materials	All wood	All wood	Wood and corrugated or panel metal
Roof	Asphalt shingles Dark standing seam metal (sloped roofs)	Asphalt, wood shingles	Standing seam metal, Asphalt shingle
Windows	Vertical-oriented Double hung; Casement	Vertical-oriented Double hung; divided lites	Square, rectangular deep 'punched' openings; divided lites: awning, double-hung, wood or metal frame
Doors	Modest, Simple wood panel/ divided lites	Single or Double Comm: Transparent,	—
Façade Color	Soft, muted Brown, green, Yellow, white	Warm, neutral earth tones white, gray, dark trim natural or stained wood	—
Roof Color	Gray, black, dark brown	Gray, black, dark green, natural wood	—

Architectural Guidelines

The guidelines are generally intended to be prescribe 'timeless' design yet allow room for innovation and creative approaches that meet the intent of the guidelines. The guidelines recognize the eclectic nature of the downtown and should not provide a 'one-size-fits-all' approach. Rather distinct but compatible guidelines should be provided for commercial mixed use and high density residential areas in the Downtown core and Columbia riverfront, including four zones:

- » **Save the Heart.** which comprises commercial areas generally fronting Second Street. A 'Western False Front style' is recommended here. This architectural vernacular currently exists for recognized high quality 1, 2, and 3 story single and mixed use commercial buildings on 2nd Street and Russell Avenue.
- » **Catalysts.** which comprise parcels fronting Columbia Street, a new Rock Creek Drive extension and parcels south of 1st Street, adjacent to Rock Cove. A 'Residential Cottage Style' is recommended here. Exterior elements here would be consistent with wood frame residential building currently present in the downtown. Design elements would apply to both commercial and multifamily residential uses.
- » **Places for Creativity.** which generally would apply to parcels along 1st Street. This zone would consist of a hybrid of Save the Heart and Catalyst zones and additional agricultural and industrial vernacular requirements. Elements of each of these zones could be applied here.

ARCHITECTURAL GUIDELINE AREAS



WESTERN FALSE FRONT



Save the Heart

- » Comprises commercial areas generally fronting Second Street.
- » A 'Western False Front style' is recommended.
- » This architectural vernacular currently exists for recognized high quality 1, 2, and 3 story single and mixed use commercial buildings on 2nd Street and Russell Avenue.

COTTAGE



Catalysts

- » Comprise parcels fronting Columbia Street, a new Rock Creek Drive extension and parcels south of 1st Street, adjacent to Rock Cove.
- » A 'Residential Cottage Style' is recommended here.
- » Exterior elements here would be consistent with wood frame residential building currently present in the downtown.
- » Design elements would apply to both commercial and multifamily residential uses.

AGRICULTURAL AND INDUSTRIAL



Places for Creativity

- » Generally applies to parcels along 1st Street.
- » Consist of hybrid of Save the Heart and Catalyst zones.
- » Promotes Agricultural and Industrial styles.
- » Elements of each of these zones could be applied here.
- » Agricultural and Industrial Vernacular buildings area also recommended.

IMPLEMENTATION STRATEGY

IMPLEMENTATION STRATEGY

The intent of the implementation strategy is to identify the public actions necessary to generate a sustained and widespread private investment while addressing the goals and objectives of the downtown plan.

The implementation strategy includes:

- » Recommendations that are achievable and can be completed or initiated using existing and potential additional public financial and staff resources within a 5 year timeframe.
- » Identification of individual or groups responsible for leading implementation activities.
- » A preliminary timeline for project completion.
- » Current or potential funding sources, where available.

Stewards of Success Committee

To oversee the implementation of these projects it is recommended that a 'Stewards of Success' Committee be formed and given the responsibility of ensuring that all projects are implemented as envisioned in a timely manner.

The Committee would:

- » Include an appointed group of approximately 5 key stakeholders and downtown advocates that would be appointed on an annual basis by the City Council.
- » The Committee would meet on a 3-4 month schedule to review project proposals, project progress, and identify issues.
- » The Committee would provide a 'Status of the Plan' report to Council annually or sooner as deemed necessary.
- » Be dissolved upon completion of all implementation projects

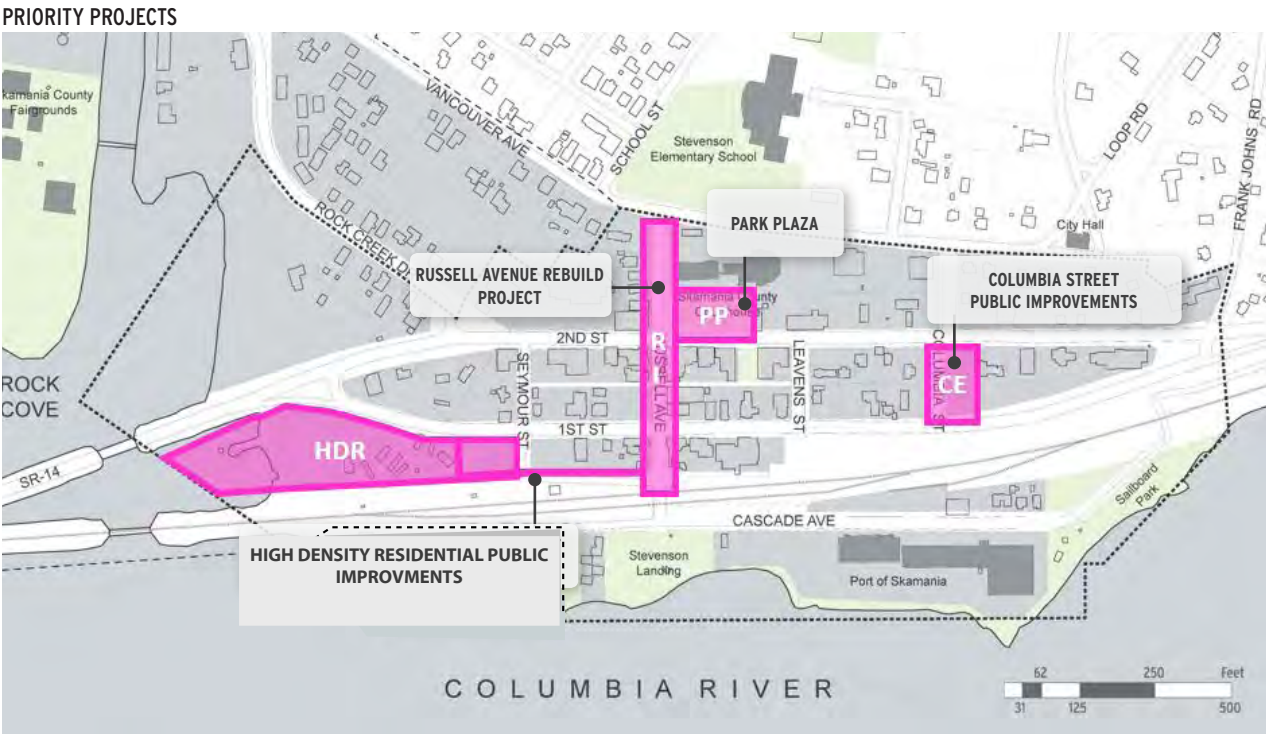
Priority Projects

The selected projects are those that can demonstrate that they can meet the following criteria—they are:

- » Strategically located to induce nearby private sector development
- » Positively change the public perception of the downtown
- » Create immediate redevelopment momentum
- » Stimulate Private development
- » Generate a return on public investment.

Four Priority Projects are identified. They include two current on-going projects and two projects identified by the public and assessed for economic viability by the consultant team:

- » Park Plaza
- » Russell Avenue Rebuild Project
- » Columbia Street Public Improvements
- » High Density Residential Development Improvements



PRIORITY PROJECT ACTIONS

PROJECTS	TASKS	APPROX. TIMEFRAME (MONTHS)		PROJECT LEAD(S)
PARK PLAZA	Finalize Design/Funding	24		Downtown Business Association
	Construct	12		
RUSSELL AVENUE REBUILD PROJECT	Complete Construction	12		
COLUMBIA STREET PUBLIC IMPROVEMENTS	Columbia Street Design	6		Port of Skamania
	Additional Outreach	6		
	Additional Analysis	6		
	Right-of-Way Acquisition	9		
	P3 (Potential) Development		12	
	Road Construction		6	
HDR PUBLIC IMPROVEMENTS	Railroad Street/Path Design	12		City of Stevenson and Downtown Business Association
	Additional Outreach	12		
	Right-of-Way Acquisition	12		
	Construction		6	

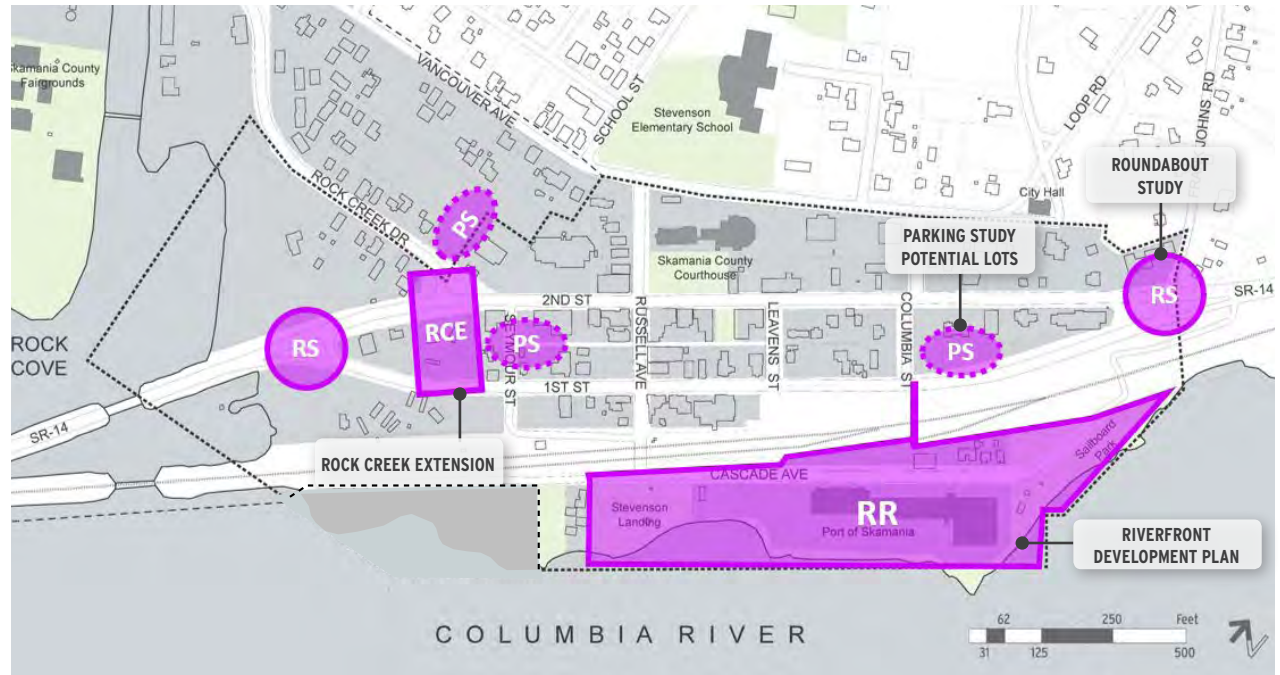
Other Key Actions

The selected actions include that do not meet the criteria for inclusion as a priority project, may require additional planning beyond the scope of the downtown plan, require a longer timeframe for completion, or implementation requires the coordination or lead by other public agencies, the private sector, or other community members beyond the control of the City of Stevenson.

Included are:

- » Riverfront Redevelopment of Port of Skamania and adjacent properties.
- » Rock Creek Drive extension design and construction between 2nd and 1st Streets.
- » SR 14 'Roundabout Study' that explores the potential for a long-term options, impacts, benefits and implementation strategies for potential distributing of auto and truck traffic between 2nd and 1st Streets.
- » Fee-in-Lieu Parking Study will at minimum identify the parking district boundary, parking supply required, shared parking facility location(s), fee revenue required to fund construct, maintain, and manage facilities, and fee rate options for property owners/developers.

OTHER KEY ACTIONS



OTHER KEY ACTIONS

PROJECTS	TASKS	APPROX. TIMEFRAME (MONTHS)		PROJECT LEAD(S)
RIVERFRONT REDEVELOPMENT	Redevelopment Plan	12		Port of Skamania
	Developer RFP	6		
	Hotel/Comm. Design		6	
	Development Construction		18	
	Park Plan		12	
	Park Construction		12	
ROCK CREEK EXTENSION	Street/Pathway Design	6		City of Stevenson
	Additional Outreach	12		
	Additional Analysis	6		
	Right-of-Way Acquisition		6	
	Road Construction		12	
SR-14/SECOND STREET ROUNDABOUT STUDY	Additional Outreach	6		City of Stevenson and WSDOT
	Additional Traffic Analysis	6		
	Roundabout Concept Design		3	
	Council Review		3	
FEE-IN-LIEU PARKING STUDY	Additional Outreach	12		City of Stevenson and Downtown Business Association
	Additional Analysis	12		
	Site Concept Design		6	
	Operation and Maintenance Plan		6	
	Council Review		3	

Fee-in-Lieu Commercial Parking Study

Fee-in-lieu parking programs are a way for Stevenson to allow landowners and developers to pay a fee into a municipal fund in lieu of providing on-site parking spaces required per the zoning code. Stevenson could use this tool to:

- » Encourage development and occupancy of vacant buildings in a specific area or district of the Downtown.
- » Encourage shared parking by creating a common pool of strategically placed parking facilities to serve multiple land-uses within an area or district with variable periods of parking demand during the day.
- » Finance public parking spaces or/and to fund other transportation demand management investments that will help to reduce single occupancy vehicle use.

In addition to benefits such as reduced cost to developers and shared parking, in-lieu parking can:

- » Improve urban design by concentrating and screening parking.
- » Support preservation of historic buildings.
- » Allow development of sites that are spatially constrained to provide parking required per the zoning code.

Some of the disadvantages of in-lieu parking programs include:

- » Fewer or no on-site parking for employees, customers, visitors, etc.
- » There is no guarantee of available parking until the City can collect adequate in-lieu fees to fund the construction of a public parking facility. To avoid this issue, some cities have chosen to build public parking facilities before offering in-lieu parking.
- » The City may choose to build a lower ratio of parking supply compared to in-lieu fee collected to encourage use of other modes of transportation.

FEE-IN-LIEU COMMERCIAL PARKING BOUNDARY



For the City of Stevenson, a fee-in-lieu parking program could encourage development in the Downtown and reduce the amount of high-value land used for parking spaces. The City does need to either own or build parking to accommodate such a program, and staff time would be needed to manage the program. The City should do a more detailed cost/benefit analysis to determine if a fee-in-lieu parking program is the right fit for Stevenson.

SR-14/Second Street Roundabout Study

The intersections of 1st Street and 2nd Street on the east and west ends of Downtown are potential candidates for a Roundabout Study. While the spacing between the roundabout and Rock Creek Drive looks adequate, a queuing analysis will be needed for westbound vehicles at the proposed roundabout to determine if queues will affect the intersection of Rock Creek Drive and 2nd Street. A detailed analysis will be needed to determine whether a roundabout is feasible and will improve operations at this location.

On the east end of town, a roundabout will also likely exceed the space in the current right-of-way and impact the adjacent parcels. There is a significant grade change in the parcels around this intersection so roundabout construction could have other grade-related challenges. The design will also need to consider impacts to the Rodeway Inn driveway located west of the intersection of 1st Street and 2nd Street. Operations analysis of existing afternoon peak hour traffic at 1st Street and 2nd Street indicates both vehicle delay and vehicular queuing for the westbound left movement are within acceptable levels and does not warrant a roundabout. Periodic monitoring and detailed study to identify potential changes to meet the operational needs at this location with future traffic growth is recommended.

Conducting an Intersection Control Evaluation (ICE) per procedures provided in WSDOT Design Manual chapter 1300 to determine if a roundabout is warranted at either location is recommended. As SR-14 is a WSDOT controlled facility, the project would need to be coordinated with WSDOT.

Additional Planning

The Plan for Success includes a number of recommended planning projects and tasks that will require further refinement and review that is beyond the Downtown planning process scope, timeframe, and in some instances, the purview of the City of Stevenson. Additionally, as these recommendations are refined, additional planning actions may in turn require consideration as part of other planning efforts such as the Shoreline Master Plan Update, an update to the Port of Skamania County Master Plan or trigger environmental review as required by the State Environmental Policy Act (SEPA).

The Additional Planning Table includes two projects. Project tasks, an approximate timeline in months, and suggested project lead is identified. The Zoning Update project is the only time sensitive project, it should be initiated with 3-6 months of the adoption of the Plan for Success. All other projects should be initiated within 5 years of Plan adoption.

Zoning Update

The Plan for Success Land Use Framework includes a recommendation for creating new ‘subdistricts’ for areas currently designated as C-1 Commercial, M-1 Light Industrial, and R-3 Multi-family Districts. A new or amended Trade District Use Table and additional ‘form-based’ Development Standards mapping identified in the Urban Design Framework would need to be incorporated into the existing Chapter 17.25 of the Stevenson Municipal Code.

Design Guidelines

Currently, the City of Stevenson does not have a formal discretionary review process. It is recommended that the City create an easy-to-use, concise Design Guideline document that would serve as a foundation for a potential discretionary review by staff or the planning commission. Possible approaches or ‘tracks’ of either adding or substituting design review into the approval process should be explored. An underlying goal of the project would be maintaining and building upon the unique character of Downtown Stevenson while not adding additional bureaucratic ‘red tape’.

ADDITIONAL PLANNING ACTION PLAN

PROJECTS	TASKS	APPROX. TIME	PROJECT LEAD(S)
ZONING UPDATES	Regulation Refinement	6 mo.	City of Stevenson
	Additional Outreach	6 mo.	
	Commission/Council Review	6 mo.	
DESIGN GUIDELINES	Guideline Refinement	6 mo.	City of Stevenson
	Additional Outreach	6 mo.	
	Commission/Council Review	6 mo.	

TEN-YEAR BUILD OUT

The Ten Year Build Out Concept provides potential long- and near-term concepts of what development may look like to meet anticipated demand based a conservative market analysis. The Ten Year Buildout:

- » IS NOT a current redevelopment proposal. Illustrations have been created to test the viability of the Draft Vision for Success.
- » Includes concepts for private parcels, with owner knowledge. Does not infer that property owners agree or disagree with each concept.
- » Existing uses are NOT displaced. Any future change would require owner consent, additional planning, design, and public review.

Market Demand

Land Use

Commercial	26,000 s.f. building area
Multi-family	80 dwelling units
Hotel	100 hotel keys (rooms)

Priority Project Buildout

Illustration outlined areas are market-feasible concepts for the two Priority Project areas that could be completed within the next 5 years: A three-story rental apartment project on 1st Street and a two- to three-story mixed-use project on Columbia Street.

First Street Multi-Family Residential Development:

- » High-density residential development is viable in the current market in Stevenson.
- » Wood-frame, walk-up apartments with surface parking is the most likely development form, though tuck under parking might also be feasible.
- » Housing is a key component of strengthening the economy of Stevenson and the vitality of Downtown.
- » The city currently has a shortage of rental housing. It is estimated that around 40 new apartment units and 15 new rental townhomes can be leased almost immediately.
- » It is expected that a 70-unit single-phase project would be feasible at current market rent levels (\$1.50/sf).

TEN-YEAR BUILD OUT CONCEPT



Columbia Street Mixed-Use Development:

- » Mixed-use development is also estimated to be viable, provided it includes residential units rather than office space on the upper floors. The economics improve as the residential share increases.
- » With estimated commercial demand growth of up to 2,600 square feet per year; limiting a single-phase project to 8,000 square feet of commercial space is recommended.
- » Shallow ground-floor commercial space and apartment units in the back as well as above will maximize the portion of Columbia Street that can be built out in a single phase while maintaining financial viability.

Priority and Timing

The Columbia Street mixed-use concept to represent stronger catalytic impact than the 1st Street residential concept, as it will enhance Downtown's ability to generate visits and capture pass-through traffic.

The 1st Street concept is easier to realize and may therefore have a greater positive impact in the short run.

Incentives and Public-Private Partnerships

The Columbia Street concept may require some public investment to be realized. Paying off-site infrastructure costs and offering reduced parking requirements or in-lieu parking fees will likely be effective incentives. Initial public ownership of the land can further reduce the developer's cost while also giving the City greater ability to ensure that the project will serve public interests.

APPENDIX



City of Stevenson

Leana Kinley, City Administrator

Phone (509)427-5970
FAX (509) 427-8202

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

To: City Council
From: Leana Kinley, City Administrator
RE: Goodman Annexation
Meeting Date: October 12, 2022

Executive Summary:

The city received an application for annexation on June 30th and a 10% Notice of Intent to Annex petition on August 19th from John and Julie Goodman for their lot along Frank Johns Rd. Their end goal is to get city water for their proposed 4-lot short plat, which are lots 1-4 in the application.

Council met and discussed the annexation request on August 29th. Staff was directed to reach out to the property owners listed in Option #2 to get feedback on their interest to annex based on the requirements of annexation. The feedback received is the property owners do not want to annex, with only some of the decision being made due to cost, others are against annexation in general.

Overview of Items:

Background

Council reviewed and discussed the annexation request at length on August 29th. Documents from that meeting are available online at <https://www.ci.stevenson.wa.us/citycouncil/page/august-29-2022-special-council-meeting>. The initial annexation area is not ideal as it leaves a gap in street frontage for maintenance and improvements. The property to the south is against annexation, which means fixing the gap in street frontage (option #1), would not be approved. Without information as to the reason why a 2016 annexation request for Bone Road failed, other than the proponents moving, council chose option #2 as a possibility and directed staff to gather more information. A third option was removed based on the property owners to the west of the initial proposal being against annexation.

Council also decided to include water upgrades and sewer line extensions as part of the annexation, as well as some level of right of way improvements. The cost information was to be calculated and provided to property owners in option #2 to aid in their decision on whether they would like to be included as part of the annexation. Staff submitted the enclosed flyer to property owners in the area and received feedback from over half at the time of this memo. All respondents were opposed to annexing, with some responses received in writing included in the packet.

The following is the analysis of the costs for infrastructure improvements for each option. State law for Local Improvement Districts (LIDs) limits the amount assessed each parcel to the increased value of that parcel based on the improvements. Because of this, I removed the street improvement requirement from the LID calculations in the flyer distributed to the property owners. The assessed amount may be high for some lots and a market analysis would need to be done to determine how much it is off by. Any amount not paid for by the property owners would be paid for by the city.

Initial proposal (right)

The proposed annexation is the single lot highlighted below. The city limits are outlined in yellow.

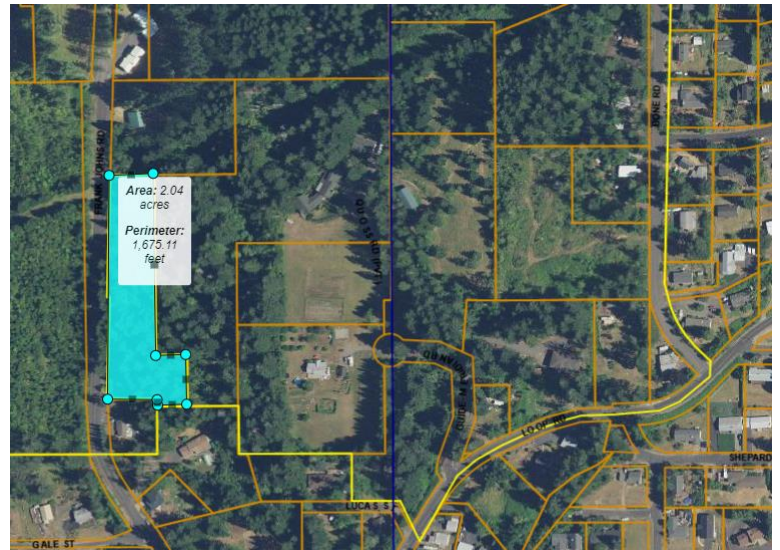
Improvement costs:

- Additional Hydrant \$20k
- Sewer line extension \$241k
- ½ Street Improvements \$629k

Total Costs: \$890

Market Value Improvement Est: \$750k

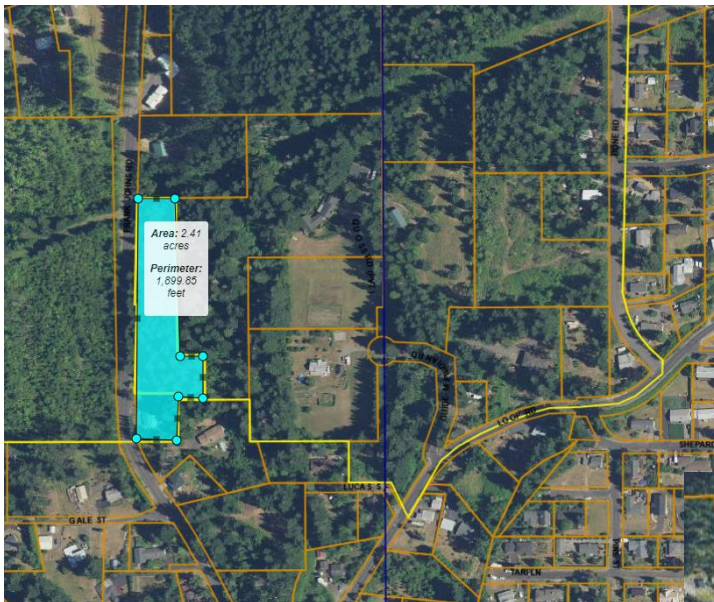
City portion of costs (LID limits) \$140k



Geographic Modifications

• Option #1 (left)

Add the single lot to the south for street frontage continuity. Costs not calculated, will not pass.



• Option #2 (right)

Squares up the annexation from Frank Johns to Bone Road, to contain both sides of Bone Road.

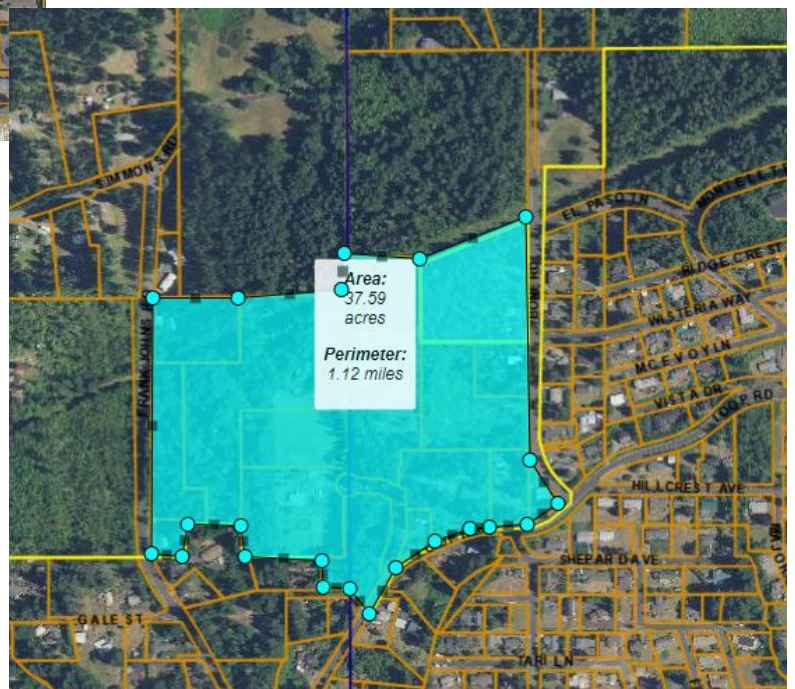
Improvement costs:

- Additional Hydrants \$100k
- Sewer line extension \$1.7M
- ½ Street Improvements \$2.3M

Total Costs: \$4.1M

Market Value Improvement Est: Unknown

City portion of costs (LID limits): Unknown



In Conclusion

An annexation including properties between Frank Johns and Bone Road would fail.

Annexing the parcel as proposed leaves a gap in city frontage. It also may not move forward due to the cost of infrastructure requirements.

Action Needed:

MOTION Options:

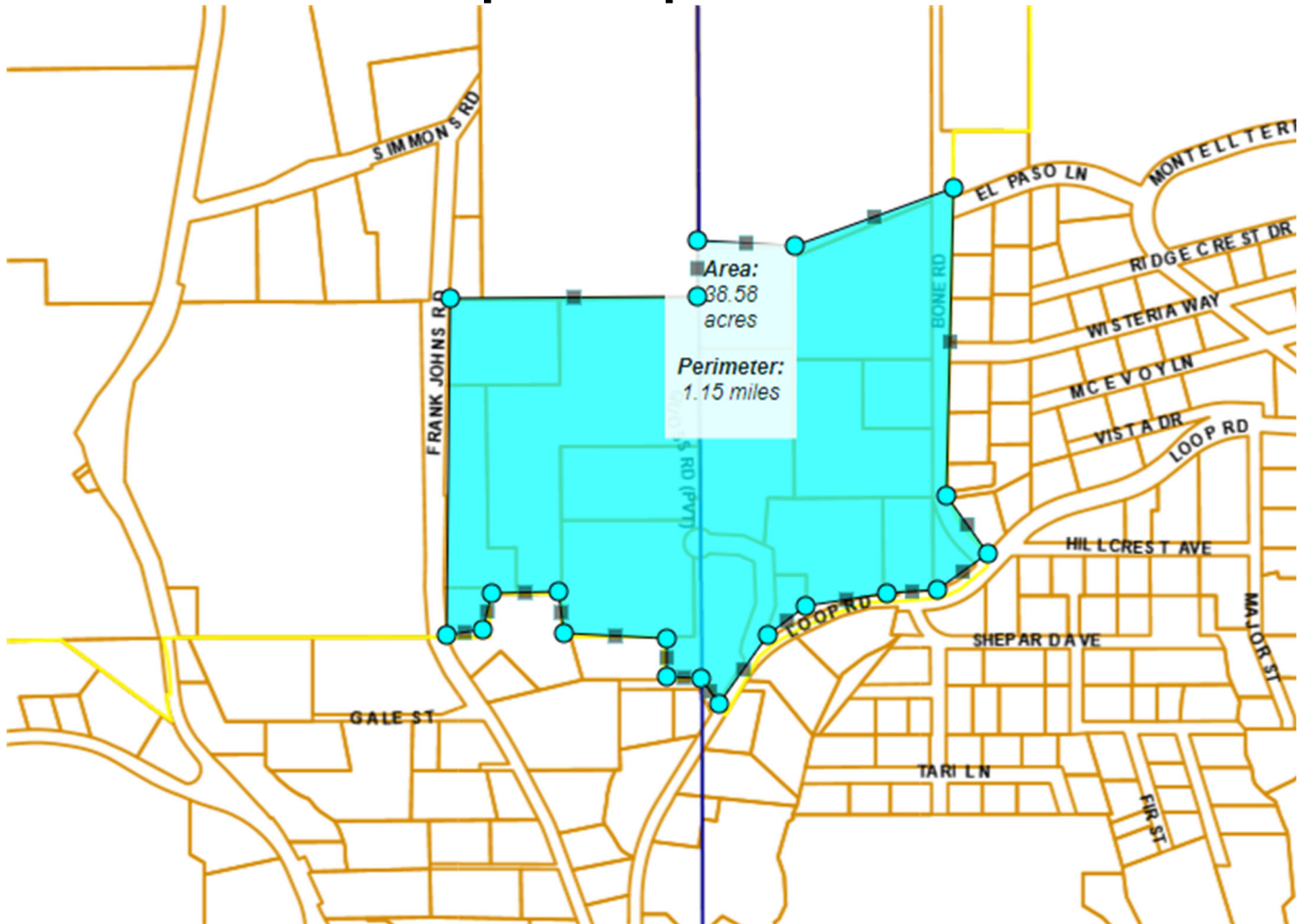
- To reject the annexation proposal.
- To accept the proposed annexation, require a development agreement as part of the petition to annex and require the assumption of all existing city indebtedness by the area to be annexed.



Guide Meridian Annexation Proposal

Sept. 23, 2022

Map of Proposed Area



Why?

The city received an annexation request for one parcel along Frank Johns Road. A discussion regarding the proposal took place during a special council meeting on August 29th and can be viewed on the city's website at <https://www.ci.stevenson.wa.us/meetings>.

Stevenson City Council wants to ensure any annexation is beneficial to the city, meaning infrastructure is brought up to city standards.

The Council directed staff to look at expanding the

boundaries of the annexation to include properties from Frank Johns to Bone Road south of the gas line.

The City wants to hear from you regarding your interest in annexation. Inside this flyer are details about the financial impacts of the annexation.

Council will discuss this and make a decision at the council meeting on October 12th, 6pm at City Hall and via Zoom.

Infrastructure Requirements

Stevenson's Comprehensive Plan, which is the long-term vision for the city, states annexed areas should have water and sewer services.

The estimated cost to install five fire hydrants and sewer lines in the proposed annexation is over \$1.8M based on estimates and actual costs for recent projects.

These improvements would be financed through a Local Improvement District and paid for through an assessment on your property (property taxes). A condition of annexation may be the annexed areas would not oppose the Local Improvement District when it is created, subject to a time limit.

Property Owner	Address	Total Water/Sewer *	Annual Payment	Monthly Payment
John & Julie Goodman	Frank Johns Rd	\$ 231,187.25	\$15,039.06	\$1,253.26
William Bradley Jr.	672 Frank Johns Rd	129,173.19	8,402.90	700.24
Byron & Victoria Stolle	502 Frank Johns Rd	57,270.03	3,725.50	310.46
John & Julie Goodman	102 Guide Meridian	174,121.38	11,326.85	943.90
John & Julie Goodman	102 Guide Meridian(East)	155,831.39	10,137.06	844.75
John & Julie Goodman	NE of Guide Meridian	47,704.48	3,103.24	258.60
John & Julie Goodman	Below Guide Meridian	51,043.80	3,320.47	276.71
Robert & Coleen Wahto	111 Guide Meridian	108,836.59	7,079.98	590.00
Linda Wolen	22 Lucas St	99,125.69	6,448.27	537.36
Gary & Janice Marsh	161 Bone Rd	232,579.91	15,129.66	1,260.80
Hans H. Strauss	121 Bone Rd	86,655.73	5,637.08	469.76
The Dunn Living Trust	81 Bone Rd	132,727.02	8,634.08	719.51
Fernando Javier & Margie Hidalgo	62 Guide Meridian	127,227.36	8,276.32	689.69
Nolen & Judy Willing Revocable Trust	52 Guide Meridian	50,750.75	3,301.41	275.12
James Landers & Sophia Urrutia-Lopez	51 Bone Rd	67,412.44	4,385.28	365.44
Christopher & Andrea Byrd	11 Bone Rd	56,352.99	3,665.84	305.49
Totals		\$ 1,808,000.00	\$117,612.99	

The cost of the improvement assessed for each lot listed above cannot exceed the market value increase of the lot due to those improvements. For example, if an improvement cost \$100,000 and the value of the lot would only increase \$50,000, then the assessment could only be \$50,000 and the city would need to pay the difference.

****A market analysis to determine these limitations has not been done as this is preliminary to gauge interest in annexation.***

The table above shows the rough cost impact for these improvements to each lot.

The payment terms are estimated at the maximum 30-years and projected 5% interest.

Cost Comparison

Property Tax Rates (2022)			Annual Fees and Tax Comparison		
Tax	County	City	Costs	County	City
State Schools	2.87636048	2.87636048	Property Tax ¹	\$ 3,411.39	\$ 3,370.77
County Regular Levy	1.18915151	1.18915151	Water	\$ 624.24	\$ 423.36
City Regular Levy	0.00000000	1.76563421	Totals	\$ 4,035.63	\$ 3,794.13
Fire District No. 2	0.67069545	0.00000000			
County Road	1.21621398	0.00000000	1. Property tax calculated using average value of \$335,000 for the area.		
Library District	0.31854787	0.31854787			
Hospital District	0.40089958	0.40089958	Utility Taxes		
EMS	0.45595741	0.45595741	Tax on Phone ²		3%
Local Schools	1.93928819	1.93928819	Tax on Electricity/Gas ²		3%
Port of Skamania	0.28204243	0.28204243			
PUD #1	0.28005171	0.28005171	2. Utility tax applies to cell phones and land lines, but does not apply to long distance charges or internet phone service.		
Cemetery District	0.06615760	0.06615760			
Stevenson Pool District	0.48790172	0.48790172			
Total	10.18326793	10.06199271			

Your Input Is Needed!

Are you supportive of the annexation?

Do you oppose the annexation?

Do you have questions or concerns?

Council will meet on October 12th at 6pm to decide on whether to accept, reject or geographically modify the initial intent to annex. This decision cannot be appealed. You may show up at the meeting to voice your opinion, or you can submit it ahead of time to staff. All input received will be incorporated into the report for council on the topic. If the annexation request is approved, in any form, the next step is to submit a petition from property owners with 60% or more of the assessed valuation of the area to be annexed. See back page for more information on the process.

Please contact City Hall at:

7121 E. Loop Rd/PO Box 371

Stevenson, WA 98648

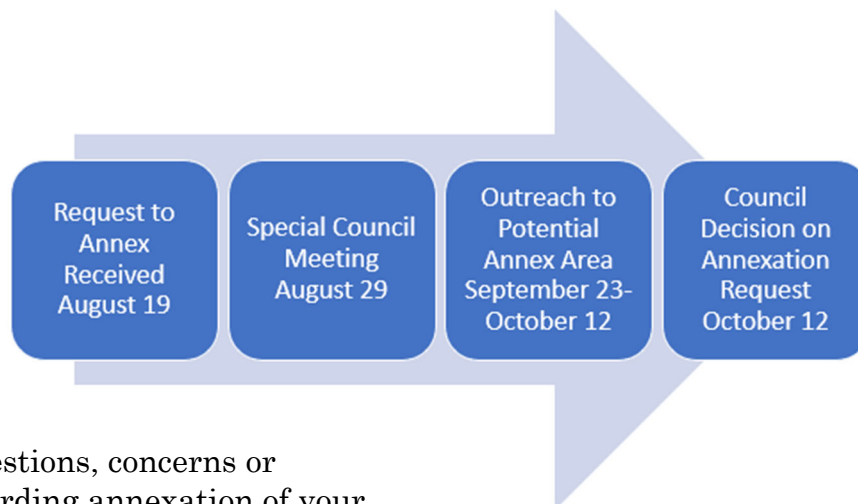
Phone: 509-427-5970

Email: leana@ci.stevenson.wa.us

Process for Petition Method Annexations

- City receives a Notice of Intent to Annex petition-signed by property owners of 10% of the assessed valuation of the area to be annexed.
- Council has 60 days to decide whether to reject, accept, or geographically modify the request.
- If accepted or geographically modified, the proponents need to submit a final petition signed by property owners of 60% of the assessed valuation of the area to be annexed. There is no timeline, however the signatures cannot be older than 6 months at time of submittal.
- City holds a public hearing on the petition for annexation.
- The annexation is sent to the Boundary Review Board (guidelines per RCW [35A.14.200](#)).
- City adopts Ordinance approving the annexation (contingent upon Boundary Review Board's decision).

Proposed Annexation Timelines



If you have questions, concerns or comments regarding annexation of your property, please contact
leana@ci.stevenson.wa.us.

City of Stevenson
7121 E. Loop Rd
PO Box 371
Stevenson, WA 98648

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Leana Kinley <leana@ci.stevenson.wa.us>

Frank Johns Road Annexation Input

Vickie Stolle <vickiestolle@gmail.com>

Wed, Sep 28, 2022 at 10:08 AM

To: "leana@ci.stevenson.wa.us" <leana@ci.stevenson.wa.us>

Good morning Leana,

My husband and I received the flyer in the mail regarding the annexation request for Frank Johns Road. Although I mentioned our stance to you on the phone when we talked earlier this week, we wanted to be sure to have something in writing sent to you as well so it is officially on the record.

My husband and I are not in favor of the annexation. The estimated financial costs alone, if it were to be approved, make it more than burdensome for us.

If there is any further information needed from us please let us know. I plan on attending the meeting on the 12th, so if there is further information I can plan to provide it then.

Thank you,
Victoria Stolle & Bryon Stolle
[502 Frank Johns Road, Stevenson](#)
541-953-6573



Leana Kinley <leana@ci.stevenson.wa.us>

Guide Meridian Annexation Reply

Christopher Byrd <cbyrd2010@yahoo.com>

Fri, Sep 30, 2022 at 12:11 PM

To: Leana <leana@ci.stevenson.wa.us>

Hello City of Stevenson,

We are contacting you today in regards to the proposed Guide Meridian Annexation.

Please be advised that we are OPPOSED to this annex proposal and do not support further action.

Kindly,

Andrea and Chris Byrd
Property Owners
[11 Bone Rd](#)
[Stevenson, WA 98648](#)

September 30, 2022

City of Stevenson Washington

Attention: Leanna

RE: Recent Annexation Proposal

Nolen R. and Judy M. Willing, property
owners of 52 Guide Meridian Rd.,
are not in favor of that property
being annexed into the city limits.

Thank you,

Judy M. Willing

October 5, 2022

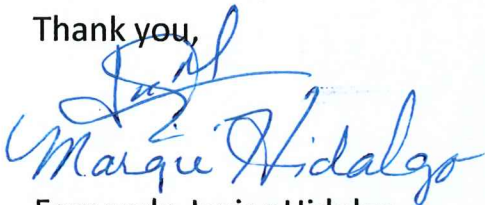
To the members of the Stevenson City Council,

This letter is to express our **opposition** to the proposed annexation as described in the flyer that was sent to those property owners that will be affected by said proposal. As it is currently proposed, even with the slight reduction in water rates and property taxes, the annual and monthly payments that this annexation would incur in order to support it are untenable for us. As we are both retired and living on a fixed income, this added expense to the already substantial increases in property taxes each year, would probably force us to move elsewhere. We have a fairly new septic system and are already gratefully on city water.

While we're cognizant of the justifications for the City of Stevenson to provide infrastructure to a larger area, we feel that annexation would provide little benefit for us except for the ability to vote for mayor and City Council members.

We fully support the Goodman's' request to annex the property described in their initial request on August 29. Their initial request did not include affecting the surrounding properties included in the proposal put forth by the city. I would suggest finding a way to honor his initial request other than adversely impacting their neighbors.

Thank you,



Fernando Javier Hidalgo

Margie Hidalgo

62 Guide Meridian Rd.

Stevenson, WA



City of Stevenson

Planning Department

(509)427-5970

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

TO: City Council
FROM: Ben Shumaker
DATE: October 12th, 2022
SUBJECT: Planning Commission Zoning Recommendation (ANX2022-01)

Introduction

This memo presents a Planning Commission recommendation on ANX2022-01. At their meeting on Monday night the Planning Commission was asked to advise the City Council on the zoning designation for this area if it were brought into the City. The Planning Commission addressed that and more and offers a broader recommendation for City Council consideration.

Recommendation

The Planning Commission provides the following guidance related to this annexation proposal:

- There is no apparent urgency to proceed with the annexation proposal.
- Prior to considering future annexations, the City should coordinate with Skamania County on a joint plan for the area.
- Should the Council proceed with the annexation, the area should be limited to the one property involved in the original request.
- Should the Council proceed with the annexation, it should apply the R1 Single-Family Residential zoning designation, and it should consider adopting a policy to automatically designate all proposed annexation areas as R1.
- Should the Council proceed with the annexation, conditions should be added to require the properties to connect to City water service immediately and agree to participate in a sewer local improvement district in the future.

Note: minutes from the planning commission meeting have not yet been prepared, and the above is a summary based on staff notes and recollection.

Prepared by,

Ben Shumaker

**CITY OF STEVENSON, WASHINGTON
RESOLUTION NO. 2022-400**

**RESOLUTION DECLARING A LOCAL EMERGENCY FOR CONSTRUCTION DUE
TO SUPPLIER BREACH OF CONTRACT**

WHEREAS, the City of Stevenson is constructing upgrades to its wastewater treatment plant as outlined in Administrative Order Docket #14221 due to violations of our National Pollutant Discharge Elimination System (NPDES) permit; and

WHEREAS, the city was notified in early August of the supplier for the Fine Bubble Diffusers, Aquarius Technologies, was closing its doors and the City sent a formal notice requesting reassurance from the vendor on August 16, 2022; and

WHEREAS, the city did not receive a response to that letter; and

WHEREAS, due to the critical path nature of this product, delay of the construction may cause future NPDES permit violations; and

WHEREAS, the lead-time for the traditional procurement process and manufacturing of the equipment would take it outside of the contractor's construction schedule, causing the city to incur additional costs due to a delay; and

WHEREAS, after confirming with the funding agency, the Department of Ecology, that an emergency process could be used the city began obtaining quotes from other suppliers for the equipment; and

WHEREAS, on August 30th the city was informed via phone call Aquarius was back in operation and working out a schedule for delivery; and

WHEREAS, the City sent Aquarius a second formal notice on September 6, 2022, notifying Aquarius it must reassure the City Aquarius could meet specified delivery dates; and

WHEREAS, the city did not receive a response and accordingly terminated the Aquarius contract and notified Aquarius of the termination by letter dated October 3, 2022. The City then continued to procure the equipment elsewhere; and

WHEREAS, after a review of the quotes received and an evaluation on the cost and lead-time for each supplier, the city negotiated an agreement with Environmental Dynamics International; and

WHEREAS, there is an emergency present due to the potential safety to the public of delaying the treatment plant project, which necessitates the utilization of emergency powers granted pursuant to the RCW 39.04.280;

WHEREAS, to properly access appropriate services and equipment in a timely manner the City needs to waive competitive bidding requirements and award all necessary contracts on behalf of the City to properly address the Administrative Order.

NOW THEREFORE, the Stevenson City Council do resolve as follows:

Section 1. There is hereby declared an emergency as defined by RCW 39.04.280(3) due to the unforeseen nature of the condition and the immediate risk to damage property and endanger health that would result in a delay of the project due to a further delay in receiving this critical path equipment notwithstanding the City's diligence in seeking compliance from the vendor.

Section 2. Pursuant to the emergency declared in Section 1, the Council ratifies the City Public Works Department's procurement contract with Environmental Dynamics International in the sum of \$128,450.00 for the purchase and sale of the Fine Bubble Diffusers aeration system and such other necessary equipment to install that product as approved by the Mayor.

Section 3. The declaration of a local emergency set forth in Section 1 shall terminate when, in the Mayor's judgment, the emergency measures contained herein are no longer required to safeguard property and public health.

Passed by the City Council this 12th day of October, 2022 by a majority of the Council.

Scott Anderson, Mayor

ATTEST:

Leana Kinley, Clerk/Treasurer

APPROVED AS TO FORM:

Kenneth B. Woodrich, Attorney

**SECTION 00 52 00 - AGREEMENT BETWEEN BUYER AND SELLER
FOR PROCUREMENT CONTRACT**

TABLE OF CONTENTS

	Page
Article 1— Procurement Contract	1
1.01 <i>Goods and Special Services</i>	1
1.02 <i>The Project</i>	1
1.03 <i>Engineer</i>	1
1.04 <i>Point of Destination</i>	1
Article 2— Procurement Contract Times	1
2.01 <i>Time of the Essence</i>	1
2.02 <i>Schedule of Procurement Contract Times</i>	1
2.03 <i>Shop Drawings and Product Data</i>	2
2.04 <i>Liquidated Damages</i>	2
Article 3— Procurement Contract Price	3
3.01 <i>Procurement Contract Price and Total Price—Based on Attached Bid</i>	3
Article 4— Payment Procedures	3
4.01 <i>Submittal and Processing of Applications for Payment</i>	3
4.02 <i>Progress Payments; Final Payment</i>	3
4.03 <i>Interest</i>	4
Article 5— Assignment of Procurement Contract	4
Article 6— Procurement Contract Documents	6
6.01 <i>List of Procurement Contract Documents</i>	6
Article 7— Seller’s Representations and Certifications	7
7.01 <i>Seller’s Representations</i>	7
7.02 <i>Seller’s Certifications</i>	8
Article 8— Confidentiality	8
8.01 <i>Confidential Information</i>	8
8.02 <i>Disclosure of Confidential Information</i>	9
8.03 <i>Waiver of Immunity</i>	9
Article 9— Mutual Waiver	9
9.01 <i>Mutual Waiver of Consequential Damages</i>	9
Exhibit A— Assignment of Procurement Contract, Consent to Assignment, and Acceptance of Assignment.....	12
Exhibit B— Surety’s Consent to Assignment.....	13

AGREEMENT BETWEEN BUYER AND SELLER FOR PROCUREMENT CONTRACT

This Procurement Agreement is by and between the City of Stevenson ("Buyer") and Environmental Dynamics International ("Seller").

Terms used in this Procurement Agreement have the meanings stated in the General Conditions of the Procurement Contract and the Supplementary Conditions of the Procurement Contract.

Buyer and Seller hereby agree as follows:

ARTICLE 1—PROCUREMENT CONTRACT

1.01 *Goods and Special Services*

- A. Seller shall furnish the Goods and Special Services as specified or indicated in the Procurement Contract Documents. The Goods and Special Services are generally described as follows: Fine Bubble Diffusers (Specification Section 46 51 33).

1.02 *The Project*

- A. The Project, of which the Goods and Special Services are a part, is generally described as follows: Wastewater Treatment Plant Improvements – Phase 1.

1.03 *Engineer*

- A. Buyer has retained Wallis Engineering ("Engineer"), to prepare Procurement Contract Documents and act as Buyer's representative. Engineer assumes all duties and responsibilities and has the rights and authority assigned to Engineer in the Procurement Contract Documents in connection with Seller's furnishing of Goods and Special Services.

1.04 *Point of Destination*

- A. The Point of Destination is designated as: Wastewater Treatment Plant, 686 Southwest Rock Creek Drive, Stevenson, WA 98648.

ARTICLE 2—PROCUREMENT CONTRACT TIMES

2.01 *Time of the Essence*

- A. All time limits for Milestones, including the submittal of Shop Drawings and Samples, the delivery of Goods, and the furnishing of Special Services as stated in the Procurement Contract Documents, are of the essence of the Procurement Contract.

2.02 *Schedule of Procurement Contract Times*

- A. The following schedule sets forth the Procurement Contract Times:

Milestone	Date or Days	Notes
Submit Shop Drawings and Product Data	42 <u>28</u> days	After Contract Times commence.
Submit Revisions or Additions to Shop Drawings and Product Data	14 days	After receipt of each Engineer's Review.
Deliver acceptable Goods to Point of Destination	154 <u>63</u> days	After approval of shop drawings. Delivery may be made in the 15-day period before delivery date.
Commence Special Services for Goods	14 <u>21</u> days	After delivery, date of Buyer's acknowledgment of receipt.
Complete Special Services and Readiness for Final Inspection and Acceptance of Goods and Special Services	14 days	After commencement of Special Services.

2.03 Shop Drawings and Product Data

- A. *Submittal of Shop Drawings and Product Data:* Seller shall submit all Shop Drawings and Samples required by the Procurement Contract Documents to Engineer for its review and approval.
- B. *Engineer's Review:* It is the intent of the parties that Engineer will conduct its review of Shop Drawings and Samples and issue its approval, or a denial accompanied by substantive comments regarding information needed to gain approval, within 14 days after Seller's submittal of such Shop Drawings and Samples, or within such longer period that is needed because of the quantity and quality of such submittals. Resubmittals will be limited whenever possible.

2.04 Liquidated Damages

- A. Buyer and Seller recognize that time is of the essence as stated in Paragraph 2.01, and that Buyer will suffer financial and other losses if the Goods are not delivered to the Point of Destination and ready for receipt of delivery by Buyer within the time specified in Paragraph 2.02, plus any extensions thereof allowed in accordance with this Procurement Contract. The parties also recognize that the timely performance of services by others involved in the Project is materially dependent upon Seller's specific compliance with the delivery requirements of Paragraph 2.02. Further, the parties recognize the time, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the loss (whether direct, consequential, or otherwise) suffered by Buyer if complete, acceptable Goods are not delivered on time. Accordingly, instead of requiring any such proof, Buyer and Seller agree that as liquidated damages for delay (but not as a penalty) Seller shall pay Buyer \$1,000 for each day that expires after the time specified in Paragraph 2.02 for submission of Shop Drawings and Product Data and delivery of acceptable Goods. Seller's obligation to pay liquidated damages shall be limited to an amount equal to ten percent (10%) of the Seller's Contract Price. Liquidated damages shall be waived for delays caused by circumstances outside of Seller's control (force majeure events).

ARTICLE 3—PROCUREMENT CONTRACT PRICE

3.01 *Procurement Contract Price and Total Price—Based on Attached Bid*

- A. For furnishing the Goods and Special Services in accordance with the Procurement Contract Documents, Buyer shall pay Seller the prices stated in Seller's Bid, attached hereto as an exhibit, subject to final adjustments for Unit Price Goods and Special Services and Buyer's Contingency Allowance, if any, and subject to the following Buyer-accepted alternates: Not Applicable.

ARTICLE 4—PAYMENT PROCEDURES

4.01 *Submittal and Processing of Applications for Payment*

- A. Seller shall submit Applications for Payment in accordance with Article 13 of the General Conditions and the following paragraphs. Engineer and Buyer will process such Applications for Payment in accordance with said Article 13.

4.02 *Progress Payments; Final Payment*

- A. Seller may submit an Application for Payment requesting the stated percentage of Procurement Contract Price upon attainment of each of the following Payment Line Items:

Payment Line Item (Lump Sum)	Percentage of Lump Sum
1. Receipt of Approval of Shop Drawings and Product Data	10 50
2. Completion of acceptable factory testing (if any)}	5
3. Delivery of Goods to Point of Destination in accordance with the Procurement Contract Documents	70 40
4. Completion of Special Services in accordance with Procurement Contract Documents	10 5
5. Final Payment: Correction of non-conformities, provision of final Operations and Maintenance manuals, submittal of warranties and other final documentation required by the Procurement Contract Documents	5
Total Procurement Contract Price (Lump Sum)	100

- B. For Unit Price Goods and Special Services, if any, or for payments owed to Seller as a result of authorizations by Buyer under the Buyer's Contingency Allowance (if any), Seller shall submit a separate Application for Payment, no more frequently than monthly, that states (1) the actual quantities of such Unit Price Goods and Special Services that have been furnished, and the applicable unit prices; and (2) the services or items performed or furnished under the Buyer's Contingency Allowance, and the amounts owed. If practical, and at Seller's option, Seller may apply for such unit price and Buyer's Contingency Allowance payments in a separate section of an Application for Payment submitted under Paragraph 4.02.A for lump sum items.

- C. Buyer shall pay Seller the amount owed under an Application for Payment within 30 days after ~~Engineer's~~ presentation to Buyer and Engineer of the Application for Payment and Engineer's recommendation.

4.03 *Interest*

- A. All amounts not paid when due will bear interest at the state statutory rate.

ARTICLE 5—ASSIGNMENT OF PROCUREMENT CONTRACT

~~A. Buyer has the right to assign this Procurement Contract for furnishing Goods and Special Services, but only to a person or entity with sufficient apparent ability to satisfy all of Buyer's obligations under this Procurement Contract, and Seller hereby consents to such assignment. Forms documenting the assignment of the Procurement Contract, and consent of Seller's surety to the assignment, have been executed by Buyer, Seller, and Seller's surety, and are attached as exhibits to this Procurement Agreement. If so, assigned the following provisions apply:~~

- ~~1. The Procurement Contract is initially executed in the name of the entity identified herein as Buyer, and will be assigned by such Buyer (as assignor) to a construction contractor (Contractor/Assignee) designated by such Buyer. The assignment will occur on the effective date of the construction contract between such Buyer (Project Owner) and the Contractor/Assignee, which is expected to occur on or about 3/1/2022. Commencing on the date of acceptance of assignment by the Contractor/Assignee, all references in the Procurement Contract to "Buyer" shall mean the designated Contractor/Assignee.~~
- ~~2. The assignment of this Procurement Contract relieves the assignor from all further obligations and liabilities under this Procurement Contract. After assignment, Seller shall become a subcontractor or supplier to the Contractor/Assignee and, except as noted herein, all rights, duties, and obligations of Buyer under the Procurement Contract become the rights, duties, and obligations of the Contractor/Assignee.~~
- ~~3. After assignment:~~
 - ~~a. The Procurement Drawings and Procurement Specifications, and any modifying Addenda will become "Contract Documents" under the construction contract.~~
 - ~~b. If the Procurement Drawings or Procurement Specifications, as "Contract Documents" under the construction contract, are duly modified under such construction contract, then Seller and Contractor/Assignee shall enter into a corresponding Change Order under the applicable provisions of this Procurement Contract.~~
 - ~~c. The Procurement Drawings and Procurement Specifications may not be modified by Seller or Contractor/Assignee, singly or in tandem, except as such Procurement Drawings or Procurement Specifications, as "Contract Documents" under the construction contract, have been duly modified under such construction contract.~~
 - ~~d. All performance warranties, guarantees, and indemnifications required by the Procurement Contract will continue to run for the benefit of assignor (Project~~

~~Owner) and, in addition, for the benefit of the Contractor/Assignee. However, if assignor (Project Owner) and Contractor/Assignee make the same warranty or guarantee claim, then Seller shall only be liable once for such claim. Other than its remedies under such warranties, guarantees, and indemnifications, assignor will not retain direct rights under this Procurement Contract, but will have rights and remedies as a party to the construction contract, whose scope of work will encompass the Procurement Drawings, Procurement Specifications, and modifying Addenda; provided, however, that any limitations on Seller's liability in this Procurement Contract will continue to bind the original Buyer (assignor) after assignment.~~

~~e. The Contractor/Assignee shall have all the rights of the Buyer under the Performance Bond and Payment Bond.~~

~~f. Seller shall submit all Applications for Payment directly to Contractor/Assignee.~~

~~1) Contractor/Assignee shall review each Application for Payment promptly, determine the amount that Contractor/Assignee approves for payment, and then include the amount approved in the next application for payment submitted to Project Owner (or Engineer) under the construction contract.~~

~~2) Contractor/Assignee shall pay Seller within 30 days of receipt of payment from the Project Owner under the construction contract.~~

~~3) After assignment Engineer will review, approve, or deny the content of Applications for Payment under the Procurement Contract only to the extent that Contractor/Assignee, as construction contractor, has incorporated such content into payment applications that Engineer reviews under the construction contract.~~

~~g. The Contractor/Assignee shall have all the rights of the Buyer under any pending Claim by Buyer.~~

~~h. All Claims and supporting documentation will be submitted directly by the claimant party (either Contractor/Assignee or Seller), to the other party, without submittal to Engineer.~~

~~1) The other party will render a response in writing within 30 days of receipt of the last submittal of claimant.~~

~~2) If the other party does not render a written response to a Claim within 30 days after receipt of the last submittal of the claimant, the other party shall be deemed to have approved the Claim in its entirety.~~

~~3) The other party's written response to a Claim, or the approval of the Claim in its entirety as a function of failure to respond within 30 days, will be final and binding upon Buyer and Seller 30 days after it is issued, unless within such 30 days of issuance either Buyer or Seller appeals the result by initiating the mediation of the Claim in accordance with the dispute resolution procedures set forth in Paragraph 12.02 of the General Conditions.~~

- ~~4) Any Claim by Seller that Contractor/Assignee may choose to submit, present, or forward to Project Owner must be submitted to Buyer within sufficient time for Contractor/Assignee to preserve its rights under the construction contract, notwithstanding any procedures or time limits in this Procurement Contract.~~
- ~~i. Seller's recovery of additional cost, time, or both cost and time for any Claim attributable to the Project Owner will be limited to the proportionate recovery by Contractor/Assignee against Project Owner for such Claim. Seller will cooperate and assist Contractor/Assignee in pursuing any Claim by Contractor/Assignee against Project Owner on behalf of Seller, including the timely preparation and delivery of supporting documentation.~~
- ~~j. If the pursuit of any claim by Contractor/Assignee against Project Owner on Seller's behalf requires the expenditure by Contractor/Assignee of legal or consulting fees, or results in litigation, arbitration, or any dispute resolution procedures, Seller agrees to pay for a proportionate share of attorneys' fees, consultant fees, and litigation, arbitration, and other resolution costs incurred by Contractor/Assignee in pursuing the claim on behalf of Seller, based upon the amount claimed by Seller as compared to the total value of the claim pursued by the Contractor/Assignee.~~
- ~~k. All rights, duties, and obligations of Engineer to Contractor/Assignee and Seller under this Procurement Contract will cease.~~
- ~~l. Subject to the foregoing provisions, all references in the Procurement Contract to submitting items to Engineer, or to Engineer having tasks or obligations, will be read after such an assignment as requiring submittal to Contractor/Assignee, or as Contractor/Assignee having such tasks or obligations (which Contractor/Assignee may delegate when appropriate).~~
- ~~m. If the Procurement Contract includes a Buyer's Contingency Allowance, upon assignment such allowance will be automatically reduced to the amount previously authorized by Buyer (Project Owner), and cease to be operational.~~
- ~~B.A. No other assignment by a party hereto of any rights under or interests in the Procurement Contract will be binding on another party hereto without the written consent of the party sought to be bound. Specifically, but without limitation, Procurement Contract payments or other money that may become due, and Procurement Contract payments or other money that are due, may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by Laws and Regulations). Unless specifically stated to the contrary in any written consent to such an assignment, such an assignment will not release or discharge the assignor from any duty or responsibility under the Procurement Contract Documents.~~

ARTICLE 6—PROCUREMENT CONTRACT DOCUMENTS

6.01 *List of Procurement Contract Documents*

- A. The Procurement Contract Documents consist of the following:
1. This Procurement Agreement.

2. General Conditions of the Procurement Contract.
 3. Supplementary Conditions of the Procurement Contract.
 4. Procurement Specifications as listed in the Procurement Specifications table of contents.
 5. Procurement Drawings.
 6. Addenda Numbers 1 to 1 inclusive.
 7. Bonds:
 - a. Performance bond (together with power of attorney).
 - b. Payment bond (together with power of attorney).
 8. Exhibits to this Procurement Agreement (enumerated as follows):
 - ~~a. Exhibit, Assignment of Contract, Consent to Assignment, and Acceptance of Assignment~~
 - ~~b. Exhibit, Surety's Consent to Assignment~~
 - ~~c.~~a. Exhibit A, Seller's Bid dated 9/19/2022, solely as to the prices set forth therein (pages 1 to 5, inclusive); and
 9. The following which may be delivered or issued on or after the Effective Date of the Procurement Contract and are not attached hereto:
 - a. Change Orders;
 - b. Change Directives; and
 - c. Field Orders.
- B. The documents listed in Paragraph 6.01.A are attached to this Procurement Agreement (except as expressly noted otherwise above).
- C. There are no Procurement Contract Documents other than those listed above.
- D. The Procurement Contract Documents may only be amended or supplemented as provided in Paragraph 11.01 of the Procurement General Conditions.

ARTICLE 7—SELLER'S REPRESENTATIONS AND CERTIFICATIONS

7.01 *Seller's Representations*

- A. In order to induce Buyer to enter into this Procurement Agreement, Seller makes the following representations:
1. Seller has examined and carefully studied the Procurement Contract Documents.
 2. If required by the Instructions to Bidders to visit the Point of Destination and the site where the Goods are to be installed or Special Services will be provided, or if, in Seller's judgment, any observable local or site conditions may affect the delivery, cost, progress, or furnishing of the Goods and Special Services, then Seller has visited the Point of Destination and site where the Goods are to be installed or Special Services will be

provided (as applicable) and become familiar with and is satisfied as to the observable local and site conditions that may affect delivery, cost, progress, and furnishing of the Goods and Special Services.

3. Seller is familiar with and is satisfied as to all Laws and Regulations that may affect the cost, progress, and performance of Seller's obligations under the Procurement Contract.
4. Seller has carefully studied, considered, and correlated the information known to Seller with respect to the effect of such information on the cost, progress, and performance of Seller's obligations under the Procurement Contract.
5. Seller has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Seller has discovered in the Procurement Contract Documents, and the written resolution (if any) thereof by Engineer is acceptable to Seller.
6. The Procurement Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance of Seller's obligations under the Procurement Contract.
7. Seller's entry into this Procurement Contract constitutes an incontrovertible representation by Seller that without exception all prices in the Procurement Agreement are premised upon furnishing the Goods and Special Services as required by the Procurement Contract Documents.

7.02 *Seller's Certifications*

- A. Seller certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Procurement Contract. For the purposes of this Paragraph 7.02:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Procurement Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Procurement Contract to the detriment of Buyer, (b) to establish bid or contract prices at artificial non-competitive levels, or (c) to deprive Buyer of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Buyer, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Procurement Contract.

ARTICLE 8—CONFIDENTIALITY

8.01 *Confidential Information*

- A. Confidential information is information in documents submitted by Seller that Seller clearly and prominently labels in writing to be a trade secret, proprietary, or confidential. Such

documents, if any, will be maintained in a manner that endeavors to avoid disclosing confidential information to third parties, to the extent allowed by Laws and Regulations.

- B. Seller shall clearly and prominently mark confidential information with the word “CONFIDENTIAL” on each page or sheet or on the cover of bound documents. Place “CONFIDENTIAL” stamps or watermarks so that they do not obscure any of the required information on the document, either in the original or in a way that would obscure any of the required information in a photocopy of the document.

8.02 *Disclosure of Confidential Information*

- A. If Buyer is requested to disclose confidential information, or becomes legally compelled (by oral questions, interrogatories, requests for information or documents, subpoena, civil or criminal investigative demand, public information requests, or other requests under Laws and Regulations) to disclose confidential information, or is required by a regulatory body, governing agency, or controlling authority to disclose confidential information, or make any other disclosure that is prohibited or otherwise constrained by the Procurement Contract, Buyer will provide Seller with prompt notice so Seller may seek an appropriate protective order or other remedy. Seller will be solely responsible for submitting to the regulatory body, governing agency, or controlling authority any arguments, briefs, memoranda, motions, authorities, or other information in opposition to disclosure.
- B. Buyer’s obligations with respect to confidential information are nullified by the following exceptions:
 - 1. Confidential information becomes a part of the public domain through publication or otherwise, through no fault of the Buyer;
 - 2. Buyer can demonstrate through suitable documentation that the confidential information was already in the Buyer’s possession, and not previously marked as confidential, or was otherwise publicly available prior to the Effective Date of the Procurement Contract;
 - 3. The confidential information is subsequently and independently disclosed to the Buyer by a third party who has a lawful right to disclose such information;
 - 4. Buyer has a good faith belief that disclosure is required or justified; or
 - 5. Buyer is required to disclose the confidential information by court order or by applicable Laws and Regulations.

8.03 *Waiver of Immunity*

- A. Notwithstanding any other provision of the Procurement Contract, it is stipulated and agreed that by accepting confidential information, Buyer has not and does not waive its legal immunity (if any) from suit or liability.

ARTICLE 9—MUTUAL WAIVER

9.01 *Mutual Waiver of Consequential Damages*

- A. Buyer and Seller waive against each other, and against the other’s officers, directors, members, partners, employees, agents, consultants, and subcontractors, any and all claims

for or entitlement to incidental, indirect, or consequential damages arising out of, resulting from, or related to the Procurement Contract. If Buyer (Project Owner) assigns this Procurement Contract to a construction contractor (Contractor/Assignee), then the terms of this Paragraph 9.01.A will be binding upon the Contractor/Assignee with respect to Seller and assignor. The terms of this mutual waiver do not apply to or limit any claim by either Buyer or Seller against the other based on any of the following: (a) contribution or indemnification, (b) liquidated damages, (c) costs, losses, or damages attributable to personal or bodily injury, sickness, disease, or death, or to injury to or destruction of the tangible property of others, (d) intentional or reckless wrongful conduct, or (e) rights conferred by any bond provided by Seller under this Procurement Contract.

IN WITNESS WHEREOF, Buyer and Seller have signed this Procurement Agreement. Counterparts have been delivered to Buyer and Seller.

The Effective Date of the Procurement Contract is 10/1/2022.

Buyer

City of Stevenson

(typed or printed name of organization)

By:

(individual's signature)

Date:

10/3/2022

(date signed)

Name:

Scott Anderson

(typed or printed)

Title:

Mayer

(typed or printed)

Attest:

(individual's signature)

Title:

City Administrator

(typed or printed)

Address for giving notices:

City Hall

7121 East Loop Road / P.O. Box 371

Stevenson, Washington 98648

Designated Representative:

Name: Leana Kinley

(typed or printed)

Title:

City Administrator

(typed or printed)

Address:

City Hall

7121 East Loop Road / P.O. Box 371

Stevenson, Washington 98648

Phone: Leana Kinley

Email: leana@ci.stevenson.wa.us

(If Buyer is a corporation, attach evidence of authority to sign. If Buyer is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

Seller

Environmental Dynamics International, Inc. (EDI)

(typed or printed name of organization)

By:

(individual's signature)

Date:

09/30/2022

(date signed)

Name:

Rachel Fallon

(typed or printed)

Title:

Contracts Manager

(typed or printed)

(If Seller is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

(individual's signature)

Title:

Director of Operations

(typed or printed)

Address for giving notices:

Environmental Dynamics International, Inc. (EDI)

5601 Paris Road

Columbia, MO 65202

Designated Representative:

Name: Rachel Fallon

(typed or printed)

Title:

Contracts Manager

(typed or printed)

Address:

Same as above.

Phone: +1 573 507 5159

Email: rachel.fallon@wastewater.com

Exhibit A—ASSIGNMENT OF PROCUREMENT CONTRACT, CONSENT TO ASSIGNMENT, AND ACCEPTANCE OF ASSIGNMENT

This assignment will be effective on the effective date of the construction contract between Buyer (as "Owner") and Contractor/Assignee (as "Contractor").

The Procurement Contract between **[insert name of original Buyer]** ("Buyer") and **[insert name of Seller]** ("Seller") for furnishing Goods and Special Services entitled **[insert name/designation of Procurement Contract]** (Procurement Contract) is hereby assigned, transferred, and set over to Contractor/Assignee, as assignee, by Buyer, as assignor. Upon assignment the Contractor/Assignee shall have the duties, rights, and obligations of Buyer under the terms of the Procurement Contract, and will be responsible to Owner under the construction contract for the performance of obligations by Seller, which will become a Subcontractor or Supplier to Contractor/Assignee. Buyer, Seller, and Contractor/Assignee hereby acknowledge and agree to be bound by the terms and conditions of assignment set forth in Article 5 of the Agreement Between Buyer and Seller for Procurement Contract.

Assignment Made by Buyer

City of Stevenson

(typed or printed name of organization)

By: _____ Date: _____
(individual's signature) (date signed)

Name: _____ Title: _____
(typed or printed) (typed or printed)

If Buyer is a corporation, attach evidence of authority to sign. If Buyer is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of Buyer-Seller Agreement.

Assignment Acknowledged and Accepted by Seller

(typed or printed name of organization)

By: _____ Date: _____
(individual's signature) (date signed)

Name: _____ Title: _____
(typed or printed) (typed or printed)

If Seller is a corporation, attach evidence of authority to sign.

Assignment Accepted by Contractor/Assignee

(typed or printed name of organization)

By: _____ Date: _____
(individual's signature) (date signed)

Name: _____ Title: _____
(typed or printed) (typed or printed)

If Contractor/Assignee is a corporation, attach evidence of authority to sign.

~~Surety hereby acknowledges, agrees, and consents that the Procurement Contract for furnishing Goods and Special Services entitled [Name of Procurement Contract] by and between [Name of Buyer] ("Buyer") and [Name of Seller] ("Seller") may be assigned, transferred, and set over to [Name of Contractor/Assignee] ("Contractor/Assignee"), in accordance with Article 5 and Exhibit A of the Agreement between Buyer and Seller for Procurement Contract.~~

~~Surety further agrees that, upon assignment of the Procurement Contract, the Contractor/Assignee shall have all the rights of the Buyer under the Procurement Performance Bond and Procurement Payment Bond.~~

By: _____ Date: _____
 (individual's signature) (date signed)
 Name: _____ Title: _____
 (typed or printed) (typed or printed)



Environmental
DYNAMICS INTERNATIONAL
A *Nexom* BRAND

CITY OF STEVENSON, WA STEVENSON WWTP IMPROVEMENTS

Detailed Scope of Work for
the Wastewater Treatment
System Improvements with
FlexAir™ Aeration
September 19, 2022

aeration for life™

5601 Paris Rd, Columbia, MO 65202
+1 573 474 9456 | www.wastewater.com



Scope of Work

Environmental Dynamics International (EDI) is pleased to offer the FlexAir Aeration Mixing System for the city of Stevenson WWTP Improvements Phase 1 project located in Stevenson, Washington. EDI is offering the Fine Bubble Diffuser aeration system including all in-basin aeration components.

The FlexAir aeration system offered will meet or exceed the performance requirements for the aeration system as specified in the Engineer's plans and specifications for this project, Section 46 51 33, Fine Bubble Diffusers and Addendum 1.

The following is the detailed scope of work to be supplied by EDI:

INCLUDED IN OVERALL SCOPE OF SUPPLY

- Aeration system design submittal and shop drawings
- Start-up, commissioning, and initial training
- 2 - year warranty from startup (or 30 months from shipment, whichever comes first)
- Operation & Maintenance Manuals
- Shipping to jobsite, Stevenson, WA

Aeration System Equipment

Specification Section 46 51 33

Design and Supply of all in-tank FlexAir™ aeration equipment required to make a fully functioning system (as per specifications and drawings) after the horizontal flange at the top of each drop pipe and including all in-water components including but not limited to:

BASE BID

NEW BIOREACTOR ZONE 1 AND 2 (1 BIOREACTORS TOTAL)

Scope of supply listed for 2 grids in 1 bioreactor (total of 1 bioreactor included in bid):

- 2 8" 304L Stainless Steel Drop Pipe. Drop pipe provided with flanged top connection and plain end bottom. The drop pipe is to be supported by the contractor such that no downward force is transmitted to the aeration piping system.
- 2 8" 304L Stainless Steel Coupling. Coupling joins plain ends of SS drop and PVC manifold.
- 2 8" Schedule 40 PVC Air Distribution Manifold Assembly. Assembly provided factory assembled and shipped in sub-assemblies. Assembly includes flanged connections at all field joints, flanged header connections and stainless steel flange fasteners.
- 20 3" SDR 26 PVC Lateral Assembly. Assembly provided factory assembled and shipped in sub-assemblies. Assembly includes fixed connections at all field joints, factory installed diffuser holders, and end caps.
- Lot 316 Stainless Steel Pipe Support for manifolds. Anchor bolts included.
- Lot Polypropylene Pipe Support for air headers. Anchor bolts included.
- 720 FlexAir Disc Diffuser Assembly. Assembly includes disc holder, membrane, and retainer ring.
- 2 Purge system.
- Lot Start-up, commissioning, and initial training combined with other supplied equipment as per specifications

ALTERNATE BID

EXISTING OXIDATION DITCH (1 BIOREACTORS TOTAL)

Scope of supply listed for 2 grids in 1 bioreactor (total of 1 bioreactor included in bid):

- 2 10" 304L Stainless Steel Drop Pipe. Drop pipe provided with flanged top connection and plain end bottom. The drop pipe is to be supported by the contractor such that no downward force is transmitted to the aeration piping system.
- 2 10" 304L Stainless Steel Coupling. Coupling joins plain ends of SS drop and PVC manifold.
- 2 10" 304L Stainless Steel Cooling Loop Pipe. Cooling pipe provided with flanged connections at all field joints.



STEVENSON WWTP IMPROVEMENTS PHASE 1,
SECTION 464133 FINE BUBBLE DIFFUSERS
(CD9526.03)

3 of 8

- 2 10" Schedule 40 PVC Air Distribution Manifold Assembly. Assembly provided factory assembled and shipped in sub-assemblies. Assembly includes flanged connections at all field joints, flanged header connections and stainless steel flange fasteners.
- 32 3" SDR 26 PVC Lateral Assembly. Assembly provided factory assembled and shipped in sub-assemblies. Assembly includes fixed connections at all field joints, factory installed diffuser holders, and end caps.
- Lot 316 Stainless Steel Pipe Support for manifolds. Anchor bolts included.
- Lot Polypropylene Pipe Support for air headers. Anchor bolts included.
- 1200 FlexAir Disc Diffuser Assembly. Assembly includes disc holder, membrane, and retainer ring..
- 2 Purge system.
- Lot Start-up, commissioning, and initial training combined with other supplied equipment as per specifications

SPARE PARTS:

- 20 FlexAir Disc Diffuser Assembly. Assembly includes disc holder, membrane, and retainer ring.
- 180 Diffuser Membranes
- 1 Air Distributor Pipe Support
- 2 Diffuser Ring Tightening Tool

Exclusions

GENERAL REQUIREMENTS

- Receiving/off-loading and secure on-site storage of all equipment
- Installation of all supplied equipment, including labor and materials

Clarifications

46 51 33

- The FlexAir Basic system will have factory installed, solvent welded diffuser holder with 2% TiO₂ piping for air headers. The FlexAir Pro system will have the diffuser membrane installed in the holder in the factory but the holder will be installed on the pipe in the field. FlexAir Pro piping will consist of 0.5-3% TiO₂ content.



**STEVENSON WWTP IMPROVEMENTS PHASE 1,
SECTION 464133 FINE BUBBLE DIFFUSERS
(CD9526.03)**

4 of 8

CONTRACT DOCUMENTS

- 2.04 *Liquidated Damages*

The daily amt of \$1000 is high as well as the 10% max. We are very hesitant to agree to any LD's with the current supply chain challenges especially high amounts without **Force Majeure clauses**.

- 4.02 *Progress Payment; Final Payment*

In general, we agree to these milestone events and percentages, but if we are awarded, we would like a discussion to make small alterations that fit our specific scope.

ARTICLE 5—ASSIGNMENT OF PROCUREMENT CONTRACT

- A.3.f.2)

Without knowing the timing of payment from Buyer to Contractor/Assignee, it is difficult to determine our final timeframe. We would request the total process take no longer than 45 days for payment to be received for approved payment applications.



Pricing

Price for the design and supply of the following as described in the scope of work above included in bid items:

- New Basin Aeration Equipment (Base Bid)
- Existing Oxidation Ditch Aeration Equipment (Alternate Bid)

FlexAir Pro (delivery 8 weeks from submittal approval)

\$ 128,450.00 USD (7.7% taxes and shipping to jobsite included)

NOTE: See EDI Standard Terms & Conditions attached to this proposal.

QUOTE VALIDITY:

EDI proposals are valid for 30 days. Beyond this 30 day window, prices may be increased by EDI by a percentage not to exceed the percentage increase in the Consumer Price Index for All Urban Consumers (CPI-U) for the U.S. City Average of All Items (Base Index 1982-84=100), as published by the U.S. Bureau of Labor Statistics, over the immediately preceding month (s). In no event, however, shall the price be less than the price extended in the original proposal. In the event the index specified above is either unavailable or is no longer published, the most comprehensive official index then published by the United States Department of Labor, Bureau of Labor Statistics that most clearly approximates the index specified above shall be substituted in place thereof. EDI shall provide Buyer written notice of the adjusted prices upon notification of Buyer's intent to purchase goods.

Payment Terms: Requests for extended financing beyond the Net terms indicated below will be quoted based upon the payment terms being requested at the time of order placement.

- 10% net 30 days from Submittals
- 40% net 30 days from Submittal/Long Lead Time Items Approval.
- 40% net 30 days from Shipment.



**STEVENSON WWTP IMPROVEMENTS PHASE 1,
SECTION 464133 FINE BUBBLE DIFFUSERS
(CD9526.03)**

6 of 8

- 10% net 30 days from Startup of EDI Equipment, or 120 days from shipment, whichever occurs first.

EQUIPMENT LEAD TIME / DELIVERY

Shop drawings / submittals would be completed within 6 weeks after confirmation of order.
Approximate delivery times of major components after submittal approval:

- Aeration Equipment see pricing

SHIPPING

- Please note that a freight surcharge will be added based on any increases in freight charges or packing materials from the quoted value provided herein to the actual value at the time of shipment. Freight transit time is an estimation as per the information provided by carriers. Delays may happen that are beyond our control. We assure our customers that every effort will be done as to help the delivery of the cargo on time.



**STEVENSON WWTP IMPROVEMENTS PHASE 1,
SECTION 464133 FINE BUBBLE DIFFUSERS
(CD9526.03)**



Questions or Comments?

Any questions or comments can be directed to:

Greg Roppelt
Regional Sales Manager

Greg.Roppelt@wastewater.com
573-507-5128



Environmental Dynamics International, A Nexom Brand
edi.marketing@wastewater.com
+1-573-474-9456

5601 Paris Rd. · Columbia MO · 65202
www.wastewater.com



**STEVENSON WWTP IMPROVEMENTS PHASE 1,
SECTION 464133 FINE BUBBLE DIFFUSERS
(CD9526.03)**

8 of 8

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into this ____ day of _____, 2022, by and between CITY OF STEVENSON, a municipal corporation of the State of Washington, and hereinafter referred to as "CITY," and FCS GROUP, hereinafter referred to as the "Contractor."

IN CONSIDERATION of the mutual promises, agreements, and covenants contained herein, it is hereby agreed, by and between the parties, as follows:

SECTION I Nature and Scope of Work

Contractor will perform services as set forth in the attached Exhibit "A." Contractor shall make oral reports, and prepare and submit written reports, in such form and frequency as required by CITY.

SECTION II Payment for Services & Expense Reimbursement

A. PAYMENT

Contractor shall be paid by CITY, for the work to be performed hereunder, as set forth in the attached Exhibit "A." Any payment made to Contractor, however, shall not constitute acceptance of the work, or any portion thereof, which is not in accordance with this contract.

B. TRAVEL

Contractor shall be reimbursed for actual transportation costs that are necessary for the performance of this contract, and which are pre-approved by the City Administrator. Any approved air travel by Contractor shall be limited to coach class (restricted fare). Travel by private auto shall be reimbursable at a rate not to exceed the Internal Revenue Service's current mileage reimbursement rate for business related travel. **If the Contractor is based outside Skamania County, any travel to and from the area shall require the prior approval of CITY's Clerk/Treasurer.**

C. TRAVEL EXPENSES

Contractor shall be reimbursed for the actual reasonable subsistence costs incurred, by Contractor, while traveling in performance of the services hereunder, not to exceed State per diem rates.

SECTION III

General Terms & Conditions

A. DURATION

This contract shall commence as of the date indicated below, and shall continue **until December 31, 2025** or until terminated by either party giving the other party thirty (30) days written notice of such termination. Notice shall be deemed to have been given at the end of three (3) working days, after the deposit of the same in the United States mail, addressed to the other party, postage prepaid, at the address of the parties as hereinafter stated. In the event of cancellation by either party, the notice may specify the services that are to be performed after receipt of the notice until the date of termination. Unless stated otherwise, Contractor shall perform no further services upon receipt of notice of the termination. On or before termination or expiration of the thirty (30) day period, Contractor agrees to deliver to CITY all records, notebooks, files, materials, reports, data, and other information pertaining to the services performed for CITY. In the event of termination, CITY shall pay Contractor for all contract costs incurred prior to termination. Contractor shall not be entitled to compensation for lost profits or expectations of profit due to CITY's early termination of this contract.

B. RELATIONSHIP OF THE PARTIES

Contractor is an independent contractor of CITY. Nothing contained herein shall be deemed to create a relationship of employer and employee or of principal and agent. Unless specifically restricted by this agreement, Contractor may hold itself out to the general public for the provision of similar services. Upon CITY's request, Contractor shall advise CITY of the approximate workload of its existing and new clients and the possibility of any conflicts of interest that may arise.

C. ASSIGNMENT

Contractor shall not assign any interest in this contract, and shall not transfer any such interest to any third party, without CITY's prior written consent. Any subcontract entered into by Contractor, for work covered by this agreement, shall require prior approval by CITY.

D. DISCLOSURE

Contractor agrees to keep confidential any information obtained by Contractor, or its employees, or any person under its control in the course of the services performed under this contract, and to refrain from publishing or revealing any information acquired by Contractor in the course of these services, without the written consent of CITY.

Any knowledge or information acquired or provided by the Contractor to CITY related to services performed under this contract shall not be considered confidential or proprietary unless such designation is approved, in writing, by CITY's City Administrator.

However, regardless of the designation of information provided by the Contractor, CITY does not waive attorney-client privilege or similar protections afforded by law.

E. DISPUTES

Except as otherwise provided or agreed, any dispute relating to this contract which is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction upon the filing of a legal action by the aggrieved party. During the pendency of any dispute, Contractor shall proceed diligently with the performance of this contract. It is further agreed by Contractor that litigation shall be limited and confined exclusively to the appropriate state court located within the State of Washington. **Venue shall be in Skamania County unless otherwise agreed to by CITY.** This contract shall be governed in accordance with the laws of the State of Washington.

F. NONWAIVER

The failure of CITY to insist upon or enforce strict performance of any provision of this contract shall not be construed as a waiver or relinquishment to any future enforcement of such contractual term.

G. AUDIT RIGHTS/PUBLIC RECORD RETENTION

During this contract, and for six (6) years thereafter, CITY shall have the right to inspect Contractor's records pertaining to this contract and to perform an audit in accordance with generally accepted audit standards. The Contractor shall make these records available without charge to CITY. Contractor agrees to either provide CITY with a copy of all records relating to the contract, or to retain such records for the applicable public records retention period and promptly provide them to CITY in order to fulfill any public records requests submitted during the retention period. Failure to promptly provide said records shall constitute a default of this agreement and entitle CITY to attorney fees and costs to recover the records, plus require Contractor to indemnify CITY against any statutory penalties for failure to promptly comply with a lawful public records request.

H. WORK PRODUCT

All "Work Product," which shall contain, without limitation, all documentation, data, studies, surveys, drawings, maps, photographs, and any object or source code for any software developed pursuant to or in connection with this contract, as well as any copyrights, patents, trade secrets, trademarks, or other intellectual property developed for or in connection with this contract, shall be work for hire and shall be the property of CITY. Contractor does hereby transfer and assign any rights that it has in the Work Product, or that may arise out of or in connection with this contract, to CITY. CITY's rights to the Work Product shall survive termination of this contract. In the event the CITY uses the "Work Product" in the future without Contractor's involvement, CITY agrees to hold harmless, defend, and indemnify Contractor for any claims or liabilities resulting from such use.

I. INSURANCE - HOLD HARMLESS

Contractor shall procure and maintain, during the life of this contract, the insurance policies and associated limits listed below to protect it, and any subcontractor performing work under this contract, from claims for damages from personal injury, including death resulting therefrom, as well as from claims for property damage which may arise under this contract, whether such work is performed by Contractor or by any subcontractor, or by anyone directly or indirectly employed by either of them. Upon demand, Contractor shall provide CITY with copies of all applicable insurance policies.

General Liability	\$1,000,000 per claim/\$2,000,000 aggregate
Automobile Liability	\$1,000,000
Worker's Compensation	\$1,000,000
Professional Liability	\$1,000,000 per claim/\$2,000,000 aggregate

CITY and Contractor ("Party" or "Parties") hereby agree to indemnify and hold harmless the other Party, its appointed and elective officers, and its employees, from and against any and all suits, claims, actions, losses, costs, penalties, fines, and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, as may be caused by the negligence or willful misconduct of the indemnitee, its agents or employees, (or anyone directly or indirectly employed or engaged by the indemnitee, including subcontractors) to perform or observe any term or condition of this contract, or for any act or inaction of the indemnitee in connection with or incident to the work covered by this contract. It is the intent of the Parties hereto that, where negligence is determined to have been contributory, principles of comparative negligence will be followed and each Party shall bear the proportionate costs of any loss, damage, expense and liability attributable to that Party's negligence.

In any and all claims against CITY by any employee of Contractor, the indemnification and hold-harmless obligation herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor under workers' compensation acts, disability acts, or other employee benefits acts, AND THE CONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY UNDER SUCH ACTS.

J. WARRANTY

Contractor agrees that services performed as specified in Exhibit "A" shall be performed in a manner consistent with the professional standards and industry practices acceptable in the trade.

K. SEVERABILITY

The invalidity or unenforceability of any provision of this contract shall not affect the other provisions hereof, and this contract shall be construed, in all respects, as if such invalid or unenforceable provisions were omitted.

L. HEADINGS

The headings used in sections of this contract are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of such sections of this contract.

M. CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this contract, and to the fullest extent permitted by law, neither CITY nor Contractor, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this contract in excess of insurance limits required hereunder.

N. ENTIRE AGREEMENT

Contractor and CITY understand and agree that this document constitutes the entire understanding between the parties regarding the work or services described herein, and that this contract supersedes all other prior agreements and understandings, whether oral or written. This contract shall not be modified or amended, except in writing, signed by both parties.

[Signatures appear on next page]

IN WITNESS WHEREOF, the parties have executed this contract at Stevenson, Washington, this _____ day of _____, 20_____.

CITY OF STEVENSON

CONTRACTOR

By: _____
_____, its Mayor

By: _____

Name & Title

Mailing Address

Approved as to form

Kenneth B Woodrich,
City Attorney

Telephone Number

Federal Tax ID Number

UBI#

Exhibit A

CITY OF STEVENSON

WATER AND SEWER UTILITY RATE STUDY AND SYSTEM DEVELOPMENT CHARGE UPDATE

FCS GROUP is pleased to submit this proposed scope of services and budget to complete a Water and Sewer Rate Study and System Development Charge Update. The scope has been developed to address the City's needs as discussed during the August 26th, 2022, call with Leana Kinley, City administrator

The rate study will review the revenue requirements of each utility on a stand-alone basis to evaluate the sufficiency of each utility's existing rates. The resulting plan will serve to establish a blueprint for achieving revenue stability, sufficiency and equitable cost-based utility rates. The system development charge update will review the City's current methodology for legal compliance, administrative ease and advancement of City goals and objectives.

Our approach offers transparency in documentation, collaboration with staff and clear communication with the City Council on policy considerations. As defined in the task plan, we follow a structured method to arrive at rate conclusions, which will enable us to perform the work in an orderly, efficient and results-oriented manner. The tasks noted below will be completed for each utility unless specifically noted otherwise.

TASK PLAN

Task 1 | Project Kickoff

Prior to performing any work on this project, FCS GROUP will submit a request for needed data and arrange for a remote meeting with City staff to set a course for completing the work and establish a clear project understanding. This meeting will also serve as an information exchange with FCS GROUP personnel responsible for collecting all necessary information and clarifying data requests. Also during the meeting, the consultant and City staff will identify and discuss key policy and technical issues to be addressed in the study.

Task 2 | Customer Statistics Validation

Customer data is the building block of a successful rate study. Customer account, meter and monthly usage/flow data for each utility is "validated" by applying existing rates by customer classification to the statistics and comparing results to actual financial results. Validation of the customer statistics data with customer demands and revenue generation is critical to the rate study as it offers consistency throughout the rate study process by using one validated data set to develop revenue, cost projections, allocation factors and rate designs. The process has proven beneficial in uncovering anomalies in data that can impact forecast revenue and cost allocation.

Task 3 | Revenue Requirement Financial Plan

This task establishes a sustainable, multi-year financial management plan that meets the projected total financial needs of each utility through the generation of sufficient, sustainable revenue. Annual cash flow needs are developed by identifying expenses incurred to operate and manage the systems including:

- Capital investment funding (improvements, expansion, and replacement)
- Expenses incurred to operate, maintain, and manage the systems
- Debt repayment
- Cash flow needs
- Fiscal policy achievement

Tasks are as follows:

- » Use the validated customer statistics in Task 4 to identify demand trends. Projected revenue will consider the sensitivities of changes in customer and demand growth related to economic and weather variables in order to mitigate volatility and stabilize revenue.
- » Using the most recent approved budget, develop a forecast of other revenue and operating expenses. Adjust for any known future changes in annual non-capital costs associated with the operation, maintenance, and administration of each of the systems. Changes may include additional staffing needs and other operating costs associated with maintaining the system along with initiating new or enhanced program activities.
- » Incorporate the most recent capital plans identifying the capital projects required for system maintenance, repair, growth and regulatory compliance (e.g., wastewater treatment plant improvements). Develop a capital funding analysis that balances available funding from rate revenue, reserve funds, contributions and additional debt, if needed.
- » Include existing and any anticipated new debt issues in the revenue requirement along with monitoring required debt service coverage ratios.
- » Provide a fiscal policy review that compares existing policies to industry practices to determine whether there are possible enhancements that would strengthen the financial health of the systems. We will recommend new policies or benchmark ratios, as warranted.
- » Develop a fund balance tracking analysis to track existing City funds. The analytical module will include annual inflows and outflows of funds and monitor target balances for compliance with established fiscal policies.
- » Develop the annual baseline multi-year rate strategy to fully fund all system obligations and smooth financial impacts. The baseline analysis will test the sufficiency of each system's current revenues in meeting all system obligations. Rate revenue sufficiency will be tested from two perspectives: the ability to meet all cash obligations, and the attainment of any debt coverage requirements.
- » Design a rate implementation strategy that meets each system's financial obligations over the multi-year planning horizon and provides smooth and moderated impacts to ratepayers.
- » Develop rate scenarios to evaluate the impact of changes to key variables such as changes in growth, project timing and priority, funding sources, and/or others identified by the City. The budget includes three (3) alternative scenarios for each utility.
- » At the end of the engagement, we will deliver an electronic copy of the financial planning model for internal use.

Task 4 | Cost of Service (COS) Analysis (Sewer Only)

The cost of service analysis establishes a defensible basis for assigning “cost shares” and establishing “equity” for system customers based on industry accepted methodologies that are tailored to the City’s unique sewer system and customer characteristics. Based on discussions with the City, the water utility has one rate schedule that serves all customer classes making it unnecessary to complete a class cost of service analysis. The sewer utility has multiple classes and strength based rates which makes a cost of service equity evaluation more applicable to establish the target revenue to collect from each customer class and strength constituent.

The COSA develops a series of functional allocations that distribute cost pools to classes of customers linked to a proportionate share of costs required to serve their demand. Specific consideration will be given to total utility costs in relationship to the functions identified below.

Exhibit 1: Sewer Cost of Service Allocations

Sewer Functions
Flow
Strength (BOD/TSS/Other)
Customer

The cost of service results will identify the cost to serve each customer class of the sewer system. The results will identify any warranted shifts in cost burden that could improve equity between customers from the existing rate structure. It also identifies the unit cost for each cost category (e.g., flow, strength, customer) ultimately providing the cost justification for each element of the City’s rate structure, ensuring a sound nexus between cost causation and rates charged.

Task 5 | Rate Design

Rate design determines how the target level of revenue will be generated (fixed v. variable charges) from each customer class and considers both the level (amount of revenue that must be generated) and structure (how the revenue will be collected and/or bill assessed). The rate design process in this study will aim to balance the priorities of the City while preserving revenue stability. Each developed rate design alternative should generate sufficient revenue to meet the revenue requirement forecast and begin to address any material inequities identified in the COSA findings. In addition, rate designs will be consistent with the City’s fiscal policies, billing system capabilities, goals and will be easy to administer and understand.

We will work with the City to determine what specific rate design changes may be warranted. The initial review of the City’s rates and discussion with city staff has indicated a review of the following may be warranted:

- Elimination of the base charge allowance included in base meter charges (400 cubic feet)
- Evaluate level of sewer multi-family per dwelling unit rate
- Evaluate level of sewer non residential flow charge
- Update BOD surcharge for medium, high and very high classifications

The budget includes development of up to two (2) alternative rate structures per utility or per customer class.

Monthly bill impacts for low, medium and high users will be calculated for comparison. In addition, a comparative survey will be completed for up to five (5) neighboring utilities.

Task 6 | System Development Charge (SDC) Update

System development charges or connection fees are one-time fees for new or redevelopment used to recover a proportional share of the value of facilities required to provide service. The general facilities charge is calculated based on the intent and structure of the Revised Code of Washington (RCW) statute for Water-Wastewater Cities and Towns (RCW 35.92.025). In general, each connection shall bear a proportional share of the cost of the system capacity required.

The SDCs developed for each system shall reflect an updated inventory of existing system assets, the most recent capacity enhancing capital improvement program costs, and determination of existing and future system capacity.

The City has specifically requested the following issues be addressed as part of the SDC update:

- Inclusion of Wastewater Treatment Plant Improvements
- Alternative options for assessing sewer connection fee
 - » Current fees establish EDUs based on beds, rooms, seats, students, etc.
 - » Identify alternatives (e.g., water meter size, indoor fixture units, orange book basis, equivalent units, other)
- Options for assessing charge to mixed use buildings (residential/commercial)
- Options for assessing charge by residential home size (small, standard, large categories generally informed by square foot assumptions)

The calculated charges will establish the maximum allowable charges that the City may choose to implement. Adopting charges less than the maximum is a viable option, particularly as part of a multi-year strategy to phase in the full cost calculated fee.

Task 7 | Project Review Meetings

It will be important to interact frequently with the City project team throughout the project to make certain that the study develops work products collaboratively, reflecting the industry expertise of the project team and the specific needs and goals of staff and management.

The study has assumed all review meetings will be remote to minimize budget. We will work with the City to determine the preferred remote platform. We recommend the following project team meetings (1 hour per meeting):

- Review revenue requirement results
- Review cost of service results
- Review of rate design alternatives
- Review of System Development Charges
- Finalize rate recommendations

We are happy to provide additional meetings and/or onsite review meetings as requested. The additional meetings will be billed on time and materials.

Task 8 | Workshop/Presentations

The success of a rate study relies on an open and involved process for informing and educating the staff and City Council on the rate study process and to clearly define the cost basis for the fees imposed on customers by linking the financial requirements to costs.

We propose two (2) workshops/presentations with the City Council conducted in a workshop or work session format to maximize interaction and collaboration.

- One (1) workshop will present preliminary results of the rate study and SDC update. This onsite workshop will discuss key assumptions, methodology, and initial findings. Discussion and obtain input for final recommendations.
- One (1) Workshop to present final rate study proposed rates and SDCs.

SCHEDULE

A comprehensive study such as this generally takes six to nine months to complete. Completion of the analysis is based on a variety of issues. These issues include timeliness of receipt of requested data/information; quality of data; ability to schedule meetings in a timely manner; and the ability of the City to provide policy direction for the study to move forward at key study milestones. A specific project schedule that meets the City's needs will be developed during the initial project meeting.

BUDGET

The total proposed level of effort to complete the Water and Sewer Rate Study and System Development Charge Update is **\$56,765** (detailed below). Our normal billing practice is to bill based on actual time and materials expended, not to exceed the total budget. We would be more than happy to negotiate the appropriate level of effort for this project if we have scaled our approach out of line with the City's needs and/or expectations. We have provided the budget by major task to allow the City the flexibility to add or delete tasks as needed

Exhibit 2: Estimated Budget for Water and Sewer Rate Study and SDC Update

Task	Managing Principal	Project Manager	Project Analysts	Admin. Support	Total Estimated Hours	Labor Budget
Project Initiation						
Task 1 - Project Kick off (remote)	1	1	1		3	\$630
- Data Collection		2	4	2	8	1,190
Water Utility Rate Study						
Task 2 - Customer Statistics Validation (revenue forecast)		4	20		24	\$3,880
Task 3 - Revenue Requirement Financial Plan (3 scenarios)	4	8	24		36	6,400
Task 4 - Cost of Service (COS) Analysis						n/a
Task 5 - Rate Design	2	4	16		22	3,820
Total Technical Tasks Water Utility	6	16	60	-	82	\$14,100
Sewer Utility Rate Study						
Task 2 - Customer Statistics Validation (revenue forecast)		4	16		20	\$3,260
Task 3 - Revenue Requirement Financial Plan (3 scenarios)	4	8	24		36	6,400
Task 4 - Cost of Service (COS) Analysis	4	6	28		38	6,630
Task 5 - Rate Design	4	8	20		32	5,780
Total Technical Tasks Sewer Utility	12	26	88	-	126	\$22,070
Water and Sewer System Development Charges (SDCs)						
Task 6 - Water and Sewer System SDC Update	8	12	40		60	\$10,780
Meetings/Presentations						
Task 7 - Project Review Meetings						
- Five (5) Remote Meetings - @1hour	5	5			10	\$2,375
Task 8 - Workshops/Presentations (City Council)						
- Presentation Development (Preliminary results)	2	8		3	13	\$2,390
- Presentation remote	2	2			4	950
- Presentation Development (Final results)	1	4		3	8	1,330
- Presentation remote	2	2			4	950
TOTAL PROJECT BUDGET	39	78	193	8	318	\$56,765
Optional:						
Documentation - Report	2	8	20	2	32	\$5,400

Task 9 | Documentation (Optional)

A written report documenting the rate study and SDC process, methodology, key assumptions, results and recommendations. The electronic rate modeling toolset will provide the technical exhibits referenced in the report. The City will have a document that outlines the rate study process for future reference and use. Although our approach views the study process as a continual and evolving plan, the City will have a document that outlines the study findings as a baseline for future reference and comparison.



WASHINGTON GORGE ACTION PROGRAMS

The Community Action Agency for Skamania and Klickitat Counties

P.O. Box 805, 115 W Steuben Street Bingen, WA 98605 509.493.3954 | 800.755.1192 | www.wagap.org

To the members of Stevenson City Council,

Washington Gorge Action Programs is requesting \$15,000 to fund our 2022-2023 winter warming shelter project.

This will be our third year operating a warming shelter in Skamania County.

In the first year, we partnered with Skamania County to use the empty building located at 702 Rock Creek Drive. In the second year, due to Covid-19, we changed our model and instead of using a static location we changed to utilizing hotels as shelter to avoid potential exposure. While this model did work and kept clients and staff safe, it was unwieldy to manage and was very costly.

This year we would like to return to our original model but in order to do so we need to be able to cover personnel expenses of those who will staff the shelter onsite. For safety reasons, we must have at least two persons working together at all times. In the past, we have relied heavily on volunteers but with Covid-19 still being a threat, people are less likely to volunteer which means we need to pay two staff members.

As we know, winters in the Gorge can be extreme and they are very unkind to those who are out in the elements. We want to bring our houseless neighbors in from the cold, provide them with a safe place to rest and warm food and beverages.

WAGAP has strong partnerships with other community serving organizations throughout the Gorge and we have modeled our shelter after the Hood River Warming Shelter model which has 10+ years of experience. They have been very kind to share their policies and procedures with us which helped tremendously when we were first starting. We are also able to refer clients back and forth as necessary and depending on client need.

Based on previous years we expect that we will serve 5-15 clients per night.

We appreciate you considering our request and look forward to partnering with you to ensure all of our neighbors are safe and warm.

Respectfully,

Leslie Naramore
Executive Director
Washington Gorge Action Programs

CITY OF STEVENSON

RESOLUTION NO. 2022-399

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEVENSON
AUTHORIZING THE AMENDMENT OF THE HEALTH
REIMBURSEMENT ARRANGEMENT/VOLUNTARY EMPLOYEES'
BENEFICIARY ASSOCIATION ("HRA VEBA") PLANS**

Recitals

WHEREAS, the Internal Revenue Code Section 501(c)(9) allows for the creation of a voluntary employees' beneficiary association which is a tax-exempt health and welfare trust; and

WHEREAS, IRS regulations and guidelines allow an employer to offer health reimbursement arrangement (HRA) plans; and

WHEREAS, the City of Stevenson ("Employer") adopted the Standard HRA Plan and the Post-separation HRA plan (collectively the "Plans") to be administered by the Voluntary Employees' Beneficiary Association (VEBA) Trust for Public Employees in the Northwest ("Trust") on January 18, 2018 through resolution 2018-305; and

WHEREAS, it was amended on October 17, 2019 through resolution 2019-348 to include the HRA VEBA Policy and Guidelines as an attachment; and

WHEREAS, the Employer has determined that it is in the best interest of the Employer and its employees to amend the Plans, which provide tax-free, defined contribution accounts for employees to reimburse qualified medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses of the employees and their qualified dependents; and

WHEREAS, the Employer desires to amend the Plans for its employees to differentiate between cash-outs for separation and retirement, and to remove the annual vacation leave contributions, which are no longer an occurrence; and

WHEREAS, the Employer desires to use the services of the Trust to administer such Plans; and

WHEREAS, the Plans will be administered in accordance with the Plan documents provided by the Trust on file in the Employer's main office.

NOW, THEREFORE, the City Council of the City of Stevenson hereby resolves as follows:

Section 1. Effective September 1, 2022 the Employer hereby amends the Plans and Trust as presently amended in exhibit A using the Trust as its plan administrator for the benefit of eligible employees as defined by Employer policies or collective bargaining agreements.

Section 2. The Plans will be funded with Employer contributions in amounts determined from time to time pursuant to Employer policies and collective bargaining agreements.

Section 3. The City Administrator is authorized to execute documents and establish procedures consistent with Plan and Trust provisions and applicable Employer policies and collective bargaining agreements necessary to affect the adoption and administration of the Plans.

PASSED by the Council of the City of Stevenson this 12th day of October, 2022.

Mayor of the City of Stevenson

ATTEST:

APPROVED AS TO FORM:

Clerk of the City of Stevenson

Kenneth B. Woodrich, PC
City Attorney

Exhibit A

CITY OF STEVENSON HRA VEBA POLICY & GUIDELINES

The City of Stevenson (“Employer”) has adopted the HRA VEBA plans offered and administered by the Voluntary Employees’ Beneficiary Association Trust for Public Employees in the Northwest (collectively the “Plans”): the **Standard HRA Plan**, which shall be integrated with the Employer’s or another qualified group health plan and to which the Employer shall remit contributions on behalf of eligible employees who are enrolled in or covered by such qualified group health plan and any other contributions that may be permitted by applicable law from time to time; and the **Post-separation HRA Plan** to which the Employer may remit contributions on behalf of eligible employees, including eligible employees who are not enrolled in or covered by the Employer’s or another qualified group health plan, and which shall provide benefits only after a participant separates from service or retires. Employer shall contribute to the Plans on behalf of all non-represented employees (“Group”) defined as eligible to participate in the Plans. Each eligible employee must submit a completed and signed Enrollment Form or enroll online to become an eligible participant and become eligible for benefits under the Plans.

Contributions on behalf of each eligible employee shall be based on the following selected funding sources/formulas.:

- ☐ **Retirement-Sick leave, vacation, personal, and other leave cash-outs upon retirement.** Eligibility is limited to employees who retire with leave cash-out rights during the term hereof. Employer contributions shall include the entire cash-out value of all unused leave days (sick, vacation, etc.) accrued and available for cash-out upon retirement per Employer personnel policy.
- ☐ **Separation-Sick leave cash-outs upon separation from service.** Eligibility is limited to employees who separate from service with leave cash-out rights during the term hereof. Employer contributions shall include the entire cash-out value of all unused sick leave days accrued and available for cash-out upon separation from service per Employer personnel policy.
- ☐ **Mandatory employee contributions** (no individual elections permitted). The Employer shall change the Group’s compensation package such that eligible employees shall receive additional benefits in the form of HRA VEBA Plan contributions equal to \$30, which shall be contributed on a monthly basis and each eligible employee’s salary shall be reduced by an equal amount. Such contributions shall be made on behalf of all Group employees defined as eligible and shall be considered and referred to as Employer contributions.
- ☐ **Direct Employer contributions.** Eligibility is limited to all active employees who have enrolled in the Employer’s high-deductible health plan. Employer contributions shall be equal to \$20, which shall be contributed on a monthly basis on behalf of all eligible Group employees.

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into this _____ day of _____, 2022, by and between CITY OF STEVENSON, a municipal corporation of the State of Washington, and hereinafter referred to as "CITY," and **Geotechnical Resources, Inc.**, hereinafter referred to as the "Contractor."

IN CONSIDERATION of the mutual promises, agreements, and covenants contained herein, it is hereby agreed, by and between the parties, as follows:

SECTION I Nature and Scope of Work

Contractor will perform services as set forth in the attached Exhibit "A." Contractor shall make oral reports, and prepare and submit written reports, in such form and frequency as required by CITY.

SECTION II Payment for Services & Expense Reimbursement

A. PAYMENT

Contractor shall be paid by CITY, for the work to be performed hereunder, as set forth in the attached Exhibit "A." Any payment made to Contractor, however, shall not constitute acceptance of the work, or any portion thereof, which is not in accordance with this contract.

B. TRAVEL

Contractor shall be reimbursed for actual transportation costs that are necessary for the performance of this contract, and which are pre-approved by the City Administrator. Any approved air travel by Contractor shall be limited to coach class (restricted fare). Travel by private auto shall be reimbursable at a rate not to exceed the Internal Revenue Service's current mileage reimbursement rate for business related travel. **If the Contractor is based outside Skamania County, any travel to and from the area shall require the prior approval of CITY's Clerk/Treasurer.**

C. TRAVEL EXPENSES

Contractor shall be reimbursed for the actual reasonable subsistence costs incurred, by Contractor, while traveling in performance of the services hereunder, not to exceed State per diem rates.

SECTION III

General Terms & Conditions

A. DURATION

This contract shall commence as of the date indicated below, and shall continue **until December 31, 2025** or until terminated by either party giving the other party thirty (30) days written notice of such termination. Notice shall be deemed to have been given at the end of three (3) working days, after the deposit of the same in the United States mail, addressed to the other party, postage prepaid, at the address of the parties as hereinafter stated. In the event of cancellation by either party, the notice may specify the services that are to be performed after receipt of the notice until the date of termination. Unless stated otherwise, Contractor shall perform no further services upon receipt of notice of the termination. On or before termination or expiration of the thirty (30) day period, Contractor agrees to deliver to CITY all records, notebooks, files, materials, reports, data, and other information pertaining to the services performed for CITY. In the event of termination, CITY shall pay Contractor for all contract costs incurred prior to termination. Contractor shall not be entitled to compensation for lost profits or expectations of profit due to CITY's early termination of this contract.

B. RELATIONSHIP OF THE PARTIES

Contractor is an independent contractor of CITY. Nothing contained herein shall be deemed to create a relationship of employer and employee or of principal and agent. Unless specifically restricted by this agreement, Contractor may hold itself out to the general public for the provision of similar services. Upon CITY's request, Contractor shall advise CITY of the approximate workload of its existing and new clients and the possibility of any conflicts of interest that may arise.

C. ASSIGNMENT

Contractor shall not assign any interest in this contract, and shall not transfer any such interest to any third party, without CITY's prior written consent. Any subcontract entered into by Contractor, for work covered by this agreement, shall require prior approval by CITY.

D. DISCLOSURE

Contractor agrees to keep confidential any information obtained by Contractor, or its employees, or any person under its control in the course of the services performed under this contract, and to refrain from publishing or revealing any information acquired by Contractor in the course of these services, without the written consent of CITY.

Any knowledge or information acquired or provided by the Contractor to CITY related to services performed under this contract shall not be considered confidential or

proprietary unless such designation is approved, in writing, by CITY's City Administrator. However, regardless of the designation of information provided by the Contractor, CITY does not waive attorney-client privilege or similar protections afforded by law.

E. DISPUTES

Except as otherwise provided or agreed, any dispute relating to this contract which is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction upon the filing of a legal action by the aggrieved party. During the pendency of any dispute, Contractor shall proceed diligently with the performance of this contract. It is further agreed by Contractor that litigation shall be limited and confined exclusively to the appropriate state court located within the State of Washington. **Venue shall be in Skamania County unless otherwise agreed to by CITY.** This contract shall be governed in accordance with the laws of the State of Washington.

F. NONWAIVER

The failure of CITY to insist upon or enforce strict performance of any provision of this contract shall not be construed as a waiver or relinquishment to any future enforcement of such contractual term.

G. AUDIT RIGHTS/PUBLIC RECORD RETENTION

During this contract, and for six (6) years thereafter, CITY shall have the right to inspect Contractor's records pertaining to this contract and to perform an audit in accordance with generally accepted audit standards. The Contractor shall make these records available without charge to CITY. Contractor agrees to either provide CITY with a copy of all records relating to the contract, or to retain such records for the applicable public records retention period and promptly provide them to CITY in order to fulfill any public records requests submitted during the retention period. Failure to promptly provide said records shall constitute a default of this agreement and entitle CITY to attorney fees and costs to recover the records, plus require Contractor to indemnify CITY against any statutory penalties for failure to promptly comply with a lawful public records request.

H. WORK PRODUCT

All "Work Product," which shall contain, without limitation, all documentation, data, studies, surveys, drawings, maps, photographs, and any object or source code for any software developed pursuant to or in connection with this contract, as well as any copyrights, patents, trade secrets, trademarks, or other intellectual property developed for or in connection with this contract, shall be work for hire and shall be the property of CITY. Contractor does hereby transfer and assign any rights that it has in the Work Product, or that may arise out of or in connection with this contract, to CITY. CITY's rights to the Work Product shall survive termination of this contract. In the event the CITY uses the "Work Product" in the future without Contractor's involvement, CITY agrees to hold harmless, defend, and indemnify Contractor for any claims or liabilities resulting from such use.

I. INSURANCE - HOLD HARMLESS

Contractor shall procure and maintain, during the life of this contract, the insurance policies and associated limits listed below to protect it, and any subcontractor performing work under this contract, from claims for damages from personal injury, including death resulting therefrom, as well as from claims for property damage which may arise under this contract, whether such work is performed by Contractor or by any subcontractor, or by anyone directly or indirectly employed by either of them. Upon demand, Contractor shall provide CITY with copies of all applicable insurance policies.

General Liability	\$1,000,000 per claim/\$2,000,000 aggregate
Automobile Liability	\$1,000,000
Worker's Compensation	\$1,000,000
Professional Liability	\$1,000,000 per claim/\$2,000,000 aggregate

CITY and Contractor ("Party" or "Parties") hereby agree to indemnify and hold harmless the other Party, its appointed and elective officers, and its employees, from and against any and all suits, claims, actions, losses, costs, penalties, fines, and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, as may be caused by the negligence or willful misconduct of the indemnitee, its agents or employees, (or anyone directly or indirectly employed or engaged by the indemnitee, including subcontractors) to perform or observe any term or condition of this contract, or for any act or inaction of the indemnitee in connection with or incident to the work covered by this contract. It is the intent of the Parties hereto that, where negligence is determined to have been contributory, principles of comparative negligence will be followed and each Party shall bear the proportionate costs of any loss, damage, expense and liability attributable to that Party's negligence.

In any and all claims against CITY by any employee of Contractor, the indemnification and hold-harmless obligation herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor under workers' compensation acts, disability acts, or other employee benefits acts, AND THE CONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY UNDER SUCH ACTS.

J. WARRANTY

Contractor agrees that services performed as specified in Exhibit "A" shall be performed in a manner consistent with the professional standards and industry practices acceptable in the trade.

K. SEVERABILITY

The invalidity or unenforceability of any provision of this contract shall not affect the other provisions hereof, and this contract shall be construed, in all respects, as if such invalid or

unenforceable provisions were omitted.

L. HEADINGS

The headings used in sections of this contract are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of such sections of this contract.

M. CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this contract, and to the fullest extent permitted by law, neither CITY nor Contractor, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this contract in excess of insurance limits required hereunder.

N. ENTIRE AGREEMENT

Contractor and CITY understand and agree that this document constitutes the entire understanding between the parties regarding the work or services described herein, and that this contract supersedes all other prior agreements and understandings, whether oral or written. This contract shall not be modified or amended, except in writing, signed by both parties.

[Signatures appear on next page]

IN WITNESS WHEREOF, the parties have executed this contract at Stevenson, Washington, this _____ day of _____, 20_____.

CITY OF STEVENSON

By: _____
_____, its Mayor

Approved as to form

Kenneth B Woodrich,
City Attorney

CONTRACTOR

Matthew S Shanahan
Digitally signed by Matthew S
Shanahan
DN: C=US,
E=mshanahan@gri.com,
O=GRI, CN=Matthew S
Shanahan
Date: 2022.09.26 16:40:30-07'00'

By: _____

Matthew S Shanahan

Principal

Name & Title

1101 Broadway Street Suite 215

Vancouver, WA 98660

Mailing Address

360-213-1690

Telephone Number

93-0864800

Federal Tax ID Number

601 601 587

UBI#

GRI 2022 FEE SCHEDULE

As discussed with Leana Kinley the fee schedule can be updated at the beginning of each year in January.

Classification	Rate/Hour
Principal	\$ 265
Associate	\$ 220
Senior Engineer	\$ 190
Senior Geologist	\$ 190
Project Engineer	\$ 170
Project Geologist	\$ 170
Engineering Staff	\$ 140
Geology Staff	\$ 140
Engineering Assistant	\$ 115
Project Accountant	\$ 130
Technical Editor	\$ 125
CAD Operator	\$ 110
Administrative Assistant	\$ 75

Other Direct Costs

Vehicle: Vehicles will be billed at the current IRS business mileage reimbursement rate.

Travel and Subsistence: All charges related to travel will be computed at cost. Subsistence will be computed per current GSA per diem rates.

Falling Weight Deflectometer (FWD) Testing: \$325 per hour

FWD Mobilization: \$1.50 per mile

PDA Mobilization: \$700 per project

Pavement Core Bit and Patch: \$35 per core

Pavement Coring Mobilization: \$1.25 per mile

Ground Penetrating Radar (GPR) Testing: \$1,800 per day. Minimum half day.

Photo Ionization Detection: \$100 per day

Laboratory Testing: Schedule of laboratory rates can be provided upon request.

Reimbursable Expenses: Expenses including outside photographic or reproduction services; equipment rental; field supplies; fees for permits, filings, applications; outside testing firms; postage and freight; etc. will be at cost.

Subcontractor Services: Charges for subcontractor services will be computed at cost plus 10%.

(LAST UPDATED 01/2022)

GRI Provides full-service design, permitting, and construction support services for geotechnical-related projects.

Based on Discussions with Leana K we understand an initial Task Order fee of approximately \$20,000 will be used for initial budgeting. This fee will be adjusted based on project specific details when they become available.

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into this _____ day of _____, 2022, by and between CITY OF STEVENSON, a municipal corporation of the State of Washington, and hereinafter referred to as "CITY," and **Grayling Engineers**, hereinafter referred to as the "Contractor."

IN CONSIDERATION of the mutual promises, agreements, and covenants contained herein, it is hereby agreed, by and between the parties, as follows:

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B. TRAVEL

Contractor shall be reimbursed for actual transportation costs that are necessary for the performance of this contract, and which are pre-approved by the City Administrator. Any approved air travel by Contractor shall be limited to coach class (restricted fare). Travel by private auto shall be reimbursable at a rate not to exceed the Internal Revenue Service's current mileage reimbursement rate for business related travel. **If the Contractor is based outside Skamania County, any travel to and from the area shall require the prior approval of CITY's Clerk/Treasurer.**

C. TRAVEL EXPENSES

Contractor shall be reimbursed for the actual reasonable subsistence costs incurred, by Contractor, while traveling in performance of the services hereunder, not to exceed State per diem rates.

SECTION III

General Terms & Conditions

A. DURATION

This contract shall commence as of the date indicated below, and shall continue **until December 31, 2025** or until terminated by either party giving the other party thirty (30) days written notice of such termination. Notice shall be deemed to have been given at the end of three (3) working days, after the deposit of the same in the United States mail, addressed to the other party, postage prepaid, at the address of the parties as hereinafter stated. In the event of cancellation by either party, the notice may specify the services that are to be performed after receipt of the notice until the date of termination. Unless stated otherwise, Contractor shall perform no further services upon receipt of notice of the termination. On or before termination or expiration of the thirty (30) day period, Contractor agrees to deliver to CITY all records, notebooks, files, materials, reports, data, and other information pertaining to the services performed for CITY. In the event of termination, CITY shall pay Contractor for all contract costs incurred prior to termination. Contractor shall not be entitled to compensation for lost profits or expectations of profit due to CITY's early termination of this contract.

B. RELATIONSHIP OF THE PARTIES

Contractor is an independent contractor of CITY. Nothing contained herein shall be deemed to create a relationship of employer and employee or of principal and agent. Unless specifically restricted by this agreement, Contractor may hold itself out to the general public for the provision of similar services. Upon CITY's request, Contractor shall advise CITY of the approximate workload of its existing and new clients and the possibility of any conflicts of interest that may arise.

C. ASSIGNMENT

Contractor shall not assign any interest in this contract, and shall not transfer any such interest to any third party, without CITY's prior written consent. Any subcontract entered into by Contractor, for work covered by this agreement, shall require prior approval by CITY.

D. DISCLOSURE

Contractor agrees to keep confidential any information obtained by Contractor, or its employees, or any person under its control in the course of the services performed under this contract, and to refrain from publishing or revealing any information acquired by Contractor in the course of these services, without the written consent of CITY.

Any knowledge or information acquired or provided by the Contractor to CITY related to services performed under this contract shall not be considered confidential or

proprietary unless such designation is approved, in writing, by CITY's City Administrator. However, regardless of the designation of information provided by the Contractor, CITY does not waive attorney-client privilege or similar protections afforded by law.

E. DISPUTES

Except as otherwise provided or agreed, any dispute relating to this contract which is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction upon the filing of a legal action by the aggrieved party. During the pendency of any dispute, Contractor shall proceed diligently with the performance of this contract. It is further agreed by Contractor that litigation shall be limited and confined exclusively to the appropriate state court located within the State of Washington. **Venue shall be in Skamania County unless otherwise agreed to by CITY.** This contract shall be governed in accordance with the laws of the State of Washington.

F. NONWAIVER

The failure of CITY to insist upon or enforce strict performance of any provision of this contract shall not be construed as a waiver or relinquishment to any future enforcement of such contractual term.

G. AUDIT RIGHTS/PUBLIC RECORD RETENTION

During this contract, and for six (6) years thereafter, CITY shall have the right to inspect Contractor's records pertaining to this contract and to perform an audit in accordance with generally accepted audit standards. The Contractor shall make these records available without charge to CITY. Contractor agrees to either provide CITY with a copy of all records relating to the contract, or to retain such records for the applicable public records retention period and promptly provide them to CITY in order to fulfill any public records requests submitted during the retention period. Failure to promptly provide said records shall constitute a default of this agreement and entitle CITY to attorney fees and costs to recover the records, plus require Contractor to indemnify CITY against any statutory penalties for failure to promptly comply with a lawful public records request.

H. WORK PRODUCT

All "Work Product," which shall contain, without limitation, all documentation, data, studies, surveys, drawings, maps, photographs, and any object or source code for any software developed pursuant to or in connection with this contract, as well as any copyrights, patents, trade secrets, trademarks, or other intellectual property developed for or in connection with this contract, shall be work for hire and shall be the property of CITY. Contractor does hereby transfer and assign any rights that it has in the Work Product, or that may arise out of or in connection with this contract, to CITY. CITY's rights to the Work Product shall survive termination of this contract. In the event the CITY uses the "Work Product" in the future without Contractor's involvement, CITY agrees to hold harmless, defend, and indemnify Contractor for any claims or liabilities resulting from such use.

I. INSURANCE - HOLD HARMLESS

Contractor shall procure and maintain, during the life of this contract, the insurance policies and associated limits listed below to protect it, and any subcontractor performing work under this contract, from claims for damages from personal injury, including death resulting therefrom, as well as from claims for property damage which may arise under this contract, whether such work is performed by Contractor or by any subcontractor, or by anyone directly or indirectly employed by either of them. Upon demand, Contractor shall provide CITY with copies of all applicable insurance policies.

General Liability	\$1,000,000 per claim/\$2,000,000 aggregate
Automobile Liability	\$1,000,000
Worker's Compensation	\$1,000,000
Professional Liability	\$1,000,000 per claim/\$2,000,000 aggregate

CITY and Contractor ("Party" or "Parties") hereby agree to indemnify and hold harmless the other Party, its appointed and elective officers, and its employees, from and against any and all suits, claims, actions, losses, costs, penalties, fines, and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, as may be caused by the negligence or willful misconduct of the indemnitee, its agents or employees, (or anyone directly or indirectly employed or engaged by the indemnitee, including subcontractors) to perform or observe any term or condition of this contract, or for any act or inaction of the indemnitee in connection with or incident to the work covered by this contract. It is the intent of the Parties hereto that, where negligence is determined to have been contributory, principles of comparative negligence will be followed and each Party shall bear the proportionate costs of any loss, damage, expense and liability attributable to that Party's negligence.

In any and all claims against CITY by any employee of Contractor, the indemnification and hold-harmless obligation herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor under workers' compensation acts, disability acts, or other employee benefits acts, AND THE CONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY UNDER SUCH ACTS.

J. WARRANTY

Contractor agrees that services performed as specified in Exhibit "A" shall be performed in a manner consistent with the professional standards and industry practices acceptable in the trade.

K. SEVERABILITY

The invalidity or unenforceability of any provision of this contract shall not affect the other provisions hereof, and this contract shall be construed, in all respects, as if such invalid or

unenforceable provisions were omitted.

L. HEADINGS

The headings used in sections of this contract are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of such sections of this contract.

M. CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this contract, and to the fullest extent permitted by law, neither CITY nor Contractor, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this contract in excess of insurance limits required hereunder.

N. ENTIRE AGREEMENT

Contractor and CITY understand and agree that this document constitutes the entire understanding between the parties regarding the work or services described herein, and that this contract supersedes all other prior agreements and understandings, whether oral or written. This contract shall not be modified or amended, except in writing, signed by both parties.

[Signatures appear on next page]

IN WITNESS WHEREOF, the parties have executed this contract at Stevenson, Washington, this _____ day of _____, 20_____.

CITY OF STEVENSON

CONTRACTOR

By: _____
_____, its Mayor

By: _____

Name & Title

Mailing Address

Telephone Number

Federal Tax ID Number

UBI#

Approved as to form

Kenneth B Woodrich,
City Attorney

EXHIBIT A - SCOPE OF WORK**CITY OF STEVENSON
ON-CALL WATER DESIGN & SYSTEM PLANNING SERVICES
SEPTEMBER 2022**

Proposed Scope of Work

The Parties shall execute a series of Task Orders, mutually agreed (in writing) by the Parties and included by reference herein. Each Task Order shall outline a schedule of related tasks, including key project milestones and a list of project deliverables.

Exclusions

- Services and deliverables not defined herein.

Estimated Fee

Total compensation to Consultant under this Agreement shall not exceed \$100,000 per City fiscal year (January 1 to December 31).

Basis of payment will be time and materials and calculated as an amount equal to the cumulative hours charged to the project by each class of employee multiplied by the standard hourly rate for each applicable billing class, plus reimbursement of expenses incurred in connection with providing services described herein, if any. Our 2022 rate schedule is provided below. Future years will be invoiced at current rates issued annually. Rates are anticipated to increase at a rate of approximately 5% per annum.

Personnel

Senior Engineer	\$200
Senior Scientist	\$185
Project Manager / Construction Manager	\$165
Design Engineer III	\$165
Design Engineer II	\$145
Design Engineer I	\$125
CAD / GIS Technician	\$110

Administrative	\$100
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Project Expenses

Expenses incurred in-house that are directly attributable to the project will be invoiced at actual cost. These expenses include the following:

Mileage	Current IRS Rate
Postage and Delivery Services	At Cost
Printing and Reproduction	At Cost
Travel, Lodging, and Subsistence	At Cost

Outside Services

Outside technical, professional, and other services will be invoiced at actual cost plus 10 percent (to cover administration and overhead).

Grayling Engineers will invoice Owner monthly. Additional work not included in this proposal must be authorized in writing by the Owner, in accordance with a written supplemental agreement.

**CITY OF STEVENSON, WASHINGTON
RESOLUTION NO. 2022-402**

**A RESOLUTION OF THE CITY COUNCIL OF STEVENSON ADOPTING
A SEPTIC-TO-SEWER PROGRAM ENTITLED HEALING SCARS IN
STEVENSON.**

WHEREAS, the *Stevenson Comprehensive Plan, as amended through May 2022*, seeks to reach a point where “development within the Stevenson Urban Area wisely considers the long-term interests of the community” (Goal 2) and “reliable utilities and convenient services fulfill the needs of the current and future community” (Goal 8). These goals guide decisions and plans for the wastewater collection and treatment system stewarded by the City Council; and

WHEREAS, in 2017, the City Council updated its *General Sewer Plan and Wastewater Facilities Plan*. The update was initiated in response to an Administrative Order from the Washington Department of Ecology. This Order was issued after repeated influent and effluent violations from the City’s Wastewater Treatment Plant (WWTP). The updated plans identified necessary improvements to the WWTP as well as the system of pipes and pumps collecting waste and conveying it to the WWTP; and

WHEREAS, the adopted 2017 update was the first update since 1991, which itself was the first update since 1977. Projects for construction, expansion and improvement of the WWTP and/or collection were identified in each plan. With each update, the City considered the Comprehensive Plan and planned for the future as it sized projects. Infrastructure improvements of this nature are known as “lumpy” as several years of low-cost maintenance are interspersed with large capital expenditures; and

WHEREAS, the 2017 wastewater plans anticipated a capital improvement “lump” of \$16,222,000 over a 6-year period as well as several smaller capital improvements to occur thereafter. Paying for these improvements is anticipated to occur partially via loan, with repayment spread over all users over a long term. All users will benefit as new users connect to the system, thereby reducing the repayment obligations of each individual user; and

WHEREAS, the wastewater collection system covers many—but not all—areas of the City and receives wastewater from many—but not all—properties in those areas. Often, those were left unsewered because they were not yet developed when the majority of the sewer lines were installed in the 1970s. The areas were largely left undeveloped up to the 1970s because of the difficulty realities of developing near the many wetlands and incising streams, and hazards of Stevenson’s hillside location. Often, uncoordinated, small-scale development in those areas over the past 50 years have not generated the return on investment necessary to extend or connect to the public sewer system and the City has allowed installation of septic systems as an alternative to sewer connection. The long-term interest in providing a reliable and convenient wastewater system anticipates connection of these areas and properties over time; and

WHEREAS, objectives 2.7, 2.10, 8.4, 8.8, and 8.9 of the *Stevenson Comprehensive Plan, as amended through May 2022*, recommendations 6, 17, 22, 23, and 24 of the *2005 Watershed*

Management Plan for Wester Water Resource Inventory Area 29 (Western WRIA 29) and actions 5 and 6 of the 2015 WRIA 29A Watershed Planning Detailed Implementation Plan (DIP), support the City’s active role in managing land use, monitoring water quality and improving ground and surface water quality through a septic-to-sewer program., specifically identified in the DIP as Task 6.5;

WHEREAS, objectives **XXXX** of the *Stevenson Comprehensive Plan, as amended through May 2022* provide guideposts to ensure the septic-to-sewer program does not inflate housing costs, **XXXXXX**, or otherwise run contrary to the public health, safety or welfare;

AND WHEREAS, the City Council has **carefully considered** the public purposes served by the establishing a septic-to-sewer program. The financial incentive provided by the Helping Encourage Adjacent Landowners Sewer Connection and Replumbing Stipend is provided pursuant to RCW 35.67.360 therefore not a gift of public funds in violation of the Washington State Constitution Article XIII section 7 and

NOW, THEREFORE, the City Council of the City of Stevenson RESOLVES to adopt the policies, procedures, and related amounts of septic-to-sewer program as contained in Exhibit “A”; and

BE IT FURTHER RESOLVED that this resolution shall be effective on **November 1st, 2022**.

Passed by a vote of _____ at the City Council meeting of _____, 2022.

SIGNED:

ATTEST:

Scott Anderson
Mayor of Stevenson

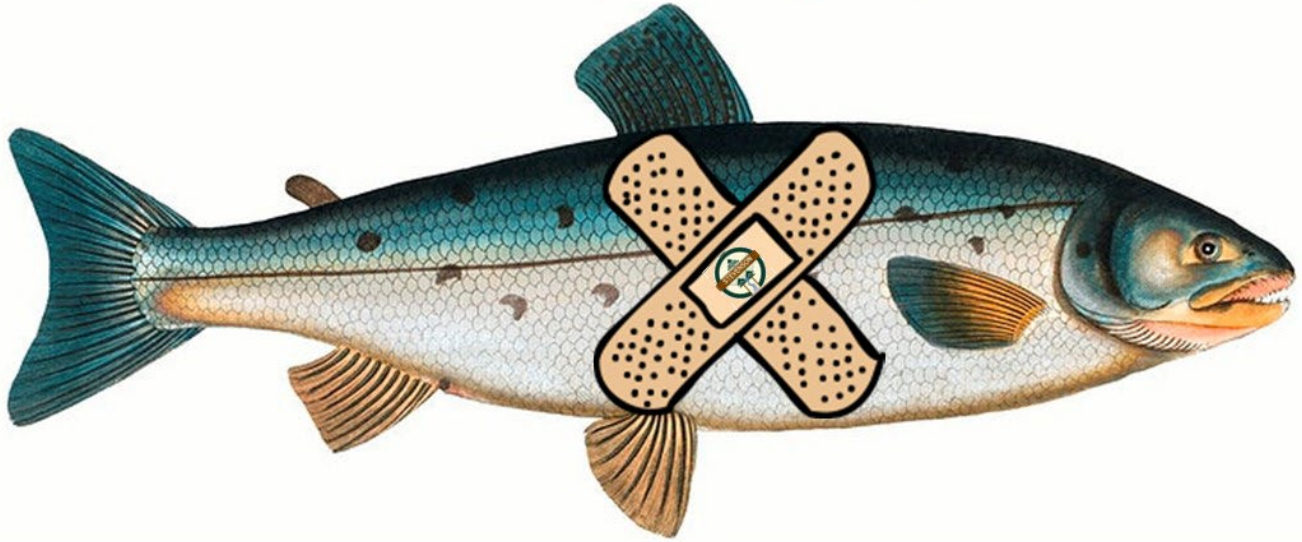
Leana Kinley
Clerk/Treasurer

APPROVED AS TO FORM:

Kenneth B. Woodrich
City Attorney

HEALing SCARS in Stevenson

**Helping Encourage Adjacent Landowners
Sewer Connection and Replumbing Stipend**



Policies, Award Procedures and Fund Administration

Approved by Resolution 2022-402

Contents

I. OVERVIEW.....	3
Purpose	3
Controlling Laws.....	3
Monitoring and Compliance	3
II. STIPEND.....	4
Maximum Amount and Sliding Scale	4
Determining the Maximum Amount.....	4
Terms of Stipend.....	4
III. ELIGIBILITY.....	5
Eligible Applicant.....	5
Eligible Area	5
2023 through 2025.....	5
2026 and Beyond	5
Extended Eligibility.....	5
Ineligible Systems.....	5
MAP A – Eligible Areas	6
IV. APPLICATION FOR INCENTIVES	7
V. FUND ADMINISTRATION.....	8
Map B – Completed Projects	8
APPENDIX A – Cost Estimate (2022)	9
Table A-1 – Estimated Property Owner Costs.....	9
APPENDIX B – Award Contract Template	10
APPENDIX C – Repayment Lien Template.....	11

I. OVERVIEW

The HEALing SCARS in Stevenson is a septic-to-sewer program advancing the public purposes stated herein. The program offers a financial incentive to decommission existing septic systems and connect to the public sewer system. The program's name reflects its intent: Helping Encourage Adjacent Landowners, Sewer Connection & Replumbing Stipend in Stevenson. This document lays out policies and procedures to ensure the incentive program is administered equitably and is not distributed as a gift of public funds.

Purpose

With this program, the City Council seeks to advance the following public purposes:

1. The public sewer system should be used to preserve, protect, and enhance the water quality values of fish-bearing streams (2.2).
2. The public sewer system should be used to correct health and safety hazards (8.4).
3. The public sewer system should guide urban expansion (2.10, 8.9).
4. Infill should occur in areas already served by the public sewer system (2.7, 8.8).
5. Incentives should be available for infill in areas served by the public sewer system (2.13).
6. Incentives should decrease dwelling costs (3.6).
7. The cost of the public sewer system should be shared by more users (3.6, 8.8).

The purposes above advance the goals and objectives of the *Stevenson Comprehensive Plan, April 2013 as Amended through May 2022*. The parenthetical notation provides a more specific reference to their location in the Comprehensive Plan. The restatement of these public purposes is related solely to this program. Their inclusion here does not preclude the City Council's embrace of other programs advancing other purposes.

Controlling Laws

The expenditure of public funds for the **purchase of, and contracting for, goods, services, supplies and materials**, shall comply with all applicable state law requirements as set forth in the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC), in addition to any applicable local and federal laws and regulations.

Monitoring and Compliance

The City Administrator shall implement, monitor, and enforce these policies and procedures.

II. STIPEND

Maximum Amount and Sliding Scale

The HEALing SCARS in Stevenson program provides an incentive up to \$XXXXXXX. Two tiers of incentive stipends are offered:

- **Tier 1 Incentives** shall not to exceed the maximum amount listed above. This incentive tier is available based on an applicant's need and fund availability. Need is determined at the reasonable discretion of the Administrator. Factors used by the Administrator may include:
 - Whether the applicant qualifies as a low-income senior citizen or low-income disabled citizen under SMC 13.10,
 - The loan-to-value ratio of the applicant's primary mortgage,
 - Other indicators of the applicants net financial worth showing financial need.
- **Tier 2 Incentives** are offered at an amount equivalent to 33% of the maximum amount, rounded down [the sum of all amounts City/County Charges which were accrued as a direct result of the connection. Examples include building/plumbing application and inspection fees, system development charges, and document recording fees] [\$1000].

Determining the Maximum Amount

The stipend amount listed in this section is determined based on the collection of costs in Appendix A. These costs are estimated within 2 broad categories:

- Contractor Costs (ex., plumber, excavator, etc.)
- City/County Charges (ex., system development charges, permit fees, inspection fees, document recording fees, etc.)

The City Council acknowledges that the estimates are not static and the maximum amount may not cover all associated costs. Updates to Appendix A are appropriate and should occur at a frequency determined by the Administrator.

Terms of Stipend

Although typically cities are prohibited from gifting city funds or lending credit under Article XIII Section 7 of the Washington State Constitution. However, the City may gift funds to aid the "poor and infirm", and RCW 35.67.360 makes a special exception for loans to advance sewer and stormwater connections. Direct grants are awarded based on financial need and loans are awarded on a reimbursement basis for actual costs incurred. Charges payable to the City are an exception to the program's reimbursement basis. City charges may be paid through an interfund transfer. As a condition of award, recipients of the either a grant or loan will be required to enter into a contract with the City. See Appendix B.

The stipend is not intended to drive housing speculation or increase housing costs. To safeguard against this, stipend recipients must record a "claw-back" lien running with the property. The lien will require full repayment of the stipend awarded, plus a 50% deterrent amount. The length of the repayment period is limited to 5 years from the initial award date, unless a different length is established when the award is issued. Among other factors, the Administrator may rely on the timeline established in RCW 58.17.140(3) when setting repayment periods. See Appendix C. The Administrator may waive the lien requirement related to Tier 1 awards.

III. ELIGIBILITY

This section documents eligibility for receipt of an incentives under the HEALing SCARS program.

Eligible Applicant

Eligible applicants are those city residents owning and occupying the dwelling for which a stipend is sought. Generally, occupancy means the owner resides in the dwelling as the applicant's primary residence and does not rent the dwelling during the applicant's absence.

Eligible Area

Based on the stated purposes, this program is only available to those properties for which sewer is already available. The area is further limited to target specific needs.

2023 through 2025

From January 1st, 2023 through December 31st, 2025, stipends will be available to owners of a property which is:

- Adjacent to an existing sewer main having sufficient capacity to accept the new connection, and
- Within 300' of a fish-bearing stream (Type F) or shoreline of the state (Type S) with demonstrated fecal coliform concerns.

2026 and Beyond

From January 1st, 2023 through December 31st, 2025, stipends will be available to owners of property which is:

- Adjacent to an existing sewer main having sufficient capacity to accept the new connection.
- Within 300' of a fish-bearing stream (Type F) or shoreline of the state (Type S).

Extended Eligibility

Proximity to a stream is not a limiting factor for any eligible applicant who the City Administrator determines is eligible for a Tier 1 award.

Ineligible Systems

This stipend is not intended to encourage poor stewardship of septic systems. To safeguard against this, eligibility for this program excludes applicants required to connect to the public sewer system based on a failure of their on-site system as determined by the environmental health officer.

MAP A – Eligible Areas

Showing 2022 city limits, Type F and Type S Streams plus 300' buffer, streets, street names for reference, **aerial or topographic** base map, septic system points

IV. APPLICATION FOR INCENTIVES

Applications for an incentive under this program must be made on a form provided by the Administrator. Prior to accepting an application as complete, the Administrator may request any additional information the Administrator deems necessary to review the applicant's eligibility for award. Complete applications will be accepted on a continuous basis. Complete applications will be reviewed, and awards will be granted on a first come, first served basis, subject to fund availability.

V. FUND ADMINISTRATION

The HEALing SCARS fund is operated as a reserved fund account. Among any other sources, contributions to this account are anticipated from:

- Transfers from the City's general fund,
- Benefactors, donations, etc.,
- In-lieu payments made to offset water quality or other environmental impacts by project proponents. Examples of this type include the initial seed funding paid as a result of a City stormwater project and include without limitation development projects in Shoreline Jurisdiction or impacting critical areas.

In addition to the award of incentives described herein, funds from this account may be used to demonstrate the impact of the award. Anticipated costs in this category include, without limitation, periodic surface water quality sampling and creation of maps related to the program.

Map B – Completed Projects

Showing 2022 city limits, a legend with a red point showing water quality impacts (1 entry, the Rock Creek Drive stormwater outfall) and a green point for HEALed SCARS (0 entries)

APPENDIX A – Cost Estimate (2022)

The table below collects all costs anticipated by the city for connection of an existing home to an adjacent public sewer system. The estimated costs herein were used to set the maximum award amount for the HEALing SCARS program.

Table A-1 – Estimated Property Owner Costs

Contractor Fees	
Replumbing ("Building Drain")	
Sewer Connection ("Building Sewer"/Cleanout/Lateral to Main)	
Septic Decommissioning	
City/County Charges	
Sewer System Development Charge	
Application for Improvement Fees	
Inspection Fees	
Document Recording Fees	
TOTAL	\$

APPENDIX B – Award Contract Template

A **template** award contract is provided on the following pages.

APPENDIX C – Repayment Lien Template

The **template** lien guaranteeing repayment of the award upon sale is provided on the following pages.



Skamania County Sheriff's Office

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
Abandon Vehicle Right of Way	2
Agency Assistance	1
Alarms oth than	1
Simple Assault	2
Burglary Residence Unlawful En	1
Business Establishment Alarm	3
Citizen Assist	2
Citizen Dispute	3
Dead Body	1
Disorderly Conduct	2
Problems with Dogs	2
Domestic Violence	3
Drug Referral	1
Fireworks Problems	2
Found Property	1
Harrass	1
Hit & Run Accident	1
Hospice	1
Information Report	3
Introduce Contraband	1
Jail Problems/Inmate Problems	1
Lost Dog	1
Medical Emergency	38
Mental Health Problems	2
Missing Person	1
officer safety information	1
Parking Problem	1
Patrol Request	4
Traffic Collision Prop Damage	2
Public Nuisance/County Ordinan	1
Request Traffic Enforcement	2
Runaway Juvenile	2
Sex Offense/Abuse	1
Threatening Suicide	2
Suspicious Person/Circumstance	10
Theft Other Property	3
Threats	1
Tresspassing	1
Unsecure Premise	1
Power/Gas/Water Problems	2
Violation Court Orders	1
Weapon Offense	1
Welfare Check	2

Total reported: 115

Report Includes:

All dates between `00:00:00 09/01/22` and `00:00:00 10/01/22`, All agencies matching `SCSO`, All natures, All locations matching `21`, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



Skamania County Sheriff's Office

Total Traffic Citation Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Total</u>
46.30.030	NO INS PROOF	1

Report Totals		1
----------------------	--	----------

Report Includes:

All dates of issue between '00:00:00 09/01/22' and '00:00:00 10/01/22', All agencies matching 'SCSO', All issuing officers, All areas matching '21', All courts, All offense codes, All dispositions, All citation/warning types

2022 Overall	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Mileage													
County	21304	18638	18072	18930	18944	19078	20915	19533	16751	0	0	0	172165
Stevenson	2409	2135	2079	2204	2117	1822	2096	1973	1788	0	0	0	18623
N. Bonneville	1101	1029	912	812	953	774	961	973	758	0	0	0	8273
USFS	2607	1932	2097	2353	839	779	1943	935	28	0	0	0	13513
Title 3	45	80	411	188	604	283	330	70	0	0	0	0	2011
Other	0	80	100	150	1745	1531	3214	1616	5	0	0	0	8441
TOTAL	25870	21813	23641	24637	25202	24267	29459	25100	19330	0	0	0	219319
Hourly Report													
Vacation	135.50	0.00	126.75	118.75	149.00	207.25	381.00	310.75	248.25	0.00	0.00	0.00	1657.25
Sick Leave	94.75	91.00	32.00	213.25	198.00	64.25	41.50	92.25	114.00	0.00	0.00	0.00	944.00
Training	38.50	35.00	274.75	111.75	119.25	44.50	40.50	26.25	63.25	0.00	0.00	0.00	753.75
Administration	52.75	60.00	87.00	114.75	47.75	86.75	65.25	85.50	60.00	0.00	0.00	0.00	659.75
Patrol/Investigations													
Schools/Com Svc	0.00	0.00	0.00	0.00	0.00	3.00	0.00	6.00	2.00	0.00	0.00	0.00	11.00
K 9	26.25	39.50	34.50	21.25	23.00	29.00	0.00	20.25	40.75	0.00	0.00	0.00	234.50
County	1078.75	1024.00	1082.75	1022.75	1289.25	1338.00	1314.00	1194.25	1034.25	0.00	0.00	0.00	10378.00
Stevenson	569.50	484.25	470.00	500.00	470.00	528.50	472.50	544.75	491.75	0.00	0.00	0.00	4531.25
Stev Court	0.00	1.00	4.25	0.00	0.00	25.75	2.00	0.00	2.00	0.00	0.00	0.00	35.00
N. Bonneville	202.75	172.25	167.00	176.50	178.50	145.75	179.50	179.75	174.00	0.00	0.00	0.00	1576.00
N. Born Court	0.00	0.00	0.00	0.00	0.00	24.75	0.00	17.00	0.00	0.00	0.00	0.00	41.75
District Court	0.00	0.00	0.00	0.00	20.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.50
Superior Court	0.00	0.00	15.50	0.00	2.00	0.00	20.00	0.00	9.00	0.00	0.00	0.00	46.50
USFS	189.50	188.50	138.50	160.50	37.50	38.00	88.50	35.00	17.50	0.00	0.00	0.00	893.50
Gorge Scenic	72.75	60.00	67.25	62.00	59.00	70.00	76.75	83.25	65.00	0.00	0.00	0.00	616.00
Weyer/Col Timber	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	1.00
Drug	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SPS Patrol	12.50	8.25	8.25	8.75	3.00	1.00	2.75	8.50	5.25	0.00	0.00	0.00	58.25
Eradication County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
County Traffic Enforce.	369.25	298.75	273.25	284.50	324.50	300.25	324.50	331.75	299.75	0.00	0.00	0.00	2806.50
SAR County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00	8.50	0.00	0.00	0.00	16.50
Title 3													
Emergency Response	0.00	1.50	17.00	0.00	10.50	29.50	9.00	4.00	0.00	0.00	0.00	0.00	71.50
SAR Missions	0.00	10.00	23.00	0.00	35.50	15.25	17.50	10.00	0.00	0.00	0.00	0.00	111.25
	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	2.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title 3 Subtotal	0.00	11.50	38.00	0.00	46.00	44.75	28.50	14.00	0.00	0.00	0.00	0.00	182.75
SubTotal Reg	2612.50	2371.50	2623.00	2462.75	2574.25	2635.25	2594.25	2545.25	2273.00	0.00	0.00	0.00	22691.75
Overtime													
Schools/Com Svc	0.00	0.00	0.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00
County	23.75	41.25	37.50	48.25	50.75	34.00	46.75	125.75	34.00	0.00	0.00	0.00	442.00
Stevenson	0.00	2.00	6.50	8.75	2.00	14.50	7.50	0.00	6.00	0.00	0.00	0.00	47.25
Stevenson Court	0.00	0.00	4.25	0.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.25
N. Bonneville	2.00	0.75	1.00	4.25	0.50	0.25	0.00	0.00	0.00	0.00	0.00	0.00	8.75
N. Bonneville Court	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
District Court	3.00	0.00	6.00	0.00	4.50	0.00	0.00	0.00	4.00	0.00	0.00	0.00	17.50
Superior Court	0.00	0.00	0.00	2.00	0.00	4.50	2.00	0.00	3.00	0.00	0.00	0.00	11.50
USFS	0.00	0.00	4.00	0.00	0.00	0.00	0.00	4.50	0.00	0.00	0.00	0.00	8.50
Training	0.00	0.00	4.00	6.00	14.25	0.00	0.00	0.00	5.00	0.00	0.00	0.00	29.25
Weyer/Col Timber	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Drug	0.00	0.00	0.00	0.00	0.00	7.25	0.00	0.00	10.25	0.00	0.00	0.00	17.50
DNR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Eradication County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
County Traffic Enforce.	0.00	0.00	0.00	3.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.75
Special Contracts	0.00	0.00	0.00	0.00	0.00	0.00	61.75	0.00	0.00	0.00	0.00	0.00	61.75
SAR County	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00
SAR Title 3	0.00	8.00	3.00	8.00	13.00	44.65	56.00	4.75	0.00	0.00	0.00	0.00	137.40
Total Overtime	32.75	44.00	63.25	78.00	76.00	60.50	118.00	131.25	62.25	0.00	0.00	0.00	666.00
Total Title 3	0.00	19.50	41.00	8.00	59.00	89.40	84.50	18.75	0.00	0.00	0.00	0.00	320.15
TOT HRS	2875.50	2613.75	2886.00	2680.75	3056.25	3056.65	3199.25	3111.50	2697.50	0.00	0.00	0.00	26377.15

Washington State Tax Structure Work Group
Joint Executive Summary of Community Engagement and Survey Reports

Background

In 2021, the Tax Structure Work Group (TSWG) created a set of tax scenarios that included different combinations of tax types to make Washington state’s tax structure more equitable/fair, stable, adequate, and transparent. The tax scenarios were *not* proposed policies; rather they were ideas intended to generate conversation and feedback as part of an effort to improve Washington’s tax structure. In 2021 and early 2022, the TSWG conducted engagement with individual community members and businesses across Washington to gather feedback about the tax scenarios.

This document summarizes the results of this feedback from the community. More detailed results are available in the following reports:

- [2021 Interim Engagement Report](#)
- [2022 Survey Technical Summary](#)

Methods

Community Engagement

Through community and business engagement efforts, the TSGW connected with approximately five thousand Washingtonians. To make the process more inclusive, the project team used multiple engagement methods including:

- 14 Tax Town Halls open to the public in seven geographic regions across the state.
- 30 presentations to community and business groups (“We Go to You” meetings).
- Six multilingual focus groups for people who speak Vietnamese, Spanish, Mandarin, Cantonese, Russian, and Korean.
- Surveys which generated 2,582 total responses.
- An online tax calculator tool that allowed the public to see how different tax structures might impact them.

Analysis

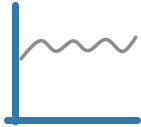
During the Tax Town Halls, “We Go to You” meetings, and multilingual focus groups, notetakers recorded participants’ feedback. The survey included opportunities for participants to share feedback through written responses. The project team analyzed this written feedback by finding themes in the responses, coding each response by theme, and identifying which themes were most common.

Results of Engagement

Through the surveys, Tax Town Halls, “We Go to You” presentations, and multilingual focus groups, participants expressed their opinions about the importance of the four principles of a well-designed tax system, definitions of fairness, and the benefits and concerns associated with each tax scenario.

Priority of Principles

The TSWG defined four principles of a well-designed tax structure as follows:



Stability: A stable tax system provides a reliable amount of money, even with ups and downs in the economy.



Transparency: Under a transparent tax system, taxpayers know when to pay taxes, the amount they need to pay, and how to make payments.



Adequacy: An adequate tax system collects enough tax revenue to pay for established public services.



Fairness: A fair or equitable tax system is one that is fair to people and to businesses. A fair tax structure must consider different viewpoints of fairness - consistency and capacity.

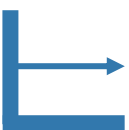
Across all engagement methods, most participants chose fairness as the most important principle.

Definitions of Fairness

Recognizing that many people have differing ideas of *fairness* within the tax structure, the TSWG developed two definitions of *fairness*, one based on *consistency*, and another based on *capacity*.



Capacity: One view of *fairness* is that those individual and businesses with higher incomes or revenue should pay a higher percent of their income or revenue in taxes, and those with lower incomes or revenue should pay a lesser percentage through graduated or progressive rates, targeted tax credits or exemptions, etc. This view of *fairness* considers the *capacity* of a taxpayer to pay the tax.



Consistency: Another view of *fairness* is that all individual and business taxpayers should pay the same percent of their income or revenue on taxes, regardless of their income through flat taxes or the same tax rates applied to all individuals and the same rates for all businesses. This view of *fairness* considers the *consistency* of the tax structure.

Although participants preferred fairness over other tax principles, they differed in their preferred definitions of fairness. Over half of Tax Town Hall and multilingual focus group participants chose *capacity* as their preferred definition of fairness and fewer than half chose *consistency*. In the survey, slightly more respondents reported that they prefer the capacity definition of fairness.

Community Input on Tax Scenarios

Current Tax Structure

Though the project team did not specifically ask about Washington’s current tax structure, some participants shared their opinions about it.

Most Common Themes Heard	
Benefits	<ul style="list-style-type: none">• Participants expressed appreciation for the current tax structure’s simplicity and stability.
Concerns	<ul style="list-style-type: none">• Participants expressed concerns that the current tax structure is regressive and has disproportionate negative impacts on lower-income Washingtonians and less profitable businesses.• Participants expressed concerns about property taxes continuing to increase over time.

Scenario A – Change Property Tax Limit Factor



The property tax limit factor is a cap on the amount of revenue the state is allowed to collect from its property tax. Current law caps the growth of Washington’s property tax revenue at 1% growth plus additional value for new construction. Scenario A aims at addressing *adequacy* of the tax structure by replacing the current property tax limit factor with a new limit tied to the combined rates of population growth and inflation. The TSWG made this a stand-alone scenario to call attention to how changing the growth limit may not be revenue neutral over time and allow taxpayers to react to this specific change.

Input from the Community

Most Common Themes Heard	
Benefits	<ul style="list-style-type: none">Participants expressed appreciation that Scenario A would provide more funding to needed government services and programs.
Concerns	<ul style="list-style-type: none">Participants expressed concern that Scenario A could result in increasing property taxes, which could disproportionately impact low-income and fixed-income property owners.

Scenario B – Update Property Tax and Tax Personal Wealth



**Property Tax
Reduction**



Wealth Tax

Scenario B addresses the *fairness* of the tax system by adding a wealth tax and a primary residence property tax exemption. The wealth tax would be a 1% tax on financial property (such as stocks and bonds), with the first \$1 billion exempt. The state property tax exemption would be on the first \$250,000 of value on a property owner’s primary residence.

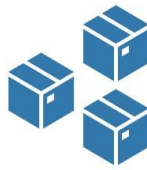
Input from the Community

Most Common Themes Heard	
Benefits	<ul style="list-style-type: none">• Participants expressed support for “progressive” tax policies in which wealthier individuals and more profitable businesses pay a greater share in taxes than poorer individuals and less profitable businesses.
Concerns	<ul style="list-style-type: none">• Participants expressed concern that Scenario B could result in economic risks and discourage economic growth.• Participants expressed concern that Scenario B could result in wealthy individuals/large businesses leaving Washington or finding loopholes.

Scenario C – Replace B&O Tax with Value Added Tax and Employer Compensation Tax



**No
B&O Tax**



Value Added Tax



**Employer
Compensation
Tax**

Scenario C addresses *fairness* by eliminating the business and occupation (B&O) tax, adding a subtraction-method value added tax (VAT), and adding an employer compensation tax.

The VAT is a tax on the value a business adds to goods or services it sells. Businesses would pay this tax on their gross receipts minus the purchase of goods and services from other businesses. It would include an exemption of the first \$1 million in gross receipts (but would slowly phase out at \$2 million).

The employer compensation tax would be a new business tax in Washington. It is a tax on employers on compensation paid to employees in Washington in the amount of over \$150,000 per employee. Businesses with total worldwide payroll over \$7 million a year would pay this tax.

Input from the Community

Most Common Themes Heard	
Benefits	<ul style="list-style-type: none">• Participants noted that the VAT could be fairer to small and low margin businesses than the B&O tax.• Participants expressed support for progressive tax policies in which more profitable businesses pay a greater share in taxes than less profitable businesses.
Concerns	<ul style="list-style-type: none">• Participants overall had concerns that the VAT would be too complicated for businesses to implement.• Participants expressed concerns that the employer compensation tax might slow down economic growth, encourage businesses to leave Washington, and disincentivize paying employees over \$150,000.

Scenario D – Replace B&O Tax with Margins Tax and Employer Compensation Tax



**No
B&O Tax**



Margins Tax



**Employer
Compensation
Tax**

Scenario D addresses *fairness* by eliminating the B&O tax, adding a margins tax, and adding an employer compensation tax.

The margins tax would be a tax on the gross receipts of businesses, minus certain deductions (either 30% of taxable income, cost of goods sold, total compensation paid, or \$1 million of gross receipts).

The employer compensation tax would be a new business tax. It is a tax on employers on compensation paid to employees in Washington in the amount of over \$150,000 per employee. Businesses with total worldwide payroll over \$7 million a year would pay this tax.

Input from the Community

Most Common Themes Heard	
Benefits	<ul style="list-style-type: none">• Participants expressed support for a margins tax and noted that the margins tax could be fairer to smaller businesses than the B&O tax.• Participants expressed support for progressive tax policies in which more profitable businesses pay a greater share in taxes than less profitable businesses.
Concerns	<ul style="list-style-type: none">• Participants expressed concerns about coupling the margins tax with an employer compensation tax since they felt that an employer compensation tax might hinder the state's economy and disincentivize paying employees over \$150,000.• Participants expressed concerns that the margins tax could be too complicated for taxpayers.• Participants expressed concerns that rich people and large business can easily leave Washington or find loopholes to paying the tax.

Scenario E – Tax Personal Income and Corporate Income at a Flat Rate



Scenario E addresses *stability* and *fairness* by reducing the state sales tax, reducing the state property tax, eliminating the B&O tax, adding a flat corporate income tax, and adding a flat personal income tax.

Input from the Community

Most Common Themes Heard	
Benefits	<ul style="list-style-type: none"> Participants expressed support for “progressive” tax policies in which wealthier individuals and more profitable businesses pay more in taxes than poorer individuals and less profitable businesses. Participants expressed appreciation that Scenario D would provide relief for low-margin and small businesses.
Concerns	<ul style="list-style-type: none"> Participants noted concerns about future potential increases in flat tax rates for the personal income tax and corporate income tax. Participants expressed concerns that Scenario E could cause economic risks, discourage economic growth, and encourage people/businesses to leave Washington. Participants expressed concerns that Scenario E could negatively affect people with low incomes and fixed incomes. Participants expressed concerns that Scenario E could create challenges regarding the Washington State Constitution.

Scenario F – Tax Personal Income and Corporate Income at a Progressive Rate



Scenario F addresses *stability* and *fairness* by reducing the state sales tax, reducing the state property tax, eliminating the B&O tax, adding a progressive corporate income tax, and adding a progressive personal income tax.

Input from the Community

Most Common Themes Heard	
Benefits	<ul style="list-style-type: none">• Participants expressed support for “progressive” tax policies in which wealthier individuals and more profitable businesses pay a greater share in taxes than poorer individuals and less profitable businesses.• Participants expressed support for consistency in the tax structure.
Concerns	<ul style="list-style-type: none">• Participants expressed concerns about future potential increases in tax rates for the progressive personal income tax and progressive corporate income tax.• Participants expressed concerns that Scenario F could cause economic risks, discourage economic growth, and encourage people/businesses to leave Washington.• Participants expressed concerns that Scenario F would create challenges regarding the Washington State Constitution.

Conclusion

The Tax Structure Work Group used feedback from community and business members to inform their discussions of tax policy proposals. The Tax Structure Work Group will continue to use this feedback as they develop policy recommendations and legislation for the 2023 Legislative Session.



FISCAL YEAR 2022 ANNUAL REPORT

A WORD FROM THE BOARD CHAIR AND EXECUTIVE DIRECTOR

Welcome to the annual report for MCEDD's Fiscal Year 2022! We prepare this report to share a summary of our work with our Board, committees and regional partners. While we still had CARES funding in FY22 that impacted our work, much of our services returned to a pre-COVID level of normal this year. We continued to seek new ways to deliver on our core competencies of high quality technical assistance, business assistance and regional collaboration. Significant milestones and accomplishments in fiscal year 2022 include:

- Completion of the five-year **Columbia Gorge Comprehensive Economic Development Strategy** with adoption of the plan in March 2022 after almost a year of public meetings.
- Deployment of **CARES funding** from the US EDA in support of business websites, our chambers in the region, industry associations, several partners, grant writing workshops, and more.
- Launching a region-wide **broadband speed test** to gather data needed for federal and state grants.
- Providing **technical assistance for our members** accessing federal funding for public works projects across our five counties.
- Launch of the **Gorge Regional Transit Strategy Phase 2** to operationalize the vision for the regional Gorge TransLink public transportation system set in Phase 1.
- Completing the **Wasco County Transit Development Plan** to guide investment and improvements for the next 20 years.
- Providing **direct business assistance** through our loan programs (MCEDD, Mount Hood Economic Alliance, Oregon Investment Board) of almost \$670,000 in funding this fiscal year to businesses.
- **Expanding available business loan funds by \$2.67 Million** for the region through MCEDD, Oregon and Washington Investment Boards.

We invite you to explore this annual report, which provides a snapshot of the resources MCEDD delivered to our service area in fiscal year 2022. The strength and history of collaboration in the Mid-Columbia region that keeps us optimistic for the future of the region. It is only through the support of our members and partners that we are able to accomplish this work, and we are so grateful for your engagement!

Sincerely,



Bob Hamlin
MCEDD Board Chair



Jessica Metta
MCEDD Executive Director

802 Chenoweth Loop Road
The Dalles, Oregon 97058
www.mcedd.org

ORGANIZATION OVERVIEW

Mid-Columbia Economic Development District (MCEDD) was established in 1969 by five counties bordering the Columbia River: Hood River, Wasco and Sherman Counties in Oregon and Skamania and Klickitat Counties in Washington. MCEDD is governed by a Board of Directors representing public and private interests throughout the region.

2022 Board of Directors

Bob Hamlin, Chair
Skamania County

David Griffith
Oregon Ports

Robert Kimmes
Healthcare

Steve Kramer, Vice Chair
Wasco County

Mike Foreaker
Cities of Wasco County

Dr. Marta Yera Cronin
Higher Education

Leana Kinley, Sec/Treas.
Cities of Skamania County

Jan Brending
Cities of Klickitat County

Scott Clements
Private Business

David Sauter
Klickitat County

Mark Zanmiller
Cities of Hood River County

Ken Bailey
Agriculture

Les Perkins
Hood River County

Erik Glover
Cities of Sherman County

Eric Proffitt
Workforce

Joe Dabulskis
Sherman County

Tonya Brumley
Oregon Chambers

Ryan O'Connor
High Tech

Pat Albaugh
Washington Ports

Jonathan Lewis
Washington Chambers

Buck Jones
Food and Beverage

MCEDD Staff

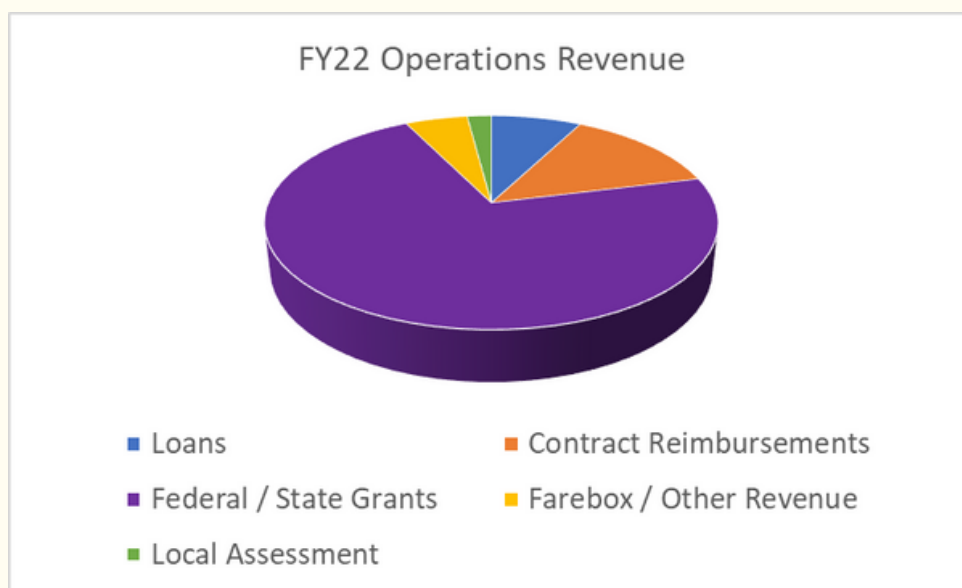
A professional staff provides business assistance, technical assistance and regional coordination for the five-county bi-state area of the Columbia River Gorge

Jessica Metta, Executive Director
Carrie Pipinich, Deputy Director of Economic Development
Kate Drennan, Deputy Director of Transportation
Dana Woods, Finance and Operations
Ami Beaver, Loan Fund Manager
Jacque Schei, Project Manager
Kathy Fitzpatrick, Mobility Manager
Lindsay McClure, Energy Project Manager
Kristyn Fix, Industry Engagement Project Manager

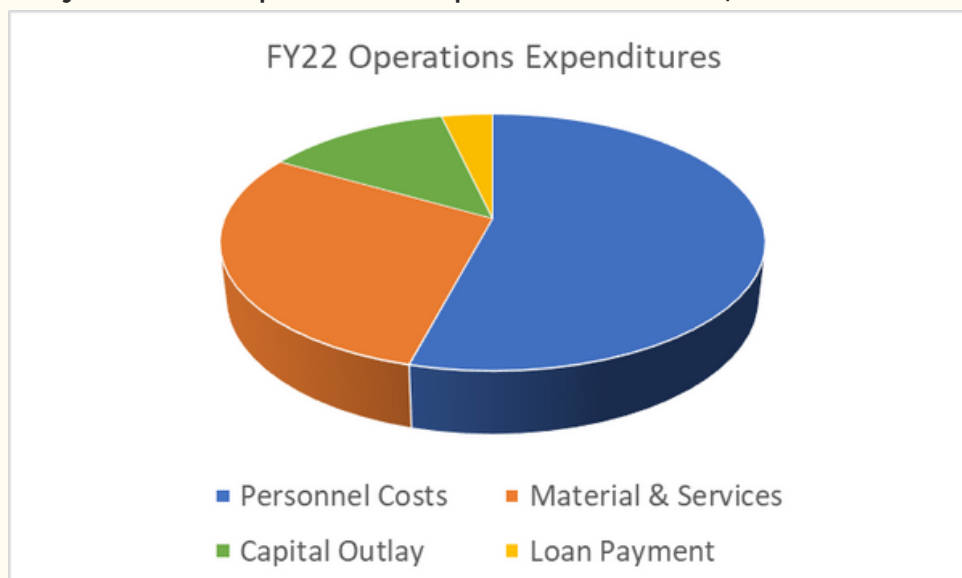
Sara Crook, Travel Trainer
Lauren Hernandez, Office Administrator
Jill Brandt, Administrative Assistant
Tasha Blaircobb, RARE Project Coordinator
Jesus Mendoza, Transportation Manager
Link Dispatchers: Rena Bowman, Sherry Leon
Link Drivers: Gerald Benedict, Fred Bergren, Scott Isaak, Kevin Lohse, Lisa Malcolm, Laura Reed, Margaret Rodriguez-Strickland, Casey Ruiz, Antonio Silva, Shane White Horse, Steve Wilson and Jesse Witkowski

STATEMENT OF FINANCIAL ACTIVITIES

MCEDD's financial picture in fiscal year 2021 looked drastically different from prior years as a result of the significant state and federal relief provided for COVID-19, especially for business grants. In fiscal year 2022, the financial makeup returned to more typical levels. Operations Revenue derived from Loans (8%), Contract Reimbursements (13%), Federal and State Grants (72%), Local Dues (2%), and Farebox and Other Revenue (5%). Operations Revenue totaled \$3,838,871 in FY22.



MCEDD's Operations Expenditures are in four categories in FY22: Loan Payments (4%), Materials and Services (29%), Capital Outlay (13%), and Personnel Costs (54%). MCEDD received federal grants to purchase five new vehicles for transit operations, which resulted in the higher capital outlay. The large amount of expenditures of business grants from FY21 is completely absent this year. Total Operations Expenditures were \$3,353,482 in FY22.

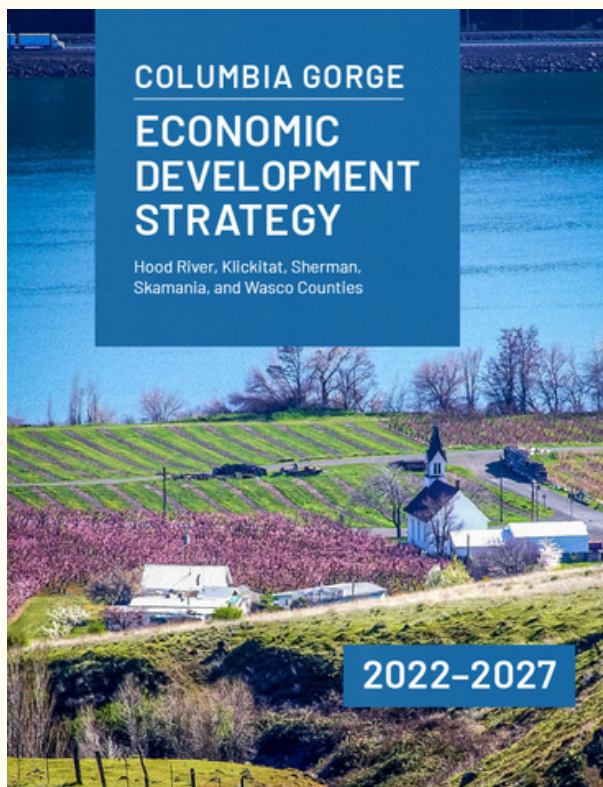


REGIONAL ECONOMIC DEVELOPMENT STRATEGY

Completing the Regional Strategy

MCEDD continued convening monthly meetings with regional partners to complete the next five-year economic development strategy, with a focus on resiliency and equitable outcomes. Started in early 2021, this process concluded with adoption of the strategy in March 2022 by the MCEDD Board of Directors. The Comprehensive Economic Development Strategy (CEDS) is a guide to understanding the regional economy and crafting goals, strategies and actions to create jobs, raise income levels, diversify the economy, and improve the quality of life.

The Strategy is presented on an interactive website at www.gorgeeconomy.org, including a shorter summary in English and Spanish.



The cover features a local photographer's springtime image near Maryhill, WA.

Columbia Gorge Economic Symposium

MCEDD hosted the Columbia Gorge Economic Symposium in November 2021, again in a virtual format. The event featured presentations from regional Oregon and Washington economists plus leaders in local business, attainable housing and workforce development sharing innovative models for economic development. MCEDD also used the forum to present the draft 2022-2027 CEDS.

Vision

A bi-state Mid-Columbia region with a resilient, thriving, sustainable, rural economy that supports equitable access to diverse business opportunities that act in harmony with the area's unique qualities, values, cultural and natural resources.

Goal Areas

- Strong Businesses
- Robust Workforce
- Resilient Infrastructure
- Powerful Regional Collaboration

Join us for the next Columbia Gorge Economic Symposium on November 4th, 2022 in The Dalles! Details at mcedd.org/strategy

ECONOMIC RESILIENCY

With a second year of support from a CARES grant through the US Economic Development Administration (EDA), MCEDD continued its work on supporting our businesses and communities recover from COVID-19. Some of our projects included:

- **Business Spotlights:** MCEDD interviewed regional business owners to learn about resources they used to start their business, be successful, and prepare for unexpected economic shocks. The resulting profiles highlight the businesses and provide insight for other business owners to learn from.
- **Business Websites:** We enabled 17 businesses across the region to develop robust websites to enhance their online presence and access to customers. Additionally, we worked with the Breweries in the Gorge and Columbia Gorge Winegrowers Association to boost their online presence to support these industries that were harder hit by the pandemic closures.
- **Childcare Businesses:** We developed a template business plan for potential childcare businesses to support the work of the Klickitat County Childcare Committee and participated in the planning group for a Child Care Center Feasibility study at Columbia Gorge Community College.
- **EDA Regional Diversification Summit:** We supported the Central Klickitat County area in hosting an EDA Regional Diversification Summit in the fall. We continued coordination with the leadership organizations throughout the year to keep momentum toward a shared vision for economic resilience in the Goldendale area through increased collaboration and progress on key projects.
- **Grant Writing Training Series:** We offered this series that highlighted grant prospecting, narrative drafting, budgeting, and grant management. 27 participants came from entities across the region and provided positive feedback on the experience.

MCEDD AND REGIONAL PARTNERS PRESENT

GRANT WRITING WORKSHOP

FOUR WEEKLY SESSIONS
MAY 4 ,11, 25 & JUNE 1
10AM - 12PM

May 4th – Grant Planning & Finding Grants
May 11th – Grant Narrative
May 25th – Grant Budgeting & Management
June 1st – Grant Evaluation

Cost: \$100
Location TBD, The Dalles
TICKET PRICE INCLUDES ALL FOUR SESSIONS
Refreshments will be provided

Virtual attendance options will be available!

REGISTER AT
[HTTPS://BIT.LY/GRANT-WRITING-REGISTRATION](https://bit.ly/grant-writing-registration)

Presentations by Paul Lindberg of Hat Creek Consulting, Ltd, MCEDD staff and regional partners.

EVENT PARTNERS
WARD EDA MCEDD
5

REGIONAL GOVERNMENT SUPPORT

Broadband

MCEDD places a core focus on increasing broadband access throughout the region as essential economic infrastructure. Key projects this year included:

- **Speed Tests:** MCEDD worked collaboratively with other economic development districts for access to a broadband speed test platform and to create an outreach campaign around “Faster Internet Oregon.” This effort will gather similar data for our Oregon Counties as is available in Washington through the State Broadband Office. We also developed a survey to gather some additional information around broadband needs along with the speed information. Results will come in the next year but the platform should provide strong data to show where our communities have access to broadband in preparation for federal and state funding that is expected to be available in the coming years.
- **Broadband Action Team:** In collaboration with the Wasco County Economic Development Commission and Q-Life, MCEDD staff also supported the formation of a Wasco County Broadband Action Team that is meeting regularly to work towards local broadband goals.



Electric vehicle carshare programs and solar panels at the middle school are some of the ways Hood River County is meeting its energy goals.

Renewable Energy

MCEDD coordinates the **Columbia Gorge Bi-State Renewable Energy Zone**, focusing this year on support for the regional priority Goldendale Pumped Storage Hydro project and sharing legislative information.

MCEDD also provides project management assistance to the **Hood River County Energy Council**, which supports development of energy projects that increase economic and physical resilience. Projects included the following:

- The Energy Council drafted and **adopted its 2022-2025 Work Plan**. The Work Plan outlines priority projects that align with the Hood River County Energy Plan’s established goals.
- The Energy Council launched a project that aims to identify and address barriers to accessing **solar, solar + storage, and energy efficiency among low-moderate income and Latinx communities in Hood River County**. This project is funded by a grant from the Meyer Memorial Trust and is being undertaken in collaboration with a number of nonprofit partners.
- Supported development of **FEMA application** for City of Cascade Locks

Community Economic Development

MCEDD worked with communities across the region to support economic development projects that enhance the resilience of our economy and communities. This year we:

- Worked to **identify funding for infrastructure assessments or feasibility studies** for the Cities of Rufus and Grass Valley. We explored funding options with the Dallesport Water District for consolidation of smaller systems. We supported development of initial engineering of feasibility studies for the Port of Skamania's docks, a sewer system in Carson, and the Cascadia East Interconnection Co-location facility in The Dalles.
- Administered Sherman County's four **housing grant programs** for development of new rental and owner-occupied housing, rehabilitation of existing housing, and property clean-up to prepare for new housing.
- **Provided technical assistance** to find and apply for grants or develop business plans for the Wasco Event Center, Mid-Columbia Community Action Council's Navigation Center, and for parks owned by Dufur Park District and Wasco County.
- Participated in and supported the leadership group for the Wasco County-The Dalles **Brownfield Coalition** that implemented a grant allocating \$600,000 in funds for brownfields assessment projects. We also supported the City of Rufus in accessing brownfield funding from Oregon to assess hazardous building materials in their Community Center.
- Supported the **Wasco County Economic Development Commission** in updating its five-year Strategic Action Plan.

Project Highlight: Biggs Service District

The Biggs Service District has undertaken a project to develop a water system for their service area. To date, the area has been served by private wells, but a new water system will allow for more growth in the community of Biggs Junction and sufficient flows to support fire suppression. MCEDD supported the District in securing USDA Rural Development funding and provides grant management. The project entails drilling a new well, construction of a 400,000+ gallon reservoir, and installation of all water lines, fire hydrants and water meters. Construction will cost approximately \$3.8 million, with Sherman County supporting a portion of the costs. The project is expected to be complete by the end of 2022.



The community of Biggs Junction



Water line installation under the bridge.
Photo credit: Anderson Perry

Infrastructure Development

MCEDD places a priority on ensuring adequate infrastructure for business and community success. Our staff provided **technical assistance** to secure funding and move projects toward construction, including support to Hood River County on a successful **Community Development Block Grant (CDBG) application** for a kitchen rehabilitation project at the Adult Center and the Port of Skamania on an Economic Development Administration American Rescue Plan application.

Grants Management

MCEDD offers administration of federal grants, including assisting in record keeping, labor standards compliance, and reporting. We provide pooled technical assistance for small communities without the capacity to administer grants with complex state and federal requirements. Projects this year included:

- **Biggs Service District water system:** Labor standards and grant administration support for USDA Rural Development grant and loan.
- **Crystal Springs Water District water project:** Labor standards and grant administration support for two Safe Drinking Water Revolving Loan Fund projects, support in requesting an increase in funding to cover cost increases post-application.
- **Cascade Locks wastewater:** Labor standards and grant administration support for a USDA/Clean Water State Revolving Fund interim, CDBG, and Business Oregon Water-Wastewater program funding.
- **City of Hood River stormwater line replacement:** Labor standards and grant administration support for a Clean Water State Revolving Fund, Business Oregon Water-Wastewater program, American Rescue Plan funded project, support in securing congressional appropriated funding and training of city staff on grant administration/labor standards procedures.
- **City of The Dalles Dog River water pipeline replacement:** Labor standards and grant administration support for a Safe Drinking Water Revolving Loan Fund and Oregon Water Resources Department funded project.
- **Sherman County bus barn project:** Project planning, labor standards and grant administration support for an Oregon Department of Transportation funded project.

Infrastructure Support in Pictures



Reservoir site in Biggs Junction



Federal and state dollars at work in Cascade Locks



Ground breaking at the Dog River water pipeline replacement

BUSINESS ASSISTANCE

MCEDD Loan Client Spotlight: Cafe Genevieve's



Café Genevieve's opened in Goldendale, WA in January 2022 as a breakfast and lunch café with a coffee house atmosphere offering wifi and informal seating. The location is convenient to downtown and the new County Services building. When owner Kristeen McGreal Loy moved to Goldendale with her husband, Nathan, and their two children in 2016, they noticed a need in the town and decided to make it happen! Named after Nathan's Grandma Genevieve, Loy plans to continue her grandmother's family tradition of providing a place to gather and connect over excellent coffee, delicious food and great service.



MCEDD Lending

Since the inception of our business loan program, MCEDD has made 320 loans to businesses totaling nearly \$19.5 million. This year, the loan program funded more than \$470,000 in new loans in support of:

- Equipment for a new children's clothing business.
- Opening of a new restaurant in Goldendale (see sidebar).
- Expansion of a gardening product developed in Stevenson.
- Equipment purchase for a well digging operation.
- Expansion of a towing, windshield repair and automotive services business near Odell.
- Expansion of a wine bar in The Dalles.
- Working capital for an outdoor equipment outfitter and jewelry studio in Maupin,

MCEDD also received a grant through Oregon Community Foundation, supporting a series of entrepreneurship networking events known as **PubTalks** in the Oregon counties as well as making improvements to our loan application.

MCEDD Loan Administration Board

Scott Clements, Chair * Bob Hamlin, Vice Chair *
Joe Dabulskis * Les Perkins * Dave Sauter * Steve
Kramer * Dillon Borton * AJ Tarnasky

Mount Hood Economic Alliance

MCEDD administers Mount Hood Economic Alliance (MHEA), a gap financier covering Clackamas, Hood River and Wasco Counties. With support from MCEDD, MHEA this year:

- Adopted a Revolving Loan Fund plan that opened loan eligibility to clients without US Citizenship.
- Funded a loan for the start-up of GRIT MMA, a fitness and competitive training gym in Milwaukie. GRIT (an acronym that stands for Grueling Resolve and Innovative Techniques) is a mixed martial arts studio for MMA competitors and fitness enthusiasts at all levels.

Oregon Investment Board

Project funding awarded through the Columbia River Gorge National Scenic Area Oregon Investment Board helps strengthen and diversify the regional economy. New lending in FY22 included:

- A new yoga studio in Hood River (see sidebar).
- The build out and provided working capital for a seafood forward fine dining restaurant in Hood River.
- A lingerie boutique in The Dalles that serves mastectomy patients and others.

MCEDD also successfully applied for a **USDA Rural Business Development Grant for \$1.9 Million** to supplement the existing revolving loan funds for the Oregon and Washington Investment Boards. These new revolving loan funds will be provided to small businesses in all counties within the National Scenic Area boundaries.



From a \$4 million allocation and revolved funds, the OIB has approved more than \$10 million total in grants and loans which have:

- Leveraged over \$15.6 million in private funds.
- Leveraged more than \$13.4 million in public funds.
- Directly created or retained approximately 750 jobs.

Industry Sector Support

MCEDD has targeted development of opportunities in strong regional industry sectors including High Tech. **The Gorge Technology Alliance** (GTA) contracts with MCEDD for project management assistance. The local tech industry continues its strong performance and MCEDD staff assisted the GTA in completing an update of their **Strategic Plan** to provide a strong foundation for the organization as they come out of the pandemic's challenges with gatherings.

MCEDD also supported the initial planning stages for the **Wasco County Innovation Initiative** through development of a basic digital economy ecosystem assessment and strategy. The group also developed branding and began hosting an Innovator Drinks series with two successful events in The Dalles highlighting innovative entrepreneurs in Wasco County.

OIB

Members:

Chair Craig Bowder,
Vice-Chair Doug Roof, Sec./Treas.
Jorge Barragan,
Jill Amery, Kirk Wright, Gil Kelley,
Jamie Kranz

OIB Loan Client Profile



Chelsey Moss found her way to yoga by way of a doctor's recommendation after a breast cancer diagnosis in her early 30s. She came to understand and love the practice and credits yoga in part for her 10 year remission. She completed her 500-hour certification to teach and opened her own studio, Big Buddha Yoga, in Hood River with the help of a loan from the OIB.

Moss noted there were challenges to opening the studio during the COVID-19 pandemic, but she hopes the studio will help the community heal emotionally from the trauma of the pandemic and reinvest in their wellness.

TRANSPORTATION



The Go Vets Columbia Gorge grant program supported by MCEDD funds the following transportation needs in our region:

- Access to any healthcare or wellness resources
- Dial-A-Ride services (Hood River, Wasco, Sherman Counties)
- Connectivity to the Disabled American Veterans Van
- Hospital Shuttle to the VA in Portland
- Annual GORge Pass
- One-on-One Travel Training Assistance
- Travel Tools (noise-canceling headphones, etc.)

Gorge TransLink Alliance

MCEDD staff manages this alliance of regional transportation providers. This year staff worked to support:

- Implementation of the **GORge Pass**, an annual transit pass for all regional fixed route services for a low-cost annual fee. Engaged in major marketing effort with TV and radio interviews, ads, social media videos and posts, and partnership with local businesses throughout the Gorge.
- Kickoff of the **Gorge Regional Transit Strategy Phase II**, a region-wide project to implement the vision identified in Phase I. The project considers regional priorities, coordination, governance, and future technologies.
- Continued **grant-writing support** to serve schoolkids, veterans, and other groups. Supporting COVID-19 response and recovery services and working closely with state and local organizations to lift community efforts.

The Link Public Transport

MCEDD operates The Link, Wasco County's public transportation service, and continues to find ways to better serve the community through:

- Completing a **20-year Transit Development Plan** to guide investment and improvements to transit in Wasco County
- Introducing a **new service to Mosier, Hood River** 4x per day on weekdays.
- Distributing free GORge Passes and Dial-A-Ride tickets for low-income riders through the **Transit Connect program**.
- Creating a **travel training program** to connect individuals, employers, and organizations to free training on how to use the transit system.
- Operating a **summer route** with free rides to The Dalles Aquatic Center and The Dalles Farmers Market.



The Link in FY22:

- Total Passenger One-Way Trips: 20,676
- Elderly/Disabled One-Way Trips: 7,584
- Revenue Service Hours: 14,269
- Revenue Service Miles: 170,445



WASHINGTON GORGE ACTION PROGRAMS

The Community Action Agency for Skamania and Klickitat Counties

P.O. Box 805, 115 W Steuben Street Bingen, WA 98605 509.493.3954 | 800.755.1192 | www.wagap.org

2021 WAGAP Annual Report

Your Community Action Agency.

Helping People. Changing Lives.

Learn more at
www.wagap.org

Success by the Numbers

Households Helped **4,432**

Individuals Helped **9,248**

Volunteer Hours **4,719**

Emergency Temporary Shelter Provided **217**

Food Boxes Distributed **10,915**

Emergency Protections from Violence Issued **46**

Legal Assistance **651**

Households Receiving Energy Assistance **415**



Rep Gina Mosbrucker meets Kirsten Poole to celebrate grant funding secured for the new Domestic Violence Shelter.

From the desk of the Executive Director

Serving the greatest number in history

In 2021, Washington Gorge Action Programs celebrated 55 years of vital community service.

At the start of the shutdown in 2020, none of us imagined the struggle would continue more than a year later. I am so proud of the agency and work we do, especially in difficult times.

We've experienced tremendous growth and hardships in the last year. Our staff have been stretched

thin learning new grants, navigating waters and keeping our employees and community safe.

In 2021, WAGAP served the greatest number of clients ever. When our communities needed us, we stepped up for them in a big way.

We couldn't do any of this work without you. It is with heartfelt gratitude that I say thank you!

Thank you for supporting us, thank



you for supporting your community, and thank you for continuing to help us help people and change lives.

In gratitude,

Leslie Naramore
Executive Director

Our Mission

**Strengthening community by inspiring hope
and helping people help themselves.**

Washington Gorge Action Programs long term agency goals:

To reduce the negative impact of poverty on individuals, families, and communities.

To foster individual and family self-sufficiency, health, and well being.

To advocate for economic and social justice in our communities.

To alleviate violence through projects, community education, advocacy, and social change.

To reduce hunger and malnutrition and promote food security.

An Overview of our Programs

Community Youth Center

An afterschool drop-in facility for youth ages 6-17

Emergency Services

Crisis intervention, housing, utilities, referrals

Energy Assistance

Assistance with utility bills and shut off prevention

Food Banks

Monthly and emergency food distribution

Commodity Supplemental Food Program

Additional food for low-income seniors

Second Hand Rose

Thrift store providing vouchers & job training

Emergency Shelter

Short Term emergency housing

Emergency warming and cooling shelters

Permanent Supportive Housing

Long term housing with case management for persons with disabilities

Turning Point Rapid Rehousing

Two year self-sufficiency program with housing

Homelessness Prevention Activities

First month rent, security deposit, and homelessness prevention

Weatherization

Referral to services to increase home energy efficiency

Programs for Peaceful Living (Klickitat Co)

Domestic Violence Services & Prevention

Sexual Assault Services & Prevention

Crime Victim Services (Klickitat Co)

Support for victims of crimes

Care Coordination (Klickitat Co)

Helping individuals live healthier lives and get the support they need

Prevention (Klickitat Co)

Drug Free Communities grant for Klickitat County.

Community Prevention and Wellness Initiative for Goldendale and White Salmon School Districts.

Information and Referral

Link those in need with community resources



Children and parents are supported at the **Community Youth Center**



Helps here!



Pathways Health Connect links clients with many types of care to improve their health and lives!



Diversity, Equity, & Inclusion Statement

Approved by the Board of Directors March 25, 2021

We, the board members of Washington Gorge Action Programs, reaffirm our organizational commitment to our communities, clients, staff, partners and stakeholders to provide services that help to alleviate poverty in a manner that is safe, respectful, equitable and inclusive of all.

We acknowledge that racial, social and economic disparities exist in our communities. We recognize that we work with a diverse community of people who experience different inequities. We believe that creating opportunities for people to participate, collaborate and create spaces to raise their voices will help us work toward equity.

Our programs are designed to foster individual and family self-sufficiency, health and well-being through access to food, shelter, healthcare, employment opportunities and resources that promote security.

We strive to build an inclusive culture that empowers us to connect as we develop our staff, board, committees and programs that are representative of our communities, coming from diverse backgrounds and experiences. We value personal commitments, curiosity, collaboration and perspectives.

We pledge to continue to provide a diverse, equitable and inclusive environment dedicated to strengthening our community by inspiring hope and helping people to help themselves.

The Food Bank Network received amazing support throughout the year, including shipments of local farm-fresh produce.



Second Hand Rose thrift store in Bingen provides a safe environment to shop and donate locally.

The store's voucher system allows clients in need to use credit toward items like clothing, shoes, kitchen appliances and household items.

Job training is a unique opportunity at the store, getting clients back into the workforce.

The Promise of Community Action

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.



2021 Highlights

Strengthening connections with our Spanish-speaking neighbors

Investing in community members from all backgrounds is essential to our mission. This year we put a tremendous focus on better serving those whose primary language is Spanish through a variety of efforts to make sure we are reaching all community members and helping them create better lives for their families.



In February:

WAGAP launched a monthly newsletter.

By March:

a version was also available in Spanish.

Leti Valle Moretti supported the Spanish-speaking community by translating newsletters, articles and materials.



Juan Reyes joined the team to give his girls a positive example of community service. He hopes his daughters and children of the next generation will change the world.



Vaccination Clinics

WAGAP partnered with NorthShore Medical Clinic, Comunidades, and Columbia Riverkeeper to educate the Spanish-speaking community about COVID-19 and offer free vaccinations and boosters.



Emergency Warming and Cooling Shelters

Our most vulnerable populations were provided Emergency Shelter options during extreme weather conditions in both winter and summer. In Skamania County, WAGAP staffed the shelters and in Klickitat County we worked with partners to keep people safe.

Care Connect Washington

Staff and volunteers delivered groceries and essential items to individuals and families quarantining due to COVID-19.



Black Lives Matter

The vandalism of a mural in a WAGAP office window in Goldendale sparked controversy. But it also opened a dialog for staff, clients, and community members to talk about the importance of Community Action.

What is Community Action?

Community Action fights the causes and conditions of poverty. Founded in 1964 as part of the Economic Opportunity Act, Community Action has been dedicated to eradicating poverty ever since. Community Action Agencies are mostly funded by block grants, which means that the community gets to decide what works best for them. In our small, rural communities, this is especially important. Community Action is all about empowerment and we work hard to make sure that our clients and funders understand this and work alongside us as we work to help set people on the road to achieving sufficiency. There are over 1,000 Community Action Agencies in the United States. Here in Washington we're one of 30; working in different communities, across cultures, and with unique programs, together we're working to help people and change lives.

More 2021 Highlights

Sharing stories - personal experiences help us help others

Thank you everyone who took time this year to share your personal story as part of an effort to better connect with the people of Skamania and Klickitat counties. Many people contribute to the success of our clients like staff, volunteers, board members, contractors and community partners. We are each motivated by our own experiences.

Sharing our stories builds deeper connections and helps us provide even better service.



Top row: Lorena Salazar, Juan Reyes, Middle row: Kristen McReath, Shawyna Spino, Sunday Sutton,
Bottom row: Ubaldo Hernández, Oliver and Bobby Casey.

Current stories and news are shared on our website at <https://wagap.org/in-the-news>.

Supporting Families



Expanding the effort to bring more childcare to the region

With our partners, WAGAP supports the development of new licensed childcare options to help children, families, and local businesses thrive. Klickitat County Childcare Committee (KCCC) sourced grant funding, completed a feasibility study, and promoted the need by creating a call-to-action video with the help of Laughing Deva Productions.



- Thank you everyone who participated! -

Affordable Housing Roundtables

Everyone deserves a safe place to call home



WAGAP partnered this year with Mid Columbia Community Action Council, Mid Columbia Housing Authority, Nch'i Wana Housing, and Comunidades, to talk about how housing issues affect the people of the region.

Participants learned what affordable housing is, who it impacts, and why advocating matters. The series brought together residents, municipalities, planners, state agencies, and community advocates. The goal was to change some of the "Not In My Back Yard" mentality, creating more equity.

WASHINGTON GORGE ACTION PROGRAMS

P.O. Box 805
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Phone: 509-493-2662
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info@wagap.org



Find us on the web: www.wagap.org

***What legacy would you like
to leave in the world?***

Become part of the WAGAP family by leaving a legacy donation in your will.

Whoever you are, whatever your situation, you can make a difference and help create a better community by including a gift to WAGAP in your will.

Visit our website to find out more.

www.wagap.org/donate

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Bruce Bolme—**President**

Roger Gadway—**Vice-President**

Lorraine Fritsch—**Secretary/Treasurer**

Michael Canon

Bob Hamlin

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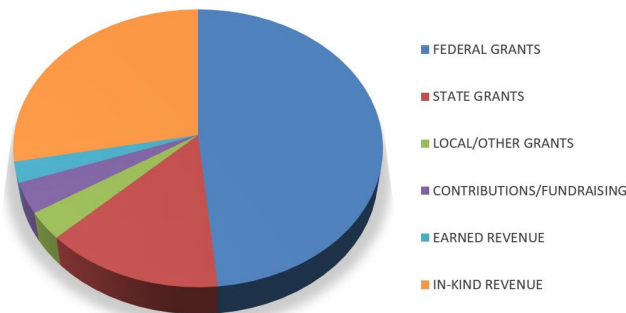
Alec Maule

David Quesnel

Alicia Ramirez

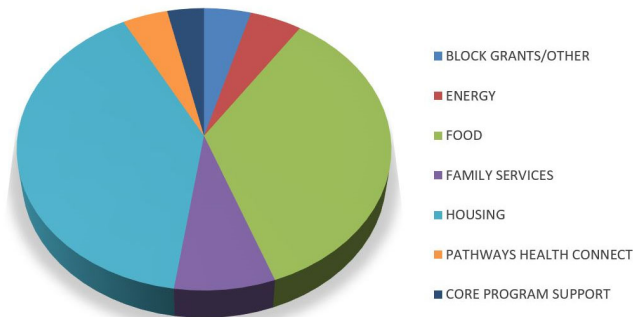
Debi Van Camp

2021 Financial Information



Income

Federal Grants	\$	3,834,510.00
State Grants	\$	1,131,596.00
Local/Other Grants	\$	255,474.00
Contributions/Fundraising	\$	282,347.00
Earned Revenue	\$	190,892.00
In-Kind Revenue	\$	2,220,832.00
Total	\$	7,915,651.00



Expenses

Block Grant/ Other	\$	339,068.00
Energy	\$	377,063.00
Food	\$	2,671,665.00
Family Services	\$	608,576.00
Housing	\$	3,046,857.00
Pathways Health Connect	\$	327,065.00
Core Program Support	\$	265,400.00
Total	\$	7,635,694.00

TREASURER'S REPORT

Fund Totals

City Of Stevenson

Time: 12:49:28 Date: 10/05/2022

09/01/2022 To: 09/30/2022

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Expense Fund	1,212,968.91	59,213.94	72,144.89	1,200,037.96	6,498.87	28,308.44	0.00	1,234,845.27
010 General Reserve Fund	333,943.29	186.11		334,129.40	0.00	0.00	0.00	334,129.40
020 Fire Reserve Fund	1,615,306.64	1,562.96		1,616,869.60	0.00	0.00	0.00	1,616,869.60
030 ARPA	447,353.00	0.00		447,353.00	0.00	0.00	0.00	447,353.00
100 Street Fund	274,609.04	52,494.19	143,885.81	183,217.42	0.00	12,124.02	0.00	195,341.44
103 Tourism Promo & Develop Fund	961,796.41	95,765.36	17,873.93	1,039,687.84	3,000.00	18.66	0.00	1,042,706.50
105 Affordable Housing Fund	9,359.43	774.97		10,134.40	0.00	0.00	0.00	10,134.40
300 Capital Improvement Fund	193,141.98	8,462.34		201,604.32	0.00	0.00	0.00	201,604.32
311 First Street	-1,888.61	3,406.11	1,517.50	0.00	0.00	0.00	0.00	0.00
312 Columbia Ave	-5,251.25	23,563.75	18,312.50	0.00	0.00	0.00	0.00	0.00
400 Water/Sewer Fund	2,110,183.31	207,432.96	152,506.21	2,165,110.06	0.00	19,673.31	-429.50	2,184,353.87
406 Wastewater Short Lived Asset Res. Fund	43,558.00	0.00		43,558.00	0.00	0.00	0.00	43,558.00
408 Wastewater Debt Reserve Fund	61,191.00	0.00		61,191.00	0.00	0.00	0.00	61,191.00
410 Wastewater System Upgrades	-665,510.15	1,198,580.65	1,368,212.13	-835,141.63	0.00	0.00	0.00	-835,141.63
500 Equipment Service Fund	145,109.01	19,137.62	11,416.65	152,829.98	0.00	4,267.16	0.00	157,097.14
630 Stevenson Municipal Court	0.00	264.49	264.49	0.00	0.00	0.00	0.00	0.00
	6,735,870.01	1,670,845.45	1,786,134.11	6,620,581.35	9,498.87	64,391.59	-429.50	6,694,042.31

TREASURER'S REPORT

Account Totals

City Of Stevenson

Time: 12:49:28 Date: 10/05/2022

09/01/2022 To: 09/30/2022

Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	1,499,666.17	1,845,796.99	1,770,121.99	1,575,341.17	-75.38	73,890.46	1,649,156.25
10	Xpress Bill Pay	29,231.87	42,345.32	40,000.00	31,577.19	-354.12	0.00	31,223.07
11	Cash Drawer	100.00	0.00	0.00	100.00	0.00	0.00	100.00
12	Petty Cash	400.00	0.00	0.00	400.00	0.00	0.00	400.00
Total Cash:		1,529,398.04	1,888,142.31	1,810,121.99	1,607,418.36	-429.50	73,890.46	1,680,879.32
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5	LGIP	3,291,007.42	6,691.02	200,000.00	3,097,698.44	0.00	0.00	3,097,698.44
6	US Bank Safekeeping	1,915,464.55	0.00	0.00	1,915,464.55	0.00	0.00	1,915,464.55
Total Investments:		5,206,471.97	6,691.02	200,000.00	5,013,162.99	0.00	0.00	5,013,162.99
		6,735,870.01	1,894,833.33	2,010,121.99	6,620,581.35	-429.50	73,890.46	6,694,042.31

TREASURER'S REPORT
Fund Investments By Account

City Of Stevenson

09/01/2022 To: 09/30/2022

Time: 12:49:28 Date: 10/05/2022

Page: 3

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 General Expense Fund	556,762.66		1,131.97	1,131.97		557,894.63
010 000 General Reserve Fund	91,541.48		186.11	186.11		91,727.59
020 000 Fire Reserve Fund	768,748.81	119,880.13	1,562.96	121,443.09		890,191.90
100 000 Street Fund	199,474.57		405.56	405.56	119,880.13	80,000.00
103 000 Tourism Promo & Develop Fund	409,831.17		833.24	833.24		410,664.41
300 000 Capital Improvement Fund	92,752.75		188.58	188.58		92,941.33
400 000 Water/Sewer Fund	1,042,374.98		2,119.28	2,119.28	200,000.00	844,494.26
500 000 Equipment Service Fund	129,521.00		263.32	263.32		129,784.32
5 - LGIP	3,291,007.42	119,880.13	6,691.02	126,571.15	319,880.13	3,097,698.44
001 000 General Expense Fund	426,045.00					426,045.00
010 000 General Reserve Fund	211,908.38					211,908.38
020 000 Fire Reserve Fund	635,725.10					635,725.10
103 000 Tourism Promo & Develop Fund	320,417.69					320,417.69
300 000 Capital Improvement Fund	25,549.13					25,549.13
400 000 Water/Sewer Fund	285,600.57					285,600.57
500 000 Equipment Service Fund	10,218.68					10,218.68
6 - US Bank Safekeeping	1,915,464.55	0.00	0.00			1,915,464.55
	5,206,471.97	119,880.13	6,691.02	126,571.15	319,880.13	5,013,162.99

TREASURER'S REPORT

Fund Investment Totals

City Of Stevenson

09/01/2022 To: 09/30/2022

Time: 12:49:28 Date: 10/05/2022

Page: 4

Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 General Expense Fund	982,807.66		1,131.97	1,131.97		983,939.63	216,098.33
010 General Reserve Fund	303,449.86		186.11	186.11		303,635.97	30,493.43
020 Fire Reserve Fund	1,404,473.91	119,880.13	1,562.96	121,443.09		1,525,917.00	90,952.60
030 ARPA						0.00	447,353.00
100 Street Fund	199,474.57		405.56	405.56	119,880.13	80,000.00	103,217.42
103 Tourism Promo & Develop Fund	730,248.86		833.24	833.24		731,082.10	308,605.74
105 Affordable Housing Fund						0.00	10,134.40
300 Capital Improvement Fund	118,301.88		188.58	188.58		118,490.46	83,113.86
400 Water/Sewer Fund	1,327,975.55		2,119.28	2,119.28	200,000.00	1,130,094.83	1,035,015.23
406 Wastewater Short Lived Asset Res. Fund						0.00	43,558.00
408 Wastewater Debt Reserve Fund						0.00	61,191.00
410 Wastewater System Upgrades						0.00	-835,141.63
500 Equipment Service Fund	139,739.68		263.32	263.32		140,003.00	12,826.98
	<u>5,206,471.97</u>	<u>119,880.13</u>	<u>6,691.02</u>	<u>126,571.15</u>	<u>319,880.13</u>	<u>5,013,162.99</u>	<u>1,607,418.36</u>
Ending fund balance (Page 1) - Investment balance = Available cash.							6,620,581.35

TREASURER'S REPORT

Outstanding Vouchers

09/01/2022 To: 09/30/2022

As Of: 09/30/2022 Date: 10/05/2022

Time: 12:49:28 Page: 5

City Of Stevenson

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2022	2444	09/30/2022	Util Pay	1		Xpress Billpay	75.38	Xpress Import - CC - 09-30-2022__daily_batch.csv
Receipts Outstanding:							75.38	
2022	2424	09/30/2022	Payroll	1	EFT	AWC Employee Benefit Trust	14,926.68	Pay Cycle(s) 09/30/2022 To 09/30/2022 - Medical; Pay Cycle(s) 09/30/2022 To 09/30/2022 - Dental; Pay Cycle(s) 09/30/2022 To 09/30/2022 - Vision
2022	2443	09/30/2022	Payroll	1	EFT	HRA VEBA Trust Contributions	550.00	Pay Cycle(s) 09/30/2022 To 09/30/2022 - HRA VEBA
2022	2428	09/30/2022	Payroll	1	EFT	State of WA Dept of Social & Health Serv	829.30	Pay Cycle(s) 09/30/2022 To 09/30/2022 - WA Child Support
2022	2425	09/30/2022	Payroll	1	EFT	Colonial Life	139.94	Pay Cycle(s) 09/30/2022 To 09/30/2022 - Disability; Pay Cycle(s) 09/30/2022 To 09/30/2022 - Life Insurance; Pay Cycle(s) 09/30/2022 To 09/30/2022 - Accident
2022	2442	09/30/2022	Payroll	1	EFT	EFTPS Tax Payment	22,666.04	941 Deposit for Pay Cycle(s) 09/30/2022 - 09/30/2022
2022	2441	09/30/2022	Payroll	1	EFT	Department of Retirement Systems	12,556.32	Pay Cycle(s) 09/30/2022 To 09/30/2022 - PERS2
2021	3014	12/12/2021	Payroll	1	15591	Chelsey M Farris	134.83	2021 Volunteer FF Pay
2022	1564	06/30/2022	Payroll	1	16098	Michael D Johnson	137.86	PP 06.01.22-06.30.22
2022	1995	08/11/2022	Claims	1	16216	Skamania County Prosecutor	1,333.00	August 2022 Remittance
2022	2275	09/15/2022	Claims	1	16273	CivicPlus LLC	2,487.87	Municode Meetings Premiun Annual Renewal
2022	2278	09/15/2022	Claims	1	16276	Columbia Gorge News	75.00	Two Year Subscription
2022	2279	09/15/2022	Claims	1	16277	Columbia Gorge Racing Association	3,000.00	TAC Funding for 2nd Annual Gorge Olympic Cup
2022	2307	09/15/2022	Claims	1	16305	Skamania County Probation	1,240.00	August 2022 Probation Costs
2022	2308	09/15/2022	Claims	1	16306	Skamania County Prosecutor	1,333.00	September 2022 Remittance
2022	2313	09/15/2022	Claims	1	16311	US Bank Safekeeping	30.00	August 2022 Safekeeping Fees
2022	2410	09/30/2022	Payroll	1	16317	Michael D Johnson	275.73	PP 09.01.22-09.30.22
2022	2413	09/30/2022	Payroll	1	16318	Kristy A McCaskell	137.86	PP 09.01.22-09.30.22
2022	2421	09/30/2022	Payroll	1	16319	Mark W Tittle	5,516.54	PP 09.01.22-09.30.22
2022	2430	09/30/2022	Payroll	1	16321	WGAP Washington Gorge Action Program	137.86	Pay Cycle(s) 09/30/2022 To 09/30/2022 - Food Bank
2022	2439	09/30/2022	Payroll	1	16322	Mark W Tittle	6,382.63	Mark Tittle Final Check Adjustment to make Vacation Buyout a Cash Payment instead of VEBA Contribution and adjust out On Call pay for 9/30
							73,890.46	
2022	2434	09/29/2022	Util Pay	10		Xpress Billpay	35.28	Xpress Import - iPay - 09-29-2022__daily_batch.csv
2022	2445	09/30/2022	Util Pay	10		Xpress Billpay	318.84	Xpress Import - EFT - 09-30-2022__daily_batch.csv
Receipts Outstanding:							354.12	

TREASURER'S REPORT

Outstanding Vouchers

09/01/2022 To: 09/30/2022

As Of: 09/30/2022 Date: 10/05/2022

Time: 12:49:28 Page: 6

City Of Stevenson

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
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73,890.46

Fund	Claims	Payroll	Total
001 General Expense Fund	6,498.87	28,308.44	34,807.31
100 Street Fund	0.00	12,124.02	12,124.02
103 Tourism Promo & Develop Fund	3,000.00	18.66	3,018.66
400 Water/Sewer Fund	0.00	19,673.31	19,673.31
500 Equipment Service Fund	0.00	4,267.16	4,267.16
	9,498.87	64,391.59	73,890.46

TREASURER'S REPORT

Signature Page

City Of Stevenson

09/01/2022 To: 09/30/2022

Time: 12:49:28 Date: 10/05/2022

Page: 7

We the undersigned officers for the City of Stevenson have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: _____ Signed: _____
City Administrator / Date Deputy Clerk-Treasurer / Date

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 1

001 General Expense Fund Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
100 Unreserved	1,047,784.22	1,047,784.22	0.00	100.0%
102 Unemployment Reserve	33,413.82	33,413.82	0.00	100.0%
104 Custodial Reserve	51,135.13	51,135.13	0.00	100.0%
308 Beginning Balances	1,132,333.17	1,132,333.17	0.00	100.0%
311 Property Tax	501,569.36	336,027.16	165,542.20	67.0%
313 Sales Tax	300,000.00	330,390.11	(30,390.11)	110.1%
316 Utility Tax	32,000.00	31,690.08	309.92	99.0%
317 Other Tax	16,000.00	21,284.08	(5,284.08)	133.0%
310 Taxes	849,569.36	719,391.43	130,177.93	84.7%
321 Licenses	2,900.00	3,651.66	(751.66)	125.9%
322 Permits	0.00	143.25	(143.25)	0.0%
320 Licenses & Permits	2,900.00	3,794.91	(894.91)	130.9%
000	20,000.00	0.00	20,000.00	0.0%
330 Grants	92,758.20	92,758.20	0.00	100.0%
335 State Shared	11,000.00	15,574.34	(4,574.34)	141.6%
336 State Entitlements, Impact Payments & Taxe	17,499.50	15,078.27	2,421.23	86.2%
330 Intergovernmental Revenues	141,257.70	123,410.81	17,846.89	87.4%
341 Admin, Printing & Probation Fees	283,935.13	4,204.00	279,731.13	1.5%
342 Fire District 2	32,700.00	21,725.13	10,974.87	66.4%
345 Planning	4,500.00	15,581.36	(11,081.36)	346.3%
346 Building	0.00	0.00	0.00	0.0%
376 Parks	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	321,135.13	41,510.49	279,624.64	12.9%
350 Fines & Penalties	12,700.00	11,701.80	998.20	92.1%
360 Interest & Other Earnings	8,000.00	9,579.47	(1,579.47)	119.7%
Fund Revenues:	2,467,895.36	2,041,722.08	426,173.28	82.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative	24,500.00	17,281.44	7,218.56	70.5%
512 Judicial	59,950.00	37,831.25	22,118.75	63.1%
513 Executive	123,095.00	93,460.26	29,634.74	75.9%
514 Financial, Recording & Elections	126,387.17	73,452.83	52,934.34	58.1%
515 Legal Services	16,500.00	13,054.00	3,446.00	79.1%
517 Employee Benefit Programs	10,525.00	4,741.08	5,783.92	45.0%
518 Centralized Services	159,623.32	149,544.07	10,079.25	93.7%
521 Law Enforcement	213,228.07	158,976.74	54,251.33	74.6%
202 Fire Department	99,445.00	22,778.92	76,666.08	22.9%
203 Fire District 2	30,750.00	8,631.00	22,119.00	28.1%
522 Fire Control	130,195.00	31,409.92	98,785.08	24.1%
528 Dispatch Services	6,000.00	3,229.71	2,770.29	53.8%
551 Public Housing Services	92,758.20	92,758.20	0.00	100.0%
553 Conservation	500.00	443.70	56.30	88.7%
554 Environmental Services	0.00	0.00	0.00	0.0%

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 2

001 General Expense Fund

Months: 01 To: 09

Expenditures	Amt Budgeted	Expenditures	Remaining	
558 Planning & Community Devel				
550 Building & Current Planning	87,500.00	49,798.91	37,701.09	56.9%
560 Future Planning	114,480.00	61,922.10	52,557.90	54.1%
570 Economic Development	27,105.60	14,016.75	13,088.85	51.7%
558 Planning & Community Devel	229,085.60	125,737.76	103,347.84	54.9%
562 Public Health	10,000.00	0.00	10,000.00	0.0%
565 Welfare	10,000.00	3,334.00	6,666.00	33.3%
566 Substance Abuse	150.00	157.82	(7.82)	105.2%
573 Cultural & Community Activities	500.00	181.43	318.57	36.3%
576 Park Facilities	54,660.00	38,046.04	16,613.96	69.6%
580 Non Expenditures	0.00	(1,956.13)	1,956.13	0.0%
597 Interfund Transfers	25,000.00	0.00	25,000.00	0.0%
100 Unreserved	1,090,688.87	0.00	1,090,688.87	0.0%
102 Unemployment Reserve	33,414.00	0.00	33,414.00	0.0%
104 Custodial Reserve	51,135.13	0.00	51,135.13	0.0%
999 Ending Balance	1,175,238.00	0.00	1,175,238.00	0.0%
Fund Expenditures:	2,467,895.36	841,684.12	1,626,211.24	34.1%
Fund Excess/(Deficit):	0.00	1,200,037.96		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 3

010 General Reserve Fund Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	326,705.62	332,314.62	(5,609.00)	101.7%
360 Interest & Other Earnings	0.00	1,814.78	(1,814.78)	0.0%
Fund Revenues:	326,705.62	334,129.40	(7,423.78)	102.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	326,705.62	0.00	326,705.62	0.0%
Fund Expenditures:	326,705.62	0.00	326,705.62	0.0%
Fund Excess/(Deficit):	0.00	334,129.40		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 4

020 Fire Reserve Fund		Months: 01 To: 09			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	1,589,616.67	1,607,765.44	(18,148.77)	101.1%	
360 Interest & Other Earnings	0.00	9,104.16	(9,104.16)	0.0%	
397 Interfund Transfers	25,000.00	0.00	25,000.00	0.0%	
Fund Revenues:	1,614,616.67	1,616,869.60	(2,252.93)	100.1%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
999 Ending Balance	1,614,616.67	0.00	1,614,616.67	0.0%	
Fund Expenditures:	1,614,616.67	0.00	1,614,616.67	0.0%	
Fund Excess/(Deficit):	0.00	1,616,869.60			

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 5

030 ARPA		Months: 01 To: 09			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	223,677.00	223,677.00	0.00	100.0%	
330 Intergovernmental Revenues	223,676.00	223,676.00	0.00	100.0%	
Fund Revenues:	447,353.00	447,353.00	0.00	100.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
594 Capital Expenditures	150,000.00	0.00	150,000.00	0.0%	
999 Ending Balance	297,353.00	0.00	297,353.00	0.0%	
Fund Expenditures:	447,353.00	0.00	447,353.00	0.0%	
Fund Excess/(Deficit):	0.00	447,353.00			

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 6

100 Street Fund		Months: 01 To: 09		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	316,457.10	316,457.10	0.00	100.0%
310 Taxes	325,000.00	352,432.70	(27,432.70)	108.4%
320 Licenses & Permits	600.00	625.00	(25.00)	104.2%
330 Intergovernmental Revenues	43,340.50	33,193.13	10,147.37	76.6%
360 Interest & Other Earnings	0.00	1,907.37	(1,907.37)	0.0%
390 Other Financing Sources	0.00	543.09	(543.09)	0.0%
397 Interfund Transfers	54,820.09	24,820.09	30,000.00	45.3%
Fund Revenues:	740,217.69	729,978.48	10,239.21	98.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	384,450.40	295,375.28	89,075.12	76.8%
543 Streets Admin & Overhead	47,832.50	71,200.32	(23,367.82)	148.9%
544 Road & Street Operations	0.00	3,950.00	(3,950.00)	0.0%
566 Substance Abuse	0.00	118.28	(118.28)	0.0%
594 Capital Expenditures	189,072.40	148,877.97	40,194.43	78.7%
597 Interfund Transfers	50,000.00	27,239.21	22,760.79	54.5%
999 Ending Balance	68,862.39	0.00	68,862.39	0.0%
Fund Expenditures:	740,217.69	546,761.06	193,456.63	73.9%
Fund Excess/(Deficit):	0.00	183,217.42		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 7

103 Tourism Promo & Develop Fund			Months: 01 To: 09	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	797,780.48	797,780.48	0.00	100.0%
310 Taxes	430,000.00	449,618.95	(19,618.95)	104.6%
360 Interest & Other Earnings	0.00	4,754.35	(4,754.35)	0.0%
Fund Revenues:	1,227,780.48	1,252,153.78	(24,373.30)	102.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
573 Cultural & Community Activities	411,771.70	212,465.94	199,305.76	51.6%
594 Capital Expenditures	230,000.00	0.00	230,000.00	0.0%
999 Ending Balance	586,008.78	0.00	586,008.78	0.0%
Fund Expenditures:	1,227,780.48	212,465.94	1,015,314.54	17.3%
Fund Excess/(Deficit):	0.00	1,039,687.84		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 8

105 Affordable Housing Fund Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	6,215.61	6,376.16	(160.55)	102.6%
310 Taxes	5,000.00	3,758.24	1,241.76	75.2%
Fund Revenues:	11,215.61	10,134.40	1,081.21	90.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	11,215.61	0.00	11,215.61	0.0%
Fund Expenditures:	11,215.61	0.00	11,215.61	0.0%
Fund Excess/(Deficit):	0.00	10,134.40		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 9

300 Capital Improvement Fund		Months: 01 To: 09			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	107,273.57	151,803.99	(44,530.42)	141.5%	
310 Taxes	20,000.00	48,976.29	(28,976.29)	244.9%	
360 Interest & Other Earnings	0.00	824.04	(824.04)	0.0%	
Fund Revenues:	127,273.57	201,604.32	(74,330.75)	158.4%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
597 Interfund Transfers	30,000.00	0.00	30,000.00	0.0%	
999 Ending Balance	97,273.57	0.00	97,273.57	0.0%	
Fund Expenditures:	127,273.57	0.00	127,273.57	0.0%	
Fund Excess/(Deficit):	0.00	201,604.32			

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 10

309 Russell Ave		Months: 01 To: 09		
Revenues	Amt Budgeted	Revenues	Remaining	
330 Intergovernmental Revenues	24,820.09	24,820.09	0.00	100.0%
Fund Revenues:	24,820.09	24,820.09	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	24,820.09	24,820.09	0.00	100.0%
Fund Expenditures:	24,820.09	24,820.09	0.00	100.0%
Fund Excess/(Deficit):	0.00	0.00		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 11

311 First Street			Months: 01 To: 09	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers	50,000.00	27,239.21	22,760.79	54.5%
Fund Revenues:	50,000.00	27,239.21	22,760.79	54.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	50,000.00	27,239.21	22,760.79	54.5%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	50,000.00	27,239.21	22,760.79	54.5%
Fund Excess/(Deficit):	0.00	0.00		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 12

312 Columbia Ave Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
330 Intergovernmental Revenues	200,000.00	28,228.75	171,771.25	14.1%
Fund Revenues:	200,000.00	28,228.75	171,771.25	14.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	200,000.00	28,228.75	171,771.25	14.1%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	200,000.00	28,228.75	171,771.25	14.1%
Fund Excess/(Deficit):	0.00	0.00		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 13

400 Water/Sewer Fund			Months: 01 To: 09	
Revenues	Amt Budgeted	Revenues	Remaining	
400 Water/Sewer	647,754.95	647,754.95	0.00	100.0%
401 Water	539,594.95	539,594.95	0.00	100.0%
402 Sewer	431,097.47	481,088.84	(49,991.37)	111.6%
308 Beginning Balances	1,618,447.37	1,668,438.74	(49,991.37)	103.1%
330 Intergovernmental Revenues	194,979.15	196,823.15	(1,844.00)	100.9%
343 Water	678,600.00	648,929.03	29,670.97	95.6%
344 Sewer	1,019,437.50	922,623.39	96,814.11	90.5%
340 Charges For Goods & Services	1,698,037.50	1,571,552.42	126,485.08	92.6%
343 Water	94,644.00	95,847.86	(1,203.86)	101.3%
344 Sewer	86,590.92	92,778.92	(6,188.00)	107.1%
400 Water/Sewer	4,000.00	9,167.65	(5,167.65)	229.2%
360 Interest & Other Earnings	185,234.92	197,794.43	(12,559.51)	106.8%
380 Non Revenues	0.00	0.00	0.00	0.0%
Fund Revenues:	3,696,698.94	3,634,608.74	62,090.20	98.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
534 Water Utilities	734,004.72	436,614.21	297,390.51	59.5%
535 Sewer	955,883.14	588,341.52	367,541.62	61.5%
534 Water	60,970.90	93,924.22	(32,953.32)	154.0%
535 Sewer	82,249.20	41,124.60	41,124.60	50.0%
591 Debt Service	143,220.10	135,048.82	8,171.28	94.3%
594 Capital Expenditures	291,500.00	5,489.95	286,010.05	1.9%
597 Interfund Transfers	521,779.00	304,004.18	217,774.82	58.3%
400 Water/Sewer	680,384.64	0.00	680,384.64	0.0%
401 Water	352,238.95	0.00	352,238.95	0.0%
402 Sewer	17,688.39	0.00	17,688.39	0.0%
999 Ending Balance	1,050,311.98	0.00	1,050,311.98	0.0%
Fund Expenditures:	3,696,698.94	1,469,498.68	2,227,200.26	39.8%
Fund Excess/(Deficit):	0.00	2,165,110.06		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 14

406 Wastewater Short Lived Asset Res. Fund Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	43,558.00	43,558.00	0.00	100.0%
397 Interfund Transfers	21,779.00	0.00	21,779.00	0.0%
Fund Revenues:	65,337.00	43,558.00	21,779.00	66.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	65,337.00	0.00	65,337.00	0.0%
Fund Expenditures:	65,337.00	0.00	65,337.00	0.0%
Fund Excess/(Deficit):	0.00	43,558.00		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 15

408 Wastewater Debt Reserve Fund Months: 01 To: 09

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	61,191.00	61,191.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	61,191.00	61,191.00	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	61,191.00	0.00	61,191.00	0.0%
Fund Expenditures:	61,191.00	0.00	61,191.00	0.0%
Fund Excess/(Deficit):	0.00	61,191.00		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 16

410 Wastewater System Upgrades			Months: 01 To: 09	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	(194,712.15)	194,712.15	0.0%
330 Intergovernmental Revenues	1,733,656.00	479,588.70	1,254,067.30	27.7%
390 Other Financing Sources	8,833,414.00	2,103,244.13	6,730,169.87	23.8%
397 Interfund Transfers	100,000.00	304,004.18	(204,004.18)	304.0%
Fund Revenues:	10,667,070.00	2,692,124.86	7,974,945.14	25.2%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	10,667,070.00	3,527,266.49	7,139,803.51	33.1%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	10,667,070.00	3,527,266.49	7,139,803.51	33.1%
Fund Excess/(Deficit):	0.00	(835,141.63)		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 17

500 Equipment Service Fund			Months: 01 To: 09	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	203,766.89	203,766.89	0.00	100.0%
340 Charges For Goods & Services	125,000.00	127,725.76	(2,725.76)	102.2%
360 Interest & Other Earnings	0.00	1,100.98	(1,100.98)	0.0%
390 Other Financing Sources	0.00	13,852.50	(13,852.50)	0.0%
Fund Revenues:	328,766.89	346,446.13	(17,679.24)	105.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
548 Public Works - Centralized Services	133,408.17	85,244.10	48,164.07	63.9%
594 Capital Expenditures	150,000.00	108,372.05	41,627.95	72.2%
999 Ending Balance	45,358.72	0.00	45,358.72	0.0%
Fund Expenditures:	328,766.89	193,616.15	135,150.74	58.9%
Fund Excess/(Deficit):	0.00	152,829.98		

2022 BUDGET POSITION

City Of Stevenson

Time: 12:48:59 Date: 10/05/2022

Page: 18

630 Stevenson Municipal Court		Months: 01 To: 09		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	7,488.86	(7,488.86)	0.0%
Fund Revenues:	0.00	7,488.86	(7,488.86)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	7,488.86	(7,488.86)	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	7,488.86	(7,488.86)	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2022 BUDGET POSITION TOTALS

City Of Stevenson

Months: 01 To: 09

Time: 12:48:59 Date: 10/05/2022

Page: 19

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Expense Fund	2,467,895.36	2,041,722.08	82.7%	2,467,895.36	841,684.12	34%
010 General Reserve Fund	326,705.62	334,129.40	102.3%	326,705.62	0.00	0%
020 Fire Reserve Fund	1,614,616.67	1,616,869.60	100.1%	1,614,616.67	0.00	0%
030 ARPA	447,353.00	447,353.00	100.0%	447,353.00	0.00	0%
100 Street Fund	740,217.69	729,978.48	98.6%	740,217.69	546,761.06	74%
103 Tourism Promo & Develop Fund	1,227,780.48	1,252,153.78	102.0%	1,227,780.48	212,465.94	17%
105 Affordable Housing Fund	11,215.61	10,134.40	90.4%	11,215.61	0.00	0%
300 Capital Improvement Fund	127,273.57	201,604.32	158.4%	127,273.57	0.00	0%
309 Russell Ave	24,820.09	24,820.09	100.0%	24,820.09	24,820.09	100%
311 First Street	50,000.00	27,239.21	54.5%	50,000.00	27,239.21	54%
312 Columbia Ave	200,000.00	28,228.75	14.1%	200,000.00	28,228.75	14%
400 Water/Sewer Fund	3,696,698.94	3,634,608.74	98.3%	3,696,698.94	1,469,498.68	40%
406 Wastewater Short Lived Asset Res	65,337.00	43,558.00	66.7%	65,337.00	0.00	0%
408 Wastewater Debt Reserve Fund	61,191.00	61,191.00	100.0%	61,191.00	0.00	0%
410 Wastewater System Upgrades	10,667,070.00	2,692,124.86	25.2%	10,667,070.00	3,527,266.49	33%
500 Equipment Service Fund	328,766.89	346,446.13	105.4%	328,766.89	193,616.15	59%
630 Stevenson Municipal Court	0.00	7,488.86	0.0%	0.00	7,488.86	0%
	22,056,941.92	13,499,650.70	61.2%	22,056,941.92	6,879,069.35	31.2%

City of Stevenson

Q3 2022 Financial Report

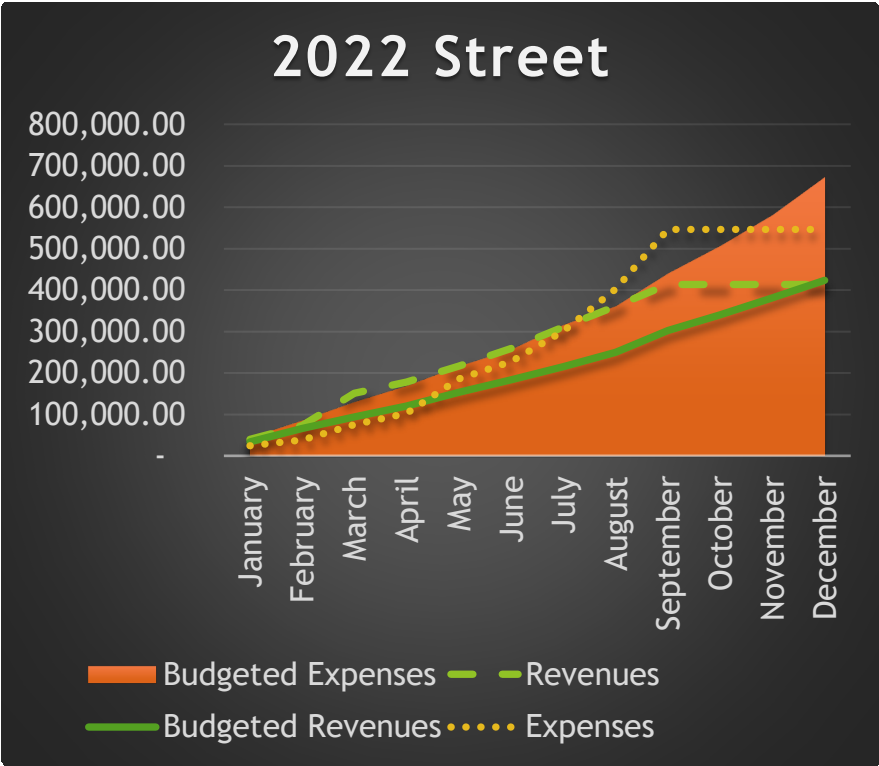
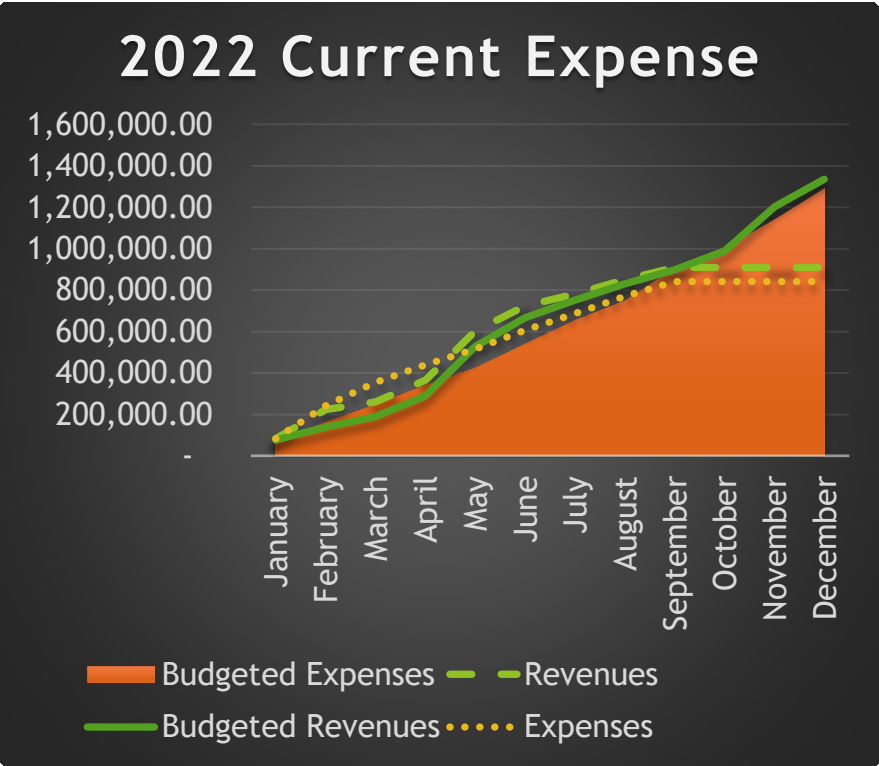
Sales and Property Tax Dependent Funds

Current Expense revenues are trending above budget, and expenses are slightly below budget.

It will continue to be monitored to ensure everything remains within budget.

Street revenues and expenses are trending within budget. The spike in expenses is due to the Rock Creek and Main D Stormwater projects.

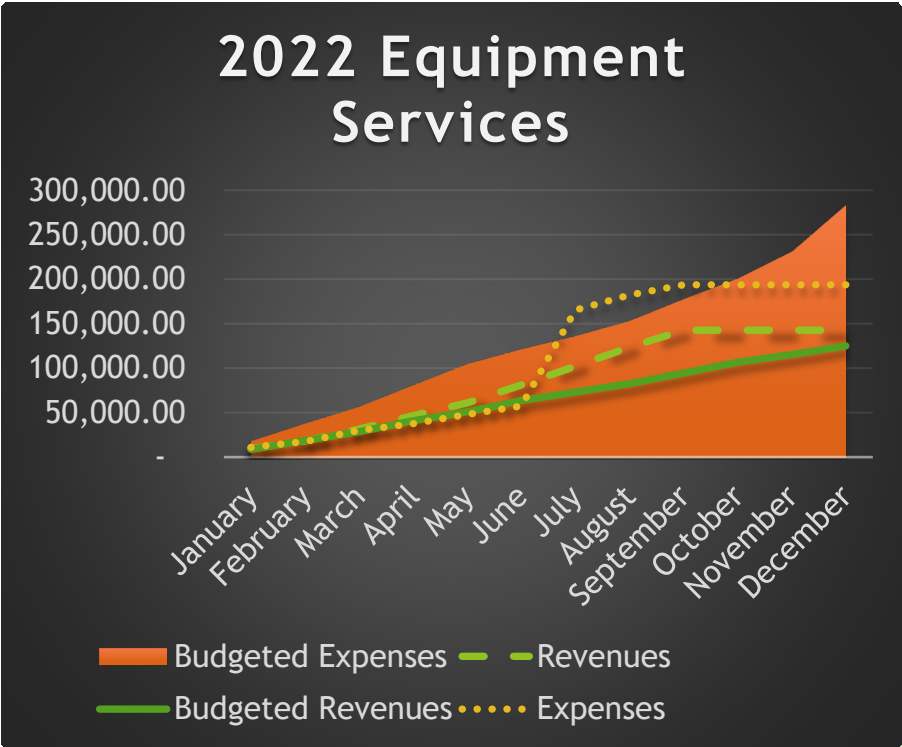
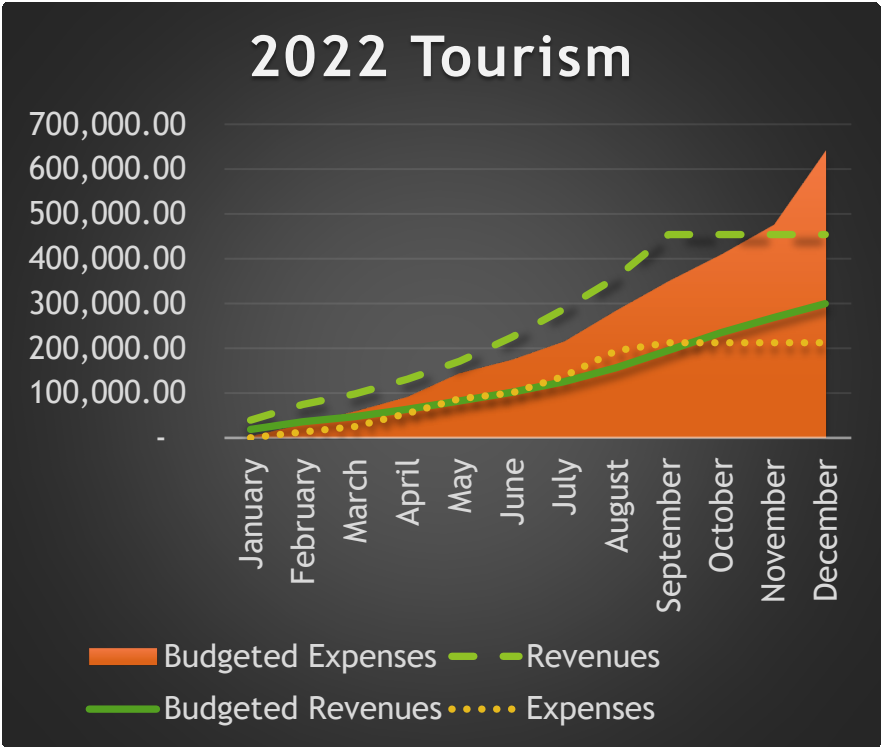
There is also additional administrative time due to these project. It will continue to be monitored to see if a budget amendment is needed before the end of the year.



Restricted Revenue Funds

Tourism fund revenues are exceeding budget expectations and expenses are trending below budget. Most events take place over the summer and are invoiced by the end of the year.

Equipment Services revenues are picking up after the rate change in April and the sale of surplussed assets. Expenses are trending within budget, with the spike attributed to the purchase of a brush mower and trailer.

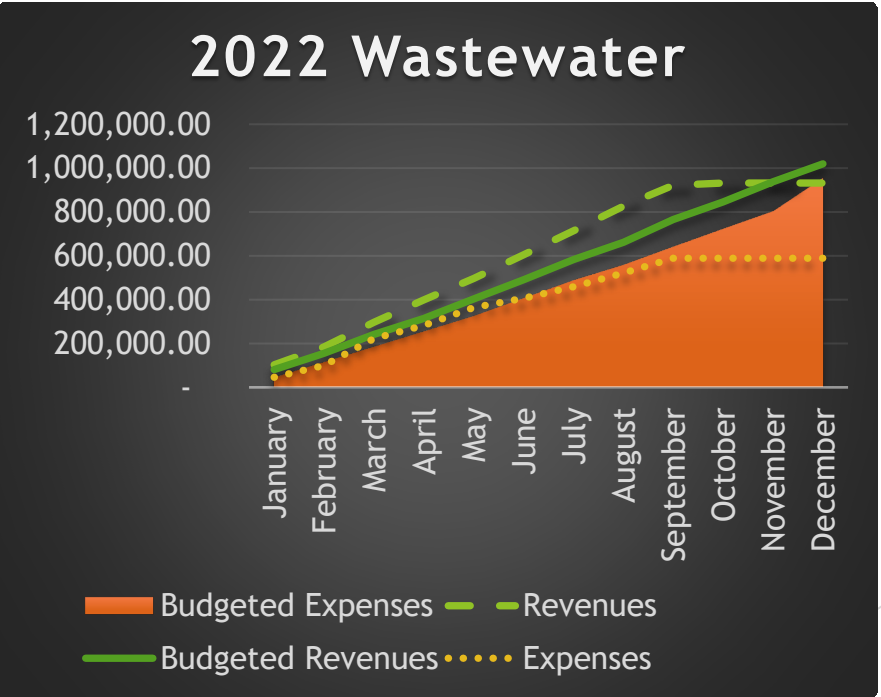
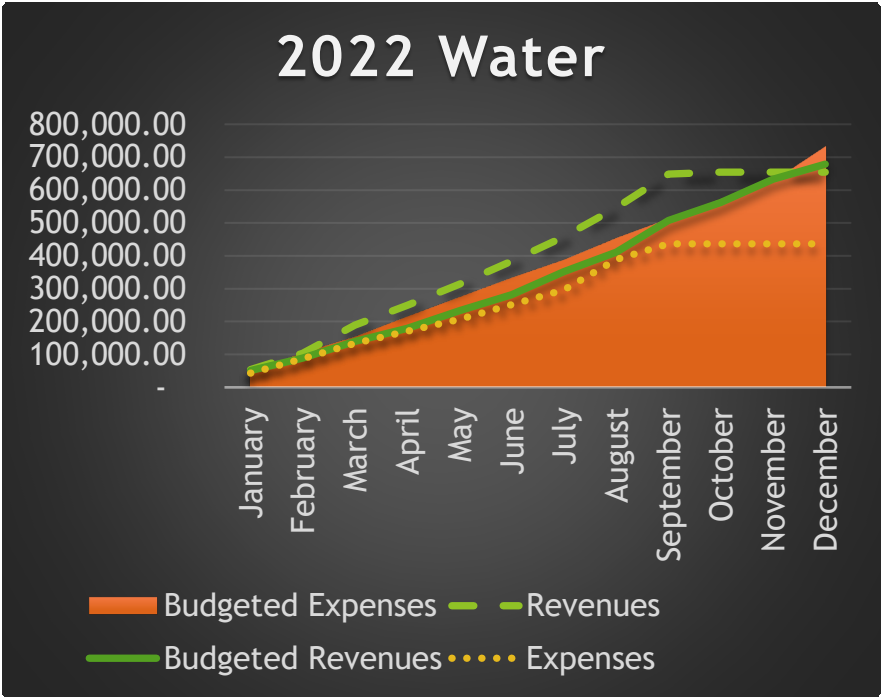


Proprietary Funds

Water revenues are trending 28% above budget and expenses are currently at 85% of budget.

This can be partially attributed to increased SDCs from new SFR building permits. Expenses will continue to be monitored to ensure they don't outpace revenues.

Sewer revenues continue to trend above budget expectations by 20% and expenses are below budget by 9%. Expenses will continue to be monitored to ensure they remain under revenues.



CITY OF STEVENSON PROFESSIONAL SERVICE CONTRACT, MONTHLY REPORT & INVOICE

Contractor:	Skamania County Chamber of Commerce	
Reporting Period:	September, 2022	
Amount Due:	\$ 9,166.00	Monthly Contract Amount
	1,000.00	Program Management Time
	<u>3,983.94</u>	Monthly Reimbursables
	\$ 14,149.94	

VISITOR STATISTICS

	<u>Stevenson Office</u>
Walk-In Visitors:	375
Telephone Calls:	55
E-Mails:	35
Business Referrals:	1,075
Tracked Overnight Stays:	101
Mailings (relocation & visitor packets):	4
Chamber Website Pageviews	4,270
COS Website Pageviews	16,177

CHAMBER BUSINESS

Chamber Board Meeting: September's board meeting focused on how the Chamber could assist start-up businesses.

Chamber Membership: We had 3 new member join the Chamber and 15 membership renewals in September.

Chamber E-Newsletter: The weekly e-blast, consisting of updates and announcements submitted by Chamber members, is emailed out on Thursday afternoons to over 1,300 recipients.

Facebook Pages: The Chamber manages Facebook pages for Visit Stevenson, WA, Christmas in the Gorge, Wind River Business Association as well as for the Chamber itself.

Chamber Marketing, Projects, Action Items:

- Monthly meeting with NB Marketing for progress updates on our marketing plan and to review analytics
- Placed ads
- Held Chamber Coffee Break and Chamber Happy Hour networking events
- Held ribbon cutting events for CASS Mobile Art and Traverse PNW Market
- Co-hosted Chamber Golf Day event with Skamania Lodge
- Created new waterfall map for Skamania County – added to website and ordered printed pads
- Added monthly travel blog about waterfalls to website
- Worked with influencer on wine tour in October
- Sent out annual membership needs assessment survey
- Sent October events to the Pioneer and Observer
- Added new fall events to website – updated featured events page and home page
- Updated entire policy manual with main focus on financial policy
- Worked with facilitator on topics and agenda board retreat for October
- Held Government Affairs Council meeting
- Continue to work on Candidate Forum event for October – sent out press release and placed ads
- Met with 3 new business owners
- Helped plan meet and greet for Association of Washington Business Manufacturing Tour stop in Stevenson
- Monthly meeting with Washington Chamber Executives

County/Regional/State Meeting and Projects:

Wind River Business Association (WRBA): Serve as treasurer for WRBA – pay monthly bills, reconcile bank statements, attend monthly meetings and manage the WRBA Facebook page. Finished banners for downtown Carson.

Stevenson Downtown Association (SDA): Attend monthly SDA board meeting, promotion committee meeting, holiday lighting committee meeting and WA Main Street progress visit.

(The projects and tasks described below are an example of services provided to the City of Stevenson through an additional contract with the Chamber to administer their promotional programs and deliverables.)

Stevenson/SBA Meetings and Projects:

- Monthly meeting with NB Marketing to review analytics and plan for action items for next month
- Placed ads with new artwork
- Promote new businesses, Sandwich Smackdown and waterfalls on social media
- Held waterfall photo contest on social media
- Added monthly travel blog about waterfalls and link to new waterfall map to website
- Updated info on hiking/biking webpage
- Boosted ads on social media for blog and waterfall photo contest
- Worked with Pheonix Technology on getting new weather station and downtown webcam live on website
- Ordered more re-usable Stevenson shopping bags
- Started organizing Christmas in the Gorge event for December. Sent out Bazaar vendor applications, ordered Christmas trees to sell and applied for parade permit from WSDOT.

2022 CITY OF STEVENSON PROMOTIONAL PROGRAMS REIMBURSABLES

P2-D1	Website	\$1,283.94
P2-D2	Social Media and Print Ad Creation	\$1,350.00
P2-D3	Boosting	\$ 100.00
P2-D6	Images	\$1,250.00
		\$3,983.94

2022 CITY OF STEVENSON PROMOTIONAL PROGRAMS MANAGEMENT TIME

Monthly flat rate for program management	\$1,000.00
------------------------------------------	------------

	<i>2022 Budget</i>	<i>Current Request</i>	<i>Requested YTD</i>	<i>Remaining</i>
Total Program Promo Expenses	\$85,000.00	\$4,983.94	\$40,364.35	\$44,635.65

DRAFT MINUTES
Stevenson Planning Commission
Monday, September 12, 2022
6:00 PM

In Person: Attendees at City Hall followed current CDC and State guidance regarding use of masks, social distancing, and attendance.

Planning Commission Chair Jeff Breckel called the meeting to order at 6:00 p.m.

Attending: City Development Director Ben Shumaker; Planning Commission Chair Jeff Breckel, Commissioners Auguste Zettler, Davy Ray, Anne Keesee. Commissioner Hales was not in attendance.

Public attendees: Kevin Freeman, Versari, Mary Repar, Pat Rice.

A. PRELIMINARY MATTERS

1. Public Comment Expectations:

Community Development Director Ben Shumaker advised participants must raise their hand and be acknowledged by the Chair. Individual comments may be limited to 3 minutes. He explained the tools to use for remote participants: *6 to mute/unmute & *9 to raise hand.

2. Public Comment Period: (For items not located elsewhere on the agenda)

>Mary Repar offered comments on new buildings and on-street parking.

>**Commissioner Ray** provided information on his research into Amtrak stations.

3. Minutes: August 8th, 2022 Planning Commission Meeting Minutes

MOTION to approve the minutes from the August 8th, 2022 Planning Commission meeting was made by **Commissioner Ray**, seconded by **Commissioner Zettler**.

- Voting aye: **Commissioners Zettler, Ray, Keesee, Breckel.**

B. NEW BUSINESS

4. Property Line Code: Community Development Director Shumaker explained the purpose of the agenda item. After reviewing draft ordinance 2022-1183 revising Stevenson Municipal Code Title 16 – Subdivisions presented at the August 2022 City Council meeting, the City Council referred the draft to the Planning Commission. The Council requested the PC expedite a review in response to advice from city administrators regarding amendments to Section 5 concerning Boundary Line Adjustments. Shumaker noted four other sections of Title 16 had been reviewed previously by the Planning Commission in anticipation of releasing a public draft once a full update of Title 16 was finalized. Sections 1, 2, 3, and 4 of the draft ordinance were included as part of the requested review.

Shumaker provided further details on the intent of Section 5. It was written with assistance from the City's legal counsel. The purpose is to incorporate case law from other communities and to rely more on public works standards when reviewing applications.

Section 5 also looks to place ‘guard rails’ on proposals with more of an impact on neighborhoods than a typical boundary line adjustment. This would address frequent BLA’s, those that involve multiple lots, and those that create substantial changes to a neighborhood similar to a short plat or subdivision. It would provide a provision for denial and a process to direct proposals into the short plat/subdivision code.

Shumaker noted that the City Council had sought public input on the proposed ordinance, and through a SEPA (State Environmental Policy Act) analysis received a request from the Department of Fish & Wildlife to ensure future surveys show habitat areas. He also pointed to an amendment requiring monumenting (placing survey stakes as markers) when a BLA takes place.

Following **Shumaker’s** presentation, the Commissioners held an extensive discussion regarding the purpose of boundary line adjustments. It was agreed BLA’s were to be used generally for the purpose of minor administrative adjustments between two adjacent lots, not to create lots or cause broad-scale neighborhood change. Changes involving large parcels or multiple adjustments need to go through a more open process.

Commissioner Zettler observed several of the public comments received had a theme regarding large parcels of undeveloped land. He emphasized BLA’s are predominately used for established lots and stressed these regulations may not address the issues raised. **PC Chair Breckel** suggested the misconception came from property owners concerned that BLA’s could be used to circumvent existing land use regulations.

Prior to the motion, Commissioners specified the point be made that their recommendation to adopt the ordinance as presented was to ensure the ordinance was not intended for large undeveloped parcels and not a way to circumvent the subdivision process. Community Development Director Shumaker advised he would add a recital, a ‘Where as’ clauses, to explain the Commission’s support.

MOTION to recommend the Stevenson City Council adopt draft ordinance 2022-1183 as presented was made by **Commissioner Ray**, seconded by **Commissioner Keesee**.

Voting aye: **Commissioners Breckel, Keesee, Ray, Zettler**.

C. OLD BUSINESS

5. Public Hearing: Hear comments from the public on the Public Release Draft amendment issued in June 2022. Upon conclusion of the hearing a recommendation to City Council is possible.

The public hearing opened at 6:40 p.m.

Community Development Director Shumaker summarized the timeline and efforts, including public hearings and outreach activities, associated with amending the city’s Comprehensive Plan by incorporating a Capital Improvement Program into it.

The initial application to amend the Comprehensive Plan was submitted in 2019. Review of the proposal was initiated as part of the 2020 Biennial Amendment Cycle. Health guidelines imposed during the COVID-19 pandemic caused a delay in the review. The review was re-initiated as part of the 2022 Biennial Comprehensive Plan Amendment Cycle.

He explained much of the Capital Improvement Plan is intended to help plan and develop future public services and manage existing city infrastructure projects in a coordinated fashion. He pointed to the findings and conclusions the Planning Commission would need to accept and approve in their recommendation to the City Council.

> Mary Repar stated she appreciated all the work that went into the CIP. She provided additional comments on the Capital Improvement Plan, infrastructure usage and future costs of development.
The public hearing closed at 6:51.

MOTION relating the following findings was made by **Commissioner Zettler**, seconded by **Commissioner Keesee**:

1. The proposed amendment is consistent with state statute and internally with the remainder of the Comprehensive Plan;
2. The City has no interlocal planning agreements for this amendment to be (in)consistent with;
3. The proposal will serve the public interest, especially through its anticipated effect on City budgets, the provision of urban services, improvement of public health, safety and welfare, alignment with community values, and implementation of specific plan elements. Furthermore, the amendments are unlikely to negatively impact natural systems;
4. The proposal does not involve a comprehensive plan map change or specific real property.

Commissioner Ray stated the CONCLUSIONS OF LAW regarding the proposed amendment was consistent with SMC 17.11.070.

Planning Commission Chair Breckel clarified the action was to serve as a recommendation to the City Council to adopt the proposed amendment to the city's Comprehensive Plan (SMC 17.11.)

D. Discussion

6. Thought of the Month:

What's the Federal Reserve got to do with the cost of a house in Stevenson?

<https://shelterforce.org/2022/08/15/how-the-federal-reserves-monetary-policy-drives-housing-inequality/>

A discussion took place regarding corporate purchases of housing stock, the impact on private homeowners and renters, and affordable housing issues.

7. Staff & Commission Reports: Community Development Director Shumaker provided updates on the following items:

- Shoreline Public Access & Trail Plan: A consultant contract is being finalized.
- Downtown Parking: He is working on rewriting regulations regarding on street parking.

- Sewer Projects: Extension to Frank Johns is complete. Construction completion deadline has been extended for the collection system that provides added capacity. Major expansion of the WWTP is occurring.
- City Council Strategic Plan/Planning Commission Work Plan: He is waiting for direction from the City Council before initiating a work plan for the Planning Commission. Housing will be a main topic. He shared information from a Portland based organization detailing what goes into rent charges. Exploring potential changes to the subdivision process and forming local improvement districts to ease the buildable land shortage were suggested as future conversations.

>Mary Repar reported a rural suicide prevention seminar offered by the local Grange will take place at 4:30 p.m. on September 13th at the Stevenson Library.

Commissioner Zettler commented the presentation on September 8th regarding consent-building and informed consent was excellent.

E. Adjournment

PC Chair Breckel adjourned the meeting at 7:49 p.m.

Minutes prepared by Johanna Roe

CHECK REGISTER

City Of Stevenson

Time: 15:18:10 Date: 10/11/2022

09/16/2022 To: 10/12/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2510	10/12/2022	Claims	1	EFT	Department of Revenue	7,531.93	September 2022 Taxes
2351	09/19/2022	Claims	1	16316	WSP USA Inc	17,650.81	First St Ped Amenities Overlook (AP entered again to replace lost check #016165)
2511	10/12/2022	Claims	1	16323	ABC Forms LLC	333.67	Checks
2512	10/12/2022	Claims	1	16324	Aramark Uniform Services	171.70	September 2022 Statement
2513	10/12/2022	Claims	1	16325	Avista Utilities	64.61	August 2022 Statement
2514	10/12/2022	Claims	1	16326	BSK Associates	2,144.50	September 2022 Statement; September 2022 Statement
2515	10/12/2022	Claims	1	16327	Bishop Sanitation Inc	290.00	Dumpsters for Apts during sewer project
2516	10/12/2022	Claims	1	16328	CenturyLink	147.35	October 2022 Kanaka Creek Transfer Station; October 2022 WWTP Phone Service
2517	10/12/2022	Claims	1	16329	Centurylink Comm Inc	47.13	August 2022 WWTP Long Distance
2518	10/12/2022	Claims	1	16330	Cessco, Inc.	1,033.92	Submersable Sewage Pump
2519	10/12/2022	Claims	1	16331	Chinook Plumbing and Heating	1,153.74	Clear Plugged Sewer Main at 501 SW Rock Creek Drive
2520	10/12/2022	Claims	1	16332	City of Stevenson	2,750.34	September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Sta
2521	10/12/2022	Claims	1	16333	CivicPlus LLC	1,202.95	Munidocs-Minutes; Update Electronic Pages/Ord Bank by Project/PDF Supplement Pages
2522	10/12/2022	Claims	1	16334	Class 5	288.58	October 2022 Phone Service; October 2022 Fax Service
2523	10/12/2022	Claims	1	16335	Columbia Hardware Inc	1,100.07	September 2022 Statement
2524	10/12/2022	Claims	1	16336	Columbia River Disposal	201.58	September 2022 Garbage Service
2525	10/12/2022	Claims	1	16337	Crestline Construction Company, LLC	119,315.99	2021 Collection System Improvements
2526	10/12/2022	Claims	1	16338	DeVaul Publishing	321.74	Legal Ad-Ordinance 2022-1183/84/86 Adoption; Ad-SEPA2022-04; Legal Ad-Public Hearing CIP 2023 Budget; Legal Ad: Public Hearing CIP 2023 Budget; Legal Ad:Rescheduled Council Meeting; Legal Ad:Re-Schedu
2527	10/12/2022	Claims	1	16339	Gorge Auto Parts Inc	248.15	September 2022 Statement
2528	10/12/2022	Claims	1	16340	Gorge Networks Inc	95.85	October 2022 WTP Broadband
2529	10/12/2022	Claims	1	16341	Grayling Engineers	961.50	2022 Waterline Replacements
2530	10/12/2022	Claims	1	16342	Gregory Scott Cheney	80.00	August 2022 Statement
2531	10/12/2022	Claims	1	16343	H2Oregon	40.38	Drinking Water for WWTP; Drinking Water Dispenser
2532	10/12/2022	Claims	1	16344	Hach Company, Inc	380.97	Full Container Shutoff
2533	10/12/2022	Claims	1	16345	Lyndsey Kemp	401.55	2083.2 - 451 NW VANCOUVER AVENUE
2534	10/12/2022	Claims	1	16346	Kimball Midwest	156.64	Shop Supplies
2535	10/12/2022	Claims	1	16347	Maul Foster Alongi	6,587.50	Columbia Avenue Realignment
2536	10/12/2022	Claims	1	16348	Munsen Paving LLC	437.95	Asphalt
2537	10/12/2022	Claims	1	16349	NorthShore Medical Group	134.00	DOT Physical - Susan Ebben
2538	10/12/2022	Claims	1	16350	Northwest Graphic Works LLC	927.00	Hoodies/Hats for Crew

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2539	10/12/2022	Claims	1	16351	Office of State Treasurer-Cash Mgmt Di	284.43	October 2022 Remittance
2540	10/12/2022	Claims	1	16352	One Call Concepts Inc	87.50	June 2022 Statement; September 2022 Statement - 37 Locates
2541	10/12/2022	Claims	1	16353	PUD No 1 of Skamania County	19,259.12	September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement; Transformer for Kanaka Creek Pump Station
2542	10/12/2022	Claims	1	16354	Pacific Power Group LLC	909.23	Base Reservoir Generator Repair
2543	10/12/2022	Claims	1	16355	Petty Cash	226.32	September 2022 Statement
2544	10/12/2022	Claims	1	16356	QCL Inc	236.00	2023 EAP Renewal
2545	10/12/2022	Claims	1	16357	RADCOMP Technologies	2,563.77	October 2022 Monthly Contract
2546	10/12/2022	Claims	1	16358	Ricoh USA Inc	193.84	September 2022 Statement
2547	10/12/2022	Claims	1	16359	SCSD Swimming Pool	1,359.63	1079.0 - 330 NW GROPPER ROAD
2548	10/12/2022	Claims	1	16360	Skamania County Chamber of Commerce	14,149.94	September 2022 Contract
2549	10/12/2022	Claims	1	16361	Skamania County Economic Development	50.00	EDC Luncheon - Scott & Ben
2550	10/12/2022	Claims	1	16362	Skamania County Probation	480.00	Septebmer 2022 Probation Costs
2551	10/12/2022	Claims	1	16363	Skamania County Prosecutor	1,333.00	October 2022 Remittance
2552	10/12/2022	Claims	1	16364	Skamania County Sheriff	1,200.00	August 2022 Jail Services
2553	10/12/2022	Claims	1	16365	Skamania County Treasurer	17,225.23	October 2022 Remittance; October 2022 Remittance
2554	10/12/2022	Claims	1	16366	Stevenson Downtown Association	16,250.00	Q3 LTAC Operations
2555	10/12/2022	Claims	1	16367	Timothy Charles Shell	2,325.00	September 2022 Statement
2556	10/12/2022	Claims	1	16368	Trojan Technologies Inc	31,421.48	Shop Drawings/Factory Testing
2557	10/12/2022	Claims	1	16369	U.S. Mower	73.18	Roller Bearings for Mower
2558	10/12/2022	Claims	1	16370	US Bank Safekeeping	30.00	September 2022 Safekeeping Fees
2559	10/12/2022	Claims	1	16371	US Bank Voyager Fleet Systems	2,043.28	September 2022 Statement
2560	10/12/2022	Claims	1	16372	US Bank	9,304.37	September 2022 Card #1 Credit Card Payment; September 2022 Card #2 Credit Card Statement
2561	10/12/2022	Claims	1	16373	Verizon Wireless	81.15	September 2022 Cell Phone Charges
2562	10/12/2022	Claims	1	16374	WGAP Washington Gorge Action Program	3,333.00	Food Bank Support
2563	10/12/2022	Claims	1	16375	Wallis Engineering PLLC	89,275.29	WWTP Improvements Bidding & Construction; Rock Creek Stormwater Repair; 2021 WW Collection System Upgrades
2564	10/12/2022	Claims	1	16376	Waste Connections Vancouver District 2	81.95	September 2022 Shredder Carts Service
2565	10/12/2022	Claims	1	16377	Wave Broadband	75.00	October 2022 City Hall Internet
						33,385.06	
						13,265.19	
						30,528.13	
						17,650.81	
						6,587.50	
						27,017.59	
						245,985.30	
						5,344.71	
						289.52	
						380,053.81	Claims:
							380,053.81
							* Transaction Has Mixed Revenue And Expense Accounts

CHECK REGISTER

City Of Stevenson

Time: 15:18:10 Date: 10/11/2022

09/16/2022 To: 10/12/2022

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Stevenson, and that I am authorized to authenticate and certify to said claim.

Clerk Treasurer: _____ Date: _____

Claims Vouchers Reviewed By:

Signed: _____

Signed: _____

Signed: _____

Auditing Committee (Councilmembers or Mayor)