

AGENDA
CITY OF STEVENSON COUNCIL MEETING
April 18, 2019
6:00 PM, City Hall

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

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

2. CHANGES TO THE AGENDA: *[The Mayor may add agenda items or take agenda items out of order with the concurrence of the majority of the Council].*

3. CONSENT AGENDA: The following items are presented for Council approval. *[Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of an individual item is requested by a Council member, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.]*

- a) **Liquor License Renewal** - Fraternal Order of Eagles Aeri, Skamania Lodge (DH Washington Management LLC, Terrapins Lessee, LLC per WAC)
- b) ***Liquor License Assumption** - Skamania Lodge license transfer from DH Washington Management LLC, Terrapins Lessee, LLC to Benchmark Stevenson, LLC
- c) **Special Occasion Liquor License Application** - Oregon Academy of Family Physicians at the Columbia Gorge Interpretive Center May 2 from 5:30-7:30 pm.
- d) **Minutes** of March 21, 2019 City Council Meeting. (p. 4)

MOTION: To approve Consent Agenda items a-d.

4. PUBLIC COMMENTS: *[This is an opportunity for members of the audience to address the Council. If you wish to address the Council, please sign in to be recognized by the Mayor. Comments are limited to three minutes per speaker. The Mayor may extend or further limit these time periods at his discretion. The Mayor may allow citizens to comment on individual agenda items outside of the public comment period at his discretion.]*

5. OLD BUSINESS:

- a) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule. (p. 18)

6. NEW BUSINESS:

- a) ***Wallis Engineering WWTP Design Contract** - City Administrator Leana Kinley presents the attached contract from Wallis Engineering for the design of the city's wastewater treatment plant and collection system in the amount of \$389,478. (p. 20)

MOTION: To approve the contract with Wallis Engineering for the design of the city's wastewater system in the amount of \$389,478.

- b) EDA Grant Application Preliminary Engineering Report** - City Administrator Leana Kinley presents contract amendment #3 with Tetra Tech in the amount of \$10,977 for a total revised contract amount of \$355,709 to complete the PER for the EDA Grant application for council ratification. (p. 42)

MOTION: To approve ratification of amendment #3 of the Tetra Tech contract in the amount of \$10,977 for a total revised contract amount of \$355,709.

- c) Road Diet Ordinance 2019-1142** - Community Development Director Ben Shumaker presents Ordinance 2019-1142 adopting a road diet by reducing the road width requirements of certain streets for council deliberation. (p. 51)

MOTION: To approve ordinance 2019-1142 adopting a "road diet" by amending the street width requirements of the Stevenson Engineering Standards Volume 1-Design and Planning, Chapter 2-Streets.

- d) Discuss Copier Lease** - The lease for the small copier is soon expiring. City Administrator Kinley will present options from multiple vendors to replace the small copier and possibly the large copier, which is close to the end of its life.

7. INFORMATION ITEMS:

- a) Chamber of Commerce Activities** - The attached report describes some of the activities conducted by the Skamania County Chamber of Commerce in March, 2019. (p. 59)
- b) *Fire Department Report** - The attached report describes some of the activities conducted by the Fire Department in March, 2019. (p. 61)
- c) Municipal Court Cases Filed** - A summary of Stevenson Municipal Court Cases recently filed are presented for Council's review. (p. 62)
- d) Planning Commission Minutes** - Minutes are attached from the 2/19/19 and 3/11/19 Planning Commission meetings. (p. 63)
- e) Sheriff's Report** - A copy of the Skamania County Sheriff's report for March 2019 is attached for council review. (p. 70)
- f) 2019 Election Information** - Attached is a flyer containing information on important dates and steps for filing candidacy for open positions. There are three councilmember positions up in 2019 - Paul Hendricks, Position 3; Jenny Taylor, Position 4; and Matthew Knudsen, Position 5. The candidate winning the seat for Position 5 will serve the remainder of 2019 and then a full four-year term beginning in 2020. (p. 76)

g) Building Permits Issued - Building Inspector Karl Russell reports that there are 15 active SFRs, 1 active ADU/Garage, 1 active Tri-Plex (McCloskey), 1 Lodge Pavilion, 4 Cabins (Sikora), 1 Change of Occupancy-Hardware Store in Stevenson. On the horizon are at least two more tree houses at the Lodge, Multi-family on the Storie property, 3 SFRs in Hidden Ridge, 1 triplex and 1 townhouse on Vancouver (Cox's old lot). North Bonneville has 1 active SFR, 1 active townhouse, 1 larger plumbing remodel for the Addiction Recovery Network building, 1 sausage/butcher store finalized and 1 brewery/restaurant on the horizon (already OK'd by planning and DOE).

h) *Financial Report - City Administrator Leana Kinley will present the City's Financial Report for year-to-date revenues and expenditures through March 31, 2019. (p. 77)

8. CITY ADMINISTRATOR AND STAFF REPORTS:

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

9. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

a) * March 2019 payroll & April 2019 A/P checks have been audited and are presented for approval. March payroll checks 13333 thru 13340 total \$99,614.01 which includes one EFTPS and five ACH payments. A/P Checks 13332 and 13341 thru 13410 total \$125,087.36 which includes two ACH payments. The A/P Check Register and Fund Transaction Summary are attached for your review. Detailed claims vouchers will be available for review at the Council meeting. No investment activity in March 2019. (p. 105)

10. MAYOR AND COUNCIL REPORTS:

11. ISSUES FOR THE NEXT MEETING: *[This provides Council Members an opportunity to focus the Mayor and Staff's attention on issues they would like to have addressed at the next council meeting.]*

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

- a) RCW 42.30.110.1(i) to discuss with legal counsel representing the agency potential litigation.

13. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- April 20, Stevenson Clean-Up Day
- May 13-17, Candidate Filing Week

Minutes
CITY OF STEVENSON COUNCIL MEETING
March 21, 2019
6:00 PM, City Hall

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.

Councilmember Amy Weissfeld requests an excused absence for other prior arranged absence.

Councilmember Jenny Taylor called in at 6:50 p.m. and was present in person at 7:15 p.m.

PRESENT

Councilmember Robert Muth, Councilmember Paul Hendricks, Councilmember Jenny Taylor

ABSENT

Councilmember Amy Weissfeld, Councilmember Matthew Knudsen

2. CHANGES TO THE AGENDA:

City Administrator Leana Kinley noted changes with added documents and changes to item numbers.

Mayor Anderson noted that due to excused absences, sickness and work conflicts, voting would not take place unless a quorum was reached later in the meeting. The agenda items that did not require a vote would be reviewed first.

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

a) **Liquor License Renewal** - A&J Stores, Inc. and Skunk Brothers Spirits Inc.

b) ***Special Occasion Liquor License Application** - Stevenson Business Association at the Skamania Fairgrounds on June 21st from 6-10pm and June 22nd from 2-10pm.

c) **Minutes** of February 21, 2019 City Council Meeting and March 5, 2019 Special City Council Meeting.

MOTION: To approve consent agenda items a-c. made by Councilmember Taylor, Seconded by Councilmember Muth.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

4. PUBLIC COMMENTS:

Community member Mary Repar shared concerns with healthy trees being cut down in the city and asked about the maintenance plan. Hansen explained that 20 trees were cut down as they had grown too large for the tree well and for their location. He explained further that trees which grow too big can get in the way of water lines, communications and power. Kinley explained that this process is outlined in the maintenance plan.

Resident Thomas McCloskey asked for perspective on the current downtown moratorium. City Attorney Woodrich suggested holding comments until the public hearing.

5. PUBLIC HEARINGS:

a) 6:15 - Findings of Fact Supporting the Revised Single-Family Residential Construction in C1 Zone Moratorium - City Administrator Leana Kinley presented Resolution 2019-332 regarding the Findings of Fact to support the revised moratorium of Single-Family Residential construction in the C1 zone with Ordinance 2019-1139.

Mayor Anderson opened the Public Hearing at 7:20 p.m.

The modified moratorium includes mobile and manufactured homes. The Findings of Fact is related to the original moratorium and is similar to what was adopted initially on page 22. This adoption would reset the time frame to 6 months from February 21, unless extended further.

McCloskey felt that his opinion has been heard previously. He reiterated that he came to the city in good faith, did his due diligence, talked to the Planning Commission and was given the go ahead to build. Then they moratorium was put in place. He shared concern that future decisions made by the city will not be in his favor or in helping him to build. He thanked those Councilmembers who did vote in favor of their building. He shared that he was originally told they could build and then told mixed use only and then told that they couldn't build. He doesn't understand why people would want to build commercial use or mixed use in Stevenson given the experience he has had. He stated that if the goal is to encourage commercial then a standard should be set and should be consistent.

Repar noted that she served on the committee which looked at the downtown plan for 18 months and didn't hear during their discussions that single family would be prohibited. She noted that this was a chance to have something new developed downtown and is being put under moratorium. She disagreed with the 60 day window given to McCloskey being vetoed. She requested the moratorium be lifted.

Community member Anne Leuders agreed with Repar. She noted that the City Council attempted to do the right thing and it was unfortunate that it was vetoed. She doesn't view this house being built as a bad thing and noted that it could turn to a business at a later date. She requested that Council do the right thing and take every avenue to do that.

Mayor Anderson explained that the city has been working on the plan and the design standards and stands by the decision that no single family be developed until the design standards are adopted. He clarified that a plan was not adopted 20 years ago. The city has hired a consultant to get the plan together and if the plan proposed was the one with the most aggressive timeline.

McCloskey noted that the city has been working on the plan for 20 years, even if it wasn't adopted it was similar. Anderson added that he can't make that assumption

The Public Hearing closed at 7:30 p.m.

Council asked about number 5 and the fact attached to it. Shumaker explained that it was the same finding that was in the last Findings of Fact to ensure structures for approximately that long. Council also asked about the language in number 7 and confirmed that if there is an application pending and its vested that it goes back to December 6. Council asked for clarity around what this adoption would change. Woodrich explained that it is a requirement, subsequent to any moratorium, that within 60 days the implementation of Findings of Fact have to be adopted. If not adopted, one could build a manufactured or modular home but not a single family home, as that was adopted at the last meeting. It would extend single family moratorium for three more months.

MOTION: To approve Resolution 2019-332 adopting the findings of fact supporting the revised moratorium on new Single-Family Residences in the C1 zone made by Councilmember Hendricks. No second. Motion fails for lack of a second. The moratorium has not been modified from its original form.

6. FIRE DEPT UPDATE:

a) Fire Hall Project Update - Mackenzie presented the Fire Hall project for review and discussion. Included in the packet were low and high cost estimates as well as a value engineered list of cost-cutting measures that can be taken to get the overall project cost down.

Mackenzie representatives explained that the current design ranges from \$4.6 to \$5.2 million dollars for the building itself. The property is against the wetlands which means liquefiable soils as well as differential sediment. The structural and foundation systems are very robust as a result. The geotech report shows excavating nine feet into the ground to remove remnants of the previous buildings. When the consultant costs, owner fees, permit fees are added, the overall project cost ranges from \$5.7 to \$6.3 million dollars and does include Washington sales tax.

Mackenzie considered value planning with structural system changes, reducing the bay trench areas, eliminating signage and other purchases such as roller shades. Mackenzie worked with Construction Focus Incorporated, which provided the third party bid. They added that of the proposed amount, \$400 to \$500 thousand dollars has been included just in contingencies to make sure there is plenty of money in the budget.

Kinley compared the project and pricing to others' recently built and noted that the cost is lower in comparison but the site preparation and land drove it over. When the EMS was included in the space, it was \$10 million. Now, it is half the size and half the cost, although five years later. The city is looking into different funding options. If the city kicks in \$2 million and goes for a bond, it will still be about a dollar per thousand. Kinley has reached out to the Sheriff but doesn't have firm grants to apply to the EOC portion yet. Kinley to have a conference call this week with CDGB to consider new survey technique. The city doesn't currently qualify for CDBG funds but the survey could open that up at a maximum of \$750 thousand dollars.

Council discussed the site preparation and no good option to amend the soil. Councilmember Muth requested a copy of the geotech report. McKenzie explained that the roof will be standing seam.

Mackenzie is preparing a report and asked for council input regarding goals to be included. The final report to come would include a cost estimate, cost summary and how they arrived to the present considerations.

Fire Chief Rob Farris explained that the design is function meets needs while also considering common sense cost savings. He noted that the current fire hall is crumbling and the concrete brick is deteriorating. The new building balances function with fitting in with the neighborhood. He also noted office sharing with EOC Department of

Emergency Management, which could provide additional options for funding. He noted conversations with the Sheriff to support moving forward to the county commissioners.

Anderson shared that this is one of the areas that the city will grow into and is highlighted as a core area in consideration with the downtown plan. He noted that staff and council met to consider options for decreasing the cost. Anderson also noted upcoming appointments with state representatives next week to discuss this as one of the city needs. He also noted a need with the county committing.

Pioneer Reporter Philip Watness asked if the fire hall will be designated as an emergency shelter center. Farris explained that it could be open for emergency operations but not as a shelter. A contingency plan could be created to allow short term options if necessary.

Anderson added the importance to seeing public space included in the floorplan design as a potential cost saving measure. Farris noted that living quarters were initially included but removed as it didn't seem right for today and therefore reduced the overall square footage. The design does still allow for future growth.

Some of the firefighter staff was in attendance at City Council as well and thanked the Council for considering the options and for supporting a new building.

Anderson noted the need for a new space and to move on time but also highlighted that funding is of concern. He asked that all with suggestions to provide input.

b) *Amendment to Interlocal Agreement for Dispatch Services - City
Administrator Leana Kinley presented the attached Amendment #1 to the Interlocal Agreement for Dispatch Services modifying the calculation to reduce the amount allocated by any state allocations, grants or non-county funding received, extending the contract to the end of 2020 and allowing an additional 2-year extensions with written notice.

Woodrich suggested crossing out councilmember signatures as they are not required.

MOTION: To approve Amendment #1 to the Interlocal Agreement for Dispatch Services with Skamania County made by Councilmember Hendricks, Seconded by Councilmember Muth.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

7. OLD BUSINESS:

a) **Sewer Plant Update** - Public Works Director Eric Hansen provided an update on the Stevenson Wastewater System and the Compliance Schedule.

Hansen noted good news in February in that loadings were down and there were no effluent violations.

The city is working on getting an agreement with Camas to take sidestreamed materials. The initial discussion is that they do have room to take it. Once accepted, the city will then arrange transportation.

The city is currently pursuing class B solids. After another week, a sour test will be conducted and those numbers are submitted to the Department of Ecology. Once all tests are in place and pass then the city can move to land application. The blowers are now online and working hard from being previously not aerated.

Repar noted smells down by the fairgrounds in the last week. Hansen encouraged the public to communicate with the city during working hours so they can come investigate.

Kinley noted the EDA proposal for the construction grant has been approved to move forward with the full application. The city is now moving forward with the full construction grant application which is due April 16. Kinley added that the firm that does the preliminary report cannot do the final design due to having unfair knowledge. The DOE loan has been on hold for a month and the city is still waiting for them to sign and return.

Council asked about the lodge and their purifier. The staff noted that they have not gone back online at the request of the city. It will be discussed further at the clarifier's meeting either the first or second week of April.

The staff is currently working on interim guidelines for commercial connections.

8. NEW BUSINESS:

a) **Rick and Julie May Property Donation** - The Mays approached the city about donating a piece of land for development of a city park and affordable housing. Before moving forward with boundary line adjustments in preparation of the transfer, they would like affirmation by Council that the conditions they have placed on the transfer will be met and that the city intends to move forward with accepting the donation. A memo has been prepared and attached with more detailed information about the project.

The memo drafted displayed four homes for affordable housing with an additional space for a park. There is a current challenge with access to all four homes off one roadway. The updated drawing offers a 20 foot access road and will need to work with current standards to make sure that's an allowable width. It would include four parking spaces

for the park and two shared driveways that access four homes. The current driveway would need to be relocated.

Rick May requested that the affordable housing not be apartments but something that can be bought. He explained the three additional lots that aren't included and a boundary line adjustment as two boundaries were moved up to create additional lots. All together the space is about 3 acres.

Kinley explained that the affordable housing component would be created with a community land trust with Columbia Cascade Housing Corporation. It would be donated and they would run their program, which would allow the city to avoid being a landlord. The largest portion of the land trust would be creating the policies around who can buy a house and a cap on what can appreciate. One possible requirement could be to require a certain amount of money put aside as funding for the house for future updates and maintenance. The resale would also be capped and future owners would have to meet the same buyer requirements.

Council asked about the benefit of the development. Staff noted the five more city water hook ups and the additional park. The Del Ray Avenue improvements would go all the way up to School Street. The city would pay for the streets going in. The first section on overall page 42 of the packet outlines the Del Ray project. Current proposal to include a one way travel lane with two parking lanes and one sidewalk at a cost of \$381,000 dollars. The city will apply for a community development block grant. It could also go through USDA grant loan. The Council requested to add and enhance the safe school route due to traffic issues in the mornings during school drop off.

Repar stated this was quid pro quo. She reported that the city is building a \$12 million dollar sewer plant and giving exemptions to a developer. She said it was not ethical. She stated that it is a wetland and is not sure Columbia Housing would want to build as its expensive, as was discussed with fire hall. The affordable housing is a carrot to get the city to build a road for a developer. She doesn't believe that Del Rey one way will make it any safer for kids. She stated that this deserves more attention and warned that if the city goes through with it she will find a way to sue. She said the developer is asking for the city to change a private road standard. She stated the city shouldn't do it ethically or morally.

Council asked about the exchange. Woodrich noted that the city is not obligated to build Del Ray. It is currently just a letter of intent that allows the city to look into it further. If it is approved, more legal look would be taken. There was initial concern about extending number of residents going up the driveway but staff has developed a plan that would meet compliance. It will have to go through land use approval. Kinley noted that road access for three houses is still a sticking point.

Council asked for a review of the proposed city letter to make sure it was to the Mays' agreement. Woodrich noted that it would need to be clarified with the land trust that the owners would own the home but not the land. Rick May indicated no problems with the land trust description and concept.

MOTION: To approve authorizing the Mayor to sign the Letter of Intent as drafted made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

b) *Downtown Plan - After a solicitation and review of qualifications from firms for the creation of a Downtown Plan for the City, Community Development Director Ben Shumaker made a recommendation for contracting with Crandall Arambula.

MOTION: To approve the contract with Crandall Arambula for the development of the city's Downtown Plan in an amount not to exceed \$119,615 made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

c) Russell Ave Project Update - Public Works Director Eric Hansen provided an update on the Russell Ave project including a revised timeline that will reduce impact to businesses and reduce construction costs. A contract amendment with Wallis Engineering will be presented at the April council meeting.

Hansen noted aggressive under grounding this year as a joint effort. He explained that the city will bore under 2nd Street and trench the rest. This will get all utilities underground on most of Russell and all of Railroad and Ash Alley. He explained that it may affect a parking lane on Russell during construction. Receiving bids in the late fall/winter will allow for better bids and for construction to avoid conflicts with the summer tourist season.

Council asked if putting off the Russell project pushes out other projects. Hansen explained that it doesn't push out any currently funded projects. Kinley noted that projects are mostly being flip flopped.

d) Downtown Landscaping Discussion - Public Works Director Eric Hansen issued a Request for Proposals for landscaping and maintaining select downtown flower beds. This discussion was around the applications received and the process to move forward.

Hansen noted a consideration to implement "adopt a corner" with standards put in place, which could be an advertising opportunity for those who get involved. The

Council recommended proceeding in house. Hansen noted that the new summer hire may also be looped into this.

e) Update to City's Fats, Oils and Grease Program - Public Works Director Eric Hansen presented Ordinance 2019-1140 regarding an update to the sewer and pretreatment code and establishing a preferred pumper program. Attached was a copy of the Grease Removal Device inspection criteria and a copy of ordinance 1140.

Hansen noted that this now includes fines for violations with a sliding payment scale and increase in BOD strength categories.

Council asked about possible violations if this had been in place last year. Hansen noted two for sure and one would have been a repeat violation.

MOTION: To approve Ordinance 2019-1140 amending the sewer and pretreatment code and repealing portions of Ordinance 1119 made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

f) Wastewater System Design Engineer - After a solicitation and review of qualifications from engineering firms for the design of the city's wastewater treatment facility and collection system improvements, City Administrator Leana Kinley recommended contracting with Wallis Engineering. If confirmed by council, staff will work with Wallis to create contract documents for presentation at the April 18th council meeting.

Mayor Anderson noted his takeaway with the tiered approach. Hansen added that Wallis said that rates were most important.

Council asked historically about Wallis two years ago. Hansen explained that they did a review previously. Shumaker added that they were a part of an alternatives analysis team that did last look at industrial users. This project is separate and the approach for the client is better than others. Kinley noted that 10 years ago they put in for a project and didn't get it. The staff requested consensus to move forward with Wallis. The Council reached consensus to proceed.

g) WCIA Pre-Membership and Membership Agreements - In an evaluation of insurance alternatives, Washington Cities Insurance Authority (WCIA) was the best choice for cost, coverage and services provided. City Administrator Leana Kinley presented two WCIA Interlocal Agreements for council approval. These agreements stated our formal application to WCIA as a Full Member and our intent to cooperate and

comply with their application process. It also binds the city to WCIA as a Full Member on December 1, 2019 pending approval by the full membership of WCIA.

MOTION: To approve the Interlocal Agreement creating pre-membership conditions between WCIA and City of Stevenson and the Appendix 147-19 to Interlocal Agreement creating the WCIA made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

h) Fairgrounds Exhibit Hall Reroof Contract - City Administrator Leana Kinley presented the attached interlocal agreement with Skamania County for \$10,000 of lodging funds to be used to replace the roof of the Exhibit Hall.

Kinley explained that the Fairboard applied for a grant and the grant requires matching funds. This fund is a government welfare fund. It is owned by a municipality and will need to complete process steps. The city does not know if the county has passed this yet.

Woodrich noted in 4a it should say "of this agreement".

Councilmember Muth asked to table this until the county and the Fairboard have committed their funds. Councilmember Hendricks agreed. Anderson noted that it has to start somewhere. Hansen added that if it is approved tonight, it doesn't get spent unless other two agree. Councilmember Muth withdrew his suggestion to table.

MOTION: To approve the interlocal agreement with Skamania County for the replacement of the Exhibit Hall roof in the amount of \$10,000 made by Councilmember Hendricks, Seconded by Councilmember Muth.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

9. INFORMATION ITEMS:

a) Sheriff's Report - A copy of the Skamania County Sheriff's report for February 2019 was attached for council review.

b) *Municipal Court Cases Filed - A summary of Stevenson Municipal Court Cases recently filed were presented for Council's review.

c) Planning Commission Minutes - Minutes were attached from the 1/14/19 Planning Commission meeting.

d) Chamber of Commerce Activities - The attached report described some of the activities conducted by Skamania County Chamber of Commerce in February 2019.

e) Fire Department Report - The attached report described some of the activities conducted by the Fire Department in February, 2019. The Fire Chief requested a meeting or workshop to be held at the Fire Station as outlined in the report.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Eric Hansen, Public Works Director

The summer hire started March 11.

The downtown street trees were pruned and some were removed due to size.

Wastewater Treatment Plant Operator Ian Lofberg received CDL and wastewater treatment operator advancement and is currently an operator in training. The city pays for his training on the job.

b) Ben Shumaker, Community Development Director

There will be an Earth Day clean up downtown on April 20. They are considering continual updating of the new PCT trail and will move forward with a grant that will extend to the other side of 1st Street down the bank to where there's a hole in the guardrail which will cost \$200,000 dollars.

The Stevenson Downtown Association came to the Planning Commission for a conditional use permit for their first mural on the northeast side of the Napa building. The mural is related to fire protection and tied to a historical advertisement that previously ran in the gorge.

The school district capital improvement planning long look includes representatives from the community and the schools.

The EDC is working on the building lands inventory. They will be coming to the city for money and Shumaker recommends supporting their efforts. At the end of data collection effort, it will likely be a planning effort. Shumaker hopes that the effort results in some sort of interlocal agreement with counties about density.

c) Leana Kinley, City Administrator

The city website does not have analytics measuring tools installed so the city doesn't know how many people visit the site with mobile versus desktop. They city is moving

forward with a month to month contract due to experiencing crashes and will also add updates to the homepage.

Building permits are increasing with warmer weather. There are no new homes proposed yet but several are close.

The city is moving on and making progress with projects and noted project board in City Hall.

The pool update continues to be a sticking point in North Bonneville with regards to the park district. The North Bonneville City Council has been hesitant to have voters vote on something that their residents would vote no on but still held responsible to pay because the rest of the community would vote to pass it. Some residents plan to do door to door outreach in the community with kids from swim team and adults who use it for fitness.

There are three open council positions for next election with Councilmembers Hendricks, Taylor and Knudsen up for re election. The filing week is May 13-17 or April 29 by mail. The city has pamphlets available for those who want to know how to become an elected official.

The city will also be passing out information on how to be involved with city government at a coming job fair.

The staff does not have an update on the logging.

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

The voucher report and investments update will be provided to council ahead of the meeting.

a) *February 2019 payroll & March 2019 A/P checks have been audited and were presented for approval. February payroll checks 13263 thru 1271 total \$125,410.96 which includes one EFTPS and six ACH payments. A/P Checks 13271 thru 13331 total \$156,838.71 which includes two ACH payments. The A/P Check Register and Fund Transaction Summary are attached for your review. Detailed claims vouchers were available for review at the Council meeting. No investment activity in February 2019.

MOTION: To approve the vouchers as presented made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

12. MAYOR AND COUNCIL REPORTS:

Councilmember Taylor noted that the fire hall is still pretty large in size given what the city may need. She wants to consider speaking to Farris and the fire department as a whole to see what are their requirements and what are extras. She asked whether the city would be responsible for demolishing the old fire hall as she doesn't want to take on that cost.

Councilmember Hendricks noted possibly recouping funding when the city sells the land of the previous fire hall.

Councilmember Muth mentioned reviewing the geotech done on the fire hall land to determine if a second geotech is needed. He also wanted to give thanks for the clean up at Hegewald Center.

Mayor Anderson noted the EDC had their annual luncheon this week and there was a round table after with the lieutenant governor. He is also setting up meetings in Olympia next week to talk about Stevenson's needs with state legislatures.

13. ISSUES FOR THE NEXT MEETING:

None

14. ADJOURNMENT - Mayor adjourned the meeting at 8:36 p.m.

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Approved _____; Approved with revisions _____

Name _____ Date _____

Minutes by Claire Baylor



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: Stevenson City Council
From: Leana Kinley, City Administrator
RE: Sewer Plant Update
Meeting Date: April 18, 2019

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:

Plant Operations:

The City has had a solids washout in the clarifiers each of the four months in 2019 and are on track to receive TSS effluent violations as well for January, March and April. Everything has been done to optimize operations. The increased flow during the winter months combined with the poor settling of sludge leads to the solids not having time to settle out before they reach the clarifiers. This then causes the solids to washout and leave the plant. While the Industrial users are discharging less to the plant, their impact of the high concentration of BOD and TSS is greater due to the seasonally high flows. Due to the continued violations, Ecology will be asking LDB and Backwoods to submit an application for a discharge permit.

Staff has been cleaning-up the plant and will be ready for tours in the next few weeks.

The average monthly Influent BOD load has been:

2018

- January 675 lbs/day – No Effluent Violations
- February 1,793 lbs/day – No Effluent Violations
- March 1,099 lbs/day – BOD and TSS Effluent Violations
- April 991 lbs/day – BOD and TSS Effluent Violations
- May 1,265 lbs/day – BOD and TSS Effluent Violations
- June 1,124 lbs/day – No Effluent Violations
- July 920 lbs/day – Low pH Violation (one day)
- August 1,113 lbs/day – No Effluent Violations
- September 1,439 lbs/day – Low pH Violation (one day)
- October 1,072 lbs/day – No Effluent Violations
- November 1,032 lbs/day – No Effluent Violations
- December 807 lbs/day – No Effluent Violations

2019

- January 776 lbs/day – Solids washout from clarifiers on 29th and 30th, TSS and BOD Effluent Violations

- February 749 lbs/day – Solids washout from clarifiers on the 18th.
- March – Solids washout from clarifiers on March 13th, TSS Effluent Violation
- April – Solids washout from clarifiers on April 1st

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 final revision to the General Sewer Pan and Wastewater Facilities Plan update was submitted to Ecology. The report for the CERB grant is in process.

The contract with DOE for Design Phase funding has been executed and the first payment request has been processed.

The city applied in February for a \$4.935M EDA grant (20% city match) for improvements at the lift stations for increased capacity and flood protection at the wastewater treatment plant. The pre-application has been approved and the city is moving forward with a full construction application. Tetra Tech is contracted to complete the Preliminary Engineering Report and staff is working with MCEDD and other agencies to obtain letters of support for the project. Based on the feedback from other agencies that have applied for the same funds, the process will take some time.

Compliance:

Staff has not heard back on the request for an extension of the compliance schedule listed on the Administrative Order.

Interim guidelines for commercial connections have been developed and are being reviewed to assist with communicating what is and is not allowed during the moratorium.

Action Needed:

None.

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into this 18th day of April, 2019, by and between CITY OF STEVENSON, a municipal corporation of the State of Washington, and hereinafter referred to as "CITY," and **Wallis Engineering, PLLC**, 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" and Exhibit "B." 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, 2019 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.

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.

O. DEPARTMENT OF ECOLOGY REQUIREMENTS

Additional requirements as outlined in Exhibit "C" Washington State Department of Ecology Water Pollution Control Revolving Fund Engineering Services Insert are incorporated herein.

[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: _____
Scott Anderson, Mayor

By: _____
Jane Vail, PE
Principal Engineer

Mailing Address:
215 West 4th Street
Suite 200
Vancouver, WA 98660

Approved as to form

Kenneth B Woodrich,
City Attorney

360-695-7041
Telephone Number

91-1944973
Federal Tax ID Number

601-823-546
UBI#

PROJECT DESCRIPTION

The City of Stevenson Wastewater Treatment Plant (WWTP) is in need of upgrades to replace deficient equipment and provide additional capacity. These upgrades have been identified in the City's 2017 General Sewer Plan and Wastewater Facilities Plan Update (GSP/FP), which was recently amended. The GSP/FP described a phased expansion of the WWTP, with Phase 1 including the following improvements:

- New headworks
- New aeration basin
- Disinfection upgrades
- Solids handling upgrades
- Support facility upgrades: standby generator and improvements to electrical, controls, instrumentation, and SCADA
- New laboratory and operations building
- Flood protection measures

In addition to the GSP/FP, an operational audit of the WWTP was completed in 2018, identifying a number of operational upgrades that could be implemented immediately to help prevent violations of the discharge permit.

The GSP/FP also identified a number of collection system improvements to reduce I&I, correct capacity issues, and extend sewer service to unsewered areas. This work is not included in this scope of work, because preliminary engineering for pump station improvements is currently being completed by another consultant. Final design of collection system work will be included in a separate scope of work, to be submitted after preliminary design is complete and the project elements are fully defined.

GENERAL SCOPE OF WORK

The primary goals of this scope are to complete final design for immediate WWTP improvements, and complete preliminary design for the WWTP Phase 1 improvements. These goals are described below:

- ***Design Immediate WWTP Improvements.*** We will complete additional evaluations to identify relatively low-cost improvements that can be made in short-order to help prevent effluent violations of the discharge permit, then design those improvements, assist the City with obtaining bids, and manage construction.
- ***Complete Preliminary Design of Phase 1 WWTP Improvements.*** We will advance design of the Phase 1 WWTP Improvements to obtain Washington State Department of Ecology (DOE) approval, refining the concept design completed during the GSP/FP process. In completing preliminary design, we will identify opportunities to implement proposed Phase 1 improvements in stages, finalize the implementation plan, and more accurately refine cost estimates. A preliminary design report will be prepared to meet DOE requirements, and preliminary drawings will be prepared.

Other goals include providing comprehensive project management, assistance with industrial pretreatment issues, and completing survey and geotechnical investigations to inform design.

It is not the intent of this scope of work to revisit major decisions established in previous planning efforts. The recommendations of the GSP/FP will be the starting point for this work, and the preliminary design task will examine those recommendations pertaining to the project in more detail.

This specific scope of work consists of completing final design for immediate improvements, and preliminary design of Phase 1 WWTP improvements. In order to provide the City with the most accurate scope of services and limit supplements, a scope and fee estimate for the final design of proposed improvements will be submitted following the completion of this work. This specific scope of work consists of the following tasks:

- Task 1 Project Management and Administration
- Task 2 Industrial Pretreatment Assistance
- Task 3 Survey and Mapping
- Task 4 Geotechnical Investigations and Recommendations
- Task 5 Immediate WWTP Improvement Design
- Task 6 Preliminary WWTP Design

This work is anticipated to be complete by November 2019.

CONTRACT DURATION

Contract term shall be from the date contract is fully executed until December 31, 2019.

PROJECT TEAM

Wallis Engineering will serve as the prime consultant for this project, leading a team of subconsultants to complete all the services identified in the specific scope of work. Each consultant is listed below with the primary tasks which they will complete.

<i>Consultant</i>	<i>Discipline</i>	<i>Task(s)</i>
Wallis Engineering (Wallis)	Project Management, Civil Engineering	1, 2, 4, 5
Esvelt Environmental Engineering (EEE)	Environmental Engineering	6
Klein & Associates (Klein)	Surveying	3
Geotechnical Resources Inc. (GRI)	Geotechnical Engineering	4
Wastewater Solutions Inc. (WSI)	Wastewater Operations	5
Industrial Systems (IS)	Electrical & Control Systems Engineering	5, 6
Barney & Worth (BW)	Public Involvement	1

TASK 1 PROJECT MANAGEMENT AND ADMINISTRATION

Objective: Wallis Engineering (Wallis) will provide full project management, administration, and coordination between all subconsultants on the team, City staff, regulatory authorities, and key stakeholders. This task includes technical and financial management of the project, lead meetings and design workshops, and help the City with ongoing public involvement. Key tasks will be to organize and conduct all meetings, develop and track project schedule proactively to address critical path elements and ensure on-time delivery, and communicate to City staff of project progress.

Task 1.1 Project Management and Coordination

Wallis will prepare and implement a Project Management Plan (PMP) to define and provide project management, schedule, coordination, and direction to the City staff and design team to track project progress and adjust as necessary. The goals, objectives and potential impacts of the project will be confirmed with the City project manager. The plan will establish quality control management and procedures and designate responsibility for all technical work and deliverables. Implementation of the PMP will include the following:

- Comprehensive project management to ensure the scope, schedule and budget are met. Provide a point contact person for the City while coordinating with the project team.
- Schedule and participate in monthly or as-needed coordination conference calls with the City Project Manager and other staff at their request.
- Provide maintenance of a comprehensive Microsoft Project schedule with individual task milestones, task duration, individual responsibilities of subconsultants and City staff, agencies, and utilities.
- Monthly progress reports will be submitted with invoices. Monthly progress reports will include task level budget status, schedule status, and brief summary of work completed along with any upcoming scope, schedule or budget concerns. Billings will include staff, title, hourly rate, and hours charged to the project.

Task 1.2 Coordination with Department of Ecology

Wallis will coordinate with the Department of Ecology (DOE) throughout preliminary design in order to ensure that DOE's requirements are being met. We anticipate up to two (2) physical meetings at DOE's Olympia office, and emails and conference calls throughout preliminary design.

Task 1.3 Public Engagement

Wallis will work with stakeholders, property owners, and the public to ensure concerns are adequately addressed and adverse impacts are minimized. The following summarizes the anticipated public involvement efforts through the preliminary design effort:

Public Engagement Plan

Wallis and Barney & Worth will work with the City to draft a Public Engagement Plan (PEP) that outlines the public involvement strategy, methods of communication, and anticipated work effort.

Council Updates

Wallis will attend up to three council meetings to update council and the public on the project. Council presentations are assumed to be held at the immediate capacity measures construction phase, final site plan, and the final predesign report. This subtask also assumes a council work session to discuss public involvement.

Stakeholder Meetings

Wallis will attend up to four stakeholder meetings, listening to concerns and communicating the City's value engineering efforts. Stakeholder meetings are assumed to be held with the Port of Skamania County and affected industries, and the Waste Water Clarifiers group.

Public Involvement Contingency

On a contingency, as-needed basis, Wallis will assist the City with additional meetings and production of public involvement materials. This work could include assistance with website updates, inserts for sewer bills including updates on the project, and press releases.

Task 1.4 Workshops and Meetings

Wallis will organize and conduct project workshops and meetings at key points in the project schedule. To begin the project, we will conduct a kick-off meeting at the City of Stevenson with key City staff and key team members. The objective of the kickoff meeting will be to introduce the project, identify contacts and roles, discuss broad goals and big picture objectives, and resolve decision points. In addition to the kickoff meeting, we anticipate a total of five design workshops at key review points: one for the immediate improvements, three for the WWTP preliminary design, and one to discuss regional biosolids solutions with City of Washougal staff.

For all meetings, we will provide a meeting agenda and summary.

Task 1 Assumptions:

- Project management is anticipated to span a 7-month period (April 2019 – November 2019), for the duration of preliminary design
- All meetings with City staff will be held at City of Stevenson or other venue of staff choice
- Wallis will hold monthly project coordination conference calls with the City
- City will lead implementation of the Public Engagement Plan
- City will manage funding procurement efforts

Task 1 Deliverables:

- Project scope and fee
- Draft and Final Project Management Plan (including Public Engagement Plan)
- Meeting agendas and minutes for kickoff meeting
- Meeting agendas and minutes for up to 5 design meetings/workshops
- Up to two physical meetings with DOE
- MS Project Schedule and updates as needed
- Monthly progress billings on a time and materials basis per task and subtask

TASK 2 INDUSTRIAL PRETREATMENT ASSISTANCE

Objective: To assist the City on an as-needed basis to address industrial pretreatment issues.

Task 2.1 Industrial Pretreatment Assistance

Wallis will work with the City on an as-needed basis to assist with industrial pretreatment issues as they arise. This will include providing input regarding industrial user contracts, rates, and other industrial pretreatment issues. This work will also include working with the City to address DOE's comment on the GSP/FP that the City show how they assure that industrial pretreatment occurs.

Task 2 Assumptions:

- This task will only be billed when specifically requested by the City.
- The fee for this task assumes a total of 100 hours of Wallis staff time and 32 hours of EEE staff time, as shown in the fee estimate. If additional assistance is needed beyond this time, a supplement will be required.

TASK 3 SURVEY AND MAPPING

Objective: Survey existing sites and facilities to provide a comprehensive base map for design. To reduce the cost of the Rock Creek Pump Station design, the survey will also include the pump station site (due to its proximity to the WWTP site).

Task 3.1 Survey and Base Mapping

Klein will order utility locates, provide detailed mapping of features, and prepare a topographic and boundary survey base map for the wastewater treatment plant and Rock Creek Pump Station. The survey base map will be updated throughout the project duration as needed to include locations of archeological, wetland, and geotechnical flagging.

Klein will prepare a complete base map for use in preparing the wastewater treatment plant plans. Wallis and EEE will review the base map and coordinate with Klein for additional survey needs as required.

Task 3 Assumptions:

- City will provide all available as-built drawings of utilities within the project extents.
- Utility locates will be accomplished via One-Call. Utility as-builts will be compiled, compared and resolved with locates
- Base maps will include the following features:
 - Existing improvements
 - Contours at 1-foot elevations with active surface in Civil 3D 2018
 - Utilities with inverts for sanitary sewer and storm structures
 - Elevations of wastewater treatment plant tanks, piping, weirs and other components influencing the hydraulic profile
 - Finish floor elevations of existing buildings at the wastewater treatment plant
 - All lot and right-of-way corners, including research of existing monuments
 - Right-of-way and centerline locations
 - Boundary lines of private property adjacent to sites
 - Location of environmental areas as identified by others
 - Geotechnical boring and piezometer locations

Task 3 Deliverables:

- Base map in AutoCAD Civil 3D and PDF format

TASK 4 GEOTECHNICAL INVESTIGATIONS AND RECOMMENDATIONS

Objective: To provide geotechnical recommendations for the design of the WWTP improvements. To reduce the cost of the Rock Creek Pump Station design, geotechnical investigations will also include the pump station site (due to its proximity to the WWTP site).

Task 4.1 Geotechnical Investigations

Rotosonic Soil Borings

A total of four soil borings are planned for this project:

- Two borings are south of the existing oxidation ditch
- One boring is south of the existing clarifiers.
- One boring near the location of the proposed Rock Creek pump station

Each boring will be advanced to a depth of 40 ft, or to a maximum of 10 ft into rock. Borings will be completed using a track-mounted Rotosonic drill rig equipped with 6-in. diameter casing. Photographs of the core samples will be collected at the time of the field explorations. Disturbed split-spoon samples will also be obtained from the borings at 5-ft depth intervals. The Standard Penetration Test will be conducted while the disturbed split-spoon samples are being taken.

Rotosonic borings will be subcontracted to Holt Services, Inc. or Yellow Jacket Drilling Services. The drilling and sampling will be accomplished under the direction of experienced geotechnical

engineering staff from GRI who will maintain a detailed log of the materials and conditions uncovered during the course of the work. After the completion of drilling and sampling, the boreholes not completed as a piezometer will be decommissioned in accordance with all Washington State regulations.

A request to the Utility Notification Center will be made at least 48 hours prior to the start of the field exploration program. A private utility locator will also be retained to further evaluate the presence of underground utilities at each of the boring locations.

Vibrating Wire Piezometers and Measurements

Vibrating-wire piezometers with data loggers will be installed in two of the borings planned for this study. One vibrating wire piezometer will be installed at the Rock Creek Pump Station boring while the second vibrating wire piezometer will be installed at the wastewater treatment facility. Data from the data loggers will be collected by GRI personnel on a three-month interval for a period of one year after drilling.

Geotechnical Laboratory Testing

Laboratory tests will include standard classification tests, such as natural water content, Atterberg limit determinations, and grain size testing. If coreable rock is encountered, up to four samples of the rock will be submitted to an outside laboratory for determination of the unconfined compressive strength.

Geotechnical Engineering Analysis

Engineering studies and analyses will be accomplished that will lead to the preparation of conclusions and recommendations concerning (1) earthwork including cut and fill slopes, wet-weather construction considerations, suitability of on-site soils for use as structural fill, and import fill criteria; (2) excavation conditions and considerations, including temporary shoring and construction dewatering; and (3) design criteria for the Rock Creek pump station, WWTF aeration basin, and WWTF third clarifier including allowable bearing pressures, settlement estimates, lateral earth pressures, buoyant uplift forces.

Geotechnical Engineering Reporting

A report will be prepared that discusses the work accomplished and presents geotechnical recommendations for improvements to the Wastewater Treatment Facility and Rock Creek Pump Station site. The report will be provided in electronic format for your use and distribution.

Task 4.2 *Slope Stability Investigations*

In the eastern portion of the sewer system where significant groundwater infiltration into the existing sewer is a concern and the area is located within a mapped landslide area, GRI will review readily available geotechnical and geological information provided by the City or Wallis Engineering or contained in our files and perform a driving reconnaissance of the area. GRI staff will also attend a meeting at the City of Stevenson to discuss impacts of infiltration into the system on the overall stability of the slope.

Task 4 Assumptions:

- Two staff from GRI will attend one meeting in Stevenson to discuss I/I landslide issues.
- The City can provide a map showing the locations of utilities within the wastewater treatment facility site.
- Invert of the wet well at the Rock Creek pump station and all improvements at the WWTF will be located within 20-ft of existing site grades.

- City will arrange for site access to the Skamania County owned Rock Creek pump station site. We assume that our field work can be completed without time delays associated with property access approvals. If access to subsurface explorations is delayed due to lack of property access approvals or other property access issues, we will put the drilling subcontractor and our field staff on standby and contact you for further guidance.
- Petroleum products or other potentially hazardous materials will not be encountered during subsurface explorations. If petroleum products or other potentially hazardous materials are encountered during subsurface exploration, drilling will stop immediately, the drilling subcontractor and GRI field staff will be put on standby. The standby time has not been included in our cost estimate and will be billed on a time-and-expenses basis.
- Excess cuttings produced during drilling can be disposed of by scattering them on site. If off-site disposal of drill cuttings is required, the service can be provided for an additional cost.

Task 4 Deliverables:

- Draft and final Geotechnical Report.

TASK 5 IMMEDIATE WWTP IMPROVEMENT DESIGN

Objective: To identify and design immediate improvements that can help prevent effluent violations at the WWTP until final improvements are constructed. This task will build off the previously completed process and operational audit and improvements recommended in the Facility Plan.

Task 5.1 Data Review

Wallis and WSI will review performance data to determine the efficacy of previously completed operational changes and to identify additional measures that can improve WWTP performance. This will include DMR data and any additional data collected at the WWTP.

Task 5.2 Site Visit

Wallis, WSI, and IS will conduct a site visit to further investigate the feasibility of previous immediate capacity recommendations and identify additional measures. This will include identifying: opportunities to improve instrumentation, the feasibility of modifying RAS piping to add flow metering, opportunities for additional aeration, and other potential modifications to improve performance.

Task 5.3 Immediate WWTP Improvement Evaluation

Wallis will evaluate immediate capacity improvements based on feasibility, cost, and ability to improve WWTP performance. Immediate improvements will also be evaluated to ensure that they fit within the long-term WWTP improvement plan.

Immediate improvements to be evaluated will include the following, along with any additional improvements identified during the site visit:

Process Design

WSI will develop process design and operational strategies to help the existing WWTP better treat slug loads and prevent clarifier washout.

Oxidation Ditch Improvements

Wallis and WSI will evaluate opportunities to improve the oxidation ditch, including the addition of DO sensors and a new selector basin. IS will evaluate the electrical and control system modifications necessary to install DO sensors and log DO data. Cost estimates will be developed for each potential oxidation ditch improvements.

Clarifier Improvements

Wallis and WSI will evaluate opportunities to improve clarifier performance, including installing Stamford baffles, leveling weirs, and installing a separate flow meter for each clarifier RAS line. IS will evaluate the control system modifications necessary to install separate flow meters.

The evaluation will be summarized in an *Immediate Improvements Tech Memo*, which will provide recommendations and costs of immediate capacity measures. The draft memo will be submitted to the City for review prior to being submitted to DOE for approval.

Task 5.4 Immediate WWTP Improvement Design

Following DOE approval of the *Immediate Improvements Tech Memo*, the design team will prepare design drawings for the immediate improvements selected for implementation. Draft design drawings will be submitted to the City for review prior to finalizing.

Task 5.5 Bidding and Construction Services

Assist the City with identifying small works roster contractors, answering questions during bidding, reviewing submittals, answering RFIs, and other bidding and construction phase services.

Task 5 Assumptions:

- Wallis, IS, and WSI will attend one meeting with City staff to review *Immediate Improvements Tech Memo*.
- Design work for this task will be contingent on the City's efforts to obtain funding for the construction of immediate improvements.
- The fee for this task assumes design of the specific improvements identified in subtask 5.3. If additional improvements are identified and selected for implementation, additional work may be required.
- Immediate improvements construction contracts will be procured through the City's small works roster.

Task 5 Deliverables:

- Draft and Final Immediate Improvements Technical Memorandum
- Draft and Final Design Documents
- Meeting agenda and minutes for meeting

TASK 6 WWTP PRELIMINARY DESIGN

Objective: To advance the design concepts presented in the GSP/FP and finalize design criteria for each respective discipline including civil, structural, architectural, process, mechanical, electrical (including standby power needs, and instrumentation, control and SCADA systems), and the general physical configuration of facilities to be constructed in the project. Secondary objectives will be to prepare an implementation plan that reduces the initial project cost and optimizes opportunities for projects to maximize grant funds.

Task 6.1 WWTP Preliminary Design

EEE will lead preliminary WWTP design, with assistance from Wallis and IS. EEE will also be supported by architecture, structural engineering, and mechanical engineering subconsultants for support in these disciplines. Each WWTP area described below will be described in a section (a technical memorandum) within the preliminary design report. Each section will summarize the recommended design criteria, equipment sizing, regulatory and code requirements, conceptual layout, building type, and overall design concept as applicable. The primary consultant responsible for each area is shown in parenthesis.

- Design Flow and Loadings (Wallis)
- Civil Improvements (Wallis)
- Headworks (EEE)
- Aeration Basins, Selector Basins, and Splitter Boxes (EEE)
- Blower Building (EEE)
- RAS/WAS and Clarification (EEE)
- UV Disinfection (EEE)
- Thickening/Dewatering Building (EEE)
- Laboratory/Operations Building (EEE)
- Effluent Pump Station (Wallis)
- Electrical and Controls (IS)

The design flow and loadings section will confirm the projections established in the GSP/FP and provide a preliminary analysis of excessive inflow to address DOE's concern noted in their approval letter of the GSP/FP. Flow and loading assumptions in the GSP/FP will not be reanalyzed.

In addition to the technical memoranda, preliminary process drawings, civil drawings, and electrical drawings will be prepared. Civil drawings will include a site layout for proposed improvements and will identify space needed for future improvements beyond the 20-year planning period.

Task 6.2 Preliminary Cost Estimate

Preliminary cost estimates prepared as part of the GSP/FP will be updated based upon additional design detail developed during the previous subtask. This subtask will be led by EEE, with support from each discipline. Wallis will provide Quality Assurance over this work effort.

Task 6.3 Project Implementation Plan

Wallis will update the project implementation plan described in the Facility Plan, with assistance from EEE. The implementation plan will break the project components into separate bid packages, to be constructed in order of priority based upon available funding. The implementation plan will identify the minimum improvements that can be constructed to increase WWTP capacity. The bid packages have been preliminarily identified below and will be refined based on the results of the previous subtasks and input from the City, Department of Ecology, and other stakeholders.

Critical Capacity Upgrades:

- New aeration basin
- Improvements to existing headworks
- Improvements to existing UV disinfection channel
- SCADA upgrades
- Backup generator
- Associated support facilities

Non-Critical Capacity Upgrades:

- New headworks
- New UV disinfection channel
- Solids handling improvements

Support Facilities:

- Lab and operations building
- Non-critical flood protection measures

Task 6.4 Preliminary Design Report

The results of previous subtasks will be compiled into a Preliminary Design Report for submission to the City and Department of Ecology.

Task 6 Assumptions:

- The preliminary design will build off the recommendations of the GSP/FP without substantial changes.
- A draft Preliminary Design Report will be submitted to the City for review by October 1st, 2019. Individual sections of the report may be submitted periodically prior to that date for City input.
- The Preliminary Design Report will be submitted to DOE for review by November 1st, 2019.
- DOE review period anticipated to be sixty (60) days.

Task 6 Deliverables:

- Draft and final preliminary drawings:
 - Hydraulic Profile
 - Process Schematic
 - Site Plan
 - Yard Piping Plan
 - Surfacing Plan
 - Electrical One-Line Diagram
 - Electrical Site Plan
- Draft and final Preliminary Design Technical Memoranda:
 - Design Flow and Loading Technical Memorandum (TM)
 - Civil Improvements Preliminary Design TM
 - Headworks Preliminary Design TM
 - Aeration Basin Preliminary Design TM
 - Blower Building Preliminary Design TM
 - RAS/WAS and Clarification Preliminary Design TM
 - UV Disinfection Preliminary Design TM
 - Thickening/Dewatering Building Preliminary Design TM
 - Laboratory/Operations TM (may be combined with another TM)
 - Effluent Pump Station Preliminary Design TM
 - Electrical and Controls Preliminary Design TM
- Draft and final Project Implementation Plan
- Updated Cost Estimates
- Preliminary Design Report

Agreement
Exhibit B - Fee Estimate
City of Stevenson - WWTP and Collection System Improvements Part I
WE #1477A
April 11, 2019

TASK													Subconsultants							Total Cost
	SE	E1	E2	E3	E4	E5	E6	SD	T1	TW	C1	Staff Cost	Expenses	Esvelt Eng.	Klein & Assoc.	GRI	WW Solutions	Industrial Systems	Barney & Worth	
Task 1	Project Management and Administration	\$187	\$171	\$159	\$136	\$119	\$102	\$92	\$131	\$104	\$95	\$80								
1.1	Project Management and Coordination		4		72	40			80			20	\$ 27,316.00		\$ 7,280.00			\$ 2,740.00		
1.2	Coordination with Department of Ecology	8				40			32			6	\$ 10,928.00	\$232.00 (M)	\$ 1,120.00					
1.3	Public Engagement				32	24			12				\$ 8,780.00						\$ 9,540.00	
1.4	Workshops and Meetings			8	24	32			24			8	\$ 12,128.00	\$259.00 (M)	\$ 4,040.00			\$ 1,633.00		
	TASK 1 SUBTOTAL	8	4	8	128	136	0	0	148	0	0	34	\$ 59,152.00	\$491.00	\$ 12,440.00	\$ -	\$ -	\$ -	\$ 4,373.00	\$ 9,540.00
Task 2	Industrial Pretreatment Assistance																			
2.1	Industrial Pretreatment Assistance	16			16	36		16	16				\$ 13,020.00		\$ 4,480.00					
	TASK 2 SUBTOTAL	16	0	0	16	36	0	16	16	0	0	0	\$ 13,020.00	\$ -	\$ 4,480.00	\$ -	\$ -	\$ -	\$ -	\$ -
Task 3	Survey and Mapping																			
3.1	Survey and Base Mapping				4	8				12			\$ 2,744.00			\$ 18,480.00				
	TASK 3 SUBTOTAL	0	0	0	4	8	0	0	0	12	0	0	\$ 2,744.00	\$ -	\$ -	\$ 18,480.00	\$ -	\$ -	\$ -	\$ -
Task 4	Geotechnical Investigations and Recommendations																			
4.1	Geotechnical Investigations				4				2				\$ 738.00			\$ 49,630.00				
4.2	Slope Stability Investigations				4	4							\$ 1,020.00			\$ 5,370.00				
	TASK 4 SUBTOTAL	0	0	0	4	8	0	0	2	0	0	0	\$ 1,758.00	\$ -	\$ -	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -
Task 5	Immediate WWTP Improvement Design																			
5.1	Data Review		2			18		8	2				\$ 3,482.00		\$ 1,120.00		\$ 1,200.00			
5.2	Site Visit					6		6					\$ 1,266.00	\$ 52.00 (M)			\$ 1,200.00	\$ 1,370.00		
5.3	Immediate WWTP Improvement Evaluation		8			40		24	8	4			\$ 9,800.00		\$ 4,480.00		\$ 2,000.00	\$ 2,740.00		
5.4	Immediate WWTP Improvement Design		8			32		16	24	8	16		\$ 11,728.00				\$ 1,200.00	\$ 15,460.00		
5.5	Bidding and Construction Services		4			24		16	4			4	\$ 5,856.00	\$ 52.00 (M)			\$ -	\$ 6,576.00		
	TASK 5 SUBTOTAL	0	22	0	0	120	16	78	22	20	0	4	\$ 32,132.00	\$104.00	\$ 5,600.00	\$ -	\$ -	\$ 5,600.00	\$ 26,146.00	\$ -
Task 6	WWTP Preliminary Design																			
6.1	WWTP Preliminary Design	16	16	16		40	8	24	8	16	8		\$ 19,528.00	\$ 52.00 (M)	\$ 68,560.00			\$ 16,840.00		
6.2	Preliminary Cost Estimate		4	4		16							\$ 3,224.00		\$ 13,080.00			\$ 2,740.00		
6.3	Project Implementation Plan		4		16	40		16	8		4		\$ 10,520.00		\$ 1,120.00					
6.4	Preliminary Design Report	2				8			8		4		\$ 2,754.00							
	TASK 6 SUBTOTAL	18	24	20	16	104	8	40	24	16	16	0	\$ 36,026.00	\$ 52.00	\$ 82,760.00	\$ -	\$ -	\$ -	\$ 19,580.00	\$ -
	GRAND TOTAL	42	50	28	168	412	24	134	212	48	16	38	\$ 144,832.00	\$647.00	\$ 105,280.00	\$ 18,480.00	\$ 55,000.00	\$ 5,600.00	\$ 50,099.00	\$ 9,540.00

Depending on availability, actual staff usage may not match the above estimated hours breakdown. Billing rates for all staff are listed in the Fee Summary.

FEE SUMMARY			
Staff	Hours	Rate	Fees
SE - Senior Engineer	42	\$ 187.00	\$ 7,854.00
E1- Engineer 1	50	\$ 171.00	\$ 8,550.00
E2 - Engineer 2 (PM)	28	\$ 159.00	\$ 4,452.00
E3 - Engineer 3	168	\$ 136.00	\$ 22,848.00
E4 - Engineer 4	412	\$ 119.00	\$ 49,028.00
E5- Engineer 5	24	\$ 102.00	\$ 2,448.00
E6 -Engineer 6	134	\$ 92.00	\$ 12,328.00
SD- Senior Designer	212	\$ 131.00	\$ 27,772.00
Inspector	0	\$ 99.00	\$ -
T1 - Technician 1	48	\$ 104.00	\$ 4,992.00
TW- Technical Writer	16	\$ 95.00	\$ 1,520.00
C1 - Clerical 1	38	\$ 80.00	\$ 3,040.00
Total Fees from Staff			\$ 144,832.00
Subconsultant	Fees		
Esvelt Eng.	\$ 105,280.00		
Klein & Assoc.	\$ 18,480.00		
GRI	\$ 55,000.00		
WW Solutions	\$ 5,600.00		
Industrial Systems	\$ 50,099.00		
Barney & Worth	\$ 9,540.00		
Total Fees from Subconsultants	\$ 243,999.00		
<i>NOTE: Fee includes 10% markup</i>			
Expenses	Cost		
Printing (P)	\$ -		
Mileage (M)	\$ 647.00		
Total Fees from Expenses	\$ 647.00		
TOTAL BUDGET	\$ 389,478.00		



EXHIBIT B

RATE SCHEDULE

Rates are effective thru December 31, 2019

<u>Staff</u>	<u>Hourly Rate</u>
Senior Engineer	\$187.00
Engineer 1	\$171.00
Engineer 2	\$159.00
Engineer 3	\$136.00
Engineer 4	\$119.00
Engineer 5	\$102.00
Engineer 6	\$92.00
Senior Designer	\$131.00
Inspector	\$99.00
Technician 1	\$104.00
Technical Writer	\$95.00
Clerical 1	\$80.00

These hourly rates include in-house office expenses, photocopying, and other incidental items. Mileage will be reimbursed at the current standard IRS rate. Outside expenses will be billed at cost plus 10%.



WASHINGTON STATE DEPARTMENT OF ECOLOGY
WATER POLLUTION CONTROL REVOLVING FUND
ENGINEERING SERVICES INSERT

In the event of conflict within the contract these clauses shall take precedence.

Compliance with State and Local Laws

The engineering services provider (CONTRACTOR) shall assure compliance with all applicable federal, state, and local laws, requirements, and ordinances as they pertain to the design, implementation, and administration of the approved project.

State Interest Exclusion

Partial funding of this project is being provided through the Washington State Department of Ecology Water Pollution Control Revolving Fund. Neither the State of Washington nor any of its departments or employees are, or shall be, a party to this contract or any subcontract.

Third Party Beneficiary

Partial funding of this project is being provided through the Washington State Department of Ecology Water Pollution Control Revolving Fund. All parties agree that the State of Washington shall be, and is hereby, named as an express third-party beneficiary of this contract, with full rights as such.

Cost Basis of Contract

No contract may be written for "cost-plus-a-percentage-of-cost" or "percentage of construction cost." The cost basis for this contract must be cost-reimbursement, unit price, fixed-price, time and materials, or any combination of these four methods.

Funding Recognition

Documents produced under this agreement shall inform the public that the project received financial assistance from the Washington State Water Pollution Control Revolving Fund. Washington State Department of Ecology's and the EPA's logos must be on all signs and documents. Logos will be provided as needed.

Access to the work site and to records

The CONTRACTOR shall provide for access to their records by Washington State Department of Ecology and Environmental Protection Agency (EPA) personnel.

The CONTRACTOR shall maintain accurate records and accounts to facilitate the Owner's audit requirements and shall ensure that all subcontractors maintain auditable records. These records shall be separate and distinct from the CONTRACTOR's other records and accounts.

All such records shall be available to the Owner and to Washington State Department of Ecology and EPA personnel for examination. All records pertinent to this project shall be retained by the CONTRACTOR for a period of three (3) years after the final audit.

Certification Regarding Suspension, Debarment, Ineligibility Or Voluntary Exclusion

1. The CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The CONTRACTOR shall provide immediate written notice to the Washington State Department of Ecology if at any time the CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the Washington State Department of Ecology for assistance in obtaining a copy of the regulations.
4. The CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The CONTRACTOR further agrees by signing this agreement, that it will include this clause titled “Certification Regarding Suspension, Debarment, Ineligibility Or Voluntary Exclusion” without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. The CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. The CONTRACTOR agrees to keep proof in its agreement file that it and all lower tier recipients or contractors are not suspended or debarred and will make this proof available to the Washington State Department of Ecology upon request. The RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov/> and print a copy

of completed searches to document proof of compliance.

This term and condition supersedes EPA Form 5700-49, "Certification Regarding Debarment, Suspension, and Other Responsibility Matters."

Disadvantaged Business Enterprises

General Compliance (40 CFR Part 33).

The CONTRACTOR shall comply with the requirements of the Environmental Protection Agency's Program for Participation By Disadvantaged Business Enterprises (DBE) 40 CFR Part 33.

Non-discrimination Provision (40CFR Appendix A to Part 33).

The CONTRACTOR shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The CONTRACTOR shall carry out applicable requirements of 40 CFR part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the CONTRACTOR to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

Six Good Faith Efforts (40 CFR Part 33 Subpart C).

The CONTRACTOR agrees to make the following good faith efforts whenever procuring subcontracts, equipment, services and supplies. The CONTRACTOR shall retain records documenting compliance with the following six good faith efforts.

1. Ensuring Disadvantaged Business Enterprises are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing Disadvantaged Business Enterprises on solicitation lists and soliciting them whenever they are potential sources. Qualified Women and Minority business enterprises may be found on the Internet at www.omwbe.wa.gov or by contacting the Washington State Office of Minority and Women's Enterprises at (866) 208-1064.
2. Making information on forthcoming opportunities available to Disadvantaged Business Enterprises and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by Disadvantaged Business Enterprises in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of thirty (30) calendar days before the bid or proposal closing date.
3. Considering in the contracting process whether firms competing for large contracts could subcontract with Disadvantaged Business Enterprises. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by Disadvantaged Business Enterprises in the competitive process.
4. Encourage contracting with a consortium of Disadvantaged Business Enterprises when a contract is too large for one of these firms to handle individually.
5. Using services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

6. If the prime contractor awards subcontracts, requiring the subcontractors to take the six good faith efforts in paragraphs 1 through 5 above.



Tetra Tech, Inc.
Amendment No. 3
Professional Services Agreement for Engineering Services

This is an amendment to the Agreement made on the 19th day of February, 2016, between **City of Stevenson** (Client) and **Tetra Tech, Inc.** (Consultant), a Delaware corporation, made on this 4th day of April, 2019.

Client and Consultant agree to specific changes to the referenced Agreement for the **General Sewer Plan / Wastewater Facility Plan Update** as described in Attachment A. Consultant agrees to perform the services in consideration of the compensation described in Attachment A and in accordance with the terms of the Agreement.


This Amendment consists of this document together with Attachment A – Amended Project Requirements. This Amendment to the Agreement between the Client and Consultant supersedes all prior written and oral understandings.


In executing this Amendment, the undersigned also acknowledge their authority to bind the parties to all terms and conditions.

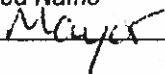
In witness whereof, the parties hereto have made and executed this Amendment as of the day and year first written.

City of Stevenson
 7121 East Loop Road
 Stevenson, Oregon 97648


Tetra Tech, Inc.
 1420 Fifth Avenue, Suite 600
 Seattle, Washington 98101
 206.883.9410

By 

Client's Authorized Signature


Printed Name


Title

By 

Consultant's Authorized Signature
 Kevin J. Dour, P.E., PMP
 Vice President

mw\G:\Administrative\Contracts\Client Contracts\Client Work Order Contracts\Stevenson, WA, City of\A-135-18800-18001-Amd3.docx



**Professional Services Agreement
Amendment No. 3
Attachment A – Amended Project Requirements**

Client: City of Stevenson

Project Description

General Sewer Plan / Wastewater Facility Plan Update

Amendments to Scope of Services

**Effort /
Cost Assumed**

Consultant shall provide the services as detailed in the Amendment 3 Scope of Work dated April 1, 2019, attached hereto.

\$10,977

Special Assumptions

Amendments to Project Schedule

Work shall be completed by May 31, 2019.

Method of Compensation

NTE Fee, 02/19/16	\$210,560.00
Amendment No. 1	\$112,791.00
Amendment No. 2	\$21,381.00
Amendment No. 3	<u>\$10,977.00</u>
TOTAL AUTHORIZED FEE	\$355,709.00

Supplemental Terms and Conditions



City of Stevenson

Preliminary Engineering Report for EDA Disaster Supplemental Grant

Amendment 3 Scope of Work

April 1, 2019

GENERAL

Tetra Tech, Inc. has completed the City of Stevenson General Sewer Plan and Wastewater Facilities Plan Update (Facilities Plan Update), per the February 19, 2016 contract with the City of Stevenson, along with Amendments 1 and 2. We have also completed the Stevenson Additional Wastewater Alternatives Analysis and the subsequent Amendment to the 2017 General Sewer Plan and Wastewater Facilities Plan Update

This Amendment 3 scope of work includes preparation of a preliminary engineering report (PER) to meet EDA grant funding requirements for Disaster Recovery Investment Priorities. The EDA Preliminary Engineering Report Requirements (Last Updated October 1, 2015) are attached as Exhibit A.

SCHEDULE

Consultant work shall be completed by May 31, 2019.

TASKS TO BE PERFORMED BY THE CITY

The following tasks will be performed by the City:

- Provide existing drawings for each pump station included in the project.
- Provide assistance on permitting requirements.
- Perform work for real property acquisition, as described in Item 8 of the EDA Preliminary Engineering Report Requirements (Last Updated October 1, 2015), if needed.

TASK 1. PROJECT MANAGEMENT

1.1 Project Setup

Provide project set up; develop a health and safety plan.

1.2 Invoicing

Prepare and submit monthly invoices with narrative description of work performed and budget status. Review budget and schedule status.

1.3 Team Calls

Project team coordination calls between Tetra Tech staff and City staff.

TASK 2. PRELIMINARY ENGINEERING REPORT PREPARATION

2.1 Kickoff Meeting

A kickoff meeting (via conference call) will be attended by City staff and the Tetra Tech project manager.

2.2 Review of Existing Documents and Follow-up with City

Tetra Tech will review existing documents and prepare a list of items to be discussed with City staff regarding approach or additional information needed.

Tetra Tech's project manager will follow up with City staff to discuss approach and additional information needed to properly describe the items required by the EDA Preliminary Engineering Report Requirements.

Assumptions:

- The City will provide existing drawings for each pump station
- Project components include:
 - Rock Creek Pump Station
 - Fairgrounds Pump Station
 - Kanaka Pump Station
 - Cascade Pump Station
 - Cascade Interceptor
 - Standby generators for each pump station
 - SCADA system
 - Flood Protection component of the wastewater treatment plant improvements (described in the 2017 Stevenson General Sewer Plan and Wastewater Facilities Plan Update)

2.4 Prepare PER

Tetra Tech will prepare the Preliminary Engineering Report to meet the EDA Preliminary Engineering Report Requirements (Last Updated October 1, 2015) including sketches, updated cost opinions, a list of permitting requirements, schedule and text to complete the Report.

Assumptions:

- Includes one Draft PER review meeting (via conference call) between Tetra Tech and City staff.

Deliverables:

- Draft Preliminary Engineering Report for City review and comment
- Final Preliminary Engineering Report for submittal to EDA

TASK 3. ADDITIONAL RELATED WORK

Additional work related to the Stevenson Additional Wastewater Alternatives Analysis or to the Amended Stevenson 2017 General Sewer Plan and Wastewater Facilities Plan Update will be performed by Tetra Tech as requested by the City. There is no scope or budget currently assigned to this task. Prior written direction from the City is required before work for this task would proceed.

City of Stevenson
Preliminary Engineering Report for EDA Disaster
Supplemental Grant – Amendment 3

EXHIBIT A

Overview

EDA is required to complete an engineering review for all construction and design projects before making an award. EDA's Application Form (Form ED-900, *General Application for EDA Programs*) and related forms require Applicants to provide key information about the proposed construction and design projects to enable EDA to complete its requisite reviews.

All applications for construction and design assistance must complete the **Preliminary Engineering Report (PER)**. The following outline provides more detailed information on these requirements in order to assist Applicants in preparing their application.

Preliminary Engineering Report Requirements

In order to be considered for assistance, all construction and design applications must include a PER that at a minimum provides the following information:

1. Description of Project Components –Provide a general description of all project components involved in the project. Indicate where the project involves the construction of new facilities or the renovation or replacement of existing ones. Describe each of the project components in terms of dimensions, quantities, capacities, square footage, etc..
2. A statement verifying the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section 1.A.3 of Form ED-900. Engineering reports that describe project components that are inconsistent with the EDA investment project description in Section A.2 of Form ED-900 will not be considered valid.
3. Sketches of schematics showing the general layout and location of the existing site conditions and of the project components as well as location of project beneficiary(s) identified in Section B.1 of Form ED-900 that provide economic justification for the project, if any. Rough dimensions and quantities for major project components should be shown and labeled on the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and other appropriate methods.
4. A feasibility analysis for the constructability of the project, including a review of the existing conditions and noting particular features, alignments, and events affecting construction of project components.
5. The proposed method of construction. Indicate whether construction procurement shall be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, by the applicant's own forces, or whether a third party construction manager will be used. If an alternate construction procurement method (other than traditional design/bid/build with sealed competitive bid process) is proposed, a construction services procurement plan must be provided to EDA for approval in accordance with EDA's regulation at 13 C.F.R. 305.6(a).
6. The number of construction contracts anticipated. If multiple contracts are proposed, provide a description of the project components included in each contract. If separate contracts are

anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components. If project phasing is proposed, a project phasing request must be provided to EDA for approval per EDA's regulation at 13 C.F.R. 305.9(a).

7. A current detailed construction cost estimate for each of the project components, showing quantities, unit prices, and total costs. Provide a basis for the determination of construction contingencies.
8. If the budget includes costs for real property acquisition, the Applicant should include a current fair market value appraisal completed by a certified appraiser for the property to be purchased.
9. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule. If the project crosses a railroad right-of-way or is within a railroad right-of-way, provide an explanation of any permitting or approvals that may be required from the railroad or other authority and the timeframe for obtaining these permits or approvals.
10. An overall estimated project schedule, including the number of months for each of the following:
 - i. design period;
 - ii. period of time to obtain required permits;
 - iii. period of time to obtain any required easements of rights-of-way;
 - iv. solicitation of bids and awarding of contracts, and
 - v. construction period.

City of Stevenson
Preliminary Engineering Report for EDA Disaster
Supplemental Grant – Amendment 3

PRICE PROPOSAL



Price Proposal

Stevenson EDA PER

Preliminary Engineering Report for EDA grant

Submitted to: City of Stevenson (Attn: Leana Kinley, City Administrator)

Contract Type: T&M

Proj Area >

Total Labor Hrs

68

19

49

Project Phases / Tasks

1.0 Project Management

2.0 PER Preparation

Labor Plan

9 Resource

Resource	Project Manager (Matt Hudley)	WWTP Engineer (Cyndy Bratz)	QA/QC (Jim Sarroch)	Sewer System Engineer (Erik Nordholm)	I&C Engineer (Andy Kinel)	Electrical Engineer (Randy Fritch)	Administrative (Becky Connelly)	Editor (Dan Portman)	CADD Engineer (Kevin Tran)
	26	7	8	4	4	1	7	2	12
	8	-	4	-	-	-	7	-	-
	18	7	4	4	1	1	-	2	12

Price Summary / Totals

10,977

0

Total Price

10,977

Pricing by Resource

Labor Rate Esc.	Labor	Task Pricing Totals
0.00%	10,977	10,977
	2,987	2,987
	7,990	7,990

Totals

68

26

7

8

4

1

1

7

2

12

10,977

10,977



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: March 21st, 2019
SUBJECT: Road Diet & Functional Classifications

Introduction

This memo presents a proposed reduction in road width standards (**Road Diet**) as reviewed by the City Planning Commission. The road width reduction is based on the results of the December 1st, 2016 joint meeting between the City Council and Planning Commission, where it was recommended as a way to lower the development costs for land divisions. The amendments proposed in this memo do not include changes based on a citizen request to increase the number of lots allowed to be served by shared driveways, however they do include some changes to the private street requirements to ensure clarity and consistency within the City's development review process.

Background Rationale: Tools to Guide and Support Residential Growth

The joint meeting between the City Council and Planning Commission considered 8 different tools available to the City and/or developers that influence how infrastructure relates to residential growth. In a workshop setting, 2 breakout groups applied each of these tools to a specific scenario to evaluate how they impact the development's return on investment. After the breakout sessions, the full group reassembled to discuss findings and preferences.

	Base	IOU	Out of the Sewer	Money from Heaven	Road Diet	Shrink Ray	Gamble	Wild Card	Scales of Justice
Revenue	\$2,400,000	\$2,400,000	\$1,200,000	\$2,400,000	\$2,700,000	\$3,000,000	\$3,840,000	\$2,400,000	\$2,800,000
Expenses	(\$2,031,750)	(\$677,250)	(\$788,792)	(\$1,015,875)	(\$1,710,333)	(\$2,031,750)	(\$2,031,750)	(\$1,015,875)	(\$2,031,750)
Return on Investment	18%	254%	52%	77%	58%	48%	89%	136%	38%
Period	6 Years	8 Years	3 Years	6 Years	7 Years	8 Years	15 Years	24 Years	7 Years
Annual Return	3%	32%	17%	13%	8%	6%	6%	6%	5%

IOU = Local Improvement District

Money from Heaven = Grant Funded Improvements

Shrink Ray = Lowering Minimum Lot Size

Wild Card = Uncoordinated Tax Funding Strategy

Out of the Sewer = Development on Septic Systems

Road Diet = Reducing Road Width and Improvement Standards

Gamble = Latecomers' Agreements

Scales of Justice = Planned Unit Developments

Recommended Strategy at Joint Meeting

Included by Planning Commission

The "Scales of Justice" concept was the most preferred tool at that meeting and codified into law as part of a Zoning Code update in June 2017 related the Planned Unit Developments. At the same time, the "Shrink Ray" concept was included within the higher density R2 and R3 Zoning Districts.

By lowering the cost of entry, "Road Diet" also received support at this meeting. While the Public Works Department had been tasked with reevaluating and reducing road requirements in the *Stevenson Engineering Standards*, that responsibility was transferred to the Planning Department in July, 2017 along with a discussion o

private road standards. In March 2018, anticipating a comprehensive transportation plan, the Planning Commission chose to hold off on the Road Diet as a single issue undertaking that would be better addressed within the context of the wider plan. Because the downtown plan has taken priority over the comprehensive transportation plan, the Road Diet is again being considered.

Guiding Policies

The 2013 Stevenson Comprehensive Plan provides numerous objectives and tactics that support and guide the decisions the City Council is asked to make:

- 2.1 Protect the natural and scenic qualities of the area by regulating land use and carefully managing urban change.
- 2.2 Establish a vegetation conservation and management plan and program for all areas of the city. The program should provide for the replacement, planting, preservation, and maintenance of trees and native vegetation.
- 2.3-4 Establish design standards for land divisions requiring new plantings when trees and/or native vegetation are removed.
- 2.13 Establish standards for urban development that encourage mixtures of land uses and intensities.
 - 2.13-1 Consider establishing incentives and/or special standards for infill projects.
- 2.14 Ensure development review processes are prompt, predictable, open, and uncomplicated.
- 3.1 Periodically review and revise land development regulations for residential areas to accommodate changing social and economic needs of residents.
- 3.2 Encourage a range of residential land uses, housing sizes, types, and price ranges and establish appropriate development criteria.
 - 3.2-2 Ensure adequate and buildable areas for multi-family housing development.
- 3.6 Review and carefully consider the immediate and long term effects of fees, charges, regulations, and standards on dwelling costs.
- 3.8 Review all development proposals for compatibility with surrounding established residential areas. Policies related to land use, transportation, public facilities, and utilities should seek to maintain and enhance the quality of these areas.
- 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.
- 7.3 Develop a transportation system that provides all citizens with transportation choices and alternatives.
- 7.4 Develop a plan for safe and convenient alternate forms of transportation, such as bikeways, walkways, and pathways.
 - 7.4-1 Consider separating pedestrian, bicycle, and auto traffic.
- 7.5 Periodically review and revise standards for public and private roads.
- 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.
- 7.11 Manage on-street parking to permit the safe and efficient operation of the transportation system.
- 8.7 Provide adequate easement and right-of-way widths for public and private utilities and emergency and other services.
- 8.8 Base the provision of future public facilities and utilities upon financial cost and adequacy of desired levels of service.

Some clear directions emerge from these objectives:

- A. This effort is anticipated and supported.
- B. Cost is a concern when public roads are provided, especially as it relates to the cost of housing.
- C. Accommodating pedestrians is important.
- D. Community appearance, street trees, and open spaces are priorities during land development.

Road Diet – Proposed Change vs. Current Standard

On February 18th, 2019 the Planning Commission reviewed information on the Road Diet with City Planning and Public Works staff and recommended width standards for Local streets as included in the Exhibit Attachment 1. These proposals were based on a comparison of the existing width standards required by the cities of Stevenson, Camas, Hood River, Ridgefield, and Washougal. These communities were selected based on their proximity to Stevenson, and the ease by which staff could locate the standards on the communities' websites. For example, Bingen, Cascade Locks, Sun River, and White Salmon are not represented here because of staff's inability to locate the information.

The Planning Commission also reviewed photographs and cross sections of selected "Local Streets" in Stevenson. This assessment includes 15 street segments from 12 individual streets. In collecting information on the selected streets, no effort was made to ensure that these segments were statistically representative of all Local Access roads. Instead, the primary guiding factor was to provide information related to differing eras of development representing differing community desires and the lack/presence of standards.

Additionally, Planning staff worked with the Public Works Director and field crew to identify what works and doesn't work about the existing street network and to right-size the requirements of the Standards. The Table below relates the Planning Commission recommendation to all other information considered. This table is organized from widest to narrowest with the Planning Commission recommendation shown in bold.

	Paved Width (excluding sidewalks)	# of Travel Lanes	# of Parking Lanes	# of Sidewalks	Width of Sidewalks	Planter Strip Width	Total Right- of-Way Width
Stevenson – Bulldog Drive	41.5"	2	2	1	5.5'	-	50'
Stevenson – Existing Standard	38"	2	2	2	6'	-	60'
Camas	36'	2	2 (J)	2	5'	5' or 7'	60'
Public Works – Director Feedback*	38'	2	2	2	5'	variable	50'
Public Works – Crew Feedback	36'	2	2	???	5'	0'	???
Washougal	35'	2	2	2	5'	3'	52'
Planning – 2018 Proposal	34"	1 (S)	2	1	6'	2'	45'
Planning – 2019 Proposal A*	32'	1 (S)	2 (J)	1	6'	0'	45'
Stevenson – Average Sampled	29.03"	2	1	0	6'	0	45.67'
Stevenson – Planning Commission Recommendation	28'*	2	1*	1	6'*	See below	50'
Hood River*	28'	1 (S)	2 (J)	2	5'	0'	50'
Ridgefield	28'	2	1	2	5'	5'	48'
Stevenson – Middle Roosevelt Street	16'	1		0		-	35'

*Width reductions possible under specifically identified circumstances.

Cost Considerations

While costs have likely changed in the interim, a cost breakdown used during the December 2016 estimates the City's per square foot cost of re-paving streets at \$6.88. Based on this estimate, the Road Diet is expected to reduce the City's 2016 cost by ~\$34,400 per block repaved (\$6.88 X 10' width reduction X 500' block length). Additional cost savings are anticipated at the time of development for mobilization, clearing & grubbing, road base, etc.

Additional Considerations – Local Street Planter Strips

Planter strips (curb-sidewalk separation) are currently required along Local Streets. Such strips can a) provide aesthetic enhancements (green space and street trees) within the streetscape, b) allow for road width expansion without disturbing the adjacent sidewalk, c) provide an area onto which snow may be plowed, and d) serve as stormwater control areas. However, these strips a) are generally discouraged due to the community's lack of vegetation maintenance and b) though they are required, they do not have a required width associated with them. The Planning Commission briefly touched on this issue, but because of its interaction with so many other needs, there was no clear direction on how to deal with this requirement.

Decision Point- City Council input is sought on this issue. Staff recommends either

- Removing the planter strip requirement for Local Streets in Table 2.03A,
- Establishing a width standard (minimum of 6' is recommended when street trees are anticipated) as part of this amendment,
OR
- Retaining the requirement and dealing with the issue at a later date and/or on a case-by-case basis.

In any case, this decision would require a change to the attached proposal which calls out the issue in bold with question marks.

Additional Considerations – Optional Additional Reductions

The Planning Commission was supportive of the concept of allowing additional reductions on case-by-case bases and permitted staff to draft the enabling language for the reductions. Notes 2 and 3 represent staff's proposal, which would allow the following 2 types of reductions 1) 8' paved width where parking lanes are not necessary and 2) 5' right-of-way width where adequate public utility easements are provided (adequate is not defined). Three entities would have to approve of each reduction.

Additional Considerations – Private Street Notice

Public Works staff has identified an inconsistency between the Standards and the Short Plat Code, and is recommending aligning the notice requirements by adopting the language of the Short Plat Code. This proposal was not reviewed by the Planning Commission but is included for Council approval in Attachment 1.

Additional Considerations – Private Street Sidewalks & Planter Strips

The Standards address the requirements for private streets by applying the requirements for public streets and allowing for several specific exceptions. Sidewalks and Planter Strips are not listed among those exceptions, and it is unclear whether the Standards require them. Public Works staff has interpreted the standards as if these features are not required for Private Streets. To clarify this issue, the proposal includes Private Streets in Table 2.03A and allows the City to regulate their width directly instead of by reference to the public street requirements.

Decision Point- City Council input is sought on this issue. Staff recommends City Council verify Public Works staff's current implementation of these standards by specifically stating no sidewalks and no planter strips are required for Private Streets. This would also require a change to the proposal as-drafted which calls out this issue in bold with question marks.

Discussion and Decisions

After addressing the Decision Points above, Ordinance 2019-1142 may be adopted by the City Council and the conclusion of the (unexpectedly long) Road Diet process can be celebrated (...five days after publication).

Prepared by,

Ben Shumaker

Attachments

1. Draft Ordinance 2019-1142, including Exhibit A (4 pages)

**CITY OF STEVENSON
ORDINANCE 2019-1142**

**ADOPTING A “ROAD DIET” BY AMENDING THE STREET
WIDTH REQUIREMENTS OF THE STEVENSON
ENGINEERING STANDARDS VOLUME 1 – DESIGN AND
PLANNING, CHAPTER 2 – STREETS.**

WHEREAS, The *City of Stevenson Engineering Standards for Public Works Construction*, herein after referred to as the “Standards”, functionally classify streets based on the average daily traffic expected on streets. According to this classification, “local streets” anticipate the least amount of traffic for public rights-of-way; and

WHEREAS, by virtue of the extra width required for their construction, streets built to meet the “local” street widths of the Table 2.03A – Street Widths of the Standards are out of character with the streets currently serving that purpose throughout Stevenson’s residential core; and

WHEREAS, wider streets are more expensive for developers to construct and more expensive for the City to maintain over time. These costs contribute to the initial expensive of housing and to ongoing demands on City’s small tax base; and

WHEREAS, the city desires to facilitate the continuation of the quality of life experienced in its residential core while also removing the expense required for construction and maintenance of “Local Streets”; and

WHEREAS, the city desires to facilitate the continuation of the quality of life experienced in its residential core while also removing the expense required for construction and maintenance of “Local Streets”; and

WHEREAS, the Standards include a street classification for private streets, the requirements for which lack clarity and consistency with other City programs (e.g., SMC 16.02.070); and

WHEREAS, amendments to the Standards are permitted according to Volume 1 – Design and Planning, Chapter 1 – General Planning, Design, and Approval Requirements, Section 1.15; and

WHEREAS, the amendments approved herein implement Objectives 2.14, 3.1, 3.6, 7.2, 7.3, 7.4, 7.4-1, 7.5, 7.11, 8.7, and 8.8 of the 2013 *Stevenson Comprehensive Plan*; and

WHEREAS, the City has decided a Threshold Determination under the State Environmental Policy Act is not necessary for these amendments; and

WHEREAS, the City Planning Commission recommends these as an appropriate “Road Diet” as discussed and prioritized at a December, 2016 joint meeting between the City Council and Planning Commission; and

AND WHEREAS, after considering all public comments and evidence, the City Council determined that the proposed amendments 1) comply with all applicable laws and rules, and 2) are necessary to promote the health, safety, and welfare of the city;

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

Section 1 – Amendment to Standards. The *City of Stevenson Engineering Standards for Public Works Construction*, Volume 1 – Design and Planning, Chapter 2 – Streets, Sections 2.03 – Widths and 2.07 – Private Streets shall be amended by adding the underlined and deleting the ~~struck through~~ text as shown in “Exhibit A”.

Section 2 – Severability. 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 3 – Effective Date. This ordinance shall become effective following passage and publication as provided by law.

PASSED by the City Council of the City of Stevenson and approved by the Mayor this ____ day of _____, 20__.

SIGNED:

ATTEST:

Scott Anderson
Mayor of Stevenson

Leana Kinley
Clerk/Treasurer

APPROVED AS TO FORM:

Kenneth B. Woodrich
City Attorney

2.03 Width

Table 2.03A is a summary of ~~road~~-width standards by ~~the~~ functional classification ~~of the road~~. It should be noted that public utility easements beyond the right-of-way are typically required.

Table 2.03A Street Widths					
	Principal Arterial	Residential			Private [4]
		Major Collector	Minor Collector	Local	
Right-of-Way	80	60	60	60 50 [1]	See 2.07.C
Total Pavement Width	60	46	38	38-28 [2]	20
No. of Drive Lanes	2	2	2	2 2	?2?n/a
Width of Drive Lane	12	11	11	11 10	?11?n/a
No. of Turn Lanes	0	0	0	0	?0?n/a
No. of Parking Lanes	0	2	2	2 1[2][3]	?2?n/a
Width of Parking Lane	0	8	8	8 8	?8?n/a
No. of Sidewalks	2	2	2	2 1	?2?
Width of Sidewalks	8	6	6	6	?6?
No. of Planter Strips (Curb-sidewalk separation)	2	2	2	?2?	?2?
Design Volume	5,001 -24,000	2,001 -5,000	501 -2,000	1 -500	See 2.07.A
Design Speed	25	25	25	25	?25?n/a
Notes to Table 2.03A:					
[1] Right-of-way width may be reduced by five (5) ten (10) feet subject to Planning Commission, City Council, and Fire Marshal approval <u>and provision of adequate public utility easements.</u>					
[2] The requirement for a parking lane Street width may be waived reduced by six (6) feet subject to Planning Commission, City Council, and Fire Marshal approval <u>and Planning Commission verification that the lots served by the street contain adequate area for on-site parking.</u>					
[3] <u>To separate automotive and pedestrian traffic, the parking lane should be adjacent to the sidewalk.</u>					
[4] Private Streets are subject to the criteria for authorization and additional requirements of Section <u>2.07, below.</u>					

...

2.07 Private Streets

- A. Criteria for Authorization. Where private streets are permitted they will only be under the following conditions:
1. Covenants have been approved, recorded, and verified with the City which provide for maintenance of the private streets and associated parking areas by owners in the development, and
 2. Provision is made for the streets to be open at all times for emergency and public service vehicles, and
 3. The private streets will not obstruct public street circulation, and
 4. At least one of the following conditions exists:
 - a. The plat or short plat street will ultimately serve four (4) or fewer lots.
 - b. The roadways serve commercial or industrial facilities where no circulation continuity is necessary.
 - c. The City Engineer determines that no other access is available and the private road is adequate.
- B. Notice. A statement is required on the face of any plat or short plat containing a private road with the following: **“Warning: Purchasers of a lot or lots in this plat are advised that the lot or lots in this plat are serviced by private roads. Private roads are not maintained by the City. Lot owners must pay for the maintenance of the private roads serving this plat, including grading, drainage, snowplowing, etc. The condition of the private road may affect subsequent attempts to divide your lot or lots. Private roads must comply with City of Stevenson private road requirements. The City of Stevenson has no responsibility to improve or maintain the private roads contained within or private roads providing access to the property described in this plat”.**
- C. Easements. Private roads shall be constructed within easements with easement width equal to the paved width plus sidewalk plus ten (10) feet.
- D. Design Requirements. Private streets shall conform to public street construction standards with the exceptions noted herein.
1. Private streets shall be improved with 2” of asphalt concrete over 8” of crushed rock. ~~The improved roadway width shall be a minimum of twenty feet (20’).~~
 2. The maximum grade for all roadways shall be fifteen percent (15%).
 3. Drainage improvement requirements shall be as specified in Chapter 3 of these Standards.
 4. Utility requirements shall be per this chapter, and Chapters 4 & 5 of these Standards.
 - 4.5. Private street widths shall be provided as specified in Table 2.03A.
- E. Acceptance as Public Streets. Acceptance of private streets as public streets will be considered if the street meets all applicable public street standards contained herein.

CITY OF STEVENSON PROFESSIONAL SERVICE CONTRACT, MONTHLY REPORT & INVOICE

Contractor:	Skamania County Chamber of Commerce	
Reporting Period:	March 2019	
Amount Due:	\$ 7,500.00	Monthly Contract Amount
	270.00	Program Management Time
	<u>7,374.00</u>	Monthly Reimbursables
	\$ 15,144.00	

VISITOR STATISTICS

	<u>Stevenson Office</u>
Walk-In Visitors:	197
Telephone Calls:	53
E-Mails:	10
Business Referrals:	1,798
Tracked Overnight Stays:	37
Mailings (student, relocation, visitor, letters):	4
Large Quantity Brochures	1,200
Chamber Website Pageviews	3,452
COS Website Pageviews	7,054

CHAMBER BUSINESS

Chamber Board Meeting: The March Board Meeting was held with discussion items including hiring summer staff, fundraiser ideas, and updates on staff goals and projects. Question for discussion; Describe your interest in serving on the Chamber Board and what skills and background do you offer as a board member?

Chamber Membership: We had 4 new members join in March and 6 renewals.

“Columbia Currents” Monthly Electronic E-Newsletter: The March 2019 issue was deployed to over 1,000 recipients.

“Under Currents” Weekly E-Blast: The weekly e-blast, consisting of updates and announcements submitted by Chamber members, is emailed out on Thursday afternoons.

Facebook Pages: The Chamber manages Facebook pages for the Stevenson Business Association, Gorge Blues and Brews Festival, Christmas in the Gorge, Logtoberfest as well as for the Chamber itself.

“Chamber Break” Morning Networking Session: Our March Chamber Break was hosted by Portside Chiropractic with 12 people in attendance

Chamber Happy Hour: We did not have a Chamber Happy Hour event in March due to lack of a host.

Chamber Marketing, Projects, Action Items:

- Met with Bryan Stebbins from Senator Murray’s office to discuss regional tourism and Chamber funding issues (Title II RAC grant).
- Attended EDC’s Annual luncheon and round table with Washington State Lieutenant Governor Cyrus Habib.
- Sent new photos and map to Beacon Rock Designs for Chamber’s lure brochure.
- Finalized designs and ordered prints for 5 out of 6 new kiosk panel inserts.
- Placed ads in Sail the Gorge magazine, Columbia Gorge to Mt. Hood Visitors Guide and Best Western Columbia River Inn’s in-room guest directory.
- Visited 5 businesses to invite them to join the Chamber.
- Found an instructor and scheduled first Brown Bag Workshop.

County/Regional/State Meeting and Projects:

Wind River Business Association (WRBA): Continue to serve as treasurer for WRBA – pay monthly bills, reconcile bank statements and attend monthly meetings. Will be helping to organize a new ice cream social event on 4th of July.

Stevenson Downtown Association (SDA): Continue to work with SDA Promotion Committee members on historical walking tour of Stevenson. Recorded stories with local resident Curt Skaar for walking tour. Finished organizing Annual Stevenson Clean-up Day and Mural Unveiling.

Columbia Gorge Tourism Alliance (CGTA): Attended bi-monthly tourism alliance meeting in The Dalles to discuss upcoming opportunities and challenges for the Gorge region this summer season.

(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:

- Held monthly SBA meeting.
- Met with Danny Petty from Sasquatch Advertising to create promotional strategy for 2019.
- Met with Tom Meade, SBA President, to create draft mission Statement for SBA and survey questions for businesses to encourage involvement.
- Continue to work on Gorge Blues and Brews Festival: Order products, security, ATM services, place ads, update event website and Facebook page. Met with KOIN TV Rep. Brad Hutchison about digital marketing for the event.

2019 CITY OF STEVENSON PROMOTIONAL PROGRAMS REIMBURSABLES

Program 2	Promotional Products and Projects		
P2-D1	Website		222.09
P2-D2	Advertising – Print		1,700.00
P2-F	Skamania Lodge Co-op Marketing		735.00
Program 3	SBA Event Program		
P3-A	Gorge Blues and Brews Festival		4,716.91
			\$7,374.00

2019 CITY OF STEVENSON PROMOTIONAL PROGRAMS MANAGEMENT TIME

P2-D2	Marketing (print, social media, press releases)	5 hrs	\$ 150.00
Program 3	Stevenson Business Association Events		
P3A	Gorge Blues and Brews	4 hrs	120.00
		8 hrs	\$ 270.00



City of Stevenson

Fire Department – Rob Farris, Chief

(509) 427-5970

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

To: Stevenson City Council
From: Rob Farris, Fire Chief
RE: Fire Department Update – March 2019
Meeting Date: April 18th, 2019

Executive Summary:

March begins our preparation for the upcoming wild fire season. We have been refilling supplies and doing pump training in anticipation for a busy year.

We will also be attending the Skamania County EMS Street Fair on May 18th from 10:00am to 1:00pm. This is a public interaction event that helps us get out in the community and interact with our tax payers

Overview of Items:

Command Vehicle Grant Project: Vehicle is currently waiting on vendor capacity to finish the lighting and signage.

New Fire Hall: Final Conceptual design was presented to the Council at the march 21st Council Meeting. We are currently exploring funding streams for the project.

Drills/Training/Calls:

March Drills/Training – 47 Hours of volunteer training time

March Calls – 5 total

- 2 – Structure Fires
- 1 – EMS Manpower Assist
- 1 – Smoke Investigation
- 1 – Smoke in a residence

Action Needed: None

Stevenson Municipal Court
 Summary of Cases Filed 2019
 Updated 4/15/2019

<u>Charge</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
Criminal Non-Traffic												
Assault 4th Degree	1	2	1	-	-	-	-	-	-	-	-	-
Bail Jumping	-	-	-	-	-	-	-	-	-	-	-	-
Disorderly Conduct	-	-	1	-	-	-	-	-	-	-	-	-
Malicious Mischief III	-	-	-	-	-	-	-	-	-	-	-	-
Minor in Possession (Marijuana)	-	-	-	-	-	-	-	-	-	-	-	-
No Contact/Protection/Antiharass Order Vio	1	-	1	-	-	-	-	-	-	-	-	-
Obstruct law enforcement	1	-	2	-	-	-	-	-	-	-	-	-
Resisting Arrest	-	-	-	-	-	-	-	-	-	-	-	-
Supply Liquor/Premises to Minor	-	-	-	-	-	-	-	-	-	-	-	-
Theft 3	-	1	1	-	-	-	-	-	-	-	-	-
Other Criminal Non-Traffic	-	-	1	-	-	-	-	-	-	-	-	-
Total Criminal Non-traffic	3	3	7	0	0	0	0	0	0	0	0	0
Criminal Traffic												
DUI/Physical Control	1	-	-	-	-	-	-	-	-	-	-	-
Operate Vehicle w/o Ignition Interlock	-	-	-	-	-	-	-	-	-	-	-	-
No Valid Op License or Driving While Suspended	1	3	1	-	-	-	-	-	-	-	-	-
Hit & Run	-	-	-	-	-	-	-	-	-	-	-	-
Reckless Driving	-	-	1	-	-	-	-	-	-	-	-	-
Total Criminal Traffic	2	3	2	0	0	0	0	0	0	0	0	0
Non-Traffic Infraction												
Dog Running at Large	-	-	-	-	-	-	-	-	-	-	-	-
Open/Consume Alcohol Public Place	-	-	-	-	-	-	-	-	-	-	-	-
Open/Consume Marijuana Public Place	-	-	-	-	-	-	-	-	-	-	-	-
Outdoor Burning Violation	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Traffic Infractions	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Infraction												
Vehicle Registration (Fail to Register/Expired)	-	-	-	-	-	-	-	-	-	-	-	-
Fail to Signal	-	-	-	-	-	-	-	-	-	-	-	-
Fail to Wear Safety Belt	-	-	-	-	-	-	-	-	-	-	-	-
Fail to Yield Right of Way	-	1	-	-	-	-	-	-	-	-	-	-
Following too Close	-	-	-	-	-	-	-	-	-	-	-	-
Improper Passing on Left	-	-	-	-	-	-	-	-	-	-	-	-
Leaving Unattended Veh on Roadway	-	-	-	-	-	-	-	-	-	-	-	-
Negligent Driving 2nd Degree	-	-	-	-	-	-	-	-	-	-	-	-
No Motorcycle Endorsement	-	-	-	-	-	-	-	-	-	-	-	-
No Valid Operator's License/No License on Person	-	1	-	-	-	-	-	-	-	-	-	-
Open Alcoholic Container	-	-	-	-	-	-	-	-	-	-	-	-
Op Motor Vehicle w/o Headlights when Req'd	-	-	-	-	-	-	-	-	-	-	-	-
Op Motor Vehicle w/o Insurance	2	1	3	-	-	-	-	-	-	-	-	-
Speeding	-	1	-	-	-	-	-	-	-	-	-	-
Wrong Way on One-Way Street	-	-	-	-	-	-	-	-	-	-	-	-
Total Traffic Infractions	2	4	3	0	0	0	0	0	0	0	0	0
Parking Infractions												
Illegal Parking, Standing, Stopping	-	-	-	-	-	-	-	-	-	-	-	-
Total Traffic Violations & Citations:	4	7	5	0	0	0	0	0	0	0	0	0
2019 Monthly Total Violations & Citations	7	10	12	0	0	0	0	0	0	0	0	0
2019 Year-to-Date Total Violations & Citations	7	17	29	29	29	29	29	29	29	29	29	29
YTD Traffic related 2019 YTD:	4	11	16	16	16	16	16	16	16	16	16	16
YTD Traffic related 2018 YTD:	14	35	59	70	85	101	110	115	116	119	122	124
YTD Traffic related 2017 YTD:	4	5	12	12	14	19	23	23	29	30	31	35
YTD Traffic related 2016 YTD	6	10	16	21	26	42	63	68	75	97	100	103

MINUTES
PLANNING COMMISSION MEETING
Tuesday, February 19, 2018
6:00 PM

Planning Commission Members Present: Valerie Hoy-Rhodehamel, Karen Ashley, Shawn Van Pelt, Auguste Zettler, Jeff Breckel

Excused Absence: None

Staff Present: Community Development Director Ben Shumaker, Public Works Director Eric Hansen

Community Members Present: Mike Mapes

Guest: None

Call to Order: 6:00 p.m.

Preliminary Matters

- 1. Chair Selects Public Comment Option #2**
- 2. Minutes** January 14th Meeting Minutes

MOTION: ASHLEY moved to accept the January minutes. ZETTLER seconded. All in favor. Motion carried.

3. Public Comment Period

HOY-RHODEHAMEL asked about the status of employee email addresses for the commissioners. Shumaker confirmed that it is in process.

New Business

None.

Old Business

4. Zoning Changes ZON2019-01 Arts, Entertainment, and Recreation Uses Clean-up and Accessory Dwelling Units

Shumaker explained that the draft simplified things by creating broader, far less specific categories for uses to fit into. The draft also includes clarifications based on previous Planning Commission use interpretations related to when food service is allowed. The Commission requested changes to simplify the text related to this change. Shumaker also noted an intention to fix add Retail Sales as allowed uses in the C1 commercial district. This was inadvertently left out of the previous draft. Commission consensus to move forward.

Shumaker discussed the staff report for Accessory Dwelling Units which included the results of community input and additional possible changes based on their input. The changes are listed on page 1 and 2. Page 2, 3 and 4 show the results of the public questionnaire. There was a joint press release with Skamania County which began allowing detached dwelling units about a year ago. The feedback was supportive of attached and detached ADUs overall with slightly more opposition to detached than attached. Shumaker noted that Skamania County included a prohibition for use of vacation rentals and an amnesty clause that could also be considered.

The Commission discussed potential traffic impact differences for long term versus short term occupancy. There was further discussion around previously established single family home

neighborhoods changing to multi family. Shumaker added that detached ADUs are not proposed as a conditional use at this time but could be if the Commission is uncomfortable. The current restriction on ADUs in the city includes the owner occupying one of the units and the other can be rented, which provides an opportunity for the property to be a duplex. Mapes shared an understanding for people's concerns with short term rentals but would like to see more long term rentals as increasing housing opportunities, both affordable and available. The Commission discussed that the city does receive taxes on vacation rentals. Shumaker noted that the city gets requests occasionally on ADUs, some conversion of garage and some for tiny homes. Shumaker also noted a recent letter to the editor in the newspaper arguing that people should be able to live in recreational vehicles.

The Commission asked for a focus on ADUs being accessory and not primary. There was further discussion with hook ups on ADUs. It was explained that a detached would become its own connection and could allow for the lot to be subdivided at a later time. This led to discussion around whether this is a positive down the road, in providing more housing and more lots, or a negative in the impact and changes to neighborhood feel. There was discussion around adding a maximum size or not. Current limitations on size are 40% of square foot for attached. The Commission discussed attached and detached to be different in this regard so that building a new house, with bathrooms and kitchen, needs to be treated differently than adding a bedroom only. Shumaker explained that currently, if it's a multi family residence, the water fee is 56% of single family residence as it assumes less irrigation. Sewer is 100% because the same amount of water is flushed down.

There was Commission consensus that attached ADUs regulations stays the same. There was also consensus to move forward with detached but all agreed that the details are important in moving forward. There was also concern with minimal replies to the community survey. Commission agreed that providing the why behind allowing detached ADUs is of value. More decision points to be added at a future meeting, such as maximum unit size, proximity to the primary dwelling, utility connections, lot size requirement and lot coverage.

5. Road Diet Kickoff Report: Reducing street width standards and considering options for private streets and shared driveways.

Shumaker noted the memo on overall page 12 and a written comment included by resident Rick May. Shumaker explained that the road diet concept came out of a joint meeting with City Council in December of 2016. Consensus was to have a planned unit development process and reduce some of the minimum lot sizes in more dense districts and this has since been accomplished. Additional consensus was reached on building a road diet to reduce right away and road widths to support new development. The road diet was first brought it to the Commission almost a year ago and was not addressed as the Commission was waiting for the completion of a comprehensive transportation plan. This is no longer being addressed as anticipated, which is why further discussion of the road diet is being reintroduced. Shumaker noted that the first issue is in widths and the second is related to the overall scheme of the number of lots served by different access categories. Based on Shumaker's random selection of local access roads, the average right away is 45 feet and paved width average is 30 feet. However the existing standard is 60 and 50. Overall, there is an average of one parking lane, 0 sidewalks and paved width 30 feet. Comparable cities are also included in the road diet report. Shumaker noted that standards being discussed would be how new streets are built and not in fixing previously built streets.

There was Commission consensus with transparency to possible changes made and including public involvement but questioned the amount of interest in this topic. Shumaker noted that those

who are most interested are from developers. The Commission noted that current city standards are large compared to other cities. The Commission also noted the Public Works recommendation of 50 foot with all lanes designated for stripping. Shumaker noted the city's maintenance costs would go down with decreased widths. Hansen expressed that 10 foot travel lanes are adequate. When considering local access roads, the average vehicle trips per day on the street determines its category.

There was Commission consensus that all new streets built must have at least one sidewalk, a parking lane next to sidewalk for safety (8 feet), two travel lanes (10 feet) and 50 foot right away. Hansen agreed that this was adequate for local access roads. Shumaker to draft change and consensus to move this draft forward to council without coming back to commission first.

Discussion

6. Staff & Commission Reports Schools and Downtown Planning

The school district is looking at a long term capital improvement plan for the schools involving a middle school in Carson, and an expansion for all elementary school grades at the Stevenson campus. Discussions are ongoing.

The downtown planning moving forward. The city is out to RFPs from firms and there is interest from four or five firms currently. The question of single family homes in downtown has gone back to Council. At the last meeting, they upheld the moratorium for the time being but requested the option to limit the effectiveness to allow single family construction along zone boundaries adjacent to residential districts. That would allow construction on the lot that triggered the moratorium. The Mayor asked for a way to make the construction look and feel like the future direction of downtown. An Interim Zoning Control will be presented at Thursday's Council meeting.

7. Thought of the Month Past Downtown Plans <http://ci.stevenson.wa.us/downtown/background-plans-studies/>

Shumaker explained that the link includes the previous downtown plans and proposals. The plan that was put together in 1999 and never acted on is what is being used as the basis for the Interim Zoning Controls. Its highlights include a design review conducted by the Commission. Comparing the aerial from 1993 to 2018, there have been ~15 properties demolished and 7 developed. Of those 7, 3 have been single family homes. The Interim Zoning Controls would only be in effect until the final downtown plan is done, likely within the next year.

Adjournment

At 8:03 p.m.

Approved _____; Approved with revisions _____

Name _____ Date _____

Minutes by Claire Baylor

MINUTES
PLANNING COMMISSION MEETING

Monday, March 11, 2018

6:00 PM

Planning Commission Members Present: Karen Ashley, Shawn Van Pelt, Auguste Zettler, Paul Spencer (Ex Officio)

Excused Absence: Valerie Hoy-Rhodehamel, Jeff Breckel

Staff Present: Community Development Director Ben Shumaker

Community Members Present: Thomas Sikora, Marie Perez with Stevenson Downtown Association, Karen Peck, Kellie McGuire, Katrin Crum, Matthew Knudsen, Rick May, Mary Repar

Call to Order: 6:00 p.m.

Preliminary Matters

1. **Chair Selects Public Comment Option #2**

2. **Minutes** February 11th Meeting Minutes

Commissioner Ashley addressed February notes were not available at this time. No voting necessary.

3. **Public Comment Period** None

New Business

4. **Conditional Use Proposal** CUP2019-01: SDA Mural #1

a. Review Purpose of Meeting (to take public comment and decide whether to grant or deny the proposal)

b. Appearance of Fairness Disclosures: Spencer indicated a pre-disposition to support the proposal. No challenge was received based on this disclosure.

c. Presentation by Staff: Shumaker noted the staff and applicant documents included in the packet.

d. Presentation by Applicant: Perez explained that the mural design is based off a wildfire campaign that originally ran in mid century. The mural is temporary and will be posted for 5 years with 10 years maximum. The art is part of a broader scheme around town to increase pedestrian traffic to areas beyond the central core. The plan is to have three murals completed by the end of 2019, all focusing on different major industries in Stevenson history.

e. Public Hearing

i. Comments in Favor: none.

ii. Comments Opposed: none.

iii. Comments Neither in Favor Nor Opposed: none.

f. Commission Discussion. Zettler asked for the city to confirm that four bolts are sufficient to keep the mural safely in place. Shumaker noted a draft condition requiring the project to obtain the appropriate building permits as it continues. The Commission discussed how long an outdoor mural paneling on wood would last in appearance. Perez explained that the mural has a high quality coat and the Stevenson Downtown Association also has an agreement with Napa regarding appearance and upkeep. The SDA has established a maintenance budget for the murals as well. The Commission discussed how other mediums may be less maintenance and would like a clause for input prior to it being built for future murals. Perez noted that the materials used were what the mural community suggested on highway sign boards.

g. Findings of Fact

h. Decision:

MOTION: SPENCER moved to approve as drafted with changes to errors on decision date. ZETTLER seconded. All in favor. Motion carried.

5. **Short Plat Proposal** SP2018-01: Peck Short Plat. Shumaker explained that the city received a short plat application for 4 lots on about 9 acres. He explained further that the Planning Commission can provide comments if the decided to review any proposal in more depth. Staff did not recommend reviewing the proposal in depth in order to provide comments.

MOTION: SPENCER moved to bypass review. ASHLEY seconded. All in favor. Motion carried.

6. **Design Review** VAR2018-01: Sikora Setback

a. Appearance of Fairness Disclosures: No disclosures made and no challenges issued.

b. Presentation by Staff: Shumaker explained that, within the downtown zone, commercial structures must to be built between 0-10 feet of the front of the property line. This was not possible in this case due to a large slope on the property and Sitkora received a variance through the Board of Adjustment in 2018. As part of that variance, The Board of Adjustment requested the Planning Commission conduct design review for the landscaping to be placed in the setback area.

c. Presentation by Applicant: Sikora explained that the setback was moved to 20 feet at the top edge of the sloping hill in the front of the property. He will create a retaining wall at the bottom with a public bench built in. He will maintain the trees if possible and plant native plants.

d. Comments in Favor: none.

e. Comments Opposed: none.

f. Comments Neither in Favor Nor Opposed: none.

g. Commission Discussion: The Commission asked about stormwater and Shumaker stated that stormwater is reviewed by another department as part of the building permit approval. The Commission asked for staff recommendation and Shumaker noted page 2 of 2 where additional conditions could be added if necessary. Commissioner Spencer suggested the retaining wall have continuity with other businesses around town.

h. Decision.

MOTION: SPENCER moved to approve as drafted with a statement that the retaining wall will be constructed to satisfy city staff along the SR 14 side of property. ZETTLER seconded. All in favor. Motion carried.

Old Business

7. Zoning Changes ZON2019-01 Accessory Dwelling Units

Shumaker asked for validation of the current City Purposes from the staff memo provided. The Commission noted the ongoing question of water and sewer hook ups. Currently, language with ADUs states common connection which means it's the same connection and goes forward without requiring additional fees. The Commission noted the importance of detached ADUs having a separate hook up and fees, because the upgrade to the sewer plant will be resolved eventually but the city will be paying it off for a number of years. Shumaker noted the importance of changing the description of the use so that the city's Public Works and billing standards—not the Zoning Code—controlled those decisions. The Commission reached consensus on the proposed change in this area.

Repar stated that ADUs should be small and always subordinate to the primary home on the property. She noted questioning the social issue separate from the structural aspects. The Commission noted that the square footage is based on the percentage of the primary structure and considers setbacks. The Commission discussed having a maximum size of 900 square feet and proximity to the main structure.

May noted the housing crunch and the priority to alleviate that issue. He noted that the restrictions make alleviating the housing crunch harder. He supports making ADUs as easy and affordable as possible, so that there is still money coming into the city but it is affordable to develop.

The Commission discussed the difference between temporary monthly vacation rentals and full time rentals due to "financial security". The Commission reached consensus around not wanting to eliminate the possibility of rentals. Shumaker noted that Attached ADUs had been conditional uses. Frequently, they were being constructed without going through the conditional use approval process. Once the city changed administrative approvals as accessory uses, three ADUs have now been approved that meet the standards. The Commission agreed they want detached ADUs to have some oversight and be approved administratively by the city. Staff report notes all the standards identified as well as include a description about how the state is moving on this issue as a whole.

The Commission readdressed ADUs in close proximity and similar building style to the primary structure. The Commission reached consensus on what is currently drafted for the Design and Appearance Standard. The Commission also reached consensus on referring to the existing parking standards for the Parking Requirement. There was no Commission consensus, however, to move forward with a clause regarding a maximum cap for people that are unrelated living in an ADU.

The Commission discussed language to define proximity to primary structure to mitigate opposition. The Commission considered 30 feet from primary as well as considering setbacks from potential neighboring homes. Commissioner Van Pelt questioned searching for a way to regulate this when we don't necessarily need to. Commissioner Zettler argued against waiting for something negative to happen before creating standards. Commissioner Ashley asked to consider what is good planning. The Commission reached consensus to regarding facilitation of future land division. Division could be a suggestion but not a requirement. Shumaker to draft documents regarding layout configuration for the next meeting.

Crum noted that, as a realtor, she sees a need for ADUs. Her clients are looking for properties and jurisdictions that allow ADUs and make it easy for them to develop. She sees this as retaining more citizens, attracting more people and supporting small business owners. She supported the opportunity for Stevenson to make it less of an arduous process.

The Commission discussed use as vacation rentals. The Commission reached consensus to treat attached and detached ADUs the same, but consensus on this prohibiting use as vacation rentals was not clear. Shumaker will retain the prohibition in the draft for discussion at the next meeting. The Commission suggested more discussion around proximity at the next meeting.

Discussion

8. Staff & Commission Reports Downtown, Schools, & Sewer Planning, Interim Zoning, Road Diet

Shumaker explained the Council decided not to move forward with the Interim Zoning Controls as drafted and opted to hold to the existing moratorium. The full downtown plan has 5 proposals to lead planning process. A review committee of 7 members reviewed the proposals and narrowed the 5 down to 2 and interviews will be conducted this week. The proposals look at transportation, parking, land use, market analysis, design of downtown and Rock Cove corridor.

The Commission asked about the interim zoning controls and how it came about. Shumaker noted the Mayor/Council's discussions and priorities to move faster on the downtown plan. The interim zoning controls were taken from a 1999 draft proposal that was never adopted to try and move away from reactive and be more proactive. The Council discussion proved that working on one issue in downtown with a whole new series of regulations was not of interest. Knudsen noted the interim was a good starting point but would require much rewriting to make it to a document that all could agree on.

9. Thought of the Month

None

Adjournment at 8:14 p.m.

Approved _____; Approved with revisions _____

Name

Date

Minutes by Claire Baylor



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	1
Agency Assistance	1
Alarms oth than	1
Simple Assault	1
Burglary Residence Unlawful En	1
Business Establishment Alarm	5
Citizen Dispute	1
Civil Standby	1
Custodial Interference	1
Disorderly Conduct	3
Problems with Dogs	5
Found Property	2
Fraud	1
Harrass	2
Information Report	5
Litter/Pollution/Public Health	1
Lockout, Vehicle/Home	1
Lost Dog	1
Lost Property	1
Medical Emergency	30
Patrol Request	1
Traffic Collision Prop Damage	3
Possession Drug Paraphenalia	1
Repossession of property	1
Request Traffic Enforcement	4
RSO address verification	2
Sex Offense/Abuse	3
Smoke sighting, smell, etc	1
Structure/Building Fire	1
Suspicious Substance	1
Suspicious Person/Circumstance	5
Theft Other Property	2
Theft Automobile	1
Threats	6
Traffic Hazard	2
Traffic Stop	1
Trespassing	3
Power/Gas/Water Problems	3
Vandalism/Mailic Misch	1
Violation Court Orders	5
Wanted Person - Warrant	4
Welfare Check	3

Total reported: 119

Report Includes:

All dates between `00:00:00 03/01/19` and `00:00:00 04/01/19`, 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

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	2

Total reported: 2

Report Includes:

All dates between `00:00:00 03/01/19` and `00:00:00 04/01/19`, All agencies matching `SCSO`, All natures, All locations matching `22`, 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

Law Total Incident Report, by Nature of Incident

Nature of Incident**Total Incidents**

Welfare Check

1

Total reported: 1

Report Includes:

All dates between `00:00:00 03/01/19` and `00:00:00 04/01/19`, All agencies matching `SCSO`, All natures, All locations matching `19`, 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>
26.50.110	VIO PROTECT ORDER	3
46.20.342	DR W/LIC PRIV SUSP	1
46.61.400	SPEEDING	2
9A.36.041	4TH DEGREE ASSAULT	1
9A.56.050	THEFT III	1
9A.76.020	OBSTRUCT PUBL SERVAN	2
9A.84.030	DISORDERLY CONDUCT	1

Report Totals

11

Report Includes:

All dates of issue between `00:00:00 03/01/19` and `00:00:00 04/01/19`, All agencies matching `SCSO`, All issuing officers, All areas matching `21`, All courts, All offense codes, All dispositions, All citation/warning types

So you want to be an elected official...

Tips for the 2019 election cycle

Once you decide to run for office, go to the Public Disclosure Commission (PDC) and review your filing requirements.

pdc.wa.gov

Use the Secretary of State's (SOS) website to see if your county has candidate workshops where you can learn how to run for office. A list of County Auditors can also be found there.

vote.wa.gov

For further information, the Candidate Filing FAQ on the SOS website is a terrific place for research.

sos.wa.gov/elections/candidates

Where to file

Visit Washington's SOS website to find contact information for all county elections departments in the state. While many counties accept filings online or in-person, some counties do not offer an online filing option. Contact your county elections department to determine what options are available to you.

What you'll need

- Filing fee (if applicable)
- Photograph, statement, and biography to include in voters' pamphlet

Important dates

April 29 – First day mail-in candidate filings accepted (Filings received before 4/29 are not accepted)

May 13 – First day of official Candidate Filing Week (Online and in-person candidate filing begins)

May 17 – Last day to file for office

May 20 – Last day to withdraw candidacy

May 21 – Last day for Secretary of State to certify candidates to county auditors

May 24 – Last day to submit necessary materials for voters' pamphlet

August 6 – Primary election

November 5 – General election

Save the date!

AWC's Elected Officials Essentials

December 7 | 12 locations

This training is available at 12 locations throughout Washington for newly elected mayors, councilmembers, and those currently in office. The content covers important information about roles and responsibilities, and basic legal obligations and liabilities. Check with your city/town clerk for more information or visit the AWC website. wacities.org



About the Association of Washington Cities (AWC)

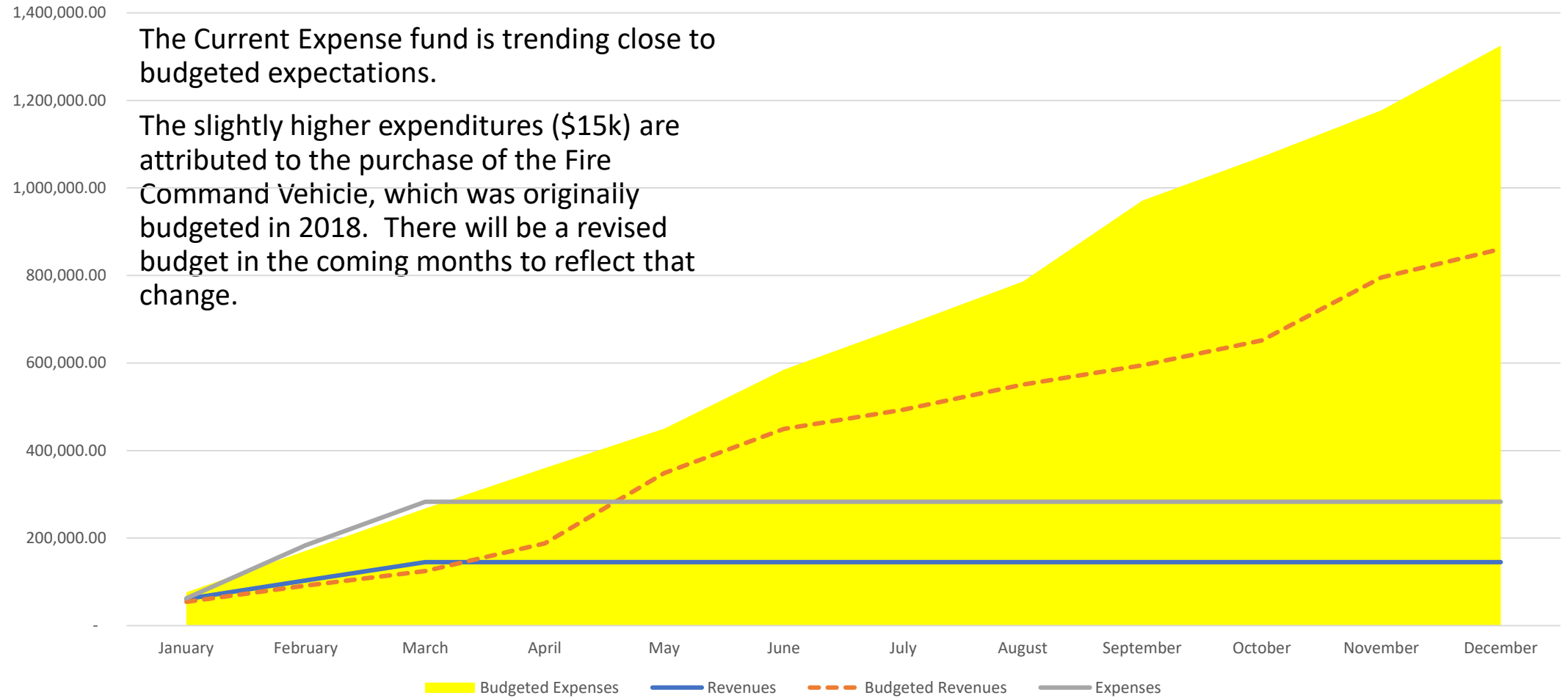
AWC is a private, nonprofit, nonpartisan corporation that represents Washington's cities and towns before the state legislature, the state executive branch, and with regulatory agencies. Our mission is to serve our members through advocacy, education, and services. Membership is voluntary. However, AWC consistently maintains 100% participation from Washington's 281 cities and towns. A 25-member Board of Directors oversees the association's activities.



City of Stevenson

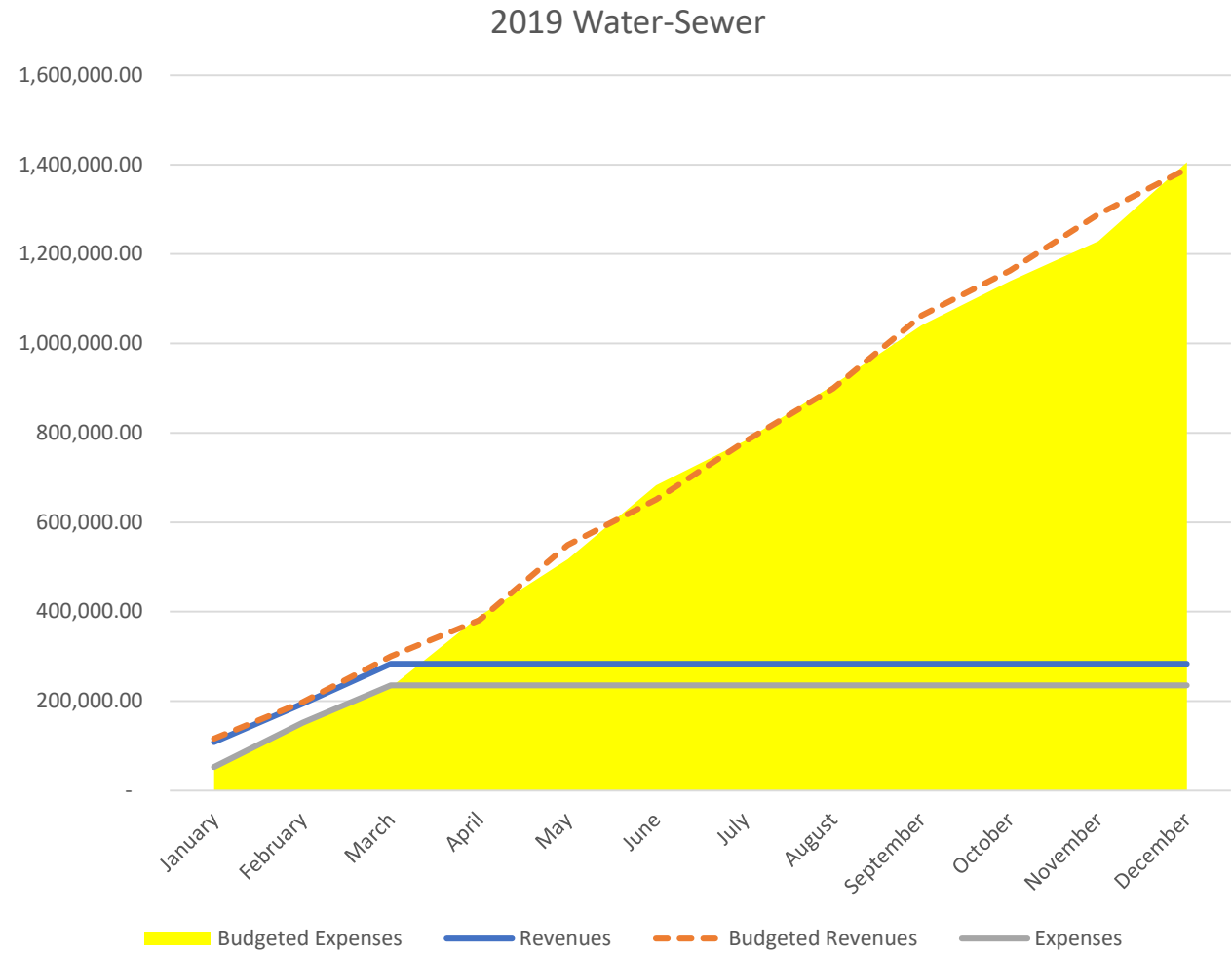
Q1 2019 Financial Report

2019 Current Expense

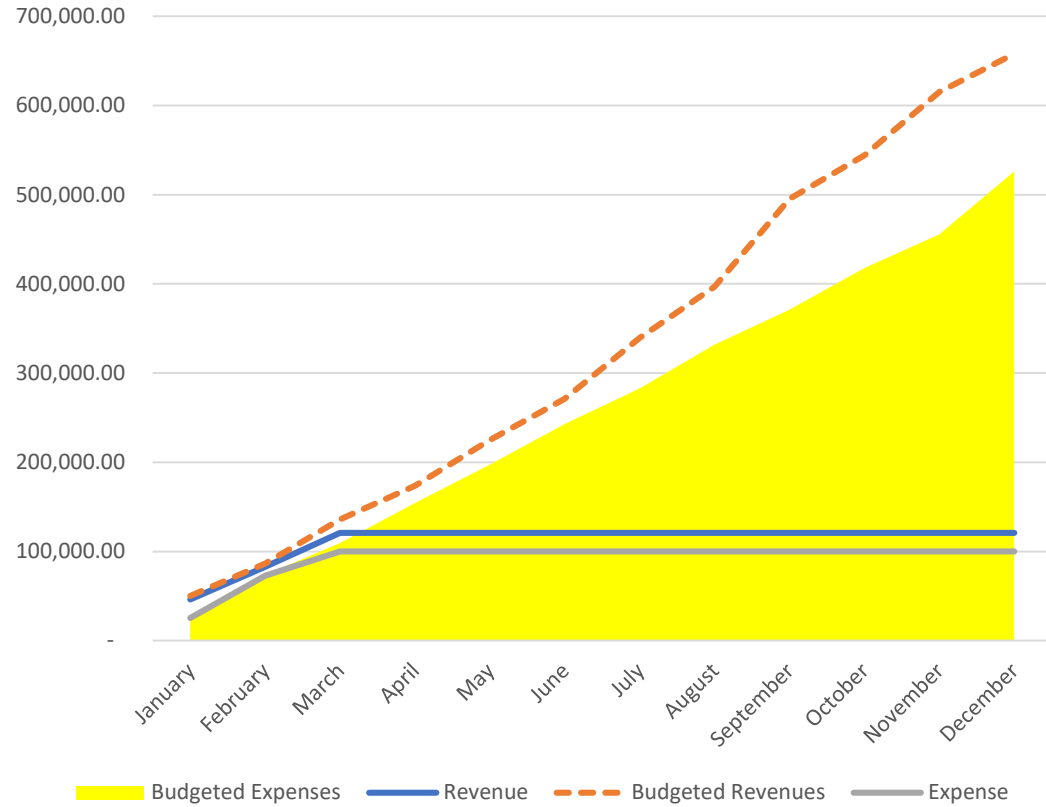


The Water-Sewer Fund is currently trending close to budgeted expectations for the year.

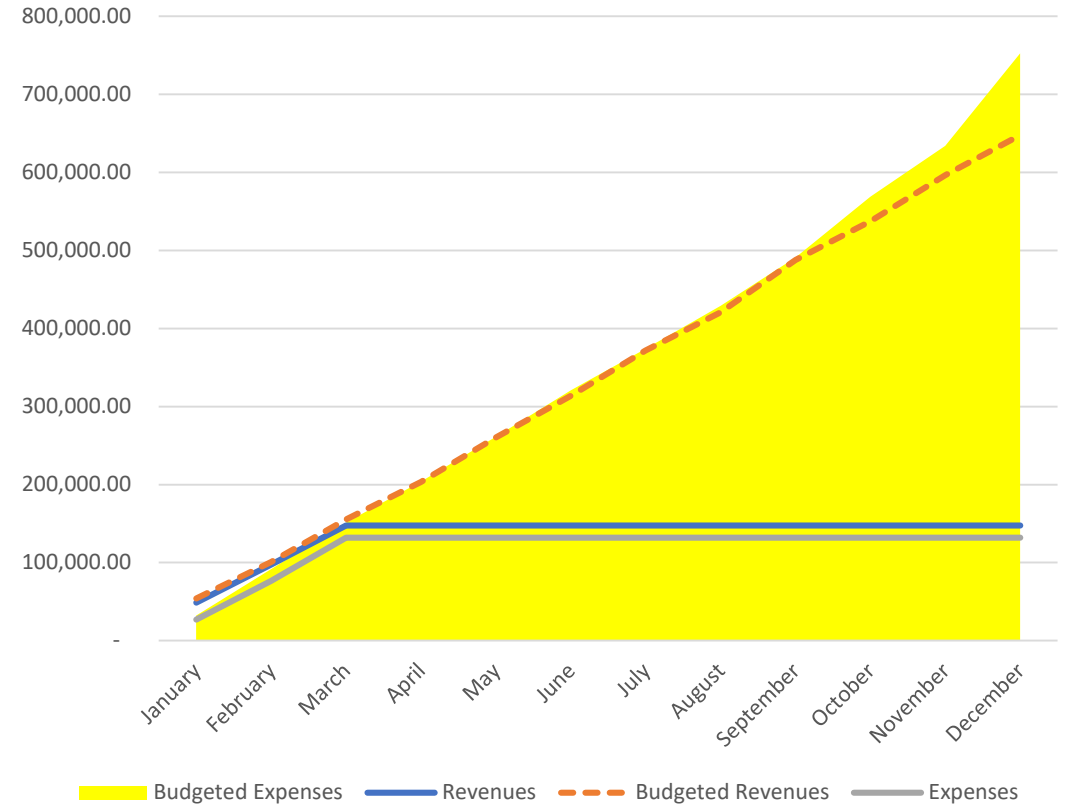
More details as to how the Water and Sewer department are performing individually are on the next page.



2019 Water

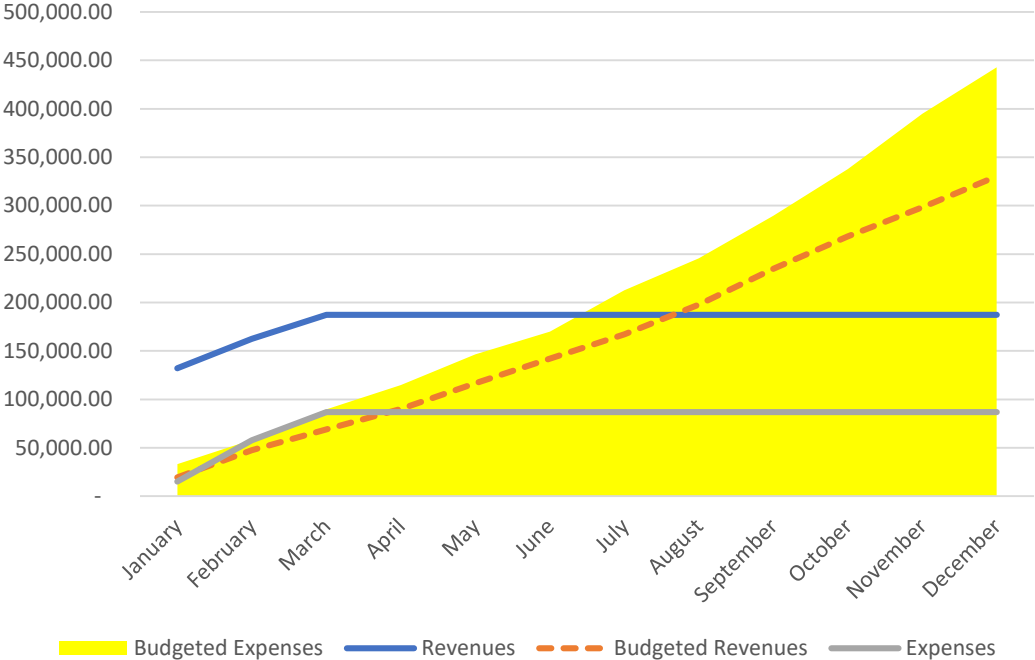


2019 Wastewater



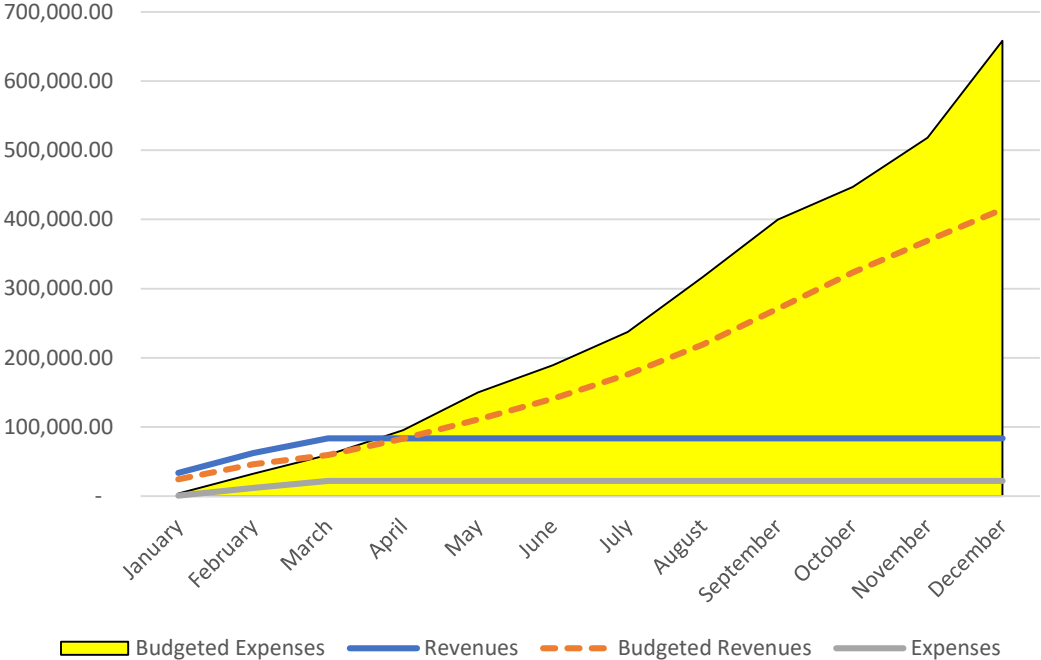
The Street Fund is trending over budget for revenues due to the streetlight replacement project reimbursement. Expenditures are trending at budget and doing well given the impact from the February winter storms.

2019 Street



The Tourism Fund is trending lower than expected for expenses, with most projects being paid in Q4. The revenues are coming in higher than expected, which will help increase the ending balance for future projects.

2019 Tourism





Revenue

Starting Account Number: 001-000-000-308-10-00-00 Reserved Cash - Fire Truck
 Ending Account Number: 622-000-001-384-00-00-00 Sales of Invest. - Trust
 Period: 2019 - Mar
 Printing: Full
 Non Activity Accounts: Hide
 Balance Records: Hide
 Investment Records: Hide
 Operation Totals: Hide

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund						
Revenue						
Taxes						
001-000-000-311-10-00-00	General Property Tax	\$11,845.59	\$16,472.94	\$461,897.01	3.57 %	\$445,424.07
001-000-000-313-11-00-00	Sales Tax	\$35,931.54	\$104,460.96	\$230,000.00	45.42 %	\$125,539.04
001-000-000-313-71-00-00	Local Criminal Justice Tax	\$1,548.35	\$5,185.78	\$15,000.00	34.57 %	\$9,814.22
001-000-000-316-43-00-00	Natural Gas Utility Tax	\$0.00	\$14,088.35	\$15,000.00	93.92 %	\$911.65
001-000-000-316-45-00-00	Garbage Utility Tax	\$0.00	\$2,404.21	\$7,500.00	32.06 %	\$5,095.79
001-000-000-316-46-00-00	Cable TV Utility Tax	\$0.00	\$1,013.61	\$3,000.00	33.79 %	\$1,986.39
001-000-000-316-47-00-00	Telephone Utility Tax	\$934.77	\$4,377.74	\$15,000.00	29.18 %	\$10,622.26
001-000-000-317-20-00-00	Leasehold Tax	\$0.00	\$6,250.35	\$16,000.00	39.06 %	\$9,749.65
001-000-000-317-21-00-00	Rock Cove ALF In-Lieu Tax	\$0.00	\$295.52	\$0.00		(\$295.52)
Total Taxes		\$50,260.25	\$154,549.46	\$763,397.01	20.24 %	\$608,847.55
Licenses and Permits						
001-000-000-321-99-01-00	Business Licenses	\$40.00	\$160.00	\$1,400.00	11.43 %	\$1,240.00
001-000-000-321-99-03-00	Vacation Rental Licenses	\$200.00	\$1,200.00	\$1,500.00	80.00 %	\$300.00
001-000-000-322-10-00-00	Building Permits	\$3,526.24	\$3,900.89	\$30,000.00	13.00 %	\$26,099.11
Total Licenses and Permits		\$3,766.24	\$5,260.89	\$32,900.00	15.99 %	\$27,639.11
Intergovernmental Revenues						
Indirect Federal Grants						
001-000-000-333-14-51-01	CDBG Housing Rehab Grant	\$0.00	\$0.00	\$400,000.00	0.00 %	\$400,000.00
Total Indirect Federal Grants		\$0.00	\$0.00	\$400,000.00	0.00 %	\$400,000.00
State Grants						
001-000-000-334-01-20-00	AOC LFO Judicial agency grant	\$0.00	\$4.33	\$0.00		(\$4.33)
Total State Grants		\$0.00	\$4.33	\$0.00		(\$4.33)
State Shared Revenues						
001-000-000-335-00-91-00	PUD Privilege Tax (in Lieu)	\$0.00	\$0.00	\$11,000.00	0.00 %	\$11,000.00
Total State Shared Revenues		\$0.00	\$0.00	\$11,000.00	0.00 %	\$11,000.00
State Entitlements, Impact Payments and Taxes						
001-000-000-336-06-21-00	Criminal Justice - Low Population	\$0.00	\$250.00	\$1,000.00	25.00 %	\$750.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-336-06-25-00	Criminal Justice - Contracted Services	\$0.00	\$709.86	\$2,500.00	28.39 %	\$1,790.14
001-000-000-336-06-26-00	Criminal Justice - Special Programs	\$0.00	\$414.39	\$1,716.75	24.14 %	\$1,302.36
001-000-000-336-06-42-00	Marijuana Excise Tax	\$457.97	\$457.97	\$1,842.75	24.85 %	\$1,384.78
001-000-000-336-06-51-00	DUI/Other Crim Justice Assist	\$0.00	\$57.28	\$0.00		(\$57.28)
001-000-000-336-06-94-00	Liquor Excise Tax	\$0.00	\$1,947.10	\$8,095.50	24.05 %	\$6,148.40
Total State Entitlements, Impact Payments and Taxes		\$457.97	\$3,836.60	\$15,155.00	25.32 %	\$11,318.40
Total Intergovernmental Revenues		\$457.97	\$3,840.93	\$426,155.00	0.90 %	\$422,314.07
Charges for Goods and Services						
Data Processing Services						
001-000-000-341-81-00-00	Printing/Photocopy Services	\$47.63	\$49.83	\$0.00		(\$49.83)
Total Data Processing Services		\$47.63	\$49.83	\$0.00		(\$49.83)
Public Safety						
Fire Protection Services						
001-000-000-342-21-00-00	Fire District II Fire Control	\$0.00	\$9,473.15	\$15,000.00	63.15 %	\$5,526.85
Total Fire Protection Services		\$0.00	\$9,473.15	\$15,000.00	63.15 %	\$5,526.85
Total Public Safety		\$0.00	\$9,473.15	\$15,000.00	63.15 %	\$5,526.85
Planning and Development Services						
001-000-000-345-83-00-00	Planning Fees	\$200.00	\$3,275.00	\$4,500.00	72.78 %	\$1,225.00
001-000-000-345-83-01-00	N Bonn Bldg Inspect Reimburse	\$287.35	\$778.05	\$3,000.00	25.94 %	\$2,221.95
Total Planning and Development Services		\$487.35	\$4,053.05	\$7,500.00	54.04 %	\$3,446.95
Total Charges for Goods and Services		\$534.98	\$13,576.03	\$22,500.00	60.34 %	\$8,923.97
Fines and Penalties						
001-000-000-353-10-00-00	Traffic Infractions/Parking	\$161.34	\$871.10	\$2,500.00	34.84 %	\$1,628.90
001-000-000-353-70-00-00	Non-Traffic Infractions	\$0.00	\$139.78	\$50.00	279.56 %	(\$89.78)
001-000-000-355-20-00-00	DUI Fines	\$9.49	\$93.43	\$1,000.00	9.34 %	\$906.57
001-000-000-355-80-00-00	Criminal Traffic Fines	\$29.49	\$348.51	\$1,000.00	34.85 %	\$651.49
001-000-000-356-90-00-00	Criminal Non-Traffic Fines	\$16.91	\$96.10	\$600.00	16.02 %	\$503.90
001-000-000-357-37-00-00	Court Cost Recoupments	\$300.63	\$1,390.48	\$5,000.00	27.81 %	\$3,609.52
Total Fines and Penalties		\$517.86	\$2,939.40	\$10,150.00	28.96 %	\$7,210.60
Miscellaneous Revenues						
001-000-000-361-11-00-00	Interest Income/General Fund	\$3,846.75	\$4,750.67	\$5,000.00	95.01 %	\$249.33
001-000-000-361-40-00-00	Sales Tax Interest	\$76.15	\$233.71	\$200.00	116.86 %	(\$33.71)
001-000-000-369-91-00-00	Miscellaneous Income	\$0.00	\$9.00	\$300.00	3.00 %	\$291.00
Total Miscellaneous Revenues		\$3,922.90	\$4,993.38	\$5,500.00	90.79 %	\$506.62
Agency Deposits						
001-000-000-386-90-00-00	Agency Deposit - Court Remittances	\$325.14	\$2,067.36	\$0.00		(\$2,067.36)
001-000-000-386-91-00-00	Agency Deposit - Court Trust	\$0.00	\$171.44	\$0.00		(\$171.44)
001-000-000-389-30-00-00	Agency Collections - State Bldg Code	\$0.00	\$11.00	\$0.00		(\$11.00)
Total Agency Deposits		\$325.14	\$2,249.80	\$0.00		(\$2,249.80)
Total Revenue		\$59,785.34	\$187,409.89	\$1,260,602.01	14.87 %	\$1,073,192.12
Total General Fund		\$59,785.34	\$187,409.89	\$1,260,602.01	14.87 %	\$1,073,192.12
Street Fund						

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Revenue						
Taxes						
100-000-000-313-11-00-00	Additional .5% Sales Tax	\$0.00	\$20,574.73	\$235,000.00	8.76 %	\$214,425.27
100-000-000-316-42-00-00	PUD Excise Tax	\$0.00	\$3,799.19	\$45,000.00	8.44 %	\$41,200.81
Total Taxes		\$0.00	\$24,373.92	\$280,000.00	8.70 %	\$255,626.08
Licenses and Permits						
100-000-000-322-40-00-00	Street Applications & Permits	\$0.00	\$100.00	\$600.00	16.67 %	\$500.00
Total Licenses and Permits		\$0.00	\$100.00	\$600.00	16.67 %	\$500.00
Intergovernmental Revenues						
100-000-000-334-03-80-00	TIB Relight WA Grant	\$0.00	\$109,077.00	\$0.00		(\$109,077.00)
100-000-000-336-00-71-00	Multimodal Transportation - Cities	\$545.22	\$545.22	\$2,173.50	25.08 %	\$1,628.28
100-000-000-336-00-87-00	Street Fuel Tax	\$2,988.95	\$7,879.33	\$34,555.50	22.80 %	\$26,676.17
100-000-000-336-06-95-00	Liquor Profit Tax	\$3,210.47	\$3,210.47	\$12,852.00	24.98 %	\$9,641.53
Total Intergovernmental Revenues		\$6,744.64	\$120,712.02	\$49,581.00	243.46 %	(\$71,131.02)
Total Revenue		\$6,744.64	\$145,185.94	\$330,181.00	43.97 %	\$184,995.06
Total Street Fund		\$6,744.64	\$145,185.94	\$330,181.00	43.97 %	\$184,995.06

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Tourism Promo & Develop Fund						
Revenue						
Taxes						
103-000-000-313-31-00-00	Stadium (Motel/Hotel) Tax	\$20,188.63	\$82,736.02	\$415,000.00	19.94 %	\$332,263.98
Total Taxes		\$20,188.63	\$82,736.02	\$415,000.00	19.94 %	\$332,263.98
Miscellaneous Revenues						
103-000-000-361-11-00-00	Interest Income/Tourism	\$1,071.30	\$849.22	\$0.00		(\$849.22)
Total Miscellaneous Revenues		\$1,071.30	\$849.22	\$0.00		(\$849.22)
Total Revenue		\$21,259.93	\$83,585.24	\$415,000.00	20.14 %	\$331,414.76
Total Tourism Promo & Develop Fund		\$21,259.93	\$83,585.24	\$415,000.00	20.14 %	\$331,414.76
Capital Improvement Fund						
Revenue						
Taxes						
300-000-000-318-34-00-00	Real Estate Excise Tax	\$0.00	\$2,508.61	\$20,000.00	12.54 %	\$17,491.39
Total Taxes		\$0.00	\$2,508.61	\$20,000.00	12.54 %	\$17,491.39
Total Revenue		\$0.00	\$2,508.61	\$20,000.00	12.54 %	\$17,491.39
Total Capital Improvement Fund		\$0.00	\$2,508.61	\$20,000.00	12.54 %	\$17,491.39
Timber Harvest Fund						
Revenue						
Miscellaneous Revenues						
301-000-000-361-11-00-00	Interest on Investments - Timber Harvest	\$2,700.00	\$10,831.19	\$0.00		(\$10,831.19)
Total Miscellaneous Revenues		\$2,700.00	\$10,831.19	\$0.00		(\$10,831.19)
Total Revenue		\$2,700.00	\$10,831.19	\$0.00		(\$10,831.19)
Total Timber Harvest Fund		\$2,700.00	\$10,831.19	\$0.00		(\$10,831.19)

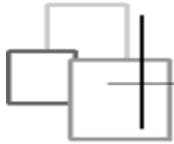
Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Joint Emergency Facilities Fund						
Revenue						
Other Financing Sources						
303-000-000-397-01-00-00	Transfer In from CE	\$0.00	\$0.00	\$42,000.00	0.00 %	\$42,000.00
Total Other Financing Sources		\$0.00	\$0.00	\$42,000.00	0.00 %	\$42,000.00
Total Revenue		\$0.00	\$0.00	\$42,000.00	0.00 %	\$42,000.00
Total Joint Emergency Facilities Fund		\$0.00	\$0.00	\$42,000.00	0.00 %	\$42,000.00
Russell Ave						
Intergovernmental Revenues						
309-000-000-333-20-20-01	Russell STP Grant	\$0.00	\$54,820.46	\$700,000.00	7.83 %	\$645,179.54
Total Intergovernmental Revenues		\$0.00	\$54,820.46	\$700,000.00	7.83 %	\$645,179.54
Other Financing Sources						
309-000-000-397-02-00-00	Transfer In from Streets	\$0.00	\$0.00	\$111,600.00	0.00 %	\$111,600.00
Total Other Financing Sources		\$0.00	\$0.00	\$111,600.00	0.00 %	\$111,600.00
Total Russell Ave		\$0.00	\$54,820.46	\$811,600.00	6.75 %	\$756,779.54
Water/Sewer Fund						
Revenue						
Charges for Goods and Services						
400-000-000-343-40-00-00	Water Sales	\$37,677.43	\$119,866.25	\$641,000.00	18.70 %	\$521,133.75
400-000-000-343-40-18-00	Turn on Fees	\$104.30	\$297.88	\$1,500.00	19.86 %	\$1,202.12
400-000-000-343-40-19-00	Reconnect Fee	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
400-000-000-343-40-20-00	Construction Hookup	\$0.00	\$5.00	\$0.00		(\$5.00)
400-000-000-343-40-21-00	Hydrant Rental - External	\$100.00	\$200.00	\$600.00	33.33 %	\$400.00
400-000-000-343-40-99-00	Hydrant Rental-Internal (fire)	\$0.00	\$0.00	\$4,000.00	0.00 %	\$4,000.00
400-000-000-343-41-00-00	Installation Water	\$140.00	\$455.64	\$10,000.00	4.56 %	\$9,544.36
400-000-000-343-50-00-00	Sewer Service Income	\$49,236.66	\$140,891.10	\$647,660.00	21.75 %	\$506,768.90
400-000-000-343-50-01-00	BOD Surcharge	\$0.00	\$4,019.89	\$0.00		(\$4,019.89)
400-000-000-343-50-02-00	Downspout-Sump Pump Discharge	\$868.87	\$2,618.46	\$0.00		(\$2,618.46)
400-000-000-343-51-00-00	Installation Sewer	\$0.00	\$50.00	\$300.00	16.67 %	\$250.00
Total Charges for Goods and Services		\$88,127.26	\$268,404.22	\$1,306,060.00	20.55 %	\$1,037,655.78
Miscellaneous Revenues						
Interest & Other Earnings						
400-000-000-361-11-00-00	Interest on Investments - W/S	\$853.80	\$1,333.27	\$0.00		(\$1,333.27)
Total Interest & Other Earnings		\$853.80	\$1,333.27	\$0.00		(\$1,333.27)
Contributions/Donations from Nongovernmental Sources						
400-000-000-367-40-00-00	Water Capital Contributions	\$0.00	\$7,779.00	\$35,000.00	22.23 %	\$27,221.00
400-000-000-367-50-00-00	Sewer Capital Contributions	\$0.00	\$5,607.00	\$20,000.00	28.04 %	\$14,393.00
Total Contributions/Donations from Nongovernmental Sources		\$0.00	\$13,386.00	\$55,000.00	24.34 %	\$41,614.00
Other Misc Revenue						
400-000-000-369-91-00-00	Other Miscellaneous/NSF Fee Recovery	\$0.00	\$100.00	\$0.00		(\$100.00)
Total Other Misc Revenue		\$0.00	\$100.00	\$0.00		(\$100.00)
Total Miscellaneous Revenues		\$853.80	\$14,819.27	\$55,000.00	26.94 %	\$40,180.73

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Revenue		\$88,981.06	\$283,223.49	\$1,361,060.00	20.81 %	\$1,077,836.51
Total Water/Sewer Fund		\$88,981.06	\$283,223.49	\$1,361,060.00	20.81 %	\$1,077,836.51
Wastewater System Upgrades						
Revenue						
State Grants						
410-000-000-334-04-20-00	CERB Feasibility Study-Alt. Analysis	\$30,111.32	\$30,111.32	\$50,000.00	60.22 %	\$19,888.68
Total State Grants		\$30,111.32	\$30,111.32	\$50,000.00	60.22 %	\$19,888.68
Other Financing Sources						
Long-Term Debt Proceeds						
410-000-000-391-90-00-00	DOE Design Loan	\$0.00	\$0.00	\$1,985,000.00	0.00 %	\$1,985,000.00
Total Long-Term Debt Proceeds		\$0.00	\$0.00	\$1,985,000.00	0.00 %	\$1,985,000.00
Transfers-In						
410-000-000-397-05-00-00	Transfer In from Water/Sewer Fund	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
Total Transfers-In		\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
Total Other Financing Sources		\$0.00	\$0.00	\$1,995,000.00	0.00 %	\$1,995,000.00
Total Revenue		\$30,111.32	\$30,111.32	\$2,045,000.00	1.47 %	\$2,014,888.68
Total Wastewater System Upgrades		\$30,111.32	\$30,111.32	\$2,045,000.00	1.47 %	\$2,014,888.68
Equipment Service Fund						
Revenue						
Charges for Goods and Services						
500-000-000-348-00-00-00	Equipment Rental-Internal	\$11,664.69	\$39,084.06	\$120,000.00	32.57 %	\$80,915.94
Total Charges for Goods and Services		\$11,664.69	\$39,084.06	\$120,000.00	32.57 %	\$80,915.94
Miscellaneous Revenues						
Rents, Leases and Concessions						
500-000-000-362-10-00-00	Equipment Rental - External NB	\$0.00	\$126.00	\$0.00		(\$126.00)
Total Rents, Leases and Concessions		\$0.00	\$126.00	\$0.00		(\$126.00)
Total Miscellaneous Revenues		\$0.00	\$126.00	\$0.00		(\$126.00)
Total Revenue		\$11,664.69	\$39,210.06	\$120,000.00	32.68 %	\$80,789.94
Revenue						
Miscellaneous Revenues						
Interest and Other Earnings						
500-000-001-361-11-00-00	Interest Income/ES	\$64.35	\$64.35	\$0.00		(\$64.35)
Total Interest and Other Earnings		\$64.35	\$64.35	\$0.00		(\$64.35)
Other Miscellaneous Revenues						
500-000-001-369-10-00-00	Sale of Scrap Equip Service	\$3,450.00	\$4,246.25	\$0.00		(\$4,246.25)
Total Other Miscellaneous Revenues		\$3,450.00	\$4,246.25	\$0.00		(\$4,246.25)
Total Miscellaneous Revenues		\$3,514.35	\$4,310.60	\$0.00		(\$4,310.60)
Total Revenue		\$3,514.35	\$4,310.60	\$0.00		(\$4,310.60)
Total Equipment Service Fund		\$15,179.04	\$43,520.66	\$120,000.00	36.27 %	\$76,479.34

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Grand Totals		\$224,761.33	\$841,196.80	\$6,405,443.01	13.13 %	\$5,564,246.21

Totals By Fund

Fund Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-000-00-00-00	General Fund	\$59,785.34	\$187,409.89	\$1,260,602.01	14.87 %	\$1,073,192.12
100-000-000-000-00-00-00	Street Fund	\$6,744.64	\$145,185.94	\$330,181.00	43.97 %	\$184,995.06
103-000-000-000-00-00-00	Tourism Promo & Develop Fund	\$21,259.93	\$83,585.24	\$415,000.00	20.14 %	\$331,414.76
300-000-000-000-00-00-00	Capital Improvement Fund	\$0.00	\$2,508.61	\$20,000.00	12.54 %	\$17,491.39
301-000-000-000-00-00-00	Timber Harvest Fund	\$2,700.00	\$10,831.19	\$0.00		(\$10,831.19)
303-000-000-000-00-00-00	Joint Emergency Facilities Fund	\$0.00	\$0.00	\$42,000.00	0.00 %	\$42,000.00
309-000-000-000-00-00-00	Russell Ave	\$0.00	\$54,820.46	\$811,600.00	6.75 %	\$756,779.54
400-000-000-000-00-00-00	Water/Sewer Fund	\$88,981.06	\$283,223.49	\$1,361,060.00	20.81 %	\$1,077,836.51
410-000-000-000-00-00-00	Wastewater System Upgrades	\$30,111.32	\$30,111.32	\$2,045,000.00	1.47 %	\$2,014,888.68
500-000-000-000-00-00-00	Equipment Service Fund	\$15,179.04	\$43,520.66	\$120,000.00	36.27 %	\$76,479.34
Grand Totals		\$224,761.33	\$841,196.80	\$6,405,443.01	13.13 %	\$5,564,246.21



Expenditure

Starting Account Number: 001-000-000-508-00-00-00 Unreserved Cash Carryover
 Ending Account Number: 622-900-001-584-00-00-00 Pur of Invest - Unemployment
 Period: 2019 - Mar
 Printing: Full
 Non Activity Accounts: Hide
 Balance Records: Show
 Investment Records: Hide
 Operation Totals: Hide

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund						
Cash Reservations						
001-000-000-508-10-00-01	Reserved Cash - Fire Truck	\$0.00	\$0.00	\$350,000.00	0.00 %	\$350,000.00
001-000-000-508-10-00-02	Reserved Cash - Unemployment	\$0.00	\$0.00	\$33,414.00	0.00 %	\$33,414.00
001-000-000-508-10-00-03	Reserved Cash - Fire Equip Replacement	\$0.00	\$0.00	\$105,000.00	0.00 %	\$105,000.00
001-000-000-508-10-00-04	Reserved Cash - Custodial	\$0.00	\$0.00	\$54,546.82	0.00 %	\$54,546.82
001-000-000-508-80-00-00	Unreserved Cash Carryover	\$0.00	\$0.00	\$246,067.45	0.00 %	\$246,067.45
Total Cash Reservations		\$0.00	\$0.00	\$789,028.27	0.00 %	\$789,028.27
General Government Services						
Legislative						
001-100-001-511-30-41-00	Ordinance Codification	\$256.50	\$446.50	\$2,500.00	17.86 %	\$2,053.50
001-100-001-511-30-44-00	Legislative Publishing	\$749.05	\$1,207.36	\$3,500.00	34.50 %	\$2,292.64
001-100-001-511-60-10-00	Council Salary	\$1,196.96	\$3,291.64	\$12,000.00	27.43 %	\$8,708.36
001-100-001-511-60-20-00	Council Benefits	\$96.53	\$265.47	\$1,000.00	26.55 %	\$734.53
001-100-001-511-60-43-00	Travel/Lodging Council	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
001-100-001-511-60-49-00	Tuition Council	\$0.00	\$180.00	\$1,000.00	18.00 %	\$820.00
Total Legislative		\$2,299.04	\$5,390.97	\$22,000.00	24.50 %	\$16,609.03
Judicial						
001-100-002-512-50-10-01	Court Clerk Salary	\$223.63	\$2,246.16	\$5,000.00	44.92 %	\$2,753.84
001-100-002-512-50-20-01	Court Clerk Benefits	\$130.15	\$546.77	\$3,000.00	18.23 %	\$2,453.23
001-100-002-512-50-49-00	Juror/Witness/Investigative Fees	\$0.00	\$0.00	\$1,500.00	0.00 %	\$1,500.00
001-100-002-512-50-51-01	Jury Management/Courtroom Use	\$694.19	\$694.19	\$1,200.00	57.85 %	\$505.81
001-100-002-512-50-51-03	Municipal Court Contract	\$3,334.00	\$4,997.00	\$20,000.00	24.99 %	\$15,003.00
001-100-002-512-52-41-02	Interpreter Fees	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-100-002-512-52-51-00	Sheriff Warrant Service Charge	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-100-002-515-30-51-00	Prosecuting Attorney County Contract	\$2,666.00	\$4,003.00	\$20,000.00	20.02 %	\$15,997.00
001-100-002-515-93-41-00	Indigent Defense	\$5,122.00	\$5,122.00	\$15,000.00	34.15 %	\$9,878.00
Total Judicial		\$12,169.97	\$17,609.12	\$66,700.00	26.40 %	\$49,090.88
Executive						
001-100-003-513-10-10-00	Mayor Salary	\$598.48	\$1,795.44	\$7,200.00	24.94 %	\$5,404.56
001-100-003-513-10-10-01	City Administrator Salary	\$5,773.45	\$17,320.35	\$25,800.00	67.13 %	\$8,479.65

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-100-003-513-10-20-00	Mayor Benefits	\$45.90	\$137.70	\$625.00	22.03 %	\$487.30
001-100-003-513-10-20-01	City Administrator Benefits	\$2,672.49	\$8,016.08	\$6,192.00	129.46 %	(\$1,824.08)
Total Executive		\$9,090.32	\$27,269.57	\$39,817.00	68.49 %	\$12,547.43
Financial and Records Services						
001-100-004-514-20-10-01	Budgeting/Accounting Salary	\$4,131.98	\$23,378.88	\$80,106.96	29.18 %	\$56,728.08
001-100-004-514-20-20-01	Budgeting/Accounting Benefits	\$1,977.30	\$7,015.97	\$26,065.02	26.92 %	\$19,049.05
001-100-004-514-20-41-01	EBPP Fees General Fund	\$0.00	\$5.53	\$0.00		(\$5.53)
001-100-004-514-20-41-22	Audit Fee	\$0.00	\$0.00	\$7,000.00	0.00 %	\$7,000.00
001-100-004-514-20-43-00	Travel Financial/Records	\$614.66	\$673.82	\$3,000.00	22.46 %	\$2,326.18
001-100-004-514-20-46-00	Clerk Bond Premiums	\$0.00	\$0.00	\$1,500.00	0.00 %	\$1,500.00
001-100-004-514-20-49-00	Training/Tuition - Financial/Records	\$585.00	\$1,919.00	\$3,000.00	63.97 %	\$1,081.00
001-100-004-514-20-49-01	Dues & Membership - Financial	\$60.00	\$540.00	\$1,000.00	54.00 %	\$460.00
001-100-004-514-20-49-02	Fiduciary Fees/VISA	\$102.74	\$324.67	\$750.00	43.29 %	\$425.33
001-100-004-514-20-49-03	Miscellaneous Charges	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-100-004-514-30-10-00	Minutes - Recording Fee Sal	\$114.21	\$375.27	\$2,250.00	16.68 %	\$1,874.73
001-100-004-514-30-20-00	Minutes - Recording Fee Ben	\$9.80	\$32.18	\$200.00	16.09 %	\$167.82
001-100-004-514-41-51-00	Elections	\$0.00	\$0.00	\$6,000.00	0.00 %	\$6,000.00
001-100-004-514-91-51-00	Voter Registration Services	\$0.00	\$0.00	\$6,000.00	0.00 %	\$6,000.00
Total Financial and Records Services		\$7,595.69	\$34,265.32	\$137,371.98	24.94 %	\$103,106.66
Legal Activities						
001-100-005-515-41-41-00	Advisory Board Services	\$1,446.00	\$3,378.00	\$30,000.00	11.26 %	\$26,622.00
001-100-005-515-41-43-00	Travel - Legal	\$0.00	\$0.00	\$750.00	0.00 %	\$750.00
001-100-005-515-41-49-00	Training & Tuition - Legal	\$0.00	\$0.00	\$750.00	0.00 %	\$750.00
Total Legal Activities		\$1,446.00	\$3,378.00	\$31,500.00	10.72 %	\$28,122.00
Employee Benefit Programs						
001-100-007-517-70-22-00	Unemployment Claims	\$0.00	\$89.16	\$0.00		(\$89.16)
001-100-007-517-70-51-00	Old Age Survivor Insurance	\$0.00	\$0.00	\$25.00	0.00 %	\$25.00
001-100-007-517-90-26-00	Staff Wellness	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
Total Employee Benefit Programs		\$0.00	\$89.16	\$525.00	16.98 %	\$435.84
Central Services						
001-100-008-518-20-44-00	DNR Fire Control Assessment	\$17.90	\$17.90	\$0.00		(\$17.90)
001-100-008-518-30-10-00	Building Repair Salary	\$311.60	\$667.52	\$3,096.00	21.56 %	\$2,428.48
001-100-008-518-30-20-00	Building Repair Benefits	\$194.91	\$446.46	\$1,548.00	28.84 %	\$1,101.54
001-100-008-518-30-31-00	Household Supplies/Repairs	\$10.34	\$124.05	\$2,000.00	6.20 %	\$1,875.95
001-100-008-518-30-41-00	Custodial Services	\$250.00	\$500.00	\$4,000.00	12.50 %	\$3,500.00
001-100-008-518-30-45-99	Eq Rental - Building Repair	\$96.90	\$96.90	\$0.00		(\$96.90)
001-100-008-518-30-46-00	Insurance - Liability	\$0.00	\$0.00	\$14,000.00	0.00 %	\$14,000.00
001-100-008-518-30-47-00	Heat & Lights	\$383.18	\$505.76	\$3,000.00	16.86 %	\$2,494.24
001-100-008-518-30-47-01	City Hall Water/Sewer	\$88.89	\$247.09	\$890.10	27.76 %	\$643.01
001-100-008-518-30-48-00	Building Repair Supplies	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
001-100-008-518-40-31-00	Office Supplies	\$182.06	\$688.38	\$6,000.00	11.47 %	\$5,311.62
001-100-008-518-40-41-00	Office Equip Repair& Maintenance	\$814.70	\$2,671.51	\$6,000.00	44.53 %	\$3,328.49
001-100-008-518-40-42-00	Central Services Telephone	\$385.75	\$963.26	\$3,750.00	25.69 %	\$2,786.74
001-100-008-518-40-42-01	Miscellaneous - Postage	\$15.17	\$81.93	\$500.00	16.39 %	\$418.07
001-100-008-518-80-41-23	Website - General Fund	\$220.00	\$240.00	\$500.00	48.00 %	\$260.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Central Services		\$2,971.40	\$7,250.76	\$46,284.10	15.67 %	\$39,033.34
Other General Government Services						
001-100-009-518-90-49-01	Dues And Membership - General Govt	\$0.00	\$1,152.00	\$3,000.00	38.40 %	\$1,848.00
Total Other General Government Services		\$0.00	\$1,152.00	\$3,000.00	38.40 %	\$1,848.00
Capital Expenditures						
001-100-090-594-18-64-00	Office Furniture/Equipment	\$0.00	\$0.00	\$3,000.00	0.00 %	\$3,000.00
001-100-090-594-18-64-01	Computer Equipment	\$0.00	\$0.00	\$15,000.00	0.00 %	\$15,000.00
Total Capital Expenditures		\$0.00	\$0.00	\$18,000.00	0.00 %	\$18,000.00
Total General Government Services		\$35,572.42	\$96,404.90	\$365,198.08	26.40 %	\$268,793.18
Public Safety						
Law Enforcement/Incarceration						
001-200-001-521-20-51-00	Police Services	\$28,288.50	\$42,432.75	\$169,731.00	25.00 %	\$127,298.25
001-200-001-521-20-51-01	CR Jus #4 Basic Law Enforcemnt	\$0.00	\$0.00	\$2,700.00	0.00 %	\$2,700.00
001-200-001-521-30-51-00	CR Jus #1 Drug/Alcohol ED	\$0.00	\$0.00	\$1,600.00	0.00 %	\$1,600.00
001-200-001-523-60-51-00	Jail Services	\$760.00	\$760.00	\$13,000.00	5.85 %	\$12,240.00
Total Law Enforcement/Incarceration		\$29,048.50	\$43,192.75	\$187,031.00	23.09 %	\$143,838.25
Fire Protection						
Fire Protection						
001-200-002-522-10-10-00	Fire Chief/Administration - Salaries	\$99.75	\$299.25	\$1,200.00	24.94 %	\$900.75
001-200-002-522-10-20-00	Fire Chief/Administration - Benefits	\$7.65	\$22.95	\$820.00	2.80 %	\$797.05
001-200-002-522-20-10-00	Fire Contract Volunteer Reimb	\$0.00	\$0.00	\$11,000.00	0.00 %	\$11,000.00
001-200-002-522-20-20-00	Firefighter Benefits	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
001-200-002-522-20-24-00	Firefighter Pension/Disability	\$1,830.00	\$3,660.00	\$3,500.00	104.57 %	(\$160.00)
001-200-002-522-20-31-00	Fire Supplies	\$1,183.25	\$1,199.61	\$16,000.00	7.50 %	\$14,800.39
001-200-002-522-20-32-00	Fire Truck Fuel	\$32.60	\$32.60	\$1,000.00	3.26 %	\$967.40
001-200-002-522-20-42-00	Fire Telephone	\$106.64	\$319.65	\$1,400.00	22.83 %	\$1,080.35
001-200-002-522-20-46-00	Fire Truck Insurance	\$0.00	\$0.00	\$2,800.00	0.00 %	\$2,800.00
001-200-002-522-30-10-00	Fire Support Salary	\$436.34	\$1,245.18	\$15,000.00	8.30 %	\$13,754.82
001-200-002-522-30-20-00	Fire Support Benefits	\$207.50	\$651.66	\$7,000.00	9.31 %	\$6,348.34
001-200-002-522-30-31-01	Fire Prevention Supplies City	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-200-002-522-30-41-00	Fire Investigations	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
001-200-002-522-30-45-99	Eq Rental - Fire Support	\$145.35	\$411.88	\$4,000.00	10.30 %	\$3,588.12
001-200-002-522-45-43-00	Travel - Fire Department	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
001-200-002-522-45-49-00	Fire Department Training	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
001-200-002-522-50-47-00	Fire Hall Heat And Lights	\$513.11	\$799.87	\$3,000.00	26.66 %	\$2,200.13
001-200-002-522-50-47-99	Water on Demand For Hydrants	\$0.00	\$0.00	\$4,000.00	0.00 %	\$4,000.00
001-200-002-522-50-48-00	Fire Hall Repair	\$0.00	\$0.00	\$3,500.00	0.00 %	\$3,500.00
001-200-002-522-60-48-00	Fire Equipment Repair	\$0.00	\$109.12	\$6,000.00	1.82 %	\$5,890.88
001-200-002-528-60-42-00	Radio Contract	\$0.00	\$2,870.84	\$4,000.00	71.77 %	\$1,129.16
001-200-002-528-60-51-00	Dispatch Fees - City	\$0.00	\$0.00	\$3,000.00	0.00 %	\$3,000.00
Total Fire Protection		\$4,562.19	\$11,622.61	\$92,720.00	12.54 %	\$81,097.39
Fire Dept Capital Expenditures						
001-200-002-594-22-64-00	Fire Equip Purchase-Fire Truck	\$0.00	\$0.00	\$25,000.00	0.00 %	\$25,000.00
001-200-002-594-22-64-01	Fire Equip Purchase - City	\$0.00	\$56,927.73	\$20,000.00	284.64 %	(\$36,927.73)

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Fire Dept Capital Expenditures		\$0.00	\$56,927.73	\$45,000.00	126.51 %	(\$11,927.73)
Total Fire Protection		\$4,562.19	\$68,550.34	\$137,720.00	49.78 %	\$69,169.66
Fire District II Share Fire Protection						
001-200-003-522-20-31-02	Fire Supplies FD II	\$1,140.49	\$1,148.57	\$10,000.00	11.49 %	\$8,851.43
001-200-003-522-20-32-02	Fire Truck Fuel FDII	\$122.24	\$122.24	\$1,000.00	12.22 %	\$877.76
001-200-003-522-30-31-20	Fire Prevention Supplies FDII	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-200-003-522-45-49-02	Fire Training FD II	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
001-200-003-522-60-48-02	Fire Equipment Repair FDII	\$0.00	\$0.00	\$6,000.00	0.00 %	\$6,000.00
001-200-003-594-22-64-02	Fire Equip Purchase - FD II	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
Total Fire District II Share Fire Protection		\$1,262.73	\$1,270.81	\$29,500.00	4.31 %	\$28,229.19
Total Public Safety		\$34,873.42	\$113,013.90	\$354,251.00	31.90 %	\$241,237.10
Natural & Economic Environment						
Expenditure						
001-500-000-551-00-41-00	CDBG Housing Rehab Cont. Svc.	\$0.00	\$0.00	\$400,000.00	0.00 %	\$400,000.00
Total Expenditure		\$0.00	\$0.00	\$400,000.00	0.00 %	\$400,000.00
Conservation						
001-500-001-553-70-51-00	Air Pollution Authority	\$276.80	\$276.80	\$276.80	100.00 %	\$0.00
Total Conservation		\$276.80	\$276.80	\$276.80	100.00 %	\$0.00
Community Planning & Economic Development						
Building Permits And Plans Review						
001-500-001-558-50-10-00	Building Inspector Salary	\$4,236.63	\$11,926.64	\$42,312.00	28.19 %	\$30,385.36
001-500-001-558-50-20-00	Building Inspector Benefits	\$2,464.79	\$6,757.24	\$25,800.00	26.19 %	\$19,042.76
001-500-001-558-50-31-00	Building Department Supplies	\$110.55	\$110.55	\$1,000.00	11.06 %	\$889.45
001-500-001-558-50-41-00	Consulting Services	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
001-500-001-558-50-42-00	Building Department Telephone	\$0.00	\$56.24	\$750.00	7.50 %	\$693.76
001-500-001-558-50-43-00	Travel - Building Inspector	\$0.00	\$0.00	\$1,500.00	0.00 %	\$1,500.00
001-500-001-558-50-45-99	Eq Rental - Building Dept	\$1,289.95	\$3,531.81	\$15,000.00	23.55 %	\$11,468.19
001-500-001-558-50-49-00	Training & Tuition - Building Dept	\$0.00	\$817.63	\$500.00	163.53 %	(\$317.63)
001-500-001-558-50-49-01	Dues & Membership - Bldg Dept	\$95.00	\$95.00	\$300.00	31.67 %	\$205.00
Total Building Permits And Plans Review		\$8,196.92	\$23,295.11	\$89,162.00	26.13 %	\$65,866.89
Planning						
001-500-001-558-60-10-00	Planning Salary	\$6,900.23	\$20,775.50	\$84,000.00	24.73 %	\$63,224.50
001-500-001-558-60-10-01	Planning Recorder - Salaries	\$0.00	\$103.33	\$1,800.00	5.74 %	\$1,696.67
001-500-001-558-60-10-02	Planning Commission Salaries	\$300.58	\$975.21	\$4,500.00	21.67 %	\$3,524.79
001-500-001-558-60-20-00	Planning Benefits	\$3,111.14	\$9,335.41	\$37,000.00	25.23 %	\$27,664.59
001-500-001-558-60-20-01	Planning Recorder - Benefits	\$0.00	\$8.86	\$180.00	4.92 %	\$171.14
001-500-001-558-60-20-02	Planning Commission Benefits	\$24.65	\$79.50	\$500.00	15.90 %	\$420.50
001-500-001-558-60-31-00	Planning Supplies	\$0.00	\$0.00	\$750.00	0.00 %	\$750.00
001-500-001-558-60-41-00	Planning & Professional Assist	\$0.00	\$0.00	\$130,000.00	0.00 %	\$130,000.00
001-500-001-558-60-41-01	Planning Publication	\$151.32	\$151.32	\$1,750.00	8.65 %	\$1,598.68
001-500-001-558-60-43-00	Travel - Planning/Prof Assistance	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
001-500-001-558-60-49-00	Training & Tuition - Planning	\$20.00	\$20.00	\$1,500.00	1.33 %	\$1,480.00
001-500-001-558-60-49-01	Dues & Membership - Planning	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-500-001-558-60-49-02	Planning Filing Fees/Misc	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Planning		\$10,507.92	\$31,449.13	\$265,480.00	11.85 %	\$234,030.87
Economic Development						
001-500-001-558-70-49-01	EDC Assessment	\$0.00	\$0.00	\$11,000.00	0.00 %	\$11,000.00
001-500-001-558-70-49-02	MCEDD Services	\$0.00	\$0.00	\$900.00	0.00 %	\$900.00
Total Economic Development		\$0.00	\$0.00	\$11,900.00	0.00 %	\$11,900.00
Total Community Planning & Economic Development		\$18,704.84	\$54,744.24	\$366,542.00	14.94 %	\$311,797.76
Total Natural & Economic Environment		\$18,981.64	\$55,021.04	\$766,818.80	7.18 %	\$711,797.76
Social Services						
001-600-000-565-10-49-00	Food Bank Support	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
001-600-000-566-72-52-00	Substance Abuse/Liquor Excise	\$1,219.92	\$1,219.92	\$150.00	813.28 %	(\$1,069.92)
Total Social Services		\$1,219.92	\$1,219.92	\$10,150.00	12.02 %	\$8,930.08
Culture & Recreation						
001-700-000-573-90-49-00	Hosting of Meetings/Events	\$726.98	\$726.98	\$500.00	145.40 %	(\$226.98)
001-700-000-576-20-51-00	Community Pool Support	\$2,500.00	\$7,500.00	\$30,000.00	25.00 %	\$22,500.00
001-700-000-576-80-10-00	Park Maintenance Salary	\$2,049.57	\$3,336.35	\$26,832.00	12.43 %	\$23,495.65
001-700-000-576-80-20-00	Park Maintenance Benefits	\$703.58	\$1,335.08	\$9,288.00	14.37 %	\$7,952.92
001-700-000-576-80-31-00	Parks Supplies	\$0.00	\$9.06	\$7,000.00	0.13 %	\$6,990.94
001-700-000-576-80-45-99	Eq Rental - Parks	\$1,123.41	\$1,546.70	\$13,000.00	11.90 %	\$11,453.30
001-700-000-576-80-47-00	Parks Electricity	\$96.79	\$96.79	\$250.00	38.72 %	\$153.21
001-700-000-576-80-48-00	Parks - Contracted	\$0.00	\$0.00	\$4,000.00	0.00 %	\$4,000.00
Total Culture & Recreation		\$7,200.33	\$14,550.96	\$90,870.00	16.01 %	\$76,319.04
Agency Disbursements						
001-800-000-586-90-00-00	Agency Disbursement - Court	\$946.25	\$1,887.75	\$0.00		(\$1,887.75)
001-800-000-586-91-00-00	Agency Disbursement - Court Trust	\$0.00	\$856.79	\$0.00		(\$856.79)
001-800-000-589-30-00-00	Agency Remittances - State Bldg Code	\$11.00	\$22.00	\$0.00		(\$22.00)
Total Agency Disbursements		\$957.25	\$2,766.54	\$0.00		(\$2,766.54)
Other Financing Uses						
001-900-000-597-12-00-00	Transfer Out to 303 Joint Emergency Facilities	\$0.00	\$0.00	\$42,000.00	0.00 %	\$42,000.00
Total Other Financing Uses		\$0.00	\$0.00	\$42,000.00	0.00 %	\$42,000.00
Total General Fund		\$98,804.98	\$282,977.26	\$2,418,316.15	11.70 %	\$2,135,338.89
Street Fund						
Cash Reservations						
100-000-000-508-80-00-00	Snow Reserve	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
100-000-000-508-80-00-01	Unreserved Cash Carryover	\$0.00	\$0.00	\$2,277.30	0.00 %	\$2,277.30
Total Cash Reservations		\$0.00	\$0.00	\$12,277.30	0.00 %	\$12,277.30
Transportation						
Road and Street Maintenance						
General Roadway Maintenance						
100-400-000-542-39-10-00	Road Maintenance - Salaries	\$10,353.52	\$20,113.38	\$72,240.00	27.84 %	\$52,126.62
100-400-000-542-39-20-00	Road Maintenance - Benefits	\$5,528.85	\$10,570.71	\$36,120.00	29.27 %	\$25,549.29
100-400-000-542-39-31-00	Supplies	\$115.50	\$178.92	\$20,000.00	0.89 %	\$19,821.08
100-400-000-542-39-42-00	Telephone	\$0.00	\$0.00	\$100.00	0.00 %	\$100.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
100-400-000-542-39-45-99	Eq Rental - Road Maintenance	\$3,395.06	\$6,781.37	\$25,000.00	27.13 %	\$18,218.63
100-400-000-542-39-48-00	Contracted Labor	\$0.00	\$0.00	\$20,000.00	0.00 %	\$20,000.00
Total General Roadway Maintenance		\$19,392.93	\$37,644.38	\$173,460.00	21.70 %	\$135,815.62
Storm Drain Maintenance						
100-400-000-542-40-10-00	Storm Drain Maint - Salaries	\$490.12	\$1,001.31	\$8,000.00	12.52 %	\$6,998.69
100-400-000-542-40-20-00	Storm Drain Maint - Benefits	\$250.34	\$571.62	\$5,000.00	11.43 %	\$4,428.38
100-400-000-542-40-31-00	Storm Drain Maint - Supplies	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
100-400-000-542-40-45-99	Eq Rental - Storm Drain Maint	\$157.46	\$157.46	\$2,000.00	7.87 %	\$1,842.54
100-400-000-542-40-47-00	Dewatering Electricity Chesser	\$70.00	\$70.00	\$700.00	10.00 %	\$630.00
100-400-000-542-40-48-00	Storm Drain Maint - Contrlabor	\$0.00	\$0.00	\$700.00	0.00 %	\$700.00
Total Storm Drain Maintenance		\$967.92	\$1,800.39	\$18,400.00	9.78 %	\$16,599.61
Traffic And Pedestrian Services						
100-400-000-542-62-41-00	Path Maintenance-Contract Svcs	\$4,415.93	\$4,415.93	\$0.00		(\$4,415.93)
Street Lighting						
100-400-000-542-63-47-00	Electricity - Street Lights	\$1,740.27	\$2,027.58	\$14,000.00	14.48 %	\$11,972.42
100-400-000-542-63-48-00	Repair/maintenance - ST Lights	\$0.00	\$0.00	\$3,000.00	0.00 %	\$3,000.00
Total Street Lighting		\$1,740.27	\$2,027.58	\$17,000.00	11.93 %	\$14,972.42
Traffic Control Devices						
100-400-000-542-64-31-00	Traffic Devices	\$0.00	\$1,603.53	\$12,000.00	13.36 %	\$10,396.47
100-400-000-542-64-48-00	Road Striping	\$0.00	\$2,328.22	\$6,000.00	38.80 %	\$3,671.78
Total Traffic Control Devices		\$0.00	\$3,931.75	\$18,000.00	21.84 %	\$14,068.25
Snow And Ice Control						
100-400-000-542-66-10-00	Snow Removal - Salary	\$361.60	\$13,424.32	\$15,480.00	86.72 %	\$2,055.68
100-400-000-542-66-20-00	Snow Removal - Benefits	\$192.98	\$7,176.89	\$5,160.00	139.09 %	(\$2,016.89)
100-400-000-542-66-31-00	Snow Removal - Supplies	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
100-400-000-542-66-45-99	Eq Rental - Snow Removal	\$169.57	\$11,253.47	\$4,000.00	281.34 %	(\$7,253.47)
Total Snow And Ice Control		\$724.15	\$31,854.68	\$25,640.00	124.24 %	(\$6,214.68)
Street Cleaning						
100-400-000-542-67-47-00	Litter Clean-Up	\$196.09	\$498.38	\$2,000.00	24.92 %	\$1,501.62
Total Street Cleaning		\$196.09	\$498.38	\$2,000.00	24.92 %	\$1,501.62
Total Traffic And Pedestrian Services		\$7,076.44	\$42,728.32	\$62,640.00	68.21 %	\$19,911.68
Total Road and Street Maintenance		\$27,437.29	\$82,173.09	\$254,500.00	32.29 %	\$172,326.91
Road and Street General Administration / Overhead Management						
100-400-000-543-10-10-00	General Administration Salaries	\$82.47	\$247.41	\$14,448.00	1.71 %	\$14,200.59
100-400-000-543-10-20-00	General Administration Benefits	\$38.18	\$114.51	\$3,096.00	3.70 %	\$2,981.49
Total Management		\$120.65	\$361.92	\$17,544.00	2.06 %	\$17,182.08
General Services						
100-400-000-543-31-10-00	General Services Salaries	\$181.05	\$1,171.06	\$4,128.00	28.37 %	\$2,956.94
100-400-000-543-31-20-00	General Services Benefits	\$88.07	\$326.35	\$1,032.00	31.62 %	\$705.65
100-400-000-543-31-41-00	Computer Services	\$14.86	\$702.28	\$600.00	117.05 %	(\$102.28)
100-400-000-543-31-41-22	Audit Fee	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
100-400-000-543-31-43-00	Travel - Streets	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
100-400-000-543-31-46-00	Insurance	\$0.00	\$0.00	\$6,000.00	0.00 %	\$6,000.00
100-400-000-543-31-49-00	Training - Streets	\$128.33	\$128.33	\$500.00	25.67 %	\$371.67
100-400-000-543-31-49-01	Misc/Recording Fees/Dues	\$0.00	\$800.00	\$1,000.00	80.00 %	\$200.00
Total General Services		\$412.31	\$3,128.02	\$15,760.00	19.85 %	\$12,631.98
Total Road and Street General Administration / Overhead		\$532.96	\$3,489.94	\$33,304.00	10.48 %	\$29,814.06
Road and Street Operations						
100-400-000-544-20-41-00	#14 ST Planning Professional Services	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
Total Road and Street Operations		\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
Total Transportation		\$27,970.25	\$85,663.03	\$288,804.00	29.66 %	\$203,140.97
Bridge Protection/Timber Removal						
100-400-020-595-50-41-00	Kanaka Bridge Rebuild	\$0.00	\$0.00	\$20,000.00	0.00 %	\$20,000.00
Total Bridge Protection/Timber Removal		\$0.00	\$0.00	\$20,000.00	0.00 %	\$20,000.00
Capital Projects						
Roads/Streets Construction & Other Infrastructure						
Roadway						
Russell Avenue Improvements						
100-401-020-595-33-10-00	Russell Avenue (Restor/Rehab) - Sal	\$663.34	\$870.37	\$12,000.00	7.25 %	\$11,129.63
100-401-020-595-33-20-00	Russell Avenue (Restor/Rehab) - Ben	\$356.86	\$450.94	\$6,000.00	7.52 %	\$5,549.06
100-401-020-595-33-45-99	Eq Rental - Restor/Rehab (Russell Ave)	\$72.67	\$72.67	\$4,000.00	1.82 %	\$3,927.33
Total Russell Avenue Improvements		\$1,092.87	\$1,393.98	\$22,000.00	6.34 %	\$20,606.02
Total Roadway		\$1,092.87	\$1,393.98	\$22,000.00	6.34 %	\$20,606.02
Total Roads/Streets Construction & Other Infrastructure		\$1,092.87	\$1,393.98	\$22,000.00	6.34 %	\$20,606.02
Total Capital Projects		\$1,092.87	\$1,393.98	\$22,000.00	6.34 %	\$20,606.02
Chemical Dependency Services						
100-600-000-566-72-52-00	Substance Abuse/Liquor Profits	\$0.00	\$0.00	\$270.00	0.00 %	\$270.00
Total Chemical Dependency Services		\$0.00	\$0.00	\$270.00	0.00 %	\$270.00
Other Financing Uses						
100-900-000-597-18-00-00	Transfer Out to 309 Russell Ave	\$0.00	\$0.00	\$111,600.00	0.00 %	\$111,600.00
Total Other Financing Uses		\$0.00	\$0.00	\$111,600.00	0.00 %	\$111,600.00
Total Street Fund		\$29,063.12	\$87,057.01	\$454,951.30	19.14 %	\$367,894.29

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Tourism Promo & Develop Fund						
Cash Reservations						
103-000-000-508-10-00-01	Capital Facility Reserve	\$0.00	\$0.00	\$200,000.00	0.00 %	\$200,000.00
103-000-000-508-10-00-02	Reserve for Future Rev Shortfall	\$0.00	\$0.00	\$269,264.54	0.00 %	\$269,264.54
Total Cash Reservations		\$0.00	\$0.00	\$469,264.54	0.00 %	\$469,264.54
Culture and Recreation						
Cultural & Community Activities						
Commercial						
103-700-000-573-30-41-00	Consultant Services, Chamber	\$7,500.00	\$15,000.00	\$90,000.00	16.67 %	\$75,000.00
103-700-000-573-30-41-01	SBA Consultant Services	\$991.74	\$1,397.08	\$85,000.00	1.64 %	\$83,602.92
103-700-000-573-30-41-04	County - Fair & Timber Carnival	\$0.00	\$0.00	\$5,000.00	0.00 %	\$5,000.00
103-700-000-573-30-41-05	County - Bluegrass Festival	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
Total Commercial		\$8,491.74	\$16,397.08	\$190,000.00	8.63 %	\$173,602.92
Other						
103-700-000-573-90-10-00	Promotion Salaries	\$164.96	\$494.88	\$5,000.00	9.90 %	\$4,505.12
103-700-000-573-90-10-03	Promotion Field Salaries	\$0.00	\$349.71	\$3,096.00	11.30 %	\$2,746.29
103-700-000-573-90-20-00	Promotion Benefits	\$76.35	\$229.01	\$1,000.00	22.90 %	\$770.99
103-700-000-573-90-20-03	Promotion Field Benefits	(\$3.21)	\$194.26	\$1,548.00	12.55 %	\$1,353.74
103-700-000-573-90-41-01	Discover Your Northwest	\$1,503.42	\$4,012.68	\$17,250.00	23.26 %	\$13,237.32
103-700-000-573-90-41-02	CRGIC Consultant Services	\$0.00	\$0.00	\$55,000.00	0.00 %	\$55,000.00
103-700-000-573-90-41-04	Skamania Senior Services - Hiker Bus	\$0.00	\$0.00	\$1,250.00	0.00 %	\$1,250.00
103-700-000-573-90-41-08	Gorge Outrigger Races	\$0.00	\$0.00	\$5,000.00	0.00 %	\$5,000.00
103-700-000-573-90-41-09	BOTG Kiteboarding Festival	\$0.00	\$0.00	\$3,000.00	0.00 %	\$3,000.00
103-700-000-573-90-41-11	Stevenson Farmers Market	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
103-700-000-573-90-41-13	Main St Program Coordinator (SBA)	\$0.00	\$0.00	\$40,000.00	0.00 %	\$40,000.00
103-700-000-573-90-41-14	Stevenson Waterfront Music Festival	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
103-700-000-573-90-41-15	Fools Fest (Walking Man)	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
103-700-000-573-90-41-17	Stevenson Municipal Pool Marketing	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
103-700-000-573-90-41-18	SC Fair Board-GorgeGrass	\$0.00	\$0.00	\$8,000.00	0.00 %	\$8,000.00
103-700-000-573-90-41-19	CGTA-RARE Funding	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
103-700-000-573-90-41-21	Computer Services	\$12.39	\$467.75	\$0.00		(\$467.75)
Total Other		\$1,753.91	\$5,748.29	\$151,144.00	3.80 %	\$145,395.71
Total Cultural & Community Activities		\$10,245.65	\$22,145.37	\$341,144.00	6.49 %	\$318,998.63
Total Culture and Recreation		\$10,245.65	\$22,145.37	\$341,144.00	6.49 %	\$318,998.63
Capital Expenditures						
103-700-000-594-75-63-04	Fairground Midway Reseeding (SBA)	\$0.00	\$0.00	\$27,750.00	0.00 %	\$27,750.00
103-700-000-594-75-63-07	Waterfront Park Amenities (Port)	\$0.00	\$0.00	\$30,867.00	0.00 %	\$30,867.00
103-700-000-594-75-63-08	Waterfront Park Enhancements	\$0.00	\$0.00	\$155,000.00	0.00 %	\$155,000.00
103-700-000-594-76-63-01	Courthouse Park Plaza (SDA)	\$0.00	\$0.00	\$103,400.00	0.00 %	\$103,400.00
Total Capital Expenditures		\$0.00	\$0.00	\$317,017.00	0.00 %	\$317,017.00
Total Tourism Promo & Develop Fund		\$10,245.65	\$22,145.37	\$1,127,425.54	1.96 %	\$1,105,280.17
Capital Improvement Fund						
Cash Reservations						
300-000-000-508-10-00-00	Cap Imp Reserved C&I	\$0.00	\$0.00	\$79,345.13	0.00 %	\$79,345.13

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
300-000-000-508-10-00-01	Cap Imp Res C&I Waterfront Imp	\$0.00	\$0.00	\$11,256.65	0.00 %	\$11,256.65
Total Cash Reservations		\$0.00	\$0.00	\$90,601.78	0.00 %	\$90,601.78
Total Capital Improvement Fund		\$0.00	\$0.00	\$90,601.78	0.00 %	\$90,601.78
Timber Harvest Fund						
Expenditure						
Cash Reservations						
301-000-000-508-80-00-00	Reserved Ending Cash Timber Harvest	\$0.00	\$0.00	\$1,913,246.34	0.00 %	\$1,913,246.34
Total Cash Reservations		\$0.00	\$0.00	\$1,913,246.34	0.00 %	\$1,913,246.34
Environmental Services						
301-000-000-554-90-48-00	Timber Sale Contracted Sevices	\$0.00	\$3,306.00	\$0.00		(\$3,306.00)
Total Environmental Services		\$0.00	\$3,306.00	\$0.00		(\$3,306.00)
Total Expenditure		\$0.00	\$3,306.00	\$1,913,246.34	0.17 %	\$1,909,940.34
Total Timber Harvest Fund		\$0.00	\$3,306.00	\$1,913,246.34	0.17 %	\$1,909,940.34

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Joint Emergency Facilities Fund						
Capital Expenditures						
Fire Equipment Purchase						
303-000-000-594-22-41-00	Consulting Engineering	\$16,298.42	\$28,807.74	\$42,000.00	68.59 %	\$13,192.26
Total Fire Equipment Purchase		\$16,298.42	\$28,807.74	\$42,000.00	68.59 %	\$13,192.26
Total Capital Expenditures		\$16,298.42	\$28,807.74	\$42,000.00	68.59 %	\$13,192.26
Total Joint Emergency Facilities Fund		\$16,298.42	\$28,807.74	\$42,000.00	68.59 %	\$13,192.26
Russell Ave						
Expenditure						
Roads/Streets Construction & Other Infrastructure						
309-000-000-595-10-41-00	Russell Ave - Engineering	\$13,101.20	\$22,485.55	\$811,600.00	2.77 %	\$789,114.45
Total Roads/Streets Construction & Other Infrastructure		\$13,101.20	\$22,485.55	\$811,600.00	2.77 %	\$789,114.45
Total Expenditure		\$13,101.20	\$22,485.55	\$811,600.00	2.77 %	\$789,114.45
Total Russell Ave		\$13,101.20	\$22,485.55	\$811,600.00	2.77 %	\$789,114.45
Water/Sewer Fund						
Expenditure						
Cash Reservations						
400-000-000-508-10-00-01	WS Reserve Ending - Water	\$0.00	\$0.00	\$104,479.17	0.00 %	\$104,479.17
400-000-000-508-10-00-02	WS Reserve Ending - Sewer	\$0.00	\$0.00	\$55,380.00	0.00 %	\$55,380.00
400-000-000-508-10-00-03	WS Reserve Ending - Sewer Outfall Debt	\$0.00	\$0.00	\$32,670.00	0.00 %	\$32,670.00
400-000-000-508-80-00-00	Unreserved Cash Carryover	\$0.00	\$0.00	\$11,149.32	0.00 %	\$11,149.32
Total Cash Reservations		\$0.00	\$0.00	\$203,678.49	0.00 %	\$203,678.49
Water Utilities and Environment						
Administration - General						
400-000-000-534-10-10-00	Administrative Salary	\$164.96	\$494.88	\$12,384.00	4.00 %	\$11,889.12
400-000-000-534-10-20-00	Administrative Benefits	\$76.35	\$229.01	\$2,064.00	11.10 %	\$1,834.99
400-000-000-534-10-41-22	Audit Fee	\$0.00	\$0.00	\$3,000.00	0.00 %	\$3,000.00
400-000-000-534-10-49-01	Dues & Membership/Filing Fees	\$2.68	\$277.86	\$2,000.00	13.89 %	\$1,722.14
400-000-000-534-10-51-00	Op. Permit(DOH)/Other Fees	\$1,876.00	\$3,115.00	\$5,000.00	62.30 %	\$1,885.00
Total Administration - General		\$2,119.99	\$4,116.75	\$24,448.00	16.84 %	\$20,331.25
Administration Water - Planning, Conservation, Research						
400-000-000-534-20-10-00	Administrative Planning WA - Sal	\$0.00	\$0.00	\$2,064.00	0.00 %	\$2,064.00
400-000-000-534-20-20-00	Administrative Planning WA - Ben	\$0.00	\$0.00	\$1,032.00	0.00 %	\$1,032.00
400-000-000-534-20-41-00	Admin Planning Water - Consulting	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
Total Administration Water - Planning, Conservation, Research		\$0.00	\$0.00	\$5,096.00	0.00 %	\$5,096.00
Training						
400-000-000-534-40-43-00	Travel	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
400-000-000-534-40-49-01	Training	\$128.33	\$128.33	\$2,000.00	6.42 %	\$1,871.67
Total Training		\$128.33	\$128.33	\$4,000.00	3.21 %	\$3,871.67
Maintenance						
400-000-000-534-50-35-00	Small Tools/Minor Equipment	\$0.00	\$1,177.40	\$2,500.00	47.10 %	\$1,322.60
400-000-000-534-50-48-00	Repair-Contracted Labor	\$0.00	\$13,312.59	\$20,000.00	66.56 %	\$6,687.41

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
400-000-000-534-54-10-00	Maintenance-Trtmnt Plant Salaries	\$0.00	\$0.00	\$8,256.00	0.00 %	\$8,256.00
400-000-000-534-54-20-00	Maintenance-Trtmnt Plant Benefits	(\$1.60)	(\$4.80)	\$4,128.00	-0.12 %	\$4,132.80
400-000-000-534-55-10-00	Maint.-Trans & Distr. Salary	\$0.00	\$0.00	\$34,056.00	0.00 %	\$34,056.00
400-000-000-534-55-20-00	Maint.-Trans & Distr. Benefits	(\$47.51)	(\$142.53)	\$16,512.00	-0.86 %	\$16,654.53
Total Maintenance		(\$49.11)	\$14,342.66	\$85,452.00	16.78 %	\$71,109.34
Operations - Customer Service and Marketing						
400-000-000-534-70-10-00	Customer Services Salary	\$2,672.14	\$17,118.29	\$46,208.83	37.05 %	\$29,090.54
400-000-000-534-70-20-00	Customer Services Benefits	\$1,295.21	\$4,784.35	\$15,732.64	30.41 %	\$10,948.29
400-000-000-534-70-31-00	Office Supplies and Postage	\$307.99	\$543.44	\$2,250.00	24.15 %	\$1,706.56
400-000-000-534-70-41-00	Computer Services/Repair	\$104.04	\$2,708.60	\$8,000.00	33.86 %	\$5,291.40
400-000-000-534-70-41-01	EBPP Fees Water	\$155.73	\$330.76	\$1,000.00	33.08 %	\$669.24
Total Operations - Customer Service and Marketing		\$4,535.11	\$25,485.44	\$73,191.47	34.82 %	\$47,706.03
Operations - General						
400-000-000-534-80-31-00	Operating Supplies	\$0.00	\$209.24	\$25,000.00	0.84 %	\$24,790.76
400-000-000-534-80-33-00	Well Water for Resale	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
400-000-000-534-80-41-00	Testing	\$510.00	\$771.00	\$4,000.00	19.28 %	\$3,229.00
400-000-000-534-80-42-00	Water Telephone	\$94.85	\$395.35	\$750.00	52.71 %	\$354.65
400-000-000-534-80-45-99	Eq Rental - Water	\$2,670.75	\$7,468.03	\$51,000.00	14.64 %	\$43,531.97
400-000-000-534-80-46-00	Insurance	\$0.00	\$0.00	\$13,000.00	0.00 %	\$13,000.00
400-000-000-534-80-47-00	Electricity	\$1,816.51	\$3,591.05	\$22,000.00	16.32 %	\$18,408.95
400-000-000-534-84-10-00	Operations Plant Salary	\$5,334.10	\$15,407.23	\$61,920.00	24.88 %	\$46,512.77
400-000-000-534-84-20-00	Operations Plant Benefits	\$3,112.04	\$8,654.67	\$36,120.00	23.96 %	\$27,465.33
400-000-000-534-84-31-00	Chemicals Plant	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
400-000-000-534-84-41-00	Consultant Services - Plant	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
400-000-000-534-85-10-00	Operations T & D Salary	\$3,349.65	\$10,166.35	\$46,440.00	21.89 %	\$36,273.65
400-000-000-534-85-20-00	Operations T & D Benefits	\$1,783.48	\$5,445.34	\$25,800.00	21.11 %	\$20,354.66
Total Operations - General		\$18,671.38	\$52,108.26	\$299,030.00	17.43 %	\$246,921.74
Other Operating Expenditures						
400-000-000-534-90-53-00	Water Taxes	\$1,852.74	\$3,711.82	\$35,000.00	10.61 %	\$31,288.18
Total Other Operating Expenditures		\$1,852.74	\$3,711.82	\$35,000.00	10.61 %	\$31,288.18
Total Water Utilities and Environment		\$27,258.44	\$99,893.26	\$526,217.47	18.98 %	\$426,324.21
Debt Service						
Redemption of Long Term Debt - Proprietary Funds						
400-000-000-591-34-78-00	Base Res PWTF Loan Principal	\$0.00	\$0.00	\$23,273.39	0.00 %	\$23,273.39
Total Redemption of Long Term Debt - Proprietary Funds		\$0.00	\$0.00	\$23,273.39	0.00 %	\$23,273.39
Interest And Other Debt Service Costs						
400-000-000-592-34-83-00	Base Reservoir PWTF Loan Interest	\$0.00	\$0.00	\$1,100.00	0.00 %	\$1,100.00
Total Interest And Other Debt Service Costs		\$0.00	\$0.00	\$1,100.00	0.00 %	\$1,100.00
Total Debt Service		\$0.00	\$0.00	\$24,373.39	0.00 %	\$24,373.39
Total Expenditure		\$27,258.44	\$99,893.26	\$754,269.35	13.24 %	\$654,376.09
Capital Water Connections						
400-000-006-594-34-10-00	Water Connections - Salary	\$754.44	\$791.46	\$5,160.00	15.34 %	\$4,368.54
400-000-006-594-34-20-00	Water Connections - Benefits	\$420.26	\$426.47	\$2,580.00	16.53 %	\$2,153.53

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
400-000-006-594-34-45-99	Eq Rental - Water Connections	\$0.00	\$31.00	\$2,000.00	1.55 %	\$1,969.00
Total Capital Water Connections		\$1,174.70	\$1,248.93	\$9,740.00	12.82 %	\$8,491.07
Capital Misc Fixed Assets						
400-000-051-594-34-64-00	Fixed Assets to Capitalize	\$0.00	\$0.00	\$50,000.00	0.00 %	\$50,000.00
Total Capital Misc Fixed Assets		\$0.00	\$0.00	\$50,000.00	0.00 %	\$50,000.00
Sewer Utilities and Environment						
Administration - General						
400-000-101-535-10-10-00	Administrative Salary	\$1,237.17	\$3,711.51	\$22,704.00	16.35 %	\$18,992.49
400-000-101-535-10-20-00	Administrative Benefits	\$572.67	\$1,717.72	\$7,224.00	23.78 %	\$5,506.28
400-000-101-535-10-41-22	Audit Fee	\$0.00	\$0.00	\$4,120.00	0.00 %	\$4,120.00
400-000-101-535-10-44-00	WW Advertising	\$0.00	\$139.20	\$0.00		(\$139.20)
400-000-101-535-10-49-01	Dues & Membership/filing Fees	\$2.67	\$17.65	\$5,150.00	0.34 %	\$5,132.35
400-000-101-535-10-51-00	Sewer Permit Fees/DOE	\$1,154.52	\$1,154.52	\$3,090.00	37.36 %	\$1,935.48
Total Administration - General		\$2,967.03	\$6,740.60	\$42,288.00	15.94 %	\$35,547.40
Training						
400-000-101-535-40-43-00	Travel	\$0.00	\$0.00	\$1,287.50	0.00 %	\$1,287.50
400-000-101-535-40-49-01	Training	\$128.34	\$128.34	\$3,090.00	4.15 %	\$2,961.66
Total Training		\$128.34	\$128.34	\$4,377.50	2.93 %	\$4,249.16
Maintenance						
400-000-101-535-51-10-00	Maintenance T&D Salary	\$0.00	\$0.00	\$30,960.00	0.00 %	\$30,960.00
400-000-101-535-51-20-00	Maintenance T&D Benefits	(\$4.07)	(\$12.21)	\$15,480.00	-0.08 %	\$15,492.21
400-000-101-535-51-31-00	Maintenance Supplies	\$816.17	\$2,795.36	\$28,325.00	9.87 %	\$25,529.64
400-000-101-535-51-48-00	Repair (Contract Serv) T&D	\$15,177.78	\$18,005.54	\$112,490.00	16.01 %	\$94,484.46
400-000-101-535-51-48-01	Solids Hauling & Disposal	\$0.00	\$1,418.41	\$49,440.00	2.87 %	\$48,021.59
400-000-101-535-54-10-00	Plant Maintenance Salary	\$0.00	\$0.00	\$62,830.00	0.00 %	\$62,830.00
400-000-101-535-54-20-00	Plant Maintenance Benefits	(\$4.39)	(\$13.17)	\$45,320.00	-0.03 %	\$45,333.17
Total Maintenance		\$15,985.49	\$22,193.93	\$344,845.00	6.44 %	\$322,651.07
Operations - Contracted Processing And Operations						
400-000-101-535-64-41-00	Operations Contract (OMI)	\$11,154.08	\$22,308.16	\$152,852.00	14.59 %	\$130,543.84
Total Operations - Contracted Processing And Operations		\$11,154.08	\$22,308.16	\$152,852.00	14.59 %	\$130,543.84
Operations - Customer Service And Marketing						
400-000-101-535-70-10-00	Customer Service Salary	\$2,672.14	\$17,118.29	\$46,208.83	37.05 %	\$29,090.54
400-000-101-535-70-20-00	Customer Service Benefits	\$1,295.21	\$4,784.35	\$15,732.64	30.41 %	\$10,948.29
400-000-101-535-70-31-00	Office Supplies & Postage	\$307.98	\$542.67	\$2,500.00	21.71 %	\$1,957.33
400-000-101-535-70-41-00	Computer Services/Repair	\$61.92	\$2,540.15	\$2,000.00	127.01 %	(\$540.15)
400-000-101-535-70-41-01	EBPP Fees Sewer	\$155.72	\$330.76	\$0.00		(\$330.76)
Total Operations - Customer Service And Marketing		\$4,492.97	\$25,316.22	\$66,441.47	38.10 %	\$41,125.25
Operations - General						
400-000-101-535-80-31-00	Operating Supplies	\$467.30	\$566.30	\$5,000.00	11.33 %	\$4,433.70
400-000-101-535-80-41-00	Sewer Operations Testing	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
400-000-101-535-80-42-00	Sewer Telephone	\$108.55	\$339.26	\$2,000.00	16.96 %	\$1,660.74
400-000-101-535-80-45-99	Eq Rental - Sewer	\$2,543.57	\$7,732.77	\$28,000.00	27.62 %	\$20,267.23
400-000-101-535-80-46-00	Sewer Insurance	\$0.00	\$0.00	\$9,000.00	0.00 %	\$9,000.00
400-000-101-535-81-10-00	Operations T&D Salary	\$2,796.90	\$9,610.23	\$12,928.90	74.33 %	\$3,318.67

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
400-000-101-535-81-20-00	Operations T&D Benefits	\$1,426.99	\$4,936.45	\$6,464.45	76.36 %	\$1,528.00
400-000-101-535-84-10-00	Operations Plant Salary	\$5,269.13	\$15,351.23	\$27,864.00	55.09 %	\$12,512.77
400-000-101-535-84-20-00	Operations Plant Benefits	\$3,358.94	\$8,973.12	\$13,932.00	64.41 %	\$4,958.88
Total Operations - General		\$15,971.38	\$47,509.36	\$106,189.35	44.74 %	\$58,679.99
Other Operating Expenditures						
400-000-101-535-90-44-00	Sewer Taxes	\$1,166.22	\$3,025.31	\$20,500.00	14.76 %	\$17,474.69
Total Other Operating Expenditures		\$1,166.22	\$3,025.31	\$20,500.00	14.76 %	\$17,474.69
Total Sewer Utilities and Environment		\$51,865.51	\$127,221.92	\$737,493.32	17.25 %	\$610,271.40
Debt Service						
Redemption of Long Term Debt - Proprietary Funds						
400-000-101-591-35-72-00	Sewer Outfall - USDA RDA Principal	\$0.00	\$0.00	\$20,120.00	0.00 %	\$20,120.00
Total Redemption of Long Term Debt - Proprietary Funds		\$0.00	\$0.00	\$20,120.00	0.00 %	\$20,120.00
Interest & Other Debt Service Charges						
400-000-101-592-35-83-00	Sewer Outfall - USDA RDA Interest	\$0.00	\$0.00	\$12,551.00	0.00 %	\$12,551.00
Total Interest & Other Debt Service Charges		\$0.00	\$0.00	\$12,551.00	0.00 %	\$12,551.00
Total Debt Service		\$0.00	\$0.00	\$32,671.00	0.00 %	\$32,671.00
Capital WW Sampling						
400-000-102-535-85-10-00	WW Sampling Salary	\$0.00	\$41.40	\$3,990.00	1.04 %	\$3,948.60
400-000-102-535-85-20-00	WW Sampling Benefits	\$0.00	\$18.80	\$2,133.00	0.88 %	\$2,114.20
400-000-102-535-85-31-00	WW Sampling Supplies	\$0.00	\$0.00	\$258.00	0.00 %	\$258.00
400-000-102-535-85-41-00	WW Sampling Professional Services	\$3,580.00	\$4,635.00	\$6,600.00	70.23 %	\$1,965.00
400-000-102-535-85-45-00	WW Sampling Equipment Rental	\$0.00	\$0.00	\$2,040.00	0.00 %	\$2,040.00
Total Capital WW Sampling		\$3,580.00	\$4,695.20	\$15,021.00	31.26 %	\$10,325.80
Capital Sewer Plan						
400-000-111-594-35-41-00	#38 Sewer Plan - Prof Serv	\$0.00	\$2,163.32	\$0.00		(\$2,163.32)
Total Capital Sewer Plan		\$0.00	\$2,163.32	\$0.00		(\$2,163.32)
Other Financing Uses						
400-900-000-597-10-00-00	Transfer Out to 410 WW Sys. Upgrades	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
Total Other Financing Uses		\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
Total Water/Sewer Fund		\$83,878.65	\$235,222.63	\$1,609,194.67	14.62 %	\$1,373,972.04
Wastewater System Upgrades						
Cash Reservations						
410-000-000-508-10-00-00	WW Sys Upgrades Ending Balance	\$0.00	\$0.00	\$19,300.00	0.00 %	\$19,300.00
Total Cash Reservations		\$0.00	\$0.00	\$19,300.00	0.00 %	\$19,300.00
WW System Feasibility Study						
410-000-002-594-35-41-01	Feasibility Study-Consultant Svs	\$19,047.48	\$19,047.48	\$60,000.00	31.75 %	\$40,952.52
Total WW System Feasibility Study		\$19,047.48	\$19,047.48	\$60,000.00	31.75 %	\$40,952.52
410-000-003-594-35-41-02	Design-Consultant Svs	\$0.00	\$0.00	\$1,985,000.00	0.00 %	\$1,985,000.00
Total Wastewater System Upgrades		\$19,047.48	\$19,047.48	\$2,064,300.00	0.92 %	\$2,045,252.52
Equipment Service Fund						
Cash Reservations						
500-000-000-508-80-00-00	Unreserved Cash Carryover	\$0.00	\$0.00	\$1,714.41	0.00 %	\$1,714.41

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Cash Reservations		\$0.00	\$0.00	\$1,714.41	0.00 %	\$1,714.41
Transportation						
Maintenance of Facilities and Equipment						
500-000-000-548-65-10-00	Maintenance Salary	\$3,063.71	\$11,240.78	\$26,832.00	41.89 %	\$15,591.22
500-000-000-548-65-20-00	Maintenance Benefits	\$1,851.43	\$6,594.94	\$16,512.00	39.94 %	\$9,917.06
500-000-000-548-65-25-00	Medical Physicals-Required	\$0.00	\$119.15	\$2,000.00	5.96 %	\$1,880.85
500-000-000-548-65-31-00	Tires	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
500-000-000-548-65-32-00	Gas and Oil	\$3,864.02	\$4,518.87	\$20,000.00	22.59 %	\$15,481.13
500-000-000-548-65-46-00	Insurance	\$0.00	\$0.00	\$28,000.00	0.00 %	\$28,000.00
500-000-000-548-65-47-00	Heat & Lights	\$257.41	\$473.23	\$1,500.00	31.55 %	\$1,026.77
500-000-000-548-65-48-00	Repairs/Supplies Contracted	\$2,492.64	\$8,165.42	\$20,000.00	40.83 %	\$11,834.58
500-000-000-548-65-49-00	Training	\$90.00	\$90.00	\$250.00	36.00 %	\$160.00
Total Maintenance of Facilities and Equipment		\$11,619.21	\$31,202.39	\$117,094.00	26.65 %	\$85,891.61
Total Transportation		\$11,619.21	\$31,202.39	\$117,094.00	26.65 %	\$85,891.61
Capital Expenditures						
500-000-000-594-48-64-00	Equipment Purchase	\$0.00	\$0.00	\$40,000.00	0.00 %	\$40,000.00
Total Capital Expenditures		\$0.00	\$0.00	\$40,000.00	0.00 %	\$40,000.00
Total Equipment Service Fund		\$11,619.21	\$31,202.39	\$158,808.41	19.65 %	\$127,606.02
Grand Totals		\$282,058.71	\$732,251.43	\$10,690,444.19	6.85 %	\$9,958,192.76

Totals By Fund

Fund Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-000-00-00-00	General Fund	\$98,804.98	\$282,977.26	\$2,418,316.15	11.70 %	\$2,135,338.89
100-000-000-000-00-00-00	Street Fund	\$29,063.12	\$87,057.01	\$454,951.30	19.14 %	\$367,894.29
103-000-000-000-00-00-00	Tourism Promo & Develop Fund	\$10,245.65	\$22,145.37	\$1,127,425.54	1.96 %	\$1,105,280.17
300-000-000-000-00-00-00	Capital Improvement Fund	\$0.00	\$0.00	\$90,601.78	0.00 %	\$90,601.78
301-000-000-000-00-00-00	Timber Harvest Fund	\$0.00	\$3,306.00	\$1,913,246.34	0.17 %	\$1,909,940.34
303-000-000-000-00-00-00	Joint Emergency Facilities Fund	\$16,298.42	\$28,807.74	\$42,000.00	68.59 %	\$13,192.26
309-000-000-000-00-00-00	Russell Ave	\$13,101.20	\$22,485.55	\$811,600.00	2.77 %	\$789,114.45
400-000-000-000-00-00-00	Water/Sewer Fund	\$83,878.65	\$235,222.63	\$1,609,194.67	14.62 %	\$1,373,972.04
410-000-000-000-00-00-00	Wastewater System Upgrades	\$19,047.48	\$19,047.48	\$2,064,300.00	0.92 %	\$2,045,252.52
500-000-000-000-00-00-00	Equipment Service Fund	\$11,619.21	\$31,202.39	\$158,808.41	19.65 %	\$127,606.02
Grand Totals		\$282,058.71	\$732,251.43	\$10,690,444.19	6.85 %	\$9,958,192.76



A/P Check Register

Fiscal : 2019
 Period : 2019 - Aor
 Council Date : All
 Bank Account: General Checking Umpqua
 System Types : FinancialsCheck Numbers : All

Number	Vendor Name	Account Description	Amount
13332	Skamania County Treasurer	Agency Disbursement - Court	\$4.75
		Police Services	\$14,144.25
		Substance Abuse/Liquor Excise	\$38.94
		Check Total:	\$14,187.94
13341	A&J Select	Operating Supplies	\$14.55
13342	BergerABAM	Path Maintenance-Contract Svcs	\$325.90
13343	BSK AddyLab,LLC	Testing	\$243.00
		WW Sampling Professional Services	\$285.00
		Check Total:	\$528.00
13345	Cascade Columbia Distribution Company	Chemicals Plant	\$2,613.02
13346	CenturyLink	Central Services Telephone	\$189.65
		Fire Telephone	\$106.14
		Sewer Telephone	\$108.65
		Check Total:	\$404.44
13347	Centurylink Comm Inc	Central Services Telephone	\$44.41
13348	CH2MHILL OMI	Operations Contract (OMI)	\$11,154.08
13349	Chevron & Texaco Card Service	Gas and Oil	\$1,564.57
13350	City of Stevenson	City Hall Water/Sewer	\$88.89
13351	Columbia Gorge Fire Equip	Fire Equipment Repair	\$78.62
13352	Columbia Hardware, Inc.	Building Department Supplies	\$49.37
		Fire Supplies	\$11.45
		Fire Supplies FD II	\$11.44
		Parks Supplies	\$165.53
		Repairs/Supplies Contracted	\$78.58
		Supplies	\$170.70
		Check Total:	\$487.07
13353	Columbia River Disposal	Litter Clean-Up	\$196.09
13354	Columbia Tree Service	Parks - Contracted	\$11,332.00
13355	Consolidated Supply Co.	Operating Supplies	\$754.85
13356	Correct Equipment	Operating Supplies	\$1,290.25
13357	Day Wireless/CSI Communication	Repairs/Supplies Contracted	\$163.70
13358	Department of Retirement Systems	Old Age Survivor Insurance	\$25.00
13359	Gator Creek Gardens	Supplies	\$3,430.25
13360	Grainger	Maintenance Supplies	\$341.27
		Parks Supplies	\$148.30
		Check Total:	\$489.57
13361	Gregory S Cheney PLLC	Indigent Defense	\$412.50
13362	J&R Dirdiggers Ent. Inc.	Contracted Labor	\$2,396.33
13363	Jacobs' Services Inc.	Custodial Services	\$250.00
13364	Karl Russell	Travel - Building Inspector	\$159.83
13365	NAPA Auto Parts	Fire Supplies	\$31.37
		Fire Supplies FD II	\$31.38
		Repairs/Supplies Contracted	\$589.70
		Check Total:	\$652.45
13366	North Shore Medical Group	Medical Physicals-Required	\$134.00

Number	Vendor Name	Account Description	Amount
13367	North West Graphic Works	Repairs/Supplies Contracted	\$1,124.44
13368	Office of State Treasurer - Cash Mgmt Division	Agency Disbursement - Court	\$240.39
		Agency Remittances - State Bldg Code	\$0.00
		Check Total:	\$240.39
13369	One Call Concepts, Inc.	Dues & Membership/filing Fees	\$10.70
13370	PacWest Machinery, Inc.	Repairs/Supplies Contracted	\$874.98
13371	Peterson Trucks	Fire Supplies	\$99.24
13372	Petty Cash	Household Supplies/Repairs	\$1.48
		Miscellaneous - Postage	\$34.15
		Office Supplies & Postage	\$76.58
		Office Supplies and Postage	\$76.58
		Repairs/Supplies Contracted	\$20.00
		Check Total:	\$208.79
13373	Polydyne Inc	Maintenance Supplies	\$605.81
13374	PUD No 1 of Skamania County	Electricity	\$1,487.21
		Electricity - Street Lights	\$306.57
		Heat & Lights	\$158.52
		Check Total:	\$1,952.30
13375	QCL, Inc.	Medical Physicals-Required	\$184.53
13376	Radcomp Technologies	Computer Services	\$50.22
		Computer Services/Repair	\$305.80
		Office Equip Repair& Maintenance	\$100.42
		Check Total:	\$456.44
13377	Ricoh USA, Inc	Office Equip Repair& Maintenance	\$46.21
13378	Skamania County Chamber of Commerce	Consultant Services, Chamber	\$7,500.00
		SBA Consultant Services	\$7,644.00
		Check Total:	\$15,144.00
13379	Skamania County Pioneer	Legislative Publishing	\$106.70
13381	Smith & Loveless, Inc.	Maintenance Supplies	\$197.71
13382	Staples -Dept 11-05417944	Office Supplies	\$148.12
13383	Stevenson-Carson School District	Community Pool Support	\$2,500.00
13384	Tetra Tech, Inc.	#38 Sewer Plan - Prof Serv	\$14,103.26
13385	US Bank	Dues & Membership - Financial	\$185.00
		Fire Supplies	\$837.46
		Fire Supplies FD II	\$837.48
		Medical Physicals-Required	\$374.50
		Office Supplies	\$158.07
		Repair/maintenance - ST Lights	\$117.72
		Repairs/Supplies Contracted	\$1,599.02
		Training & Tuition - Building Dept	\$28.17
		Training & Tuition - Planning	\$350.00
		Training/Tuition - Financial/Records	\$712.26
		Travel/Lodging Mayor	\$1,137.17
		Website - General Fund	\$20.00
		Check Total:	\$6,356.85
13386	US Bank Safekeeping	Fiduciary Fees/VISA	\$30.00
13387	US Postmaster	Office Supplies & Postage	\$117.50
		Office Supplies and Postage	\$117.50
		Check Total:	\$235.00
13388	Vision Forms	Office Supplies & Postage	\$424.45
		Office Supplies and Postage	\$424.45
		Check Total:	\$848.90
13389	Wallis Engineering, PLLC	Russell Ave - Engineering	\$2,765.73

Number	Vendor Name	Account Description	Amount
13390	Waste Connections Vancouver District 2010	Office Supplies	\$4.86
13391	Wave Broadband	Central Services Telephone	\$75.00
13392	WebRock Design	Website - General Fund	\$850.00
13393	Woodrich, Kenneth B PC	Advisory Board Services	\$2,850.00
13394	Aramark Uniform Services	Household Supplies/Repairs	\$9.40
		Repairs/Supplies Contracted	\$104.76
		Check Total:	\$114.16
13395	Avista Utilities	Electricity	\$197.48
		Fire Hall Heat And Lights	\$142.99
		Heat & Lights	\$117.09
		Check Total:	\$457.56
13396	Chevron & Texaco Card Service	Gas and Oil	\$43.79
13397	Crandall Arambula	Planning & Professional Assist	\$2,133.00
13398	Discover Your Northwest	Discover Your Northwest	\$2,038.33
13399	Evergreen Rural Water of Washington	Dues & Membership/filing Fees	\$250.00
13400	Farwest Portable Crushing Inc	Supplies	\$595.02
13401	Gorge Networks	Water Telephone	\$94.85
13402	Leana V Kinley	Travel Financial/Records	\$122.38
13403	Mackenzie	Consulting Engineering	\$2,945.66
13404	Municipal Code Corp	Ordinance Codification	\$289.00
13405	Onthank Excavation	Operating Supplies	\$200.00
13406	Scott Anderson	Travel/Lodging Mayor	\$425.82
13407	WESCO Receivables Corp.	Repair/maintenance - ST Lights	\$4,024.32
13408	Carson Metal Works	Fire Equip Purchase - City	\$1,674.74
13409	Office of State Treasurer - Cash Mgmt Division	Agency Disbursement - Court	\$579.96
13410	Skamania County Treasurer	Litter Clean-Up	\$113.60
041901ACH	Department of Revenue	Repairs/Supplies Contracted	\$367.05
Excise return March		Sewer Taxes	\$1,556.00
		Water Taxes	\$1,556.00
		Check Total:	\$3,479.05
041902ACH	InvoiceCloud	EBPP Fees Sewer	\$153.92
		EBPP Fees Water	\$153.93
		Check Total:	\$307.85
Grand Total			\$125,087.36
Total Accounts Payable for Checks #13332 Through #041902ACH			



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2019 - Aor - Apr 2019-Manual Warrants, 2019 - Aor - Apr 2019

Fund Number	Description	Amount
001	General Fund	\$44,106.12
100	Street Fund	\$11,703.89
103	Tourism Promo & Develop Fund	\$17,205.16
303	Joint Emergency Facilities Fund	\$2,945.66
309	Russell Ave	\$2,765.73
400	Water/Sewer Fund	\$38,914.40
500	Equipment Service Fund	\$7,446.40
	Count: 7	\$125,087.36