

AGENDA
CITY OF STEVENSON COUNCIL MEETING
July 19, 2018
6:00 PM, City Hall

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) Minutes of June 21, 2018 City Council Meeting.

b) Water Adjustment - Sheryn Olson (meter No. 606650) requests a water adjustment of \$521.72 for a water leak which they have since repaired.

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. PUBLIC HEARINGS: *[Advertised public hearings have priority over other agenda items. The Mayor may reschedule other agenda items to meet the advertised times for public hearings.]*

a) 6:15 Critical Areas Ordinance - Community Development Director Ben Shumaker will present Ordinance 2018-1123 for public comment.

b) 6:30 Shipping Container Moratorium - City Administrator Leana Johnson will present Resolution 2018-316 for public comment and council consideration.

c) 6:45 Water Use Efficiency Goals - City Administrator Leana Johnson will present Resolution 2018-317 for public comment and council consideration.

6. PRESENTATIONS FROM OUTSIDE AGENCIES:

a) Port of Cascade Locks - Ryan Vollans and Brittany Berge will update council on Port of Cascade Locks business.

7. OLD BUSINESS:

- a) **Approve Mackenzie Proposal for Design Services** - City Administrator Leana Johnson requests approval of the Mackenzie proposal for design services for the new Fire Hall in the amount of \$81,490.
- b) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

8. NEW BUSINESS:

- a) **Approve Water System Plan Update** - Water System Manager Karl Russell requests approval of the Water System Plan Update-November 2017. Kyle Thompson from Murraysmith will give a presentation summarizing the update. A link to the plan can be found on the city's website at <http://ci.stevenson.wa.us/government/public-works-department/water/>
- b) **Approve Additional SCADA System Costs** - City Administrator Leana Johnson requests approval for additional installation costs of \$1,233.17 and annual subscription cost of \$60 through Mission Communications for turbidity reporting within the SCADA system. The revised contract amount would be \$30,363.17 and the annual service fee would be \$2,720.
- c) **Approve Contract with Gorge.net** - City Administrator Leana Johnson requests council approval of the attached one-year contract with Gorge.net for internet services at the Water Treatment Plant. The one-year agreement saves the \$95 installation cost and the monthly cost is \$44.95.
- d) **Approve Resolution 2018-318 Approving the Interlocal Agreement to Allow the North Bonneville Public Development Relocation to the City of Stevenson** - City Administrator Leana Johnson requests council approval of the resolution authorizing the Mayor to sign the agreement approved at the June 21, 2018 council meeting.
- e) **Discuss Strategic Planning Retreat** - Mayor Anderson requests council hold a strategic planning retreat to set and reassess the direction the city is taking. Some current proposed dates are September 7-8, October 12-13 and October 19-20. The cost is estimated to be less than \$4,000 and would come out of the General Fund.
- f) **Approve DNR Forestland Response Agreement** - City Administrator Leana Johnson requests approval of the attached agreement with the Washington State Department of Natural Resources for mutual aid in the control and suppression of forestland fires. The agreement is through 6/6/2023.
- g) **Discuss August Meeting Date** - City Administrator Leana Johnson requests direction regarding the date for the August council meeting. It is the same week as the Skamania County Fair and Timber Carnival and has been changed in the past.

- h) Approve MCEDD Board of Directors Appointment** - The county requests the city designate a representative for the Mid-Columbia Economic Development District Board of Directors. More information is in the attached memo.
- i) Discuss Having a City Booth at the Fair** - City Administrator Leana Johnson would like to discuss having a booth at the fair, staffed with council members, city staff and volunteers, to inform the public on the status of city projects and to get feedback.

9. INFORMATION ITEMS:

- a) Financial Report** - The reports on the revenue and expenses through June 30, 2018 are attached.
- b) Building Permits Issued** - 3 Single Family Certificates of Occupancy given since June 21st; 15 Active permits for single family residences in various stages of construction; 2 single family residences, 1 commercial improvement and 1 hotel/tiny home/duplex project almost ready for permit application.
- c) Sheriff's Report** - A copy of the Skamania County Sheriff's report for June, 2018 is attached for council's review.
- d) Municipal Court Cases Filed** - A summary of Stevenson Municipal Court Cases recently filed is attached for Council's review.
- e) Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in June, 2018.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Eric Hansen, Public Works Director
- b) Ben Shumaker, Planning Director
- c) Leana Johnson, City Administrator

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a)** June 2018 payroll & July 2018 A/P checks have been audited and are presented for approval. June payroll checks 12602 thru 12619 total \$92,848.09 which includes ten direct deposits, one EFTPS and two ACH payments. A/P Checks 12620 thru 12672 total \$123,575.50 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 purchases in June 2018.

12. MAYOR AND COUNCIL REPORTS:

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

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

- a) **RCW 42.30.010.1(i)** - to discuss with legal counsel representing the agency litigation or potential litigation to which the agency is, or is likely to become, a party.

14. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

-July 26-29 GorgeGrass

-July 27-29 Bridge of the Gods Kitefest

-August 11 Stevenson Waterfront Music Festival

-August 15-19 Skamania County Fair and Timber Carnival

MINUTES
CITY OF STEVENSON COUNCIL MEETING
June 21, 2018
6:00 PM, City Hall

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

Council Members Present: *Jenny Taylor, Mark Peterson, Robert Muth, Paul Hendricks, Amy Weissfeld*

Council Members Absent: *None*

Staff: *Ken Woodrich, Leana Johnson, Eric Hansen*

Guests: *Ann Lueders, Terese Stacy, Robin Legun, North Bonneville Mayor Brian Sabo, Art Newman, Meaghan Young, Kari Fagerness, Jeff Humphreys and Cathy Bowman with Mackenzie*

2. **CHANGES TO THE AGENDA:** None.

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

- a) Minutes of May 17, 2018 Council Meeting and June 6, 2018 Special Council Meeting
- b) Water Adjustment - Skamania County Recreation Center (meter No707700) requests a water adjustment of \$1,000.00 for a broken waterline which they have since repaired.
- c) Liquor License Renewals - Main Street Convenience (#073229), Jester & Judge (#418888), Jester and Judge (#418868)
- d) Liquor license application in lieu of current privilege– Clark and Lewie's (#085380)
- e) Special Occasion Liquor License Application - Bridge of the Gods Kitefest

MOTION: MUTH motioned to approve items a-d with additional e. HENDRICKS seconded. No objections. Approved unanimously.

4. **PUBLIC COMMENTS:**

Lueders with the Skamania County EMS addressed the Council with intent to share what the EMS is doing in the community with additional interest in coming back time to time to give future updates. Leuders detailed 687 year to date contacts resulting in 385 transports across the service area. They also provide services through mutual aid partners. The EMS receives an average of 1400 calls per year. They complete their work with the support of a levy and 61% of the budget is from tax dollars. Leuders also noted that once insurance pays, the EMS waives additional fees for residences.

5. **PUBLIC HEARINGS:**

a) 6:40 – Transportation Improvement Program – Public Works Director Eric Hansen presented the updated Six-Year Transportation Improvement Program (TIP) for public input and Council review. This is the second of two scheduled public hearings for the annual TIP update. Hansen explained that the memo illustrates roads both private and public within city limits. Some are listed as secondary access because they also have access from a main road. Right now, it is 3 dollars a square foot to pave, assuming the surface is stable enough to pave over. WEISFELD stated that this is not the time to spend extra money on this. Anderson highlighted the compassionate citizens coming to previous meetings and asking why their roads weren't paved. HENDRICKS noted that we wanted inventory on about a mile and a half of public roads that aren't up to standards and it's something we need to be aware of but we need fire halls and sewer plants more. TAYLOR added that it is a normal part of operating a city if we have extra money but right now we don't. MUTH asked for clarity around anything that must be done now and Hansen explained that the city has a grant to reconstruct potholes off Russell Avenue. Newman reported that he lives on Roosevelt Street and it hasn't been fixed since he moved in. The recent rainstorm made the pothole problem worse and Newman requested that it be considered by the Council. Hansen explained that this project is on the list for this year. Newman explained further that the holes on the side of the road also come from the drains being clogged. Hansen explained that next year the city will include a memo and bring approximate costs up to standards. TAYLOR stated that we need to bring it to standard. Leuders appreciated Taylor's comment about city meeting standards. Closed at 6:47.

MOTION: WEISSFELD motioned to approve TIP as presented. HENDRICKS seconded. No objections. Approved unanimously.

b) 6:47 - Findings of Facts Supporting the Wastewater Moratorium Renewal Ordinance - City Administrator Leana Johnson presented Resolution 2018-311 regarding adoption of the findings of facts supporting the renewal of the wastewater moratorium with Ordinance 2018-1120. Johnson explained that after discussion with the DOE, it is still not performing as it should so the findings of facts have been updated to include listing the pretreatment ordinance and added testing on BOD reaction measures. The hope is that the testing will lead to good results and practices that reduce loading. This supports that previous ordinance. Woodrich added that this had to be done with 60 days of extension. Hansen noted that May was a good affluent month. Closed 6:50 p.m.

MOTION: MUTH motioned to approve Resolution 2018-311. HENDRICKS seconded. No objections. Approved unanimously.

6. FIRE DEPT UPDATE: Fire Chief Rob Farris will provide an update on the Fire Department.

a) Approve Resolution 2018-315 Rescinding Signature for Region IV Homeland Security Council Termination – City Administrator Leana Johnson requested approval of this resolution which rescinds the signature on the Region IV Homeland Security Council resolution terminating the group. Johnson explained that in March, the Director

of Emergency Management sent an email to withdraw Region 4 from the Homeland Security Council. This was previously approved by Council without input or communication with the Fire Department. Farris explained that the Fire Department participates in an Emergency Service Council meeting every month where they received information from Region 4 and the region is not signing the resolution because there's dispute over how the assets were gathered and how the assets will be available to everyone in the region. Farris explained that the end goal is to figure out how to maintain access to the regional assets, which include hazmat, swift water rescue, tech rescue, mass casualty trailer, fire rehab trailer, and more. Farris explained further that Vancouver received assets from FEMA for the region and they want to continue having access to this as well. There is a meeting on the 25th to determine how to move forward. Farris recommended rescinding the resolution. Prior to agreeing to a dissolution, we should make sure we have something in place that will support the community's needs with mutual aid, as no one single entity in Skamania County can support this independently. Johnson explained that everyone is now on the same page after this additional email correspondence between the director and Farris and the director has been made aware of this proposed next step.

MOTION: HENDRICKS moved to approve Resolution 2018-315. WEISSFELD seconded. No objections. Approved unanimously.

b) Approve Mackenzie Proposal for Fire Hall Design Services - City Administrator Leana Johnson requested approval of the Mackenzie proposal for design services for the new Fire Hall in the amount of \$127,070. Johnson explained that the city received two submittals and the winning submittal was Mackenzie and highlighted some of their recent fire hall projects in Vancouver and Hood River. Humphreys noted that the Hood River project was on schedule and on budget. Johnson noted that the Mackenzie proposal has a Geotech Report and Wetland Survey as optional pieces and it is staff's recommendation to include all optional costs at this time. These items will be needed for the project and it is a matter of whether they occur in Phase I or II. WEISSFELD added that if we approve this budget, we can assume that there will be additional costs. Humphreys confirmed it is likely the final budget would come in closer to \$200,000. There was additional Council discussion around which optional pieces can be dropped as, HENDRICKS noted, some optional do not seem optional. HENDRICKS considered pulling from the second visioning meeting and Johnson suggested moving forward with budget as is and revising at a later date while WEISSFELD suggested assuming the second meeting isn't needed to begin with or asking for a cheaper rate. Humphreys explained further that a conceptual design and geotech report are needed and their intent is to put the city in a position where they are comfortable with the initial numbers and the rest of the design effort would be secured with confidence that the numbers are right. Based on the proposal the city would receive a full narrative describing what the concepts are and, Humphreys added, the report is substantial in attempting to define everything. Another optional meeting was discussed by bringing the community in to show how the station is developed on the operational side and to have the community weigh in on esthetics with a second meeting to present the design and have the city staff pick a scheme that will move forward to the community. MUTH noted that this

proposed budget does not get the city Construction Documents or get them through Design Development but just getting the schematics. Humphreys confirmed that the city can't build off of the conceptual design but can get a gist of what it will be like. MUTH questioned whether the city already did this step two years ago and WEISSFELD explained that they did but there was push back. Johnson explained that what was received is a footprint with nothing else usable. Johnson shared that, in talking with different business representatives, the comparable number on this project was 3-5 million with average at \$150 more a square foot than office buildings because of the additional standards. Station 1 and 2 in Vancouver, at 9,000-12,000 square feet, came in at 5 million dollars. The new fire hall would have additional meeting space and would also house the Skamania County Emergency Operations Center. TAYLOR asked if the city can afford this along with the sewer treatment plant and added that there is a need to continue building forward movement and get better cost understanding on the sewer before moving forward with the fire hall. Farris added that the current building is crumbling. Johnson explained that, for this phase of the project, they would rely on general funds as the project does not qualify for grants. There are alternative funding and possible grants for construction but that would be after this initial step. Those options could also compete with the waste water project. Humphreys explained that there will be a shelf life of around 3-4 years on their design before additional costs would be projected and he shared confidence that this design would not be dated. Johnson also explained that the proposal is valid for 60 days and additional meetings to come may bring more information and clarity. TAYLOR suggested signing on to a full package beyond design only, with the current package adding extras that may not be needed. Farris asked for clarity around what the Council wants to see from the design materials and WEISSFELD stated that it needs to be affordable. Johnson to approach the county regarding an agreement on their piece through EOC as well as a quote from Mackenzie on the full project.

7. PRESENTATIONS FROM OUTSIDE AGENCIES:

a) Stevenson Community Pool – Stevenson Community Pool Manager Meaghan Young updated City Council on the Community Pool and requested Council approval of pool support funding for 2019 in the amount of \$30,000. Young highlighted the pool's greatest impact through their water lessons to all ages, which provides the skill that participants have for the rest of their lives and could save their lives. The pool has recently received approval to become a branch of the Hood River swim team, which provides a new sport to all ages as well as potential for scholarships. The RDI leadership program is working on a group project to revitalize the blacktop. The pool is also kicking off summer camps this July, which includes swim lesson, free time, snacks and crafts. Young thanked the city for their previous support and asked for \$30,000 in the coming year. The additional funds would allow the pool to explore early bird hours and new equipment. They have asked \$40,000 from Skamania County but have yet to hear back. The overall attendance is not where it was last summer but currently more than it has been the past few seasons. PETERSON noted that the city gives \$50,000 to the Interpretive Center and believes the city gets more out of the pool. Woodrich suggested keeping better records on who is coming to use the pool to consider the

possibility of additional funding through tourism. Lueders encouraged review of the codes related to municipal facilities and possibilities therein.

MOTION: TAYLOR moved to support the Stevenson Community Pool in the sum of \$30,000 for the 2019 calendar year. HENDRICKS seconded. No objections. Approved unanimously.

b) Skamania County Economic Development Council - Executive Director Kari Fagerness updated City Council on recent EDC activities. Fagerness noted that the EDC started the year off busy in loans with four new, two of which were new RLF, two Washington investment loans and one micro loan. The EDC is on the board with Stevenson Business Association and supported the tax credit program, which was very well received by businesses in Stevenson as well as outside city limits. Currently, all tax credits have been used up. There was an influx of loans this year, possibly due to the pilot program for additional loans launched in January/February for starting up businesses. It's likely the economy played a part and there tends to be a cycle over the years of draught as well. Fagerness noted that they work with the school district and the business teacher working with DECA program, which has been very successful with over 50 students participating. The EDC recently went through strategic planning and their board members were hesitant but happy with the outcome. They arrived at a list of priorities, including infrastructure, work force and industry clusters. The EDC also works with Stevenson staff, mayor and private owners in establishing affordable housing in downtown area and looking into grand funds through the DOE and the Department of Commerce. Fagerness asked if the Council is interested in the city of Stevenson being an applicant to participate. The opportunities zones work, which are nationwide and Stevenson, Carson and Home Valley were all approved which means investors are eligible to invest in projects in this year with capital gains deferral incentive. The EDC is also willing to support communication to property owners to take advantage of streets being redone for other projects and using it as an opportunity for them to connect water and electricity to empty lots. Johnson explained that the Brownfield grant would benefit the city and the property owner who moves forward with it. The application would need to be submitted in the next 2-3 weeks so this decision needs to be made before the next Council meeting.

MOTION: HENDRICKS moved to participate in the Healthy Housing Initiative grant process. MUTH seconded. No objections. Approved unanimously.

8. **OLD BUSINESS:**

a) Approve Resolution 2018-314 Revising the Personnel Policy – City Administrator Leana Johnson presented resolution 2018-314 for council consideration. Most of the updates to the Personnel Policy have been discussed at previous council meetings and all have been discussed with staff. Johnson highlighted overall page 87 of the packet, second bullet, where the wording has been changed to "...subject to testing on duty incident or accident". The phone policy previously discussed as well as the overtime comp pay have both been addressed. Johnson also clarified that the only reason to

drug test outside of the requirements would be reasonable suspicion. It was also clarified that the job listed as Community Development Director is the new title for the current Planning Director position. The city will begin recruiting for the Deputy Clerk/Treasurer I position this week. Additionally, an interview for the level 2 water system manager is scheduled for next week. Johnson has worked with the employees throughout the adoption of this process, showing them drafts and asking for input. This has not resulted in any employee issues with what is stated. Lueders suggested re-considering the job description for the minute taker, which states that personal technology will be used rather than city provided technology. Woodrich explained that the city uses G Suite for this job description because there is no local housing of the document and it is physically in the cloud. Woodrich suggested striking “personal computer” language from the job description on page 148. Johnson added that this remains a living document so we can make changes as needed in the future.

MOTION: MUTH moved to approve Resolution 2018-314 as amended. HENDRICKS seconded. No objections. Approved unanimously.

b) Approve Municode Contract Amendment - City Administrator Leana Johnson requested council approval of the addendum for Municode Meeting and Agenda Management services. Johnson asked for Council input on the new agenda software and WEISSFELD noted she had a hard time pulling it up. Anderson explained that was a formatting issue that will get better. HENDRICKS shared that he likes this system better. Johnson explained that the cost is economical. Johnson to work with the note taker on training.

MOTION: MUTH moved to approve the Municode Contract Amendment. WEISSFELD seconded. No objections. Approved unanimously.

c) Sewer Plant Update - Public Works Director Eric Hansen provided an update on the Stevenson Wastewater System and the Compliance Schedule. Hansen explained that the O&M audit was completed. There was money left on the contract which has triggered conversations on educational efforts and outreach on single and industrial users. TAYLOR asked about home improvements at the plant and Hansen explained that we’ve addressed that but we don’t have enough time to focus on that, based on the expert input. Johnson added that we are checking down the list and some things have been done, like the scrap metal has been removed. TAYLOR suggested spending a half hour or hour at the sewer plant site doing a walk through. Hansen continued by explaining that the BOD testing began June 5 and noted that, overall, it is going well with few sampler malfunctions. No results are back yet but hoping for results early next week. The foaming at the plant has decreased over weeks but there was a little bit mid-week. Hansen also highlighted page 166 that the pump at the fairgrounds has one back up and running with the other still on a backup pump. The sewer lining was completed and came in less than budgeted.

Johnson noted that the CERB study grant has been signed and would like to move forward with a direction for the CERB so the city is requesting a councilmember forum

to be present at the upcoming Value Planning meeting on June 29th at 1 p.m. Anderson explained that the current sewer plant has a very narrow ability for growth and will mean no new business hookups until December of 2021. Anderson explained further the need to be aggressive in ways to cut 600 pounds of BOD in a year to lift the current moratorium. The EDA called it an emergency and suggested asking for more money. Hansen stated that he contacted a company that works with pretreatment and they can expedite what needs to be done to get businesses down to residential strength but they require the sampling first which is about two months out for completion. The Council showed interest in approving the RFQ direction but will need to be done by special meeting, possibly by phone. This is likely to be held on July 2nd from 6:00-6:30 p.m. Johnson to conference call councilmembers from City Hall. Johnson also noted getting the results back on the industrial users survey soon.

9. **NEW BUSINESS:**

a) Discuss North Bonneville Interlocal Agreement – City Administrator Leana Johnson presented for discussion the ILA between the City of North Bonneville and the North Bonneville Public Development Authority (PDA) regarding the relocation of the cannabis retail store. Woodrich explained that, under statute, the PDA has to stay within the jurisdiction they were formed unless there's consent by a foreign jurisdiction and an additional contract. The cannabis retail store will remain a North Bonneville PDA but they are their own PDA, which is basically a business. WEISSFELD asked why they would not close the current PDA and open a new business and Woodrich noted that they already have a license. Woodrich explained further that the gross income goes back to the city of North Bonneville which replaces what they lose in tax revenue. Further, North Bonneville has to agree to this as well with all three entities involved in the agreement: North Bonneville, Stevenson and the PDA. Johnson added that the contract means they can have additional terms and conditions, such as the condition, appearance and design of the business. WEISSFELD shared interest in avoiding the use of big neon signage.

Legun, the executive director for the PDA who runs the Cannabis Corner, shared that the current location is very challenging. She noted that there are only two locations that could be utilized for this business within the city of North Bonneville as, after the project was created, they found out that they can't be located in the downtown area or any commercial commerce area. The PDA is also paying \$7,000 for rent at their current location. Legun noted that the children in North Bonneville go to school in Stevenson and the communities work together in many ways. She explained that this is a high gross sales business which means additional tax revenue and additional revenue from excise tax. Although they send money to North Bonneville, it is also the entire county that can benefit from the grant process. Once investors are paid off and the rent lowers, the granting process can move forward with anyone in the area being able to apply. Legun noted the advantages to having her PDA as tenant, as they have a great relationship with the Liquor Control Board and have had many stings which they have passed. They are also currently going through their second state audit. She noted that there is an extra level of responsibility that the government agency has to have and if

Stevenson is going to allow cannabis, this PDA is the best one. Legun stated that the PDA just wants to continue running a thriving business. The average year brings in \$1.2 million but once excise tax comes off it's less, with a profit last year of \$35,000 after debt and salary. Sabo spoke that North Bonneville is looking out for their interest as well as looking out for Stevenson's. WEISSFELD noted that gross sales will go to North Bonneville as long as the agreement exists. WEISSFELD noted further that 1.2 sales tax to Stevenson is before gross sales go to North Bonneville. Legun also explained that the building plan to start will be cost conscious. The PDA will be on their current building lease in North Bonneville until June 2019 but would like to relocate as soon as possible. This means minimal paint and landscaping at the location in Stevenson and will be reconsidered in another two years. Legun explained that the PDA is not allowed to use signage such as a pot leaf or a green cross as they are not permitted by Liquor Control. WEISSFELD reiterated interest in no neon and no lightbox. HENDRICKS explained that the issue for the whole town could be taken up separately and Woodrich noted that this agreement could have its own restrictions in the meantime.

MOTION: HENDRICKS moved to approve the interlocal agreement with North Bonneville PDA with signage agreement as discussed. PETERSON seconded. HENDRICKS, PETERSON, WEISSFELD in favor. MUTH and TAYLOR opposed. Approved 3-2.

b) Approve Contract with Mission Communications for SCADA Services - City Administrator Leana Johnson requested approval of the contract with Mission Communications in the amount of \$29,130.00 and an annual service fee of \$2,660 for SCADA telemetry services. Johnson noted that the city purchased line items 3 and 4 at a cost of \$7,500 because without that the systems wouldn't talk to each other. Anderson added that the project came in below the budgeted amount. Johnson stated that they are currently having issues with the water treatment communications and if it's a PLC issue then they're hoping to fix by this week but we don't want to continue throwing money at a bad system if it will be fixed soon.

MOTION: HENDRICKS moved to approve the contract with Mission Communications for SCADA Services at the amount of \$29,130 with the service fee of \$2,660. WEISSFELD seconded. No objections. Approved unanimously.

c) Approve City Hall Space Lease for 3-Squares Program - City Administrator Leana Johnson requested approval of the month to month lease agreement with Shepherd of the Hills Lutheran Church to lease a 375 square foot area of the basement of City Hall for the 3-Squares program.

MOTION: HENDRICKS moved to approve the lease for 3-Squares Program. WEISSFELD seconded. No objections. Approved unanimously.

d) Approve Ordinance 2018-1122 Authorizing the Adoption of the Salary Schedule by Resolution - City Administrator Leana Johnson requested approval of Ordinance 2018-

1122 to allow salaries to be adopted by resolution rather than by ordinance as described in the resolution.

MOTION: HENDRICKS moved to approve Ordinance 2018-1122 authorizing the adoption of the salary schedule by resolution. PETERSON seconded. No objections. Approved unanimously.

e) Approve Resolution 2018-312 Revising the Salary Scale and Firefighter Pay - City Administrator Leana Johnson requested approval of Resolution 2018-312 which revises the salary scale to include the new positions for Wastewater Treatment Plant Operator, revised job descriptions, increased Volunteer Firefighter pay and adjustments to Gordy Rosander's salary as discussed at the last council meeting.

MOTION: PETERSON moved to approved Resolution 2018-312 revising the salary scale and firefighter pay. HENDRICKS seconded. No objections. Approved unanimously.

f) Approve TAC Funding Recommendations - The Tourism Advisory Committee (TAC) recommended approval of three contracts for lodging tax funds. A contract with X-Fest Northwest in the amount of \$1,000 for marketing, a contract with Tony Bolstad for Kitefest in the amount of \$3,000 for marketing and a contract with the Port of Skamania County for Stevenson Waterfront Enhancements in the amount not to exceed \$155,000.

MOTION: HENDRICKS moved to approve the TAC funding for X Fest in the amount of \$1,000, for Kitefest in the amount of \$3,000 and for the Port of Skamania in the amount of \$155,000. WEISSFELD seconded. No objections. Approved unanimously.

g) Approve Resolution 2018-313 Authorizing a Local Agency Agreement for the Russell Avenue Rebuild Project - Public Works Director Eric Hansen requested approval of Resolution 2018-313 which authorizes the Mayor to enter into a contract with the Washington State Department of Transportation for the Russell Avenue project. The current contract amount is \$147,885 for engineering and the total estimated street portion of the project cost is \$982,659. Once selected, there will be an open house for public comment. The consultant will provide design concepts and additional input such as color concrete, different landscaping, etc. This is for Russell south of 2nd Street. The street will be built to accommodate the transportation plan. Hansen to look into lighted crosswalk signals.

MOTION: MUTH moved to approve Resolution 2018-313. TAYLOR seconded. No objections. Approved unanimously.

h) Approve Contract with Kitchen Electric for Streetlight Upgrade – Public Works Director Eric Hansen requested council approval of the contract with Kitchen Electric to install LED replacement fixtures on all city street lights in the amount of \$109,077. This came in \$9,000 less than estimated and will be 100% reimbursed.

MOTION: PETERSON moved to approve the contract with Kitchen Electric for Streetlight Upgrade. HENDRICKS seconded. No objections. Approved unanimously.

i) Approve Contract with Levanen, Inc. for Logging Services – City Administrator Leana Johnson requested approval of the logging contract with Levanen, Inc. to harvest approx. 620 MBF of logs for payment as stated in Exhibit A of the contract. They are read to start next week if approved. The additional 15 acres left would then be logged next year, but that is still up in the air.

MOTION: HENDRICKS moved to approve the contract with Levanen, Inc for logging services. WEISSFELD seconded. No objections. Approved unanimously.

j) Approve Ordinance 2018-1024 Establishing a Moratorium on Shipping Container Sitings – City Administrator Leana Johnson presented this ordinance for council approval which will place a moratorium on the installation of shipping containers within the city. Woodrich explained that it is appropriate to have this come through the Planning Commission and work around appearances and amenities. This moratorium slows the process down so the Council can look into the issue further with more depth. The moratorium will last for six months but can be lifted sooner. Fagerness noted this as a slippery slope and cautioned the Council when stopping development that's not specifically addressed in the current land use code or look into code and consider how things will be looked. Woodrich explained that the city's use of this practice is exactly why moratorium exists.

MOTION: WEISSFELD moved to approve the Ordinance 2018-1024 to establish moratorium on shipping container sitings. TAYLOR seconded. TAYLOR, WEISSFELD and PETERSON in favor. MUTH and HENDRICKS opposed. Approved 3-2.

k) Approve Ordinance 2018-1025 Related to Portable Toilets in the C1 Zone – City Administrator Leana Johnson presented this ordinance for council approval which will only allow portable toilets to be used on a temporary basis in the city's downtown. Johnson explained that the intent is trying to get ahead of having porta potties all over downtown because businesses can't connect to sewer. Questions arose regarding semi-temporary basis, temporary businesses who use portable toilets twice a year and the possible need for permits. Lueders asked for caveats for uncovered and in plain sight toilets to not exceed 90 days whereas concealed toilets to have 6-9 months. MUTH suggested tabling this issue. Woodrich noted that considering permits may require more time to review.

10. **INFORMATION ITEMS:**

a) Building Permits Issued– There are currently 18 active building permits for new homes with 6 of those being issued in 2018.

b) Timber Harvest - The initial estimate of timber that could not be harvested due to the NSA was underestimated resulting in a reduction of the overall revenue projections by \$250,000. There will also be a longer permitting process on 14 acres which will result in

the potential delay of harvesting this remaining 14 acres until next summer. We will still be able to move forward on logging 15 acres this summer

c) Sheriff's Report - A copy of the Skamania County Sheriff's report for May 2018 was presented for Council review.

d) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed was presented for Council's review.

e) Planning Commission Minutes – Minutes were presented from the 5/14/18 and 5/29/18 Planning Commission meetings.

f) Chamber of Commerce Activities – A report was presented that describes some of the activities conducted by Skamania County Chamber of Commerce in May 2018.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Eric Hansen, Public Works Director

Hansen noted four consultants recently asking for tours of our waste water, given our current need to build a new facility. The RTPD meeting for developing regional transportation plan included a statement mileage tax versus fuel tax. Finally, the Fairboard had 45 additional animals, 20 additional kids both from last year. The commercial vendors are to set up Friday morning to encourage more attendance in vendors.

c) Leana Johnson, City Administrator

Johnson shared that the Department of Health came today and we hope to have a report back in a week or so on ideas to have cleaner water. The kickoff for investment grade audit began yesterday. We will move forward in 90 days once they get the notice to proceed. Finally, the planning for water system will be up for approval at the next council meeting as well as the critical areas ordinance.

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

a) May 2018 payroll and June 2018 A/P checks have been audited and are presented for approval. May payroll checks 12512 thru 12537 total \$93,231.81 which includes two direct deposits, one EFTPS and two ACH payments. A/P checks 12538 thru 12601 total \$210,914.77 which includes three 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. One \$300,821.97 investment purchase in May 2018; US Bank Bond Principal \$300,196.80 + \$625.17 accrued interest purchased.

MOTION: MUTH moved to approve vouchers as presented. TAYLOR seconded. No objections. Approved unanimously.

12. **MAYOR AND COUNCIL REPORTS:**

None.

13. **ISSUES FOR THE NEXT MEETING:**

WEISSFELD asked the city newsletter can be incorporated into the city website.

HENDRICKS noted the sign in front of the grocery store that indicates car height restrictions has been put up.

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

a) RCW 42.30.110.1(b) to consider the selection of a site or the acquisition of real estate. Mayor Anderson called the executive session at 8:38pm for 10 minutes and invited Pat Albaugh with the Port of Skamania and city staff. At 8:48 the session was extended for another 5 minutes. The executive session ended at 8:53pm with no decisions made. The mayor is directed to proceed with negotiations as discussed.

ADJOURNMENT - Mayor adjourned the meeting at 8:54 p.m.

_____ approved; _____ approved with revisions

Scott Anderson, Mayor

Date

Minutes by Claire Baylor



City of Stevenson

Planning Department

(509)427-5970

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

TO: Planning Commission
FROM: Ben Shumaker
DATE: May 17th, 2018
SUBJECT: Critical Areas Ordinance Review- Scope & Progress Update

Introduction

This provides the City Council with the Planning Commission's recommended revisions to the Stevenson Critical Areas Code (SMC 18.13). The revisions involve amendments to 16 of the codes current 23 sections, repeal of 3 current sections, and the addition 3 of new sections. The proposal also includes revision of the current regulations in SMC 15.24 for Frequently Flooded Areas, and a new chapter of the municipal code related to Critical Aquifer Recharge Areas (CARAs) and drinking water protection more generally. The updates are part of a state mandate to periodically review and if necessary revise our regulations for critical areas.

Following information related the process the Planning Commission used to conduct the review and revision, this memo highlights major changes for each critical area type and the code's general provisions.

Update Process

The Planning Commission began its review in November 2016. At that time, each of the Commission's 5 members agreed to serve as a liaison for each of the 5 types of critical areas. As liaison, Commissioners were involved in discussions between City staff, state agencies, and the public.

Through a series of meetings between November, 2018 and June, 2018, the Planning Commission held several workshop sessions to consider the current code, its effectiveness, its consistency with current statewide expectations, and whether it toward the vision established in the City's 2013 Comprehensive Plan.

The Planning Commission swiftly reviewed and recommended updates for CARAs and Frequently Flooded Areas. In an effort to align regulatory programs, the Planning Commission considered concurrent amendments to the City's Shoreline Management Program. When the development of that program was complete to the point where the public could comment on all of its components, the Planning Commission renewed its focus on the remaining critical area types and the general provisions of the Code.

Approach to Review & Update

The Planning Commission gave the following guidance to City staff as part of this update process:

- Incorporate greater flexibility into the existing regulations.
- "[Better is good](#)"; amend the regulations as possible based on Best Available Science, but accept that *perfect* may not be achievable during this review.
- Act on staff's "[say something once, why say it again](#)" principle to streamline the code and ease its implementation.

Best Available Science

The approach to the update also includes compliance with current state laws, guidelines, and the “best available science” (BAS), a required approach to the development and implementation of these ordinances. The key sources of best available science included 1) conversations with state agency staff (All critical area types), 2) conversations with federal agency staff (Frequently Flooded Areas, Geologically Hazardous Areas), 3) published state guidance (Fish & Wildlife Habitat Conservation Areas, Wetlands), and reviews of BAS performed by other jurisdictions (Fish & Wildlife Habitat Conservation Areas, Wetlands). Jefferson County, City of Woodinville, and City of Bingen were the most helpful of the latter sources.

Critical Aquifer Recharge Areas

Based on Staff’s advice that the current program was unworkable, the recommended update for CARAs is a wholesale change and a new Chapter of the Stevenson Municipal Code. The new regulations more closely resemble the stormwater and wastewater regulations of the City than they do the land use planning regulations. As such, implementation of these regulations would be transferred from the Planning Department to the Building/Public Works departments if the recommendation is adopted.

Fish & Wildlife Habitat Conservation Areas (FWHCAs)

The most ubiquitous of the critical area types for our area, the regulations related to FWHCAs have the greatest impact on our regulated public. The current regulations have been viewed as lacking flexibility and overly burdensome. The recommended updates attempt to add flexibility to this by 1) reducing the buffers related to Type Np (Non-Fish Bearing, Perennial) from 75’ to 50’, 2) allowing a greater degree of vegetation removal in protective buffer areas, and 3) adding overall clarity to the regulatory text.

Frequently Flooded Areas

Minor amendments are proposed for SMC 15.24 to ensure it remains in compliance with the state and federal flood regulations. The City receives very few applications within the limited floodplain coverage of the City.

Geologically Hazardous Areas

Another ubiquitous critical area types, geologically hazardous areas in the Gorge are currently the subject of a detailed analysis by the Department of Natural Resources (DNR). Unfortunately that study is not yet available in time to meet our current timelines, and no revision is recommend for this critical area type at this time. The City Council should expect an out-of-cycle amendment for this critical area type when the DNR effort is complete.

Wetlands

Similar to FWHCA’s but encountered less frequently, the regulations pertaining to wetlands are seen as overly rigid and burdensome. The City’s regulations had also fallen out of compliance with current state practices. The proposed amendments 1) restore compliance, 2) add flexibility (primarily via the mitigation ratio for wetland buffers), and 3) better aligns with the City’s other regulatory programs.

Addendum

On 7/13/2018, the Planning Department received notice from the Department of Ecology that minor changes were being suggested to the regulation of wetlands. In addition to the Planning Commission’s recommendation, an addendum is included here which will ensure compliance as part of this update.

General & Procedural Provisions

Much of the Planning Commission’s focus involved the general provisions related to the applicability and administration of the critical areas protections. Key changes include 1) relaxing the need for a Written Determination of Exemption for several types of developments and activities, 2) expanding the number of

activities which can occur without performing individual critical area assessments and mitigation reports, 3) and collocating/aligning regulatory tools that had been either duplicated in separate sections or implemented in slightly different manners.

Next Steps

A SEPA threshold determination of nonsignificance has been completed for the Planning Commission's recommended updates. No specific comments were received on the DNS. The state-required update process also includes a 60-day public comment period initiated by the Department of Commerce. This period closes in mid-August. One comment has been received from the Department of Health based on that notice (attached). After the close of the comment period, staff will review all the comments and prepare an updated draft for City Council review. Final adoption can occur as soon as the August City Council meeting.

Prepared by,

Ben Shumaker
Planning Director

Attachments

1. Draft Ordinance
2. Wetland Addendum
3. DOH Comment

CITY OF STEVENSON

ORDINANCE NO. 2018-1123

AN ORDINANCE OF THE CITY OF STEVENSON THE STEVENSON AMENDING THE CRITICAL AREAS CODE; ALIGNING IT WITH THE CITY'S OTHER REGULATORY PROGRAMS; AND REPEALING PORTIONS OF ORDINANCE 1022.

RECITALS

WHEREAS, the State of Washington has, in RCW 36.70A (the Growth Management Act [GMA]), authorized and required the City of Stevenson (City) to adopt, and periodically update, development regulations ensuring the conservation of agricultural, forest, and mineral resource lands and precluding land uses or developments that are incompatible with critical areas.

WHEREAS, critical areas are valuable and fragile natural resources with significant development constraints that, in their natural state, provide many valuable social and ecological functions;

WHEREAS, the City relied on syntheses performed by Jefferson County in 2009 and the City of Woodinville in 2013 as the best available science on which to protect the functions and values of critical areas;

WHEREAS, the attendant buffers of critical areas are essential to the maintenance and protection of the functions and values of important critical areas;

WHEREAS, adverse impacts of land use and development contribute to the loss of the social and ecological functions provided by critical areas;

WHEREAS, The loss of social and ecological functions provided by critical areas—especially wetlands, riparian zones, geologically hazardous areas, critical aquifer recharge areas, and fish and wildlife habitat—results in a detriment to public safety and welfare;

WHEREAS, the regulations promulgated below have been evaluated and determined to implement Objectives 2.2, 2.3, 2.6, 2.14, and 3.6 of the Stevenson Comprehensive Plan;

WHEREAS, the City Planning Commission, after soliciting, receiving, and evaluating public input and comment on the proposed regulations, has considered and recommended City Council approval of this ordinance; and

WHEREAS, the City has reached a Determination of Non-Significance under the State Environmental Policy Act;

AND, WHEREAS, the City Council has conducted a public hearing on the proposed update the critical areas ordinance;

NOW, THEREFORE, the City Council of the City of Stevenson do ordain as follows:

THAT, SMC Chapter 18.13- “Critical Areas and Natural Resource Lands” ” be amended as follows:

Section 1 – Section SMC 18.13.005 (a portion of Ordinance 1022) is repealed and replaced with Exhibit A, attached hereto and made a part hereof.

Section 2 – Section SMC 18.13.010 (a portion of Ordinance 1022) is repealed and replaced with Exhibit B, attached hereto and made a part hereof.

Section 3 – Section SMC 18.13.015 (a portion of Ordinance 1022) is repealed and replaced with Exhibit C, attached hereto and made a part hereof.

Section 4 – Section SMC 18.13.020 (a portion of Ordinance 1022) is repealed and replaced with Exhibit D, attached hereto and made a part hereof.

Section 5 – Section SMC 18.13.025 (a portion of Ordinance 1022) is repealed and replaced with Exhibit E, attached hereto and made a part hereof.

Section 6 – Section SMC 18.13.030 (a portion of Ordinance 1022) is repealed in its entirety.

Section 7 – Section SMC 18.13.035 (a portion of Ordinance 1022) is repealed and replaced with Exhibit F, attached hereto and made a part hereof.

Section 8 – Section SMC 18.13.040 (a portion of Ordinance 1022) is repealed and replaced with Exhibit G, attached hereto and made a part hereof.

Section 9 – Section SMC 18.13.050 (a portion of Ordinance 1022) is repealed and replaced with Exhibit H, attached hereto and made a part hereof.

Section 10 – Exhibit I, attached hereto and made a part hereof, shall be added as SMC 18.13.051, new section of the Stevenson Municipal Code.

Section 11 – Section SMC 18.13.055 (a portion of Ordinance 1022) is repealed and replaced with Exhibit J, attached hereto and made a part hereof.

Section 12 – Exhibit K, attached hereto and made a part hereof, shall be added as SMC 18.13.057, new section of the Stevenson Municipal Code.

Section 13 – Exhibit L, attached hereto and made a part hereof, shall be added as SMC 18.13.059, new section of the Stevenson Municipal Code.

Section 14 – Section SMC 18.13.060 (a portion of Ordinance 1022) is repealed and replaced with Exhibit M, attached hereto and made a part hereof.

Section 15 – Section SMC 18.13.065 (a portion of Ordinance 1022) is repealed and replaced with Exhibit N, attached hereto and made a part hereof.

Section 16 – Section SMC 18.13.070 (a portion of Ordinance 1022) is repealed and replaced with Exhibit O, attached hereto and made a part hereof.

Section 17 – Section SMC 18.13.075 (a portion of Ordinance 1022) is repealed and replaced with Exhibit P, attached hereto and made a part hereof.

Section 18 – Section SMC 18.13.085 (a portion of Ordinance 1022) is repealed in its entirety.

Section 19 – Section SMC 18.13.095 (a portion of Ordinance 1022) is repealed and replaced with Exhibit Q, attached hereto and made a part hereof.

Section 20 – Section SMC 18.13.100 (a portion of Ordinance 1022) is repealed and replaced with Exhibit R, attached hereto and made a part hereof.

Section 21 – Section SMC 18.13.110 (a portion of Ordinance 1022) is repealed and replaced with Exhibit S, attached hereto and made a part hereof.

Section 22 – Section SMC 18.13.115 (a portion of Ordinance 1022) is repealed in its entirety.

Section 23 – This ordinance affects SMC 18.13 of the Stevenson Municipal Code only insofar as set forth herein. All other provisions of SMC 18.13 shall remain in full force and effect, and that where the provisions of this ordinance are the same as the provisions they replace, the provisions of this ordinance shall be interpreted as a continuation of those previous provisions and not as a new enactment.

Section 24 – If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

This Ordinance shall take effect and be in force five (5) days after its publication according to law.

PASSED by the City Council of the City of Stevenson and approved by the Mayor this _____ day of _____, 2018.

Mayor of the City of Stevenson

APPROVED AS TO FORM:

ATTEST:

KEN WOODRICH, Attorney for the City of Stevenson

Clerk of the City of Stevenson

Stevenson Critical Areas Code**SMC 18.13 Critical Areas & Natural Resource Lands****SMC 18.13.005 Purpose & Intent**

- A. Purpose.** The purpose of SMC 18.13, herein referred to as the Chapter, is to:
1. Protect the public health, safety, and welfare by preventing adverse impacts of land use and development on the functions and values of critical areas;
 2. Protect the public and public resources and facilities from injury, loss of life, property damage, or financial loss due to flooding, erosion, landslides, soils subsidence, or steep slope failure;
 3. Further the public's interest in the conservation and wise use of our lands;
 4. Implement, using the best available science, the goals, policies, guidelines, and requirements of the City's Comprehensive Plan and Washington's GMA;
 5. Classify and designate critical areas;
 6. Protect and conserve water resource areas, water quality, and water quantity, in support of human uses and enjoyment, fish and wildlife habitat, and to prevent degradation through direct or cumulative effect;
 7. Protect and maintain the viability of natural fish and wildlife habitat for the long-term sustainable use and enjoyment of the public, and for a healthful quality of life for the citizens of Stevenson, through the development of strategies to avoid impacts to, mitigate impacts on, and enhance the functions of designated critical areas;
 8. Preserve, protect, and/or enhance critical areas—with special consideration given to anadromous fisheries, as required by the GMA—by regulating activities within and adjacent to them, while allowing for the reasonable use of private property.
- B. Intent.**
1. The regulations of this Chapter are intended to protect critical areas in accordance with the GMA and through the application of the best available science, as determined according to WAC 365-190-900 through 365-190-925, and in consultation with state and federal agencies and other qualified professionals.
 2. This Chapter is intended to be administered with flexibility and attention to site-specific characteristics. However, in the interpretation and application of these regulations, the provisions of this Chapter are considered to be the minimum requirements necessary, are to be liberally construed to serve the purposes stated above, and are not to be deemed to limit or repeal any other provisions under state statute.
 3. It is not the intent of this Chapter to:
 - a. Make a parcel of property unusable by denying its owner reasonable economic use of the property, or
 - b. Prevent the provision of public facilities and services at levels of service determined by the City Council as necessary to support existing and planned development.

SMC 18.13.010 Definitions

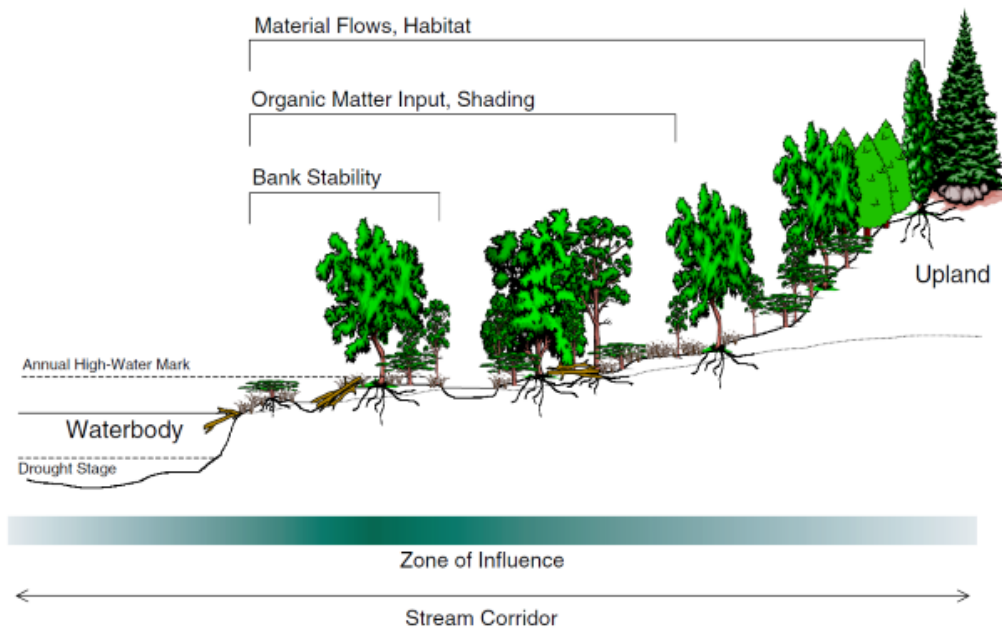
- A. General Definitions.** Unless defined below, words or phrases shall be interpreted so as to give them the meaning they have in common usage and to give this Chapter its most reasonable interpretation and application.
1. The definitions provided in SMC 1.08.010 shall apply to this Chapter.
 2. Where interpretation of words and phrases related to wetlands is necessary, the definitions provided in "Wetland Guidance for CAO Updates (Western Washington)" (Ecology Publication #16-06-001) shall apply.
- B. Specific Definitions.** For the purposes of this Chapter the definitions set forth below shall apply.
1. "Alteration" means any human induced change in an existing condition of a critical area or its buffer. Alterations include, but are not limited to grading, filling, channelizing, dredging, vegetation clearing, vegetation pruning or removal, planting nonnative vegetation, construction, compaction, excavation, applying pesticides, fertilizers and/or other chemicals, or any other activity that changes the character of the critical area.
 2. "Anadromous" means fish that are born in freshwater, migrate to and live a portion of their lives in saltwater, and then return to freshwater to reproduce.
 3. "Applicant" is the person or entity who files an application for a permit under this Chapter and who is either the owner of the land on which that proposed activity would be located, a contract purchaser, or the authorized agent of such a person.
 4. "Aquifer recharge areas" means areas having a critical recharging effect on aquifers that are a source of drinking water and vulnerable to contamination that would affect the certifiable potability of the water.
 5. "Best Available Science" (BAS) means current scientific information used in the process to designate, protect, or restore critical areas, that is derived from a valid scientific process as defined by WAC 365-195-900 through -925, as amended.
 6. "BMP's" mean Best Management Practices and include conservation practices or systems of practices and management measures that adhere to the standards of this Chapter.
 7. "Buffer" means an area that surrounds and protects critical area functions from adverse impacts.
 8. "Canopy Cover" means the collection of branches and foliage of a single tree or group of trees forming an aggregate or collective tree crown. Canopy cover is often expressed in terms of percentage of a site. Covered areas are measured by including the area within the drip line of an individual tree and, for a stand of multiple trees, it is the sum of the area within the drip line of each tree less any overlap.
 9. "City" is the City of Stevenson.
 10. "City Council" means the City Council of the City of Stevenson.
 11. "Conservation covenant" means a recorded instrument entered into as a condition of approval or permit issued under this Chapter.
 12. "Critical Areas" mean any of the following areas or ecosystems: aquifer recharge areas, fish and wildlife habitat conservation areas, frequently flooded areas, geologically hazardous areas, and wetlands, as defined in RCW 36.70.A and this Chapter.
 13. "Critical Areas Administrator" or "Administrator" means the person appointed by the Mayor or the Mayor's designee to administer the provisions of this Chapter.
 14. "DBH" means diameter at breast height, 4.5 feet above existing grade.
 15. "Degraded" in terms of critical area buffers means areas of vegetation dominated by more than 30% aerial coverage of noxious or invasive vegetation. Non-vegetated areas dominated by fill, gravel, debris, or other non-native material will also be considered degraded. Measurement of degraded areas shall be based on the base buffer width.
 16. "Development" means activity upon the land consisting of construction or alteration of structures, earth movement, dredging, dumping, grading, filling, mining, removal of any sand, gravel, or minerals, driving of piles, drilling operations, bulkheading, clearing of vegetation, or other land disturbance. Development includes the storage or use of equipment or materials inconsistent with the existing use. Development also includes approvals issued by the City that binds land to specific patterns of use, including but

- not limited to, subdivisions, short subdivisions, zone changes, conditional use permits, and binding site plans. Development does not include the following activities:
- a. Interior building improvements.
 - b. Exterior structure maintenance activities, including painting and roofing.
 - c. Routine landscape maintenance of established, ornamental landscaping, such as lawn mowing, pruning, and weeding.
 - d. Maintenance of the following existing facilities that does not expand the affected area: septic tanks, (routine cleaning); wells, individual utility service connections; and individual cemetery plots in established and approved cemeteries.
17. "Endangered species" means fish and wildlife species native to Washington that are seriously threatened with extinction throughout all or a significant part of their ranges within the state. State-listed endangered species are legally designated in WAC 232-12-014.
 18. "Enhancement" means the manipulation of the physical, chemical, or biological characteristics of a particular site in order to increase, heighten, intensify, or improve specific functions. Enhancement of critical areas or their buffers typically results in a net increase of the overall function of the critical area.
 19. "Feasible" means an action, such as a development project, mitigation, or preservation requirement, meets all of the following conditions: (1) the action can be accomplished with technologies and methods that have been used in the past in similar circumstances, or studies or tests have demonstrated in similar circumstances that such approaches are currently available and likely to achieve the intended results; (2) the action provides a reasonable likelihood of achieving its intended purpose; and (3) the action does not physically preclude achieving the project's primary intended legal use. In cases where certain actions are required unless they are infeasible, the burden of proving infeasibility is on the applicant. In determining an action's infeasibility, the City and State may weigh the action's relative public costs and public benefits, considered in the short- and long-term time frames.
 20. "Fish and Wildlife Habitat Conservation Areas" or "FWHCA" mean areas with which anadromous fish, threatened and endangered species, priority species, and species of local importance have a primary association. Such areas do not include such artificial features or constructs as irrigation delivery systems, irrigation infrastructure, irrigation canals, or drainage ditches that lie within the boundaries of and are maintained by a port district or an irrigation district or company.
 21. "Flood" or "flooding" means a general and temporary condition of partial or complete inundation of normally dry land areas from (1) the overflow of inland or tidal waters; and/or (2) the unusual and rapid accumulation of runoff of surface waters from any source.
 22. "Functions and Values" means the beneficial roles served by critical areas, including, but not limited to, water quality protection and enhancement; fish and wildlife habitat; food chain support; flood storage, conveyance and attenuation; ground water recharge and discharge; erosion control, wave attenuation; protection from hazards; historical, archeological, and aesthetic value protection; educational opportunities; and recreation.
 23. "Geologically hazardous areas" means areas that, because of their susceptibility to erosion, sliding, earthquake, or other geological events, may not be suited to the siting of commercial, residential, or industrial development consistent with public health or safety.
 24. "Groundcover" means the low growing evergreen or deciduous vegetation, typically less than 3 feet in height at maturity, that provide relatively complete ground coverage beneath or between the canopy and/or understory.
 25. "Habitat" means the environment occupied by individuals of a particular species, population, or community.
 26. "Habitats of local importance" include a seasonal range or habitat element with which a given species has a primary association, and that, if altered, may reduce the likelihood that the species will maintain and reproduce over time. These might include areas of high relative density or species richness, breeding habitats, winter range, and

- movement corridors. They also might include habitats that are of limited availability or high vulnerability to alteration such as cliffs, talus, and wetlands.
27. "Hazard tree" means a tree with a high probability of falling due to a debilitating disease, a structural defect, or a rootball more than 50% exposed, and where there is an occupied building or accessory structure within a tree length of the base of the trunk, or where there is a risk to public safety or property.
 28. "Intermittent stream" means surface streams with no measurable flow during 30 consecutive days in a normal water year.
 29. "JARPA" means the Joint Aquatic Resource Permits Application required by the Department of Ecology.
 30. "Legal lot of record" means a parcel which was in compliance with both the platting, if applicable, and zoning laws in existence when the parcel was originally created or segregated, or which is otherwise determined to be consistent with the criteria of the Stevenson Municipal Code and State statutes. Owners of such lots shall be eligible to apply for development permits pursuant to the municipal code. Parcels segregated for tax purposes are not lots of record unless they comply with both platting and zoning laws in existence at the time that an application for segregation is received by the County Assessor, or are otherwise determined to be consistent with the Stevenson Municipal Code.
 31. "Local habitat area" means an area that contains sufficient food, water, or cover for native terrestrial or aquatic species identified by the City in this Chapter as being of significant local concern.
 32. "Mitigation" means actions that the approving agency shall require so as to avoid or compensate for impacts to critical areas resulting from the proposed project activity.
 33. "Mitigation Ratio" means a ratio expressing the amount of mitigation required based on the impact sustained by a critical area. The first number of a mitigation ratio specifies the number or area required for replacement, and the second specifies the number or area impacted.
 34. "Native," when referring to plants or plant communities, means those species or communities that are indigenous to the watershed, including extirpated species.
 35. "Natural Resource Lands" mean any areas which are not already characterized by urban growth and that have long-term significance for a) commercial production of food or other agricultural products, b) commercial production of timber, and c) extraction of minerals defined in RCW 36.70.A and this Chapter.
 36. "Ordinary High Water Mark (OHWM)" on all lakes, streams, and tidal water is that mark that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual, and so long continued in ordinary years, as to mark upon the soil, a character distinct from that of the abutting upland in respect to vegetation as that condition exists on June 1, 1971, as it may naturally change thereafter, or as it may change thereafter in accordance with permits issued by a local government or department: PROVIDED, That in any area where the ordinary high water line cannot be found, the ordinary high water line adjoining fresh water shall be line of high water. (RCW 90.58.030(2)(b)).
 37. "Person" means an individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or any agency of the state or local governmental unit however designated.
 38. "Preservation (Protection/Maintenance)" means removing a threat to, or preventing the decline of the functions and values of critical areas by an action in or near a critical area. Preservation does not result in a gain of critical area acres, may result in a gain in functions, and can be used as a mitigation technique only in exceptional circumstances.
 39. "Priority habitat and species areas", as defined by Washington State Department of Fish and Wildlife (WDFW), are areas requiring protective measures for the perpetuation of fish and wildlife species due to their population status, their sensitivity to habitat alteration, and/or their recreational, commercial, or tribal importance.
 40. "Qualified professional" means a person with experience and training in the pertinent scientific discipline, and who is a qualified scientific expert with expertise appropriate for the relevant critical area subject in accordance with WAC 365-195-905(4). A

- qualified professional must have obtained a B.S. or B.A. or equivalent degree in biology, engineering, environmental studies, fisheries, geomorphology, or related field, and two years of related work experience.
- a. A qualified professional for a geologic hazard must be a professional engineer or geologist, licensed in the State of Washington.
 - b. A qualified professional for habitats must have a degree in biology and professional experience related to the subject species.
 - c. A qualified professional for wetlands should be a professional wetland scientist with at least 2 years of full-time work experience as a wetlands professional, including delineating wetlands using the state or federal manuals, preparing wetland reports, conducting function assessments, and developing and implementing mitigation plans.
41. "Reasonable" means agreeable to reason, just, proper, ordinary or usual.
42. "Regulated activities" means those alterations [SMC 18.13.010(B)(1)] and developments [SMC 18.13.010(B)(14)] that would be subject to review by the city. This definition includes but is not limited to, proposals regulated under:
- a. SMC Title 12 – Streets, Sidewalks, and Public Places;
 - b. SMC Title 13 – Public Utilities;
 - c. SMC Title 15 – Building and Construction;
 - d. SMC Title 16 – Subdivision;
 - e. SMC Title 17 – Zoning;
 - f. SMC Title 18 – Environmental Protection.
43. "Restoration" means the manipulation of physical, chemical, or biological characteristics of a site with the goal of returning natural or historic functions to a former or degraded wetland or habitat area. Restoration is divided into the following two classes:
- a. *Re-establishment* is the manipulation of physical, chemical, or biological characteristics with the goal of returning natural or historic functions to a former wetland and/or habitat area. Re-establishment results in a net gain of wetland and/or habitat acres.
 - b. *Rehabilitation* is the manipulation of physical, chemical, or biological characteristics of a site with the goal of repairing natural or historic functions of a degraded wetland and/or habitat area. Rehabilitation results in the gain in wetland and/or habitat function but does not result in a gain in wetland and/or habitat acres.
44. "Riparian habitat area" is defined as areas adjacent to aquatic systems with flowing water (e.g., rivers, perennial or intermittent streams, seeps, springs) that contain elements of both aquatic and terrestrial ecosystems that mutually influence each other. See Figure 13.13.010.R-1 for an example of the riparian habitat area.

Figure 18.13.010.R-1



Source: "Riparian Areas: Functions and Strategies for Management", National Research Council (2002).

45. "Seep" means a spot where water oozes from the earth, often forming the source of a small stream.
46. "Sensitive species" are species native to Washington that are vulnerable or declining, and are likely to become endangered or threatened in a significant portion of their ranges within the state, without cooperative management or the removal of the threats. These species are designated in WAC 232-12-011.
47. "SEPA" means State Environmental Policy Act, RCW 42.21C and WAC 197-11.
48. "Significant tree" means any tree that is at least 12 inches DBH. A tree growing with multiple stems shall be considered significant if at least one of the stems, measured at a point 6 inches from the point where the stems digress from the main trunk, is at least 8 inches in diameter. Any tree that is planted to fulfill requirements set forth by this Chapter shall be considered significant, regardless of size or species.
49. "Start of construction" means the date the building permit was issued, provided the actual start of construction, placement of a manufactured home on a foundation or other permanent construction beyond the stage of excavation, was within 180 days of the permit date.
 - a. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation, or the placement of a manufactured home on a foundation.
 - b. Permanent construction does not include:
 - i. Land preparation, such as clearing, grading and filling,
 - ii. Installation of streets and/or walkways,
 - iii. Excavation for a basement, footings, piers, or foundation or the erection of temporary forms,
 - iv. Construction of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure.
50. "Stormwater management facilities" include biofiltration swales, filter strips, bubbler diffusers, detention ponds, retention ponds, wet ponds, and similar facilities designed and intended to control and treat stormwater, but not including ditches designed and intended primarily for conveyance.
51. "Streams" means any portion of a watercourse, either perennial or intermittent, where surface water flow is sufficient to produce a defined channel or bed. Streams also include natural watercourses modified by humans. Streams do not include irrigation ditches, canals, stormwater run-off facilities, or other entirely artificial watercourses.
52. "Threatened" species are native to the state of Washington and likely to become endangered in the foreseeable future throughout a significant portion of its range

within the state without cooperative management or the removal of threats.

Threatened species are legally designated in WAC 232-12-011.

53. "Understory" means the vegetative layer of shrubs and trees between the canopy cover and the groundcover. Characteristics of the understory are often described based on the species, area of coverage, and the height of the vegetation, typically ranging between 3 to 15 feet.
54. "Vegetation" means aquatic and terrestrial plant life growing below, at, and above the soil or water surface. Terrestrial vegetation includes woody and herbaceous and occurs at multiple layers (e.g., canopy, understory, groundcover).
55. "Water-dependent" means a use or a portion of a use that requires direct contact with the water and cannot exist at a non-water location due to the intrinsic nature of its operations. Examples of water-dependent uses include: public and private boat launches, public water access facilities, fish hatcheries, commercial docks, and water related research facilities.
56. "Watershed" means the area draining to the Columbia River known as WRIA 29A.
57. "Wetland(s)" means areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Wetlands do not include those artificial wetlands intentionally created from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include those artificial wetlands intentionally created from non-wetland in order to mitigate conversion of wetlands.

SMC 18.13.015 Administrative Provisions**A. Administrative Authority**

1. As provided herein, the Critical Areas Administrator is given the authority to interpret and apply, and the responsibility to enforce, this Chapter to accomplish the stated purpose.
2. The City shall regulate, and may withhold, condition, or deny permits or approvals for regulated activities to ensure that the proposed action is consistent with the requirements of this Chapter.

B. Title. This Chapter shall be known and may be cited as the Stevenson Critical Areas Code.

C. Relationship to Other Regulations.

1. These critical areas regulations shall apply as an overlay and in addition to zoning and other regulations adopted by the City.
2. Compliance with the provisions of this Chapter does not constitute compliance with other local, state, or federal reviews, regulations, or permit requirements (e.g., SEPA, SMP, HPA, etc.). The applicant is responsible for complying with such requirements, apart from the process established in this Chapter.
3. Regulated activities subject to this Chapter shall be routed to appropriate state and federal agencies for review and comment as required through the SEPA and/or JARPA review process.
4. These regulations shall apply concurrently with review under SEPA, and any conditions required pursuant to this Chapter shall be included in the SEPA review and threshold determination.
5. When any provision of this Chapter or any existing regulation, easement, covenant, or deed restriction conflicts with this Chapter, that which provides more protection to the critical areas shall apply.

SMC 18.13.020 Applicability; Critical Areas & Natural Resource Lands Designated**A. Applicability**

1. The provisions of this Chapter apply to all lands within the Stevenson corporate limits.
2. The provisions of this Chapter apply to all persons and all land uses, alterations, developments and other regulated activities that are within, adjacent to, or likely to affect one or more critical areas or their buffers. No person shall alter a critical area or buffer except as consistent with the purposes and requirements of this Chapter.
3. Where a site contains two or more critical areas, the site shall meet the minimum standards and requirements for each identified critical area as set forth in this Chapter.
4. Approval of a permit or development proposal pursuant to the provisions of this Chapter does not discharge the obligation of the applicant to comply with the provisions of this Chapter.

B. Designation of Critical Areas.

1. The following critical areas are designated under RCW 36.70A.170 and regulated by this Chapter:
 - a. Geologically Hazardous Areas,
 - b. Fish and Wildlife Habitat Conservation Areas,
 - c. Wetlands,
 - d. Frequently Flooded Areas,
 - e. Critical Aquifer Recharge Areas (CARA).
2. Buffers- For the purpose of this Chapter, critical areas include their protective buffer areas as established herein.
3. Critical Areas Location. The City of Stevenson has designated critical areas by defining their characteristics. The precise limits of critical areas and their attendant buffers on a particular parcel of land shall be the responsibility of the applicant and subject to confirmation or concurrence by the City or appropriate agency prior to final approval of regulated activities on the subject property.
4. Critical Areas Map Inventory-
 - a. As an aid to both compliance and enforcement, a map inventory showing the approximate location and extent of known and likely critical areas will be displayed on various inventory maps available at City Hall. The Critical Areas Administrator shall keep the Critical Areas Map Inventory on permanent file and update it from time to time as required by the GMA.
 - b. Maps and inventory lists are neither precise nor complete and are to be considered only as guides to the general location and extent of critical areas. Maps will be used for a preliminary determination to suggest the presence or absence of a critical area.

C. Designation of Natural Resource Lands.

1. No lands within the City are designated as natural resource lands under RCW 36.70A.170(1).
2. No lands adjacent to the City are currently designated as natural resource lands under RCW 36.70A.170(1). Future annexation of territory may result in natural resource lands that are adjacent to the City.

SMC 18.13.025 Exemptions, Exceptions & Expedited Reviews

- A. Impact Avoidance and Minimization.** All activities described in this section shall use reasonable methods to avoid potential impacts to critical areas. An allowance under this section does not give permission to degrade a critical area or ignore risk from natural hazards. Any incidental damage to, or alteration of, a critical area that is not a necessary outcome of the approved activity shall be restored, rehabilitated, or replaced at the responsible party's expense.
- B. Exemptions.** The following developments, activities, and associated uses shall be exempt from the provisions of this Chapter, provided that they are otherwise consistent with the provisions of this section and other local, state, and federal laws and requirements:
1. Forest Practices. The growing and harvesting of timber, forest products and associated management activities in accordance with the Washington Forest Practices Act of 1974, as amended, and regulations adopted pursuant thereto; including, but not limited to, road construction and maintenance; aerial operations; applications of fertilizers and pesticides; helispots; and other uses specific to growing and harvesting timber, forest products and management activities, except those Forest Practices designated as "Class IV- General Forest Practices" under the authority of the "Washington State Forest Practices Act Rules and Regulations", WAC 222-16-030. Compliance with this Chapter is required for all new construction, grading, land clearing, other land uses and developments, and any Class IV Conversion Permit pursuant to the State Forest Practices Act, which involves conversion to a Permit Required Use.
 2. Agricultural Activities. Existing and ongoing agricultural activities. Exempt agricultural practices include: pasture, vineyards, Christmas tree farms, gardens, etc., but do not include machine-intensive row crop production;
 3. Seismic Hazard. Development occurring within a seismic hazard area as described in this Chapter and containing no other critical area as defined by this Chapter;
 4. Volcanic Hazard. Development occurring within a volcanic hazard area as described in this Chapter and containing no other critical area as defined by this Chapter;
 5. Critical Aquifer Recharge Areas. Regulated activities occurring within critical aquifer recharge areas and containing no other critical area as defined by this Chapter, provided the development meets the requirements of SMC 13.30 – Drinking Water Resource Protection.
 6. Frequently Flooded Areas. Regulated activities occurring within frequently flooded areas and containing no other critical area as defined by this Chapter, provided the development meets the requirements of Stevenson Municipal Code Chapter 15.24- Floodplain Management Regulations;
 7. Recreation. Passive outdoor recreational uses, sport fishing, scientific or educational review, or similar minimum impact, non-development activities.
- C. EXCEPTIONS.** Within the critical areas designated by this Chapter, there exist land uses, developments, and lots of record that were lawfully established or approved but which would be prohibited, regulated, or restricted under the terms of this Chapter. The following exceptions are available to ensure this Chapter allows reasonable use of private property.
1. Nonconforming Uses.
 - a. Any use or development existing on the effective date of this Chapter may continue so long as it is used in an equivalent or less intensive manner, footprint, and location and for the same purpose;
 - b. If a use or structure is abandoned for a period of 1 year, it shall be presumed to be abandoned and shall be subject to all provisions of this Chapter; and
 - c. Any existing building or structure damaged or destroyed by fire or other casualty not regulated by this Chapter may be replaced so long as it is used in an equivalent or less intensive manner, footprint, and location and for the same purpose, if a completed application is filed within 1 year of the date of such damage.
 2. Legal Lots of Record. On a legal lot of record where protective buffer areas are required, the buffer areas shall be limited to no more than 50% of the lot area located

beyond the critical area perimeter as determined by a qualified professional, provided all of the following criteria are met:

- a. All requirements of SMC 18.13.057 – Protective Buffer Standards are satisfied
 - b. The applicant demonstrates that a variance to the Zoning Code’s density and dimensional standards is not possible or would be insufficient to permit the proposed development, and
 - c. Any degraded areas of the remaining buffer are restored according to an approved mitigation plan.
3. Reasonable Use Allowance. If the application of this Chapter would deny all reasonable economic use of the subject property, the City shall determine if compensation is an appropriate action, or the property owner may apply for an exception pursuant to this Section. Nothing in this Chapter is intended to preclude a constitutional diminution in value of property caused by application of this Chapter, provided some economically viable use remains. A Reasonable Use Allowance shall be allowed only after the applicant demonstrates all of the following criteria are met:
- a. The proposed regulated activity is consistent with the permitted and allowed uses of the underlying zone;
 - b. The proposed regulated activity will not precipitate a threat to the public health, safety, or welfare on or off the site;
 - c. Any alteration of critical areas is the minimum necessary to allow for an economically viable use of the property;
 - d. The proposed regulated activity will not result in a “take” of a threatened or endangered species;
 - e. The inability of the applicant to derive an economically viable use of the property is not the result of actions taken by the applicant or immediate predecessor in interest, after the effective date of this Chapter, in subdividing the property or adjusting a boundary line, or otherwise creating the undevelopable condition;
 - f. The application of this Chapter is unduly oppressive on the landowner, and whether the regulation is narrowly applied to achieve its purpose, including an analysis of the nature of harm sought to be avoided; the availability and effectiveness of less drastic protection measures; and the economic loss suffered by the property owner. Factors for this analysis include, on the public’s side, the seriousness of the public problem; the extent to which the owner’s land contributes to it; the degree to which the regulation solves it; and the feasibility of less oppressive solutions, and on the owner’s side, the amount and percentage of value lost; the extent of remaining use; past, present and future uses; the temporary or permanent nature of the regulation; the extent to which the owner should have anticipated such regulation; and the feasibility of the owner altering present or currently planned uses; and
 - g. The proposal mitigates the impacts on critical areas to the maximum extent possible, while still allowing an economically viable use of the site.

D. Expedited Reviews. The following developments, activities, and associated uses require a Critical Areas Permit under this chapter but shall be exempt from the requirement to provide a Critical Area Report under SMC 18.13.050:

1. Vegetation Removal. When located in areas other than a wetland or wetland buffer, the following types of vegetation removal are eligible under this section, provided the removal is conducted as stated below.
 - a. View Maintenance. Selective pruning of trees to maintain, create, or expand views shall be subject to all of the following requirements:
 - i. Pruning shall not include removal of understory vegetation;
 - ii. Pruning shall not involve the topping of trees;
 - iii. Pruning shall not include the removal of more than 1/3rd of the limbs of an individual tree;
 - iv. Pruning shall not compromise the health of the tree(s); and
 - v. Pruning shall not occur more frequently than once every 5 years.
 - b. Hazard Tree Removal. A hazard tree may be removed or converted to a wildlife snag subject to the following standards:

- i. Where not immediately apparent to the Administrator, a written report by a certified arborist or other qualified professional is required to evaluate potential diseases or safety hazards.
 - ii. The applicant shall demonstrate that the hazard cannot be eliminated by pruning, crown thinning, or other technique that retains some of the tree's ecological function.
 - iii. The removed tree or vegetation should be left near the location it was removed from unless the Administrator or qualified professional warrants its removal to avoid spreading disease or pests.
 - iv. Any removed tree or vegetation shall be replaced within one year with new trees using a mitigation ratio of 2:1 and in accordance with an approved replacement plan. Replacement trees shall be species that provide similar ecological functions as the removed tree and have a minimum 1 inch DBH.
 - v. Hazard trees determined to pose an imminent threat or danger to public health or safety, to public or private property, or of serious environmental degradation may be removed or pruned prior to receiving expedited review provided that within 14 days following such action, the responsible party shall submit a restoration plan that demonstrates compliance with the provisions of this Chapter.
- c. Weed Control. Removal or control of invasive or noxious weeds included on the Skamania County Noxious Weed List is encouraged subject to the following standards and guidelines:
- i. Coordination with the Skamania County and Washington State Noxious Weed Control Program is encouraged prior to undertaking removal projects to ensure that the control and disposal technique is appropriate.
 - ii. Removal of invasive species and noxious weeds within geologically hazardous areas and areas exceeding 15,000 square feet shall not be granted expedited review under this section.
 - iii. Removal shall occur using hand labor or light mechanical methods that do not result in substantial ground disturbance;
 - iv. Where removal results in bare soils that may be subject to erosion or recolonization by invasive or noxious species, the impacted area shall be stabilized using BMPs and planted with native species according to the planting standards of SMC 18.13.057(E).
- d. Fire Safety. Pruning vegetation for fire safety is encouraged subject to the following limitations:
- i. Pruning of the tree canopy cover shall be limited to those branches and foliage less than 10 feet from the ground.
 - ii. Pruning shall not include the removal of more than 1/3rd of the limbs of an individual tree;
 - iii. Pruning shall not result in the removal of a significant tree.
 - iv. While understory vegetation may be allowed under this section, groundcover vegetation shall be present in a non-degraded state.
2. Emergencies. Emergency activities requiring immediate remediation or preventative action to avoid threatening the public health, safety, and welfare, or risking damages to private or public property, are eligible under this section, provided:
- a. That emergency related activities that create an impact to a critical area or its buffer shall use reasonable methods to address the emergency; in addition, the activities must have the least possible impact to the critical area and/or its buffer;
 - b. That the person or agency undertaking such action shall notify the City within one working day following the commencement of the emergency activity. Following such notification, the City shall determine if the action taken was within the scope of the emergency actions allowed in this subsection. If the City determines that the action taken or part of the action taken is beyond the scope of allowed emergency actions, enforcement action is authorized, as outlined in section 18.13.075 of this Chapter;
 - c. That after the emergency, the person or agency undertaking the action shall fully restore and/or mitigate any impacts to the critical area and buffers resulting from

- the emergency action in accordance with the approved critical area report and mitigation plan prepared in accordance with the procedures outlined in this Chapter for a new development permit; and
- d. That within 30 days after the emergency, the person or agency undertaking the action shall consult with the City and any applicable state/federal agency to determine and schedule any needed follow up actions for restoration, mitigation, or modification of emergency work;
3. Utilities. Repair, operation, maintenance, replacement, reconstruction, and relocation of the utilities and works listed herein, provided:
 - a. That any such activity occurs within an improved right-of-way and/or does not extend outside the previously disturbed area;
 - b. That if the City initiates the activity, it is consistent with the Comprehensive Plan and/or anticipated in another duly approved infrastructure plan;
 - c. That all persons, utility providers, public agencies, or homeowners' associations file memoranda of agreement with the City specifying best management practices to be used in situations of emergency and usual and customary repair, operation, and maintenance;
 - d. That the Administrator determines that no reasonable alternative exists, based on environmental and topographic conditions; and
 - e. That utility and works eligible for this exemption include:
 - i. Existing below- or aboveground public utilities, facilities, and improvements, such as streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, navigational aids, utility lines, domestic water systems, storm and sanitary sewer systems, open space, and parks and recreational facilities,
 - ii. Existing private roads, streets, driveways, and utility lines and facilities, and
 - iii. Existing, intentionally created artificial wetlands or surface water systems including irrigation and drainage ditches, grass-lined swales and canals, detention facilities, farm ponds, and landscape or ornamental amenities;
 4. Trails. Trails less than 8 feet wide used for non-motorized travel, provided:
 - a. That the trail surface shall meet all other requirements, including water quality standards set forth in the Stormwater Management Manual for Western Washington (Ecology Publication # 14-10-055), as amended; and
 - b. That trails must be located within the outer 25% of the most protective applicable critical area buffer and designed to avoid erosion hazard areas and to avoid damage to or removal of significant trees;
 5. Site Investigation. Minimal site investigative work required by a city, state or federal agency, or any other applicant such as surveys, soil logs, percolation tests, and other related activities;
 6. Activities Subsequent to Previous Review. Development permits and approvals that involve both discretionary land use approvals (such as subdivisions, rezones, or conditional use permits), and construction approvals (such as building permits) if all of the following conditions have been met:
 - a. The provisions of this Chapter have been previously addressed as part of another approval;
 - b. There have been no material changes in the potential impact to the critical area or buffer since the prior review;
 - c. There is no new information available that is applicable to any critical area review of the site or particular critical area;
 - d. The permit or approval has not expired or, if no expiration date, no more than 5 years has elapsed since the issuance of that permit or approval; and
 - e. Compliance with any standards or conditions placed upon the prior permit or approval has been achieved or secured.

SMC 18.13.035 Critical Areas Permit – Application.

- A. Pre-Application Conference.** Prior to finalizing plans for a regulated activity and applying for permits, the applicant is encouraged to contact the Administrator to discuss permits, exemptions, exceptions, and critical areas on, near, or likely affected by regulated activities on the subject property. To the extent of available resources and information, the Administrator shall assist the applicant in determining how this Chapter may affect regulated activities on the subject property. This preliminary review is advisory only and is not binding on the applicant or the City. No charge shall be made by the City for assistance rendered during the pre-application conference.
- B. Approvals Required.** All persons proposing a regulated activity within the City of Stevenson shall first request and obtain a critical areas permit, expedited review, or exception pursuant to this Chapter. All such requests shall be submitted on application forms provided by the City.
- C. Submittal Requirements.** At a minimum, applications shall include:
1. The name and contact information of the applicant and landowner (if different),
 2. The street address and tax lot number of the site proposed for regulated activity,
 3. A written authorization allowing City staff to have reasonable access for purposes of examining the critical areas proposal and carrying out the administrative duties of this Chapter,
 4. The signatures of the applicant and landowner.
- D. Critical Area Reports, Required.** When required by this Chapter, applications shall be accompanied by critical area reports meeting the standards of SMC 18.13.050 and the regulations specific to the critical area.
- E. Expedited Review Submittal Requirements.** In addition to the information required above, applications requesting expedited review shall:
- a. Specify the type of expedited review requested;
 - b. Provide a site plan depicting the general location of the proposed activity, all existing development on the property, and all critical areas suspected on and/or near the subject property;
 - c. Submit any technical reports or assessments necessary to verify that all applicable criteria of SMC 18.13.025 have been met; and
 - d. Certify the applicant's understanding of the limitations associated with approval of expedited review activities.
- F. Reasonable Use Allowance Submittal Requirements.** In addition all other information required in this section, applications requesting a reasonable use allowance shall provide a Reasonable Use Technical Assessment, including:
- a. A description of the amount of the site which is within the setbacks and buffers required under this Chapter and SMC 17- Zoning,
 - b. An analysis of the impact that the proposed regulated activity would have on all applicable critical areas,
 - c. An analysis of whether any other reasonable use is possible that would result in less impact on critical areas and associated buffers,
 - d. An analysis of the modifications needed to the standards of this Chapter to accommodate the proposed regulated activity,
 - e. A description of any modifications needed to the required front, side, and rear setbacks; and buffer widths to provide for a reasonable use of the site while providing greater protection to critical areas,
 - f. A design of the proposal so that the amount of development proposed as reasonable use will have the least impact practicable on critical areas,
 - g. Such other information as the City determines is reasonably necessary to evaluate the issue of reasonable use as it relates to the proposed regulated activity.
- G. Determination of Completeness.** No application shall be deemed complete until the Administrator is satisfied that all provisions of this section have been met. The review period for applications shall not begin, no applications will be accepted, and no proposal will be considered vested, until an application is deemed complete.
- H. Third-Party Review.** When an application is deemed complete, the City may request third-party peer review of any critical area report, assessment, delineation, or mitigation plan by a qualified professional and/or state or federal resource management agency. Such request shall be accompanied by findings supporting the City's decision, which is appealable. The Administrator may incorporate recommendations from such third-party reports in findings

approving or denying an application. In general, the cost of any third-party review will be the responsibility of the applicant; however, where a project would provide a beneficial public amenity or service, on a case-by-case basis by City Council action, costs may be shared by the City.

SMC 18.13.040 Critical Areas Permit – Review & Approval. The Administrator shall review all applications for critical areas permits, expedited review permits, and reasonable use allowances.

A. Critical Areas Permit.

1. The Administrator shall issue a Critical Areas Permit for land use and development proposals, provided that such proposal meets all applicable criteria established in this Chapter.
2. The Administrator may attach conditions to ensure that land use and development will adequately mitigate the impacts on critical areas and fully comply with the provisions of this Chapter.
3. The Administrator shall deny land use and development proposals which do not adequately mitigate the impacts on the critical area and/or does not comply with the provisions of this Chapter.

B. Expedited Review Permits. The Administrator shall issue an Expedited Review Permit for land use and development proposals, provided that such proposal satisfactorily meets the criteria established in SMC 18.13.025. The Administrator shall deny land use and development proposals which do not comply with the provisions of that section. Application fees associated with a denied Expedited Review Permit may be credited toward a full Critical Areas Permit request, provided that, if within 6 months of such denial, the applicant submits a complete application for such permit.

C. Reasonable Use Allowance. The Administrator shall issue a Reasonable Use Allowance for land use and development proposals, provided that:

1. An applicant asserts that the application of this Chapter would deny all reasonable economic use of a legal lot and result in an unconstitutional taking without just compensation;
2. The City Council determines compensation is not an appropriate remedy for such taking;
3. Such taking cannot be remedied by other authorized techniques or means;
4. The proposed remedy meets the Reasonable Use Allowance criteria established in SMC 18.13.025; and
5. The Administrator may attach specific conditions to the Reasonable Use Allowance that will serve to meet the goals, objectives, and policies of this Chapter, including the preparation and implementation of a mitigation and monitoring plan.

D. Permit Processing.

1. Findings. The Administrator shall review all of the matters relating to the application and written findings shall be included in issuance of a permit or denial under this Chapter. All decisions and associated findings shall be kept on file with the City and communicated to the applicant in writing.
2. Expedited Review Permits. If the Administrator has not issued a permit or denial on an application for expedited review within 7 days of the submittal of a complete application, the proposed activity is authorized as if the Administrator had issued a written decision consistent with 1, above.
3. Permit Duration. Permits shall be valid for a period of one year from the date of issuance and shall expire at the end of that time unless a longer or shorter time limit is specified by the City upon issuance of the permit.
4. Extensions. An extension of an original permit may be granted upon written request from the original permit holder or successor in title. An extension shall be granted only where the proposal remains consistent with all land use and development regulations of the City in force at the time of the extension. Prior to granting an extension, the City may require updated reports if, in the Administrator's judgment, the original intent or the circumstances relevant to the review and issuance of the original permit have changed substantially, or if the applicant failed to abide by the terms of the original permit.

E. Burden of Proof. The burden of proof shall be on the applicant to bring forth evidence in support of the application and to provide sufficient information on which any decision has to be made on the application.

SMC 18.13.050 Critical Area Reports—Requirements.

- A. Qualified Professional.** When required by this Chapter, the applicant shall submit a critical area report prepared by, or under the direct supervision of, a qualified professional as defined herein.
- B. Best Available Science.** The critical area report shall use scientifically valid methods and studies in the analysis of critical area data and field reconnaissance and reference the source of science used. The critical area report shall evaluate the proposal and all probable impacts to critical areas in accordance with the provisions of this Chapter.
- C. Minimum Report Contents.** At a minimum, the report shall contain the following:
1. The name and contact information of the applicant and landowner (if different);
 2. The street address and tax lot number of the site proposed for the regulated activity;
 3. A description of the proposal and identification of the permit requested;
 4. A detailed plan of the proposal site and all adjoining areas within 100 feet, drawn to a standard engineering scale and submitted on 8 ½"x11" or 11"x17" paper, showing:
 - a. The location and description of all critical areas and buffers,
 - b. The existing conditions of the property including all property boundary lines, public and private roads, structures, utilities, easements, septic tanks and drainfield areas, wells, and other improvements,
 - c. The location, species and diameter of all significant trees,
 - d. The location and extent of all proposed regulated activities, and
 - e. Details related to the proposed stormwater management plan for the development and consideration of impacts to drainage alterations;
 5. The dates, names, and qualifications of the persons preparing the report and documentation of any fieldwork performed on the site;
 6. Identification and characterization of all critical areas, wetlands, water bodies, and buffers adjacent to the proposed project area. For areas off site of the project site, estimate conditions within 300 feet of the project boundaries using the best available information;
 7. A statement specifying the accuracy of the report, and all assumptions made and relied upon;
 8. A discussion of the regulatory standards applicable to the critical area and proposed activity;
 9. A description of reasonable efforts made to apply mitigation sequencing pursuant to SMC 18.13.055, including any specific avoidance, minimization, compensation, and preservation measures proposed for the critical areas; and
 10. Any additional information required for the critical area as specified in the corresponding section.
- D.** Unless otherwise provided, a critical areas report may be supplemented by or composed, in whole or in part, of any reports or studies required by other laws and regulations or previously prepared for and applicable to the development proposal site, as approved by the Administrator.

SMC 18.13.051 Critical Area Reports—Modifications to Requirements.

- A. Limitations to Study Area.** The Administrator may limit the required geographic area of the critical area report as appropriate if:
1. The applicant, with assistance from the City, cannot obtain permission to access properties adjacent to the project area; or
 2. The proposed activity will affect only a limited part of the subject site.
- B. Modifications to Required Contents.** The applicant may consult with the Administrator prior to or during preparation of the critical area report to obtain City approval of modifications to the required contents of the report where:
1. In the judgment of a qualified professional, more or less information is required to adequately address the potential critical area impacts and required mitigation; or
 2. Existing information is on file with the City that addresses the impacts.
- C. Additional Information Requirements.** The Administrator may require additional information to be included in the critical area report when determined to be necessary to the review of the proposed activity in accordance with this Chapter. Additional information that may be required, includes, but is not limited to:
1. Historical data, including original and subsequent mapping, aerial photographs, data compilations and summaries, and available reports and records relating to the site or past operations at the site;
 2. Grading and drainage plans; and
 3. Information specific to the type, location, and nature of the critical area.

SMC 18.13.055 Mitigation Sequencing. Before impacting any critical area, applicants shall demonstrate that the following actions have been taken. Actions are listed in the order of priority. Applicants shall consider and apply lower priority measures only where higher priority measures are determined to be infeasible or inapplicable.

- A. Avoid.** Avoid the impact altogether by not taking an action or parts of an action.
- B. Minimize.** Minimize impacts by limiting the degree or magnitude of the action or its implementation by using appropriate technology or by taking affirmative steps such as project redesign, relocation, or timing to avoid or reduce impacts.
- C. Rectify.** Rectify the impact by repairing, rehabilitating, or restoring the affected environment to the conditions existing at the time of the initiation of the project or activity.
- D. Reduce Over Time.** Reduce or eliminate the impact or hazard over time by preservation and maintenance operations during the life of the action.
- E. Compensate.** Compensate for the impact by replacing, enhancing, or providing substitute resources or environments.
- F. Monitor.** Monitor the impact and the compensation projects and take remedial or corrective measures when necessary.

SMC 18.13.057 Protective Buffers—Standards. Whenever protective buffers are required by this chapter, the following standards apply:

- A. Construction Staking.** The outer edge of the buffer area shall be clearly staked, flagged, and fenced in the field and maintained throughout the duration of any construction activities. The markers may be combined with temporary erosion control fencing and shall be clearly visible, durable, and posted in the ground.
- B. Notice on Deed.** A conservation covenant shall be recorded in a form approved by the City Attorney as adequate to incorporate the restrictions of this chapter and to give notice of the requirements for engaging in regulated activities.
1. In the case of plats, short plats, and recorded site plans, the boundaries of critical areas and any protective buffers and a reference to the separately recorded conservation covenant shall be included on the face of such instrument.
 2. At the Administrator's discretion, a deed notice in a form approved by the City Attorney may be accepted in lieu of a conservation covenant.
- C. Permanent Demarcation.**
1. A permanent and perpetual physical demarcation along the outer boundary of the buffer area shall be installed and thereafter maintained. Such demarcation may consist of logs, a tree or hedgerow, wood or wood like fencing, or other prominent physical marking approved by the Administrator.
 2. In the case of plats or short plats, the administrator may require that critical areas and buffers be placed in a separate tract which may be held by an appropriate natural land resource manager, such as a land trust.
 3. Permanent signs along the boundary of a buffer are required.
 - a. Permanent signs shall be made of an enamel-coated metal face and attached to a metal post or another non-treated material of equal durability. Signs must be posted at an interval of one every 50 feet, or one per lot if the lot is less than 50 feet wide, and must be maintained by the property owner in perpetuity. The signs shall be worded as follows or with alternative language approved by the Administrator: "Protected Area. Do Not Disturb. Contact the City of Stevenson Regarding Uses, Restrictions, and Opportunities for Stewardship."
 - b. The signage provisions above may be modified as necessary to assure protection of sensitive features or wildlife. For highly visible areas or areas located along a public right-of-way, interpretive signs may be required in lieu of other signage.
- D. Fencing.**
1. The applicant shall install a permanent fence around a critical area or buffer when domestic grazing animals are present or may be introduced on site.
 2. Fencing installed as part of a proposed activity or as required in this section shall be designed so as to not interfere with species migration, including fish runs, and shall be constructed in a manner that minimizes impacts to critical areas.
- E. Planting.** Whenever planting is required within a protective buffer, the following standards shall apply unless other standards are recommended by a qualified professional and approved as part of a restoration or mitigation plan:
1. Native plant material should be used.
 2. The minimum plant density should be 2 trees and 5 shrubs per 400 square feet.
 3. Bare root plants at least 24 inches long and/or containerized stock at least 1 gallon in size are preferred for mitigation planting. Live stakes at least 36 inches long may be used for willow, dogwood and cottonwood species. Hydroseeding may be used as an alternative when the above planting methods are demonstrated to be unadvisable.
 4. The base of each plant should be mulched at least 3 inches deep for a radius of at least 1 foot to inhibit weed growth, conserve water, and moderate soil temperature. The mulch should not be in contact with the plant stem.
- F. Maintenance.**
1. Except as otherwise specified or allowed in accordance with this Code, buffers shall be retained in an undisturbed or enhanced condition. In the case of compensatory mitigation sites, removal of invasive non-native weeds is required for the duration of the monitoring period.

2. Unless waived by the Administrator, a temporary irrigation system shall be installed for newly planted buffer areas. Such areas shall receive at least one inch of water once a week from April 15 to September 15 for the first 2 years of the monitoring period.

SMC 18.13.059 Performance & Monitoring Standards

Whenever monitoring is required by this chapter, the following standards apply:

- A. Performance Standards.** Measureable standards for success or failure of critical areas permits shall be established in accordance with a plan prepared by a qualified professional. Such standards should be quantitative in nature and may include water quality standards, survival rates of planted vegetation, species abundance and diversity targets, habitat diversity indices, or other ecological, geological or hydrological criteria as appropriate.
- B. Maintenance Plan.** A qualified professionals shall provide a discussion of ongoing management and maintenances practices, including a schedule of actions proposed by year to protect the critical area after a development project has been implemented.
- C. Monitoring Plan.** The success or failure of any proposed mitigation action under this Chapter shall be monitored according to a Monitoring Plan prepared by a qualified professional. Monitoring Plans shall include the following, at a minimum:
 - 1. Data collection dates during the first, second, third, and fifth years of the monitoring period.
 - 2. Photo station locations to evaluate changes over time and vegetation community response,
 - 3. Vegetation plots to track changes in plant survival, species composition, and density over time,
 - 4. Hydrologic monitoring stations within any wetland creation areas to verify if wetland hydrology has been successfully created.
- D. Contingency Plan.** The monitoring program shall also include a Contingency Plan which identifies potential courses of action and any corrective measures to be taken when monitoring or evaluation indicates project performance standards are not being met.
- E. Monitoring Period.**
 - 1. All projects requiring monitoring shall be monitored for a minimum period of 5 years.
 - 2. At the Administrator's discretion and where woody vegetation (forested or scrub-shrub wetlands) is the intended result, the monitoring period may be increased to 10 years with additional data collection dates occurring during the seventh and tenth years.
 - 3. If the mitigation goals are not obtained within the initial monitoring period, the applicant remains responsible for the success of the approved mitigation action, and the monitoring period shall be extended until the mitigation goals agreed to in the mitigation plan are achieved.

SMC 18.13.060 Financial Surety to Ensure Mitigation, Maintenance, and Monitoring.

- A. Surety Required.** When mitigation required pursuant to a development proposal is not completed prior to the City final permit approval, such as final plat approval or final building inspection, the City shall require the applicant to post a performance bond or other security in a form and amount deemed acceptable by the City. Also, if the development proposal is subject to mitigation, the applicant shall post a mitigation performance bond or other security in a form and amount deemed acceptable by the City to ensure mitigation is fully functional. At the Administrator's discretion, the surety required in this section may be waived.
- B. Amount.** The surety shall be in the amount of 125% of the estimated cost of the uncompleted actions or the estimated cost of restoring the functions and values of the critical area that are at risk, whichever is greater and the cost of maintenance and monitoring for a 5-year minimum period.
- C. Form.** The surety shall be in the form of a surety bond, performance bond, assignment of savings account, or an irrevocable letter of credit guaranteed by an acceptable financial institution, with terms and conditions acceptable to the City Attorney.
- D. Term.** Bonds or other security authorized by this section shall remain in effect until the City determines, in writing, that the standards bonded for have been met. Bonds or other security shall be held by the City for a minimum of 5 years to ensure that the required mitigation has been fully implemented and demonstrated to function, and may be held for longer periods when necessary.
- E. Relief Limited.** Depletion, failure, or collection of surety funds shall not discharge the obligation of an applicant or violator to complete required mitigation, maintenance, monitoring, or restoration.
- F. Public Project Exception.** Public development proposals shall be relieved from having to comply with the bonding requirements of this section if public funds have previously been committed for mitigation, maintenance, monitoring, or restoration.
- G. Recovery of Funds.** Any failure to satisfy critical area requirements established by law or condition including, but not limited to, the failure to provide a monitoring report within 30 days after it is due or comply with other provisions of an approved mitigation plan shall constitute a default, and the City may demand payment of any financial guarantees or require other action authorized by the City code or any other law.
- H. Use of Recovered Funds.** Any funds recovered pursuant to this section shall be used to complete the required mitigation, maintenance, or monitoring.

SMC 18.13.065 Appeals.**A. Appeals Authorized.**

1. Any interpretation or decision made by the Critical Areas Administrator in the administration of this Chapter is final and conclusive unless appealed to the City of Stevenson Board of Adjustment as authorized by SMC 2.14 – Board of Adjustment.
2. Any person aggrieved by a decision of the Administrator may, within 30 days following the date of the Administrator's written decision, submit an appeal of the decision. The burden of proof in any appeal is the responsibility of the appellant. Any appeal shall be in written form and filed with the City together with a fee as established by resolution by the City Council. Any appeal shall minimally contain statements:
 - a. Describing why the appellant believes the decision of the Administrator is in error and the specific relief sought,
 - b. Showing why granting an appeal will not negate the functions of a critical area, the goals, objectives and policies of the Growth Management Act, and the purposes of this Chapter.
 - c. Describing any mitigation measures the appellant proposes to assure that the function of the critical area will not be irrevocably jeopardized in the event the appeal is successful.

B. Appeals Administrative Procedure.

1. Notice of appeal shall be provided as set forth in SMC 2.14.050 – Appeal and Variance Procedures.
2. The Administrator may provide the Board of Adjustment with additional information related to any material or facts not available prior to the Administrator's decision.
3. The Board of Adjustment shall determine if the appeal should be granted, granted subject to conditions, or denied.
4. Within 10 days after the public hearing, the Board of Adjustment shall issue a written decision, including findings of fact on which the decision is based. Such written decision shall be transmitted to the appellant and made available to the public upon request.
5. The action by the Board of Adjustment on an appeal from the decision of an administrative official shall be final and conclusive unless, within 10 days from the date of such action, the original applicant or an adverse party makes application to a court of competent jurisdiction for a writ of certiorari, a writ of prohibition, or a writ of mandamus.

SMC 18.13.070 Fees.

- A. An application for an approval under this chapter shall be accompanied by an application fee payable to the City in an amount established and periodically adjusted by resolution of the City Council.
- B. Fees are not refundable.
- C. Payment of an application fee does not guarantee that a permit will be issued.

SMC 18.13.075 Violation—Penalty. Violations of this chapter are subject to enforcement according to SMC Chapter 17.52 – Violation and Penalty.

SMC 18.13.095 Critical Area – Fish and Wildlife Habitat Conservation Areas.

- A. Purpose.** The purpose of this section is to protect environmentally distinct, fragile, and valuable fish and wildlife habitat conservation areas. Fish and wildlife conservation areas include riparian areas where overwhelming evidence exists supporting the use of riparian buffers of adequate size to maintain healthy, productive fish and wildlife habitat. Although riparian areas comprise only a small portion of the surface landscape, approximately 90% of Washington's land based vertebrate species prefer, or are dependent upon, riparian habitat for essential life.
- B. Classification & Designation.**
1. Map Inventory. The City will maintain a habitat map inventory under SMC 18.13.020. The City consulted the following sources to identify critical fish and wildlife habitat areas:
 - a. Water Type Reference Maps, Washington Department of Natural Resources,
 - b. Natural Heritage Data Base, Washington Department of Natural Resources,
 - c. Priority Habitats and Species Program and Priority Habitat Species Maps, Washington Department of Fish and Wildlife,
 - d. Water Resource Inventory Areas (WRIA), Washington State Department of Ecology,
 - e. Field studies performed by qualified natural resource specialists.
 2. Classification. Fish and wildlife habitat conservation areas are divided into 6 basic categories as outlined below:
 - a. Riparian areas- Riparian areas shall be classified according to the water type of adjacent waters. The following classifications shall be used based on the water typing system established in WAC 222-16-030:
 - i. Type S: Shoreline- Type S Waters are streams and waterbodies that are designated “shorelines of the state” as defined in chapter 90.58.030 RCW.
 - ii. Type F: Fish- Type F Waters are streams and waterbodies that are known to be used by fish, or meet the physical criteria to be potentially used by fish. Fish streams may or may not have flowing water all year; they may be perennial or seasonal.
 - iii. Type Np: Non-Fish- Type Np Waters are streams that have flow year round and may have spatially intermittent dry reaches downstream of perennial flow. Type Np streams do not meet the physical criteria of a Type F stream. This also includes streams that have been proven not to contain fish using methods described in Forest Practices Board Manual Section 13.
 - iv. Type Ns: Non-Fish- Type Ns Waters are streams that do not have surface flow during at least some portion of the year, and do not meet the physical criteria of a Type F stream.
 - v. Irrigation ditches, canals, stormwater run-off devices, or other entirely artificial watercourses, except where they exist in a natural watercourse that has been altered by humans are not assigned a water type and are therefore not regulated as riparian habitat areas.
 - b. Areas With Which State or Federally Designated Endangered, Threatened, and Sensitive Species Have a Primary Association-
 - i. Federally-designated endangered and threatened species are identified by the US Fish and Wildlife Service and the National Marine Fisheries Service, and each agency should be consulted for current listing status.
 - ii. State-designated endangered, threatened, and sensitive species are identified by WDFW. WDFW should be consulted to provide a technical review and an advisory role in the decision making process.
 - c. State Priority Habitats and Areas Associated with State Priority Species- WDFW has identified habitats and/or species considered to be priorities for conservation and management. Priority habitat types have unique or significant value to many species. Priority species require protective measures and/or management guidelines to ensure their perpetuation. WDFW has identified PHS areas within the city limits of Stevenson that if altered may reduce the likelihood that the species will maintain and reproduce over the long term. Maps showing the locations of PHS areas are on file at the City. WDFW should be consulted to provide a technical review and an advisory role in the decision making process.

- d. Areas of Rare Plant Species and High Quality Ecosystems. Areas of rare plant species and high quality ecosystems are identified by the Washington State Department of Natural Resources through the Natural Heritage Program.
- e. Local Species and Habitats of Importance-
 - i. Species of local importance are those species that are of local concern that, due to their population status or their sensitivity to habitat manipulation, warrant protection.
 - ii. Habitats of local importance include a seasonal range or habitat element with which a given species has a primary association and which, if altered, may reduce the likelihood that the species will maintain and reproduce over the long term. These might include areas of high relative density or species richness, breeding habitat, winter range, and movement corridors. They might also include habitats that are of limited availability or high vulnerability to alteration such as cliffs, talus, and wetlands.
 - iii. Local habitat areas include those areas specifically identified as local habitat areas in the City’s adopted Critical Areas Map Inventory and background maps used to prepare the map inventory. The Administrator keeps the Critical Areas Map Inventory on file.
- f. Other Required Areas. Fish and wildlife habitat conservation areas also include commercial and recreational shellfish; smelt spawning areas; naturally occurring ponds under 20 acres and submerged aquatic beds that provide fish or wildlife habitat; water of the state; lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity; and state natural area preserves and natural resource conservation areas.

C. FWHCA Reports.

- 1. Preliminary Assessments- In order to determine the extent of the appropriate buffers on a site when the nature of the fish and wildlife habitat conservation area is unclear, the applicant may submit a preliminary habitat assessment report as prepared by a qualified professional in accordance with SMC 18.13.050 – Critical Area Reports— Requirements. This report shall suffice for the purpose of the development application if no habitat buffer impacts are proposed. In addition to the minimum requirements for critical area reports contained in SMC 18.13.050, a preliminary FWHCA report should also contain the following information:
 - a. A confirmation or correction of the classifications for the FWHCA and/or stream type as defined in this Chapter,
 - b. A detailed description of the critical area in question and a qualitative analysis of its general condition and vegetation types,
 - c. Recent photographs of the property, including detailed photographs of the habitat resource in question,
 - d. An outline of standard buffer widths, available buffer reductions, or potential opportunities for enhancement/mitigation.

D. Habitat Buffer Widths.

- 1. Base Buffer Widths. The following buffer widths have been established in accordance with the best available science. They are based on category of fish and wildlife habitat conservation area. Required buffer widths are detailed in tables 18.13.095-1:

TABLE 18.13.095-1 – FISH & WILDLIFE HABITAT CONSERVATION AREA PROTECTIVE BUFFER WIDTHS			
FWHCA Category¹	Subcategory	Example²	Buffer Width (ft)
Riparian Areas	Type S	Columbia River, Rock Cove, Rock Creek	150’ ³
	Type F	Foster Creek, Kanaka Creek, Vallett Creek	125’
	Type Np		50’
	Type Ns		50’ ⁴
Endangered, Threatened & Sensitive Species			Use BAS for Species
Priority Habitat & Species			Use BAS for Species
Natural Heritage Program			Use BAS for Species
Local Species & Habitats of Importance		n/a	Use BAS for Species

Other Required Areas		Use BAS.
<p>1 – If a FWHCA meets more than one of the characteristics of this table, the buffer to protect it is the widest one.</p> <p>2 – Examples are for illustrative purposes. Additional site-specific evaluation may be needed to confirm or modify the information shown in this table. FWHCA type will be determined at time of project review using the best available site-specific information.</p> <p>3 – A greater or lesser base buffer width may be established for a Type S stream, provided a preliminary habitat assessment is performed and indicates such greater or lesser width is necessary for the performance of functions occurring at the reach-scale for the shoreline in question. The maximum base buffer width in such cases shall not be wider than the shoreline jurisdiction, typically 200'. See also SMC 18.08 for additional regulatory standards and procedures related to Type S streams.</p> <p>4 – The outer 15' of the 50' base buffer for Type Ns streams is intended to protect the bank stabilization function of the riparian area. If a geotechnical assessment is performed and indicates that areas of the base buffer between 35' and 50' do not provide significant bank stabilization functions, the width of such areas shall be excluded from the base buffer width. In no case shall the base buffer width be less than 35'.</p>		

2. **Buffer Averaging.** Buffer averaging to allow reasonable use of a parcel may be permitted when all of the following are met:
 - a. There are no feasible alternatives to the site design that could be accomplished without buffer averaging.
 - b. The averaged buffer will not result in degradation of the FWHCA's functions and values as demonstrated by the FWHCA report.
 - c. The total buffer area after averaging is equal to the area required without averaging.
 - d. The buffer at its narrowest point is never less than 75% of the required base buffer width.
3. **Functionally Isolated Buffers.** Lawns, walkways, driveways, other mowed or paved areas, and areas which are functionally separated from a FWHCA and do not protect the FWHCA from adverse impacts due to pre-existing roads, structures, or vertical separation, shall be excluded from buffers otherwise required by this Chapter. If existing developments cause the width of the remaining buffer to be less than 50% of the base buffer, both of the following conditions shall apply:
 - a. If the reduced buffer exists in a degraded condition, the reduced buffer shall be enhanced in accordance with 18.13.095.D.5. unless the area in question is utilized for activities consistent with water dependent uses.
 - b. The buffer cannot be further reduced through averaging or on-site mitigation.
4. **Non-Riparian Buffer Reductions.** Each case involving the reduction of buffers for endangered species points, priority habitats and species, and other non-riparian buffers will be handled individually. In general, applications for a buffer reduction shall include a habitat mitigation plan that demonstrates:
 - a. The suggested buffer setbacks or best management practices to protect the FWHCA as described in the scientific literature,
 - b. A detailed description of the limitations of the property, proposed project, or other regulations that necessitate a departure from the suggested buffer or best management practices.
 - c. An analysis, based on BAS, that demonstrates that the proposed project will not negatively impact the FWHCA.
5. **Riparian Habitat Buffer Reduction through On-Site Mitigation.** Riparian habitat buffers that exist in a degraded [SMC 18.13.010(B)(15)] condition can be reduced to 70% of the base buffer width through the enhancement [SMC 18.13.010(B)(18)] or restoration [SMC 18.13.010(B)(43)] of the remaining portions of the buffer or preservation [SMC 18.13.010(B)(38)] of additional areas. Applications for a buffer reduction through on-site mitigation shall include a habitat mitigation plan that demonstrates:
 - a. Mitigation in the buffers will be consistent with the compensatory mitigation and buffer standards requirements, below.
 - b. On-site mitigation involves restoration or enhancement of all remaining buffers in order to take advantage of the relevant reduction in buffer width.
 - c. Conservation covenants shall, and performance bonds may, be required as a part of all on-site mitigation.
 - d. The proposed reduction in buffer width will not result in a net loss of existing buffer functions.
6. **Riparian Habitat Buffer Reduction through Off-Site Mitigation.** Base riparian habitat buffers can be reduced to 33% of the base buffer area through off-site mitigation subject to the following:
 - a. Mitigation in the buffers will be consistent with the compensatory mitigation and buffer standards requirements, below.

- b. On-site mitigation occurs and involves restoration or enhancement of all remaining buffers in order to take advantage of the relevant reduction in buffer width.
- c. Conservation covenants shall, and performance bonds may, be required as a part of all off-site mitigation.
- d. The proposal shall not result in a net loss of existing buffer functions.
- e. To aid in the implementation of off-site mitigation, the City may develop a Shoreline Restoration Plan or other program which prioritizes habitat corridors for use as mitigation and/or allows payment in lieu of providing mitigation on a development site. Such other program shall be developed and approved through a public process and should address:
 - i. The identification of sites within the City of Stevenson Urban Area that are suitable for use as off-site mitigation. Site suitability shall take into account hydrologic and biologic functions, potential for habitat fragmentation and degradation, and potential for urban growth and service expansion, and
 - ii. The use of fees for mitigation on available sites that have been identified as suitable and prioritized.

E. Buffer Standards.

- 1. Buffers associated with riparian areas shall be measured perpendicularly outward from the OHWM as determined by a qualified professional.
- 2. All proposals involving FWHCA buffers shall be subject to SMC 18.13.057 – Protective Buffers—Standards.
- 3. Vegetation Removal in Buffer Areas. The Administrator may waive the requirement to prepare a FWHCA Mitigation Plan for a proposed project that is solely related to vegetation removal and includes mitigation consistent with Table 18.13.095-2.

TABLE 18.13.095-2 – MITIGATION FOR VEGETATION REMOVAL WITHIN RIPARIAN HABITAT AREAS		
Location of Vegetation Removal	Type of Vegetation Removal	Mitigation Action Required^{1,2,3}
Anywhere	Invasive or noxious vegetation	Native or non-native, replacement planting at 1:1 mitigation ratio
	Hazard tree	Similar species replacement planting at 2:1 mitigation ratio
50 Feet or Less from OHWM	Grass, pasture, non-woody, or non-native vegetation (excluding invasive or noxious vegetation)	Native or non-native replacement planting at 1:1 mitigation ratio
	Native groundcover and understory	Native replacement planting at 2:1 mitigation ratio
	Native trees <12 inches DBH	Similar species replacement planting at 2:1 mitigation ratio
	Significant trees	Similar species replacement planting at 3:1 mitigation ratio
More than 50 Feet from OHWM	Any non-native vegetation	Native or noninvasive replacement planting at 1:1 mitigation ratio
	Native groundcover or understory	Native replacement planting at 1:1 mitigation ratio
	Any native tree	Native tree replacement planting at 2:1 mitigation ratio
Outside Oregon White Oak Woodland Dripline	Any removal of native or non-native vegetation	Temporary tree protection fencing required prior to ground disturbance. No clearing, grading, trenching, staging, boring, or any other activity is allowed within the dripline of the oak woodlands.
Inside, Entirely or Partially, Oregon White Oak Woodland Dripline	No oak removal and no significant damage to health of the oak trees as demonstrated by arborist’s report.	Install temporary tree protection fencing required prior to ground disturbance at the extent of proposed activity to ensure that no clearing, grading, trenching, staging, boring or any other activity will occur within the dripline of oak woodlands beyond what has been recommended by an arborist. Require mitigation for lost scrub/shrub vegetation, if appropriate. Conservation covenant or other mechanism is required to protect the oak woodland from future development.
	Oak removal or removal involving significant damage to the health of oak trees as demonstrated by arborist’s report.	At a minimum, replace oak trees based on area impacted with new Oregon white oak trees and contact WDFW for additional mitigation.
1 – The standards listed in SMC 18.13.057 apply to activities undertaken based on this table. A conservation covenant may be required if future development is likely to impact the mitigation area. 2 – Replacement planting involves like-for-like replacement of either 1) the species removed or 2) the vegetative layer (strata) as that removed. No invasive vegetation shall be used for replacement purposes.		

3 – To assist applicants with in determining appropriate mitigation, the City may maintain a list of native vegetation that provide groundcover, understory, and tree canopy cover functions in riparian areas.

F. Habitat Mitigation.

1. **Compensatory Mitigation, Required.** Compensatory mitigation for impacts to FWHCA’s shall be used only for impacts that cannot be avoided or minimized and shall achieve equivalent or greater functions as those affected by the proposed project. Out-of-kind replacement of FWHCA type or functions may be considered if the applicant demonstrates it will best meet watershed goals formally identified by the City, such as replacement of historically diminished FWHCA types.
2. **FWHCA Mitigation Plan.** When a project involves FWHCA or FWHCA buffer impacts, enhancements, or reductions, a Habitat Mitigation Plan by a qualified professional shall be required. At a minimum, the Habitat Mitigation Plan must contain the following information:
 - a. **Baseline Information.** All the information required in the FWHCA Report prepared under SMC 18.13.095(C).
 - b. **Site Plan.** A copy of the site plan for the development proposal showing identified critical areas, buffers, and dimensions and limits of any areas to be cleared. This plan should include the proposed construction sequencing, grading and excavation details, erosion and sedimentation control features, and detailed site diagrams and any other drawings appropriate to show construction techniques or anticipated final outcome.
 - c. **Project Impacts and Mitigation.** A description of the existing and estimated future conditions of the enhancement area and/or compensatory mitigation site, including location and rationale for selection. Include an assessment of all appropriate technical information necessary to assess the compensatory mitigation proposed.
 - d. **Goals and Objectives.** The environmental goals and objectives of the mitigation, and the goals and objectives must be related to the functions and values of the impacted critical area.
 - e. **Monitoring and Maintenance Program.** A proposed Monitoring Program compliant with SMC 18.13.059 – Performance & Monitoring Standards.
 - f. A bond estimate for the entire enhancement and/or compensatory mitigation project, including the following elements: site preparation, plant materials, construction materials, installation oversight, maintenance twice per year for up to 5 years, annual monitoring field work and reporting, and contingency actions for the monitoring period established under SMC 18.13.059 – Performance & Monitoring Standards.
3. **FWHCA Mitigation Ratios.**

TABLE 18.13.095-3 – RIPARIAN HABITAT MITIGATION RATIOS			
Location & Type of Mitigation¹	Enhancement	Restoration	Preservation
On-Site	1:1	2:1	4:1
Off-Site (Preferred Locations)	2.5:1	5:1	10:1
Off-Site (Non-Preferred Locations)	5:1	10:1	20:1

1 – Compensatory mitigation for buffers shall replace those buffer functions lost from development.

4. **Mitigation Location.** Preferred locations for off-site mitigation include areas within the City of Stevenson Urban Area or locations within the same drainage sub-basin as the proposed development site.

SMC 18.13.100 Critical Area – Wetlands.

- A. Purpose.** Wetlands constitute important natural resources which provide significant environmental functions including the control of flood waters, maintenance of summer stream flows, filtration of pollutants, recharge of groundwater, and provisions of significant habitat areas for fish and wildlife. Uncontrolled urban-density development in and adjacent to wetlands can eliminate or significantly reduce their ability to provide these important functions, thereby detrimentally affecting public health, safety, and general welfare.
- B. Classification & Designation.**
1. Identification & Delineation. Identification of wetlands and delineation of their boundaries shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplement. All areas within the City meeting the wetland designation criteria in that procedure are hereby designated critical areas and are subject to the provisions of this chapter.
 2. Map Inventory. The City will maintain a wetlands map under SMC 18.13.020. To facilitate long-range planning using a landscape approach, the Administrator may identify and pre-delineate wetlands to facilitate protection, restoration, and enhancement. The Administrator will prepare maps of wetlands that have been pre-delineated in this manner.
 3. Rating. Wetlands shall be rated according to “Washington State Wetland Rating System for Western Washington” (Ecology Publication #14-06-029), as amended. The Rating System contains the definitions and methods for determining whether the criteria below are met.
 - a. Wetland ratings shall be classified according to the following categories:
 - i. Category I- Category I wetlands are a) relatively undisturbed estuarine wetlands larger than 1 acre; b) wetlands of high conservation value that are identified by scientists of the Washington Natural Heritage Program/DNR; c) bogs; d) mature and old growth forested wetlands larger than 1 acre; e) wetlands in coastal lagoons; f) interdunal wetlands that score 8 or 9 habitat points and are larger than 1 acre; g) wetlands that perform many functions well (scoring 23 points or more). These wetlands a) represent unique or rare wetland types; b) are more sensitive to disturbance than most wetlands; c) are relatively undisturbed and contain ecological attributes that are impossible to replace within a human lifetime; or d) provide a high level of functions.
 - ii. Category II- Category II wetlands are a) estuarine wetlands smaller than 1 acre or disturbed estuarine wetlands larger than 1 acre; b) interdunal wetlands larger than 1 acre or those found in a mosaic of wetlands; or c) wetlands with a moderately high level of functions (scoring between 20 and 22 points).
 - iii. Category III- Category III wetlands are: a) wetlands with a moderate level of functions (scoring between 16 and 19 points); b) can often be adequately replaced with a well-planned mitigation project; and c) interdunal wetlands between 0.1 and 1 acre. Wetlands scoring between 16 and 19 points generally have been disturbed in some ways and are often less diverse and more isolated or more isolated from other natural resources in the landscape than Category II wetlands.
 - iv. Category IV- Category IV wetlands have the lowest levels of functions (scoring fewer than 16 points) and are often heavily disturbed. They are wetlands that we should be able to replace, or in some cases to improve. However, experience has shown that replacement cannot be guaranteed in any specific case. These wetlands may provide some important functions, and should be protected to some degree.
 4. Exempt Wetlands- The following wetlands may be exempt from the mitigation sequence requirement of SMC 18.13.055 to avoid impacts, and they may be filled if the impacts are fully mitigated based on the remaining actions in the mitigation sequence. In order to verify the following conditions, a Wetland Report must be submitted.
 - a. All isolated Category IV wetlands less than 4,000 square feet that:
 - i. Are not associated with riparian areas or their buffers;
 - ii. Are not associated with shorelines of the state or their associated buffers,
 - iii. Are not part of a wetland mosaic,

- iv. Do not score 5 or more points for habitat function based on the Rating System, and
 - v. Do not contain a) a Priority Habitat or Priority Area for Priority Species identified by the Washington Department of Fish and Wildlife, b) federally listed species or their critical habitat, or c) species of local importance identified in SMC 18.13.095.
- b. Wetlands less than 1,000 square feet that meet the above criteria and do not contain federally listed species or their critical habitat are exempt from the buffer provisions contained in this chapter.

C. Wetland Reports.

1. Wetland Report—Required. If the Administrator determines that the site of a proposed development includes, is likely to include, or is adjacent to a wetland, a Wetland Report, prepared by a qualified professional shall be required.
2. Wetland Report—Contents. Qualified professionals should use “Wetland Guidance for CAO Updates (Western Washington)” (Ecology Publication #16-06-001) for guidance in determining the necessary technical information to be provided. In addition to the minimum requirements for critical area reports contained in SMC 18.13.050, the written report and the accompanying plan sheets shall contain the following information, at a minimum:
 - a. The written report shall include:
 - i. Documentation of any fieldwork performed on the site, including field data sheets for delineations, rating system forms, baseline hydrologic data, etc.
 - ii. A description of the methodologies used to conduct the wetland delineations, wetland ratings, or impact analyses, including references.
 - iii. For each wetland identified on site and within 300 feet of the project boundary, provide: a) the wetland rating, including a description of and score for each functions; b) required buffers; c) wetland acreage based on a professional survey from the field delineation; and d) all other technical information necessary to assess wetland functions.
 - iv. A description of the proposed actions, including an estimation of acreages of impacts to wetlands and buffers based on the field delineation and survey and options for site development alternatives.
 - v. An assessment of the probable cumulative impacts to the wetlands and buffers resulting from the proposed development.
 - b. The site plan shall include:
 - i. Maps (to scale) depicting delineated and surveyed wetland and required buffers on site, including buffers for off-site critical areas that extend onto the project site; the development proposal; other critical areas; grading and clearing limits; and areas of proposed impacts to wetlands and/or buffers (include square footage estimates).
 - ii. A depiction of the proposed stormwater management facilities and outlets (to scale) for the development, including estimated areas of intrusion into the buffers of any critical areas.
3. Responsibility. The wetland delineation is the responsibility of the applicant. In addition, the applicant must arrange for the wetland boundaries to be reviewed for accuracy by the US Army Corps of Engineers prior to impacting any wetland. Wetland delineations are valid for 5 years; after such date the City shall determine whether a revision or additional assessment is necessary.

D. Wetland Buffer Widths.

1. Base Buffer Widths. The following buffer widths have been established in accordance with the best available science. They are based on category of wetland, habitat score, and land use intensity as determined by a qualified professional wetland scientist using the Rating System. Required buffers are included in SMC Table 18.13.100-1:

TABLE 18.13.100-1 – WETLAND PROTECTIVE BUFFER WIDTHS			
Wetland Category ^{1,2,3,4}	Category IV Wetland Buffers (ft)	Category III Wetland Buffers (ft)	Category I & II Wetland Buffers (ft)

Land Use Intensity ⁵		Low			Medium			High		
		Low	Medium	High	Low	Medium	High	Low	Medium	High
Habitat Score	4 or less ⁶				40	60	80	50	75	100
	5 to 7	25	40	50	75	110	150	75	110	150
	8 to 9 ^{7,8}				150	225	300	150	225	300

1 – Table modified from tables 8C-4, 8C-5, 8C-6, and 8C-7: Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System, as amended.
 2 – If a wetland meets more than one of the characteristics of this table, the buffer to protect the wetland is the widest one.
 3 – For wetlands with special characteristics not covered by this table, standards are adopted based on the regulatory recommendations of Option 3 contained in Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System, as amended.
 4 – Any wetland or wetland mitigation site created, restored, or enhanced as compensation for approved wetland alteration shall have the standard buffer required for the category, habitat score, and land-use intensity of the created wetland expected at the end of the monitoring period.
 5 – See Table 18.13.100-2 – Wetland Adjacent Land Use Intensity for explanation.
 6 – In addition to other standards, wetland with water quality ratings of 8 or 9 shall also be protected from additional surface discharges of untreated runoff.
 7 – In addition to other standards, wetlands with habitat ratings of 8 or 9 shall also maintain connections to other habitat areas.
 8 – In addition to other standards, all degraded parts of the protective buffer for Category I & II wetlands with habitat ratings of 8 or 9 shall be restored.

Intensity ^{1,2,3}	Low	Medium	High
Commercial & Industrial	N/A	N/A	All site development
Residential	N/A	Density less than 1 unit per acre	Density 1 unit per acre or more
Streets & Roads	N/A	Residential driveways and access roads	Public and private streets, security fencing, retaining walls
Utilities	Underground and overhead utility lines, manholes, power poles (without footings)	Maintenance access roads, vegetation management needs	Paved or concrete surfaces, structures, facilities, pump stations, towers, vaults, security fencing, etc.
Parks & Recreation	Natural fields and grass areas, viewing areas, split rail fencing	Impervious trails, engineered fields, fairways	Greens, tees, structures, parking, lighting, concrete or gravel pads, security fencing

1 – Table modified from Table 8C-3: Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System.
 2 – Where characteristics of proposed development are not listed in this table, the Administrator shall determine the intensity categories applicable to the proposal.
 3 – Intensity is measured at the landscape-scale and must include the development proposal in the determination of intensity made under the Rating System.

2. Increased Buffer Widths. Buffer widths shall be increased on a case-by-case basis as determined by the Administrator when a larger buffer is necessary to protect wetland functions and values. This determination shall be supported by appropriate documentation showing that it is reasonably related to protection of the functions and values of the wetland.
3. Buffer averaging to improve wetland protection may be permitted when all of the following conditions are met:
 - a. The wetland has significant differences in characteristics that affect its habitat functions, such as a wetland with a forested component adjacent to a degraded component.
 - b. The buffer is increased adjacent to the higher-functioning area of habitat or more-sensitive portion of the wetland and decreases adjacent to the lower-functioning or less-sensitive portion as demonstrated in the wetland report.
 - c. The total buffer area after averaging is equal to the area required without averaging.
 - d. The buffer at its narrowest point is never less than either 75% of the required width or the narrowest buffer listed for the appropriate wetland category in Table 18.13.100-1, whichever is greater.
4. Buffer averaging to allow reasonable use of a parcel may be permitted when all of the following are met:
 - a. There are no feasible alternatives to the site design that could be accomplished without buffer averaging.
 - b. The averaged buffer will not result in degradation of the wetland’s functions and values as demonstrated by the wetland report.
 - c. The total buffer area after averaging is equal to the area required without averaging.
 - d. The buffer at its narrowest point is never less than either 75% of the required width or the narrowest buffer listed for the appropriate wetland category in Table 18.13.100-1, whichever is greater.

5. Reduced Buffer Width. Base wetland buffer widths may be decreased under the following circumstances.
 - a. Functionally Isolated Buffers- Lawns, walkways, driveways, other mowed or paved areas, and areas which are functionally separated from a wetland and do not protect the wetland from adverse impacts due to pre-existing roads, structures, or vertical separation, shall be excluded from buffers otherwise required by this Chapter.
 - b. Reduction in Land Use Intensity- High intensity buffers may be reduced to moderate intensity buffers, and moderate intensity buffers may be reduced to low intensity buffers, if the mitigation measures listed in SMC Table 18.13.100-3 are applied to the greatest extent practicable. In no case shall high intensity buffers be reduced to low intensity buffers.

TABLE 18.13.100-3 – EXAMPLE MEASURES TO REDUCE IMPACTS TO WETLANDS		
Disturbance	Typical Cause of Disturbance	Example Minimization Measures
Lights	<ul style="list-style-type: none"> • Parking Lots • Warehouses • Manufacturing • Residential 	<ul style="list-style-type: none"> • Direct lights away from wetland
Noise	<ul style="list-style-type: none"> • Manufacturing • Residential 	<ul style="list-style-type: none"> • Locate activity that generates noise away from wetland
Stormwater & Toxic Runoff ²	<ul style="list-style-type: none"> • Parking Lots • Roads • Manufacturing • Commercial • Residential Areas • Landscaping 	<ul style="list-style-type: none"> • Route all new, untreated runoff away from wetland while ensuring wetland is not dewatered • Retrofit stormwater detention and treatment for roads and existing adjacent development • Prevent channelized flow from lawns that directly enters buffers • Establish covenants limiting use of pesticides within 150 of wetland • Apply integrated pest management
Change in Water Regime	<ul style="list-style-type: none"> • Impermeable Surfaces • Lawns • Filling & Grading 	<ul style="list-style-type: none"> • Infiltrate or treat, detain, and disperse into buffer new runoff from impervious surfaces and new lawns • Ensure wetland is not dewatered
Pets & Human Disturbance	<ul style="list-style-type: none"> • Residential Areas 	<ul style="list-style-type: none"> • Use privacy fencing; plant dense vegetation to delineate buffer edge and to discourage disturbance using vegetation appropriate for the ecoregion • Place wetland and its buffer in a separate tract
Dust	<ul style="list-style-type: none"> • Land Development 	<ul style="list-style-type: none"> • Use best management practices to control dust

1 - Table modified from Table 8C-8: Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System.
 2 – These examples are not necessarily adequate for minimizing toxic runoff if threatened or endangered species are present at the site.

E. Wetland Buffer Standards.

1. All buffers shall be measured perpendicularly from the wetland boundary as surveyed in the field.
2. Buffers must be fully vegetated in order to be included in buffer area calculations.
3. All proposals requiring wetland buffers shall be subject to SMC 18.13.057 – Protective Buffers—Standards.

F. Wetland Compensatory Mitigation.

1. Compensatory Mitigation, Required.
 - a. Compensatory mitigation for alterations to wetlands shall be used only for impacts that cannot be avoided or minimized and shall achieve equivalent or greater biologic functions. Compensatory mitigation plans shall be consistent with “Wetland Mitigation in Washington State-Part 2: Developing Mitigation Plans-Version 1” (Ecology Publication #06-06-011b), as revised and “Selecting Wetland Mitigation Sites Using a Watershed Approach (Western Washington)” (Ecology Publication #09-06-32), as revised.
 - b. Mitigation ratios shall be consistent with SMC Table 18.13.100-4.
 - c. As an alternative, mitigation requirements may also be determined using the credit/debit tool described in “Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report (Ecology Publication #10-06-011), or as revised.

2. Compensating for Lost or Affected Functions. Compensatory mitigation shall address the functions affected by the proposed project, with an intention to achieve functional equivalency or improvement of functions. The goal shall be for the compensatory mitigation to provide similar wetland functions as those lost, except when either:
 - a. The lost wetland provides minimal functions, and the proposed compensatory mitigation action(s) will provide equal or greater functions or will provide functions shown to be limiting within a watershed through a formal Washington state watershed assessment plan or protocol; or
 - b. Out-of-kind replacement of wetland type or functions will best meet watershed goals formally identified by the City, such as replacement of historically diminished wetland types.
3. Approaches to Compensatory Mitigation. Mitigation for lost or diminished wetland and buffer functions shall rely on the approaches listed below.
 - a. Permittee-Responsible Mitigation. In this situation, the permittee performs the mitigation after the permit is issued and is ultimately responsible for implementation and success of the mitigation. Permittee-responsible mitigation may occur at the site of the permitted impacts or at an off-site location within the same watershed.
4. Wetland Mitigation Plan- When a project involves wetland and/or buffer impacts, a Wetland Mitigation Plan by a qualified professional shall be required. Qualified professionals should use “Wetland Guidance for CAO Updates (Western Washington)” (Ecology Publication #16-06-001) for guidance in determining the necessary technical information to be provided. At a minimum, the Wetland Mitigation Plan must contain the following information:
 - a. Baseline Information. All the information required in the Wetland Report prepared under SMC 18.13.100(C).
 - b. Written Report. The contents of the written report shall include:
 - i. Description of the existing and estimated future conditions of the compensatory mitigation site, including location and rationale for selection. Include an assessment of all appropriate technical information necessary to assess the compensatory mitigation proposed.
 - ii. Description of the proposed actions for compensation of wetland and upland areas affected by the project. Include overall goals of the proposed mitigation, including a description of the targeted functions, hydrogeomorphic classification, and categories of wetlands.
 - iii. Description of the proposed mitigation construction activities and timing of activities.
 - iv. A proposed Monitoring Program compliant with SMC 18.13.059.
 - v. A bond estimate for the entire compensatory mitigation project, including the following elements: site preparation, plant materials, construction materials, installation oversight, maintenance twice per year for up to 5 years, annual monitoring field work and reporting, and contingency actions for the monitoring period established under SMC 18.13.059 –Monitoring Standards.
 - c. Detailed Construction Plan. The scaled plan sheets for the Wetland Mitigation Plan shall include, at a minimum:
 - i. Surveyed edges of the existing wetland and buffers, proposed areas of wetland and/or buffer impacts, location of proposed wetland and/or buffer compensation actions.
 - ii. Existing and proposed topography and cross sections, ground-proofed, at 2-foot contour intervals in wetland and buffer areas where the compensation proposes grading activity.
 - iii. A planting plan for the compensation area, including all species by proposed community type and water regime, size and type of plant material to be installed, spacing of plants, typical clustering patterns, total number of each species by community type, and timing of installation.
5. Types of Compensatory Mitigation. Mitigation for lost or diminished wetland and buffer functions shall rely on a type listed below in order of preference. A lower-preference form of mitigation shall be used only if the applicant’s Wetland Mitigation Plan demonstrates to the City’s satisfaction that all higher-ranked types of mitigation are not viable, consistent

with the criteria of this section. All types of compensatory mitigation are defined in SMC 18.13.010.

- a. Restoration. For the purpose of tracking net gains in wetland areas, restoration is divided into re-establishment and rehabilitation.
 - b. Establishment (Creation). If a site is not available for wetland restoration to compensate for expected wetland and/or buffer impacts, the City may authorize creation of a wetland and buffer upon demonstration by the Wetland Mitigation Plan that:
 - i. The hydrology and soil conditions at the proposed mitigation site are conducive for sustaining the proposed wetland and that creation of a wetland at the site will not likely cause hydrologic problems elsewhere;
 - ii. Adjacent land uses and site conditions do not jeopardize the viability of the proposed wetland and buffer (e.g., due to the presence of invasive plants or noxious weeds, stormwater runoff, noise, light, or other impacts); and
 - iii. The proposed wetland and buffer will eventually be self-sustaining with little or no long-term maintenance.
 - c. Enhancement. Applicants proposing to enhance wetlands or associated buffers shall demonstrate how the proposed enhancement will increase the wetland’s/buffer’s functions, how this increase in function will adequately compensate for the impacts, and how existing wetland functions at the mitigation site will be protected.
 - d. Protection/Maintenance (Preservation). Permanent protection of a Category I or II wetland and associated buffer at risk of degradation can be used only if:
 - i. The City determines that the proposed preservation is the best mitigation option;
 - ii. The proposed preservation site is under threat of undesirable ecological change due to permitted, planned, or likely actions that will not be adequately mitigated under existing regulations;
 - iii. The area proposed for preservation is of high quality or critical for the health of the watershed or basin due to its location. Some of the following features may be indicative of high-quality sites:
 - 1. Category I or II wetland rating (using the Rating System);
 - 2. Rare or irreplaceable wetland type (for example, bogs, mature forested wetlands) or aquatic habitat that is rare or a limited resource in the area;
 - 3. The presence of habitat for priority or locally important wildlife species;
 - 4. Areas that provide biological and/or hydrological connectivity;
 - 5. Priority sites in adopted watershed plan;
 - iv. Permanent preservation of the wetland and buffer will be provided through a conservation easement or tract held by an appropriate natural land resource manager, such as a land trust;
 - v. The City may approve other legal and administrative mechanisms in lieu of a conservation easement if it determines they are adequate to protect the site;
 - vi. Ratios for preservation in combination with other forms of mitigation generally range from 10:1 to 20:1, as determined on a case-by-case basis, depending on the quality of the wetlands being preserved. Ratios for preservation as the sole means of mitigation generally start at 20:1.
6. Wetland Mitigation Ratios.

TABLE 18.13.100-4 – WETLAND MITIGATION RATIOS			
Category & Type of Wetland¹	Creation or Re-Establishment	Rehabilitation	Enhancement
Category I: Bog, Natural Heritage Site	Not Considered Possible	Case by case	Case by case
Category I: Mature Forested	6:1	12:1	24:1
Category I: Based on Function	4:1	8:1	16:1
Category II	3:1	6:1	12:1
Category III	2:1	4:1	8:1
Category IV	1.5:1	3:1	6:1
Wetland Buffers²	1:1	1:1	1:1

1 - Table modified from Table 8C-11: Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System.
 2 – Compensatory mitigation for buffers shall replace those buffer functions lost from development.

7. **Compensatory Mitigation Location.** Compensatory mitigation actions shall generally be conducted within the same sub-drainage basin and on the site of the alteration except when the applicant can demonstrate that off-site mitigation is ecologically preferable. The following criteria will be evaluated when determining whether the proposal is ecologically preferable. When considering off-site mitigation, preference should be given to using alternative mitigation, such as advance mitigation.
 - a. There are no reasonable opportunities on site or within the sub-drainage basin (e.g., Considerations should include: anticipated replacement ratios for wetland mitigation, buffer conditions and required widths, available water to maintain anticipated hydrogeomorphic classes of wetlands when restored, proposed flood storage capacity, and potential to mitigate riparian fish and wildlife impacts (such as connectivity).
 - b. On-site mitigation would require elimination of high-quality upland habitat.
 - c. Off-site mitigation has a greater likelihood of providing equal or improved wetland functions than the altered wetland.
 - d. Off-site locations shall be in the same sub-drainage basin unless established watershed goals for water quality, flood storage or conveyance, habitat, or other wetland functions have been established by the City and strongly justify location of mitigation at another site.
 - e. The design for the compensatory mitigation project needs to be appropriate for its location (i.e., position in the landscape). Therefore, compensatory mitigation should not result in the creation, restoration, or enhancement of an atypical wetland.
 - f. Wetland mitigation sites shall be located such that the new associated wetland buffer does not cross onto adjacent property unless the applicant has established easement, conservation covenant, fee-title, or some other legal right to the adjacent property.
 8. **Compensatory Mitigation Timing.** It is preferred that compensatory mitigation projects be completed prior to activities that will impact wetlands. At the least, compensatory mitigation shall be completed immediately following disturbance and prior to use or occupancy of the action or development. Construction of mitigation projects shall be timed to reduce impacts to existing fisheries, wildlife, and flora.
 - a. The Administrator may authorize a one-time temporary delay in completing construction or installation of the compensatory mitigation when the applicant provides a written explanation from a qualified professional wetland scientist as to the rationale for the delay. An appropriate rationale would include identification of the environmental conditions that could produce a high probability of failure or significant construction difficulties (e.g., project delay lapses past a fisheries window, or installing plants should be delayed until the dormant season to ensure greater survival of installed materials). The delay shall not create or perpetuate hazardous conditions or environmental damage or degradation, and the delay should not be injurious to the health, safety, or general welfare of the public.
 - b. **Advance Mitigation.** Mitigation for projects with pre-identified impacts to wetlands may be constructed in advance of the impacts if the mitigation is implemented according to federal rules, state policy on advance mitigation, and state water quality regulations consistent with "Interagency Regulatory Guide: Advance permittee-Responsible Mitigation" (Ecology Publication #12-06-015), as amended.
 9. In order to ensure the completion and success of the planned mitigation, the City may require a performance and/or maintenance bond to be posted as detailed in 18.13.060.
- C. Revocation.** In addition to other remedies provided for elsewhere, the City may suspend or revoke a permit if the applicant or permittee has not complied with any of the conditions or limitations set forth in the permit, has exceeded the scope of work set forth in the permit, or has failed to undertake the project in the manner set forth in the permit.

SMC 18.13.110 Critical Area – Critical Aquifer Recharge Areas

- A. Classification & Designation.** All lands identified in SMC 13.30.150(1) – Critical Aquifer Recharge Areas are designated as critical aquifer recharge areas under this Chapter.
- B. Performance Standards.** All regulated activities within designated critical aquifer recharge areas shall comply with SMC 13.30 – Drinking Water Resource Protection, as now or hereafter amended.

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SMC 15.24 Floodplain Management Regulations

SMC 15.24.010 Statement of Purpose. (No Change)

SMC 15.24.020 Definitions. Unless specifically defined in this section, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable application...

“Basement” means any area of the building having its floor sub-grade (below ground level) on all sides.

“Development” means any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials located within the area of special flood hazard.

“Elevation Certificate” means the official form (FEMA Form 81-31) used to track development, provide elevation information necessary to ensure compliance with community floodplain management ordinances, and determine the proper insurance premium rate with Section B completed by Community Officials.

“Flood Insurance Study” means the official report provided by the Federal Insurance Administration that includes flood profiles, the Flood Boundary-Floodway Map, and the water surface elevation of the base flood.

“Floodway” means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

SMC 15.24.030 Lands to which this Chapter Applies. (No Change)

SMC 15.24.040 Basis for Establishing the Areas of Special Flood Hazard. The areas of special flood hazard identified by the Federal Insurance Administration as Zone A as shown on the Flood Insurance Rate Map for City of Stevenson, WA, Community No. 530161 A, Panels 01-02, dated July 17, 1986 and Skamania County Washington, Community No. 530160, Panel 425, dated August 5, 1986, including any revisions thereto, and any revisions hereafter, are adopted by reference and declared to be a part of this chapter. The Flood Insurance Rate Map is on file at City Hall, 7121 East Loop Road, Stevenson, WA.

SMC 15.24.050 Establishment of Development Permit. (No Change)

SMC 15.24.060 Designated of the Permit Administrator. (No Change)

SMC 15.24.070 Duties and Responsibilities of the Permit Administrator.

Duties of the permit administrator shall include, but not be limited to:

- A. Permit Review. (No Change)
- B. Use of Other Base Flood Date. (No Change)

C. Information to be Obtained and Maintained.

1. Where base flood elevation data is provided through the Flood Insurance Study, FIRM, or required as in subsection B of this section, obtain and record the actual (as-built) elevation (in relation to mean sea level) of the lowest floor (including basement) of all new or substantially improved structures, and whether or not the structure contains a basement. Recorded on a current elevation certificate (FF 81-31) with Section B completed by the local official;
2. For all new or substantially improved floodproofed nonresidential structures where base flood elevation data is provided through the FIS, FIRM, or as required in subsection B of this section:
 - a. Obtain and record the elevation (in relation to mean sea level) to which the structure was floodproofed, and
 - b. Maintain the floodproofing certifications required in Section 15.24.050(B)(3);
3. Maintain for public inspection all records pertaining to the provisions of this chapter.

D. Alteration of Watercourses.

1. Notify adjacent communities and the Department of Ecology prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration.
2. (No Change)

E. Interpretation of FIRM Boundaries. (No Change)

SMC 15.24.075 Variance Procedure. (No Change)

SMC 15.24.080 General Standards for Flood Hazard Reduction. (No Change)

SMC 15.24.090 Specific Standards for Flood Hazard Reduction.

In all areas of special flood hazards where base flood elevation data has been provided as set forth in Section 15.24.080(B), the following provisions shall apply. Additional standards were clarified in FEMA Technical Bulletin 11-01 to allow crawlspace construction for buildings located in the special flood hazard areas; however, adopting this provision can result in a 20% increase in flood insurance premiums.

A. Residential Construction. (No Change)

- B. Nonresidential Construction. New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including basement, elevated one foot or more above the base flood elevation; or, together with attendant utility and sanitary facilities, shall:
1. Be floodproofed so that below one foot or more above the base flood level the structure is watertight with walls substantially impermeable to the passage of water;
 2. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and
 3. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the official as set forth in Section 15.24.070(C)(2).

4. Nonresidential structures that are elevated, not floodproofed, must meet the same standards for space below the lowest floor as described in subsection (A)(2) of this section.
 5. Applicants who are floodproofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g. a building constructed to the base flood level will be rated as one foot below that level). Floodproofing the building an additional foot will reduce insurance premiums significantly.
- C. Manufactured Homes.
1. All manufactured homes to be placed or substantially improved on sites shall be elevated one foot or more above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement.
 2. A plan for evacuating residents of all manufactured home parks or subdivisions located within flood prone areas shall be developed and filed with and approved by appropriate community emergency management authorities.
- D. Recreational Vehicles. (No Change)

SMC 15.24.092 AE and A1-30 Zones with Base Flood Elevation by No Floodways. (New) In areas with base flood elevations (but a regulated floodway has not been designated), no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

SMC 15.24.094 Floodways. (New) Located within areas of special flood hazard established in SMC 15.24.040 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters that can carry debris, and increase erosion potential, the following provisions apply:

- A. Prohibit encroachments, including fill, new construction, substantial improvements, and other development unless certification by a registered professional engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels during the occurrence of the base flood discharge.
- B. Construction or reconstruction of residential structures is prohibited within designated floodways, except for (i) repairs, reconstruction, or improvements to a structure which do not increase the ground floor area, and (ii) repairs, reconstruction or improvements to a structure, the cost of which does not exceed 50% of the market value of the structure either (A) before the repair, or reconstruction is started, or (B) if the structure has been damaged, and is being restored, before the damage occurred. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions, or to structures identified as historic places, may be excluded in the 50%.

Exhibit A

- C. If section A of this section is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of this chapter.

SMC 15.24.100 Encroachments. (No Change)

SMC 15.24.110 Repeal of Conflicting Ordinances and Provisions. (No Change)

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Chapter 13.30

DRINKING WATER RESOURCE PROTECTION

Sections:

13.30.010	Purpose.
13.30.050	Authority, interpretation.
13.30.100	Definitions.
13.30.125	Adoption of manual.
13.30.150	Designation, scope and applicability.
13.30.175	Discharges to drinking water resources.
13.30.200	Minimum requirements.
13.30.300	Application of greater standards.
13.30.325	Greater standards for hazardous materials operations.
13.30.350	Restrictions in critical aquifer recharge areas.
13.30.400	Administrative programs.
13.30.500	Enforcement.
13.30.600	Trade secrets and confidential records.
13.30.700	Alternative practices.
13.30.725	Adjustments.
13.30.750	Special exceptions.
13.30.800	Appeals.
13.30.900	Halogenated solvent table.

Section 13.30.010 Purpose.

A. The purpose of this chapter is to protect drinking water resources in the City by establishing development regulations and minimum requirements to reduce the risks of contaminants entering drinking water resources (SMC 13.30.100(P)).

B. In furtherance of this purpose, the City prohibits the discharge of contaminants to drinking water resources as set forth in SMC 13.30.175 and requires certain operations to utilize best management practices as set forth in SMC sections 13.30.200, .300, and .325.

C. The City also recognizes that achieving successful pollution control must include a drinking water resources pollution prevention education component for agencies, businesses, industries, and the general public. Enforcement actions will normally be implemented when:

1. Education and technical assistance measures are unsuccessful at protecting the public interest;
2. Best management practices are not followed; or
3. Persons willfully contaminate the drinking water resources of the City.

D. It is not the intent of this chapter to have the City pursue enforcement actions against businesses, industries, or persons whose actions or activities result in the discharge of de minimus amounts (SMC 13.30.100(J)) of contaminants into the drinking water resources of the City.

E. The City finds this chapter is necessary to protect the health, safety and welfare of the residents of the City and the integrity of the drinking water resources for the benefit of all by:

1. Minimizing or eliminating surface and ground water quality degradation;
2. Preserving and enhancing the suitability of waters for drinking, recreation, fishing, wildlife habitat, aquatic life, and other beneficial uses; and
3. Preserving and enhancing the aesthetic quality and biotic integrity of the water.

F. The City recognizes the importance of maintaining economic viability while providing necessary environmental protection. This chapter helps achieve both goals.

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G. The enforceable mechanisms and the application of best management practices (BMPs) within this chapter ensure compliance with state and federal water quality programs, including the Washington Growth Management Act's requirement for Critical Aquifer Recharge Areas.

Section 13.30.050 Authority, interpretation.

A. The City shall retain the authority to require implementation of any portion of this chapter, as defined herein and as necessary to protect drinking water resources when the City becomes aware of and documents specific circumstances concerning an operation that demonstrate that the measures are necessary to protect public health and safety. The City may impose additional requirements whenever documented specific circumstances applicable to an operation threaten drinking water resources.

B. The provisions of this chapter shall be liberally construed by the City to serve the purposes of this chapter. Where provisions of this chapter or the stormwater manual adopted under this section conflict with other provisions of the Stevenson Municipal Code, the more stringent requirements, which have the most protective effect on drinking water quality, shall apply.

Section 13.30.100 Definitions.

For the purposes of this chapter, the following definitions shall apply. The 2005 Stormwater Management Manual for Western Washington may be used for guidance interpreting any words or phrases not defined herein. Other words or phrases shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable interpretation and application.

A. "Aquifer Recharge Areas" means areas having a critical recharging effect on aquifers that are a source of drinking water and vulnerable to contamination that would affect the certifiable potability of the water.

B. "Best Management Practices" or "BMPs" means the schedules of activities, prohibitions of practices, maintenance procedures, and structural and/or managerial practices approved by the Washington State Department of Ecology and/or the City of Stevenson that, when used singly or in combination, control, prevent or reduce the release of pollutants and other adverse impacts to waters of Washington State.

C. "Bulk Petroleum Fuel Operation" means an operation that manages a cumulative total of 12,000 gallons or more of petroleum fuel on-site in tanks capable of holding volumes of at least 4,000 gallons.

D. "Chemical Lagoons and Pits" means any earthen basin or uncovered concrete basin or depression containing hazardous materials.

E. "City" means the City of Stevenson.

F. "Closure of Operation" means the cessation of activity such that hazardous materials are no longer managed at the operation. For the purposes of this chapter, an operation is considered closed if it has been non-operational for a continuous period of 2 years.

G. "Connection" means a link or channel between two otherwise separate conveyance systems whereby there may be flow from one system to the other.

H. "Connection, Illicit" means any man-made conveyance that is connected to a municipal separate storm sewer without a permit, excluding roof drains and other similar type connections. Examples include, but are not limited to, sanitary sewer connections, floor drains, channels, pipelines, conduits, inlets, or outlets that are connected directly to the stormwater drainage system.

I. "Container" means any portable device in which a material is stored, transported, treated,

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disposed of, or otherwise handled.

J. “Dangerous Waste” means waste designated in the Washington State Dangerous Waste Regulations (WAC 173-303) as dangerous or extremely hazardous due to its physical, chemical or biological properties.

K. “De Minimus Amounts” means a small or miniscule amount of contaminant in a discharge that is demonstrated to be non-harmful to the environment.

L. “Direct Infiltration Facility” means, for the purposes of this chapter, any mechanism that is intended to direct stormwater or process wastewater directly into the ground without providing treatment. Examples include, but are not limited to, drywells, ponds, trenches and perforated pipe systems.

M. “Discharge” means, for purposes of this chapter only, the release of materials such that the materials may enter or be emitted to the air, land, or drinking water resources.

N. “Discharge, Illicit” means any discharge to a municipal separate storm sewer that is not composed entirely of storm water except discharges pursuant to a NPDES permit (other than the NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities.

O. “Disposal” means discharging, discarding, or abandoning materials into or on any land, air, or water resources.

P. “Disposal Site” means an area of land or an excavation in which wastes are placed for permanent disposal, and which is not a land application site (SMC 13.30.100(U)), surface impoundment, injection well, or waste pile.

Q. “Drinking Water Resources” means the surface water or ground water supply for any Group A water system.

R. “Drywell” means a precast concrete manhole with perforations and installed with drain rock or other material for exfiltration of surface water runoff or other drainage to the subsurface.

S. “Ground Water” means water in a saturated zone or stratum beneath the surface of the land or below a surface water body.

T. “Hard Chrome Plating” means chrome plating applied in a sufficient thickness to provide a hardened protective surface rather than merely a decorative surface. A hard chrome shop is more likely to be a large single-purpose plating shop with higher quantities of hazardous plating materials onsite, whereas facilities which do decorative plating may do so as just one of the steps in their manufacturing process.

U. “Hazardous Material” means any product, substance, commodity, or waste in liquid, solid or gaseous form that exhibits a characteristic that presents a risk to drinking water resources. Risk may be due to ignitability, toxicity, reactivity, instability, corrosivity or persistence. This definition extends to all “dangerous wastes” and “hazardous substances” that are defined in WAC 173-303 (State Dangerous Waste Regulations). It also includes the chemicals and/or substances that are defined in the federal Emergency Planning and Community Right to Know Act (EPCRA) and/or the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA).

V. “Land Application Site” means a place where wastes such as sludge or gray water are applied to the land.

W. “Leachable Constituents” means constituents determined using the Toxicity Characteristic Leaching Procedure (TCLP), Test Method 1311 in “Test Methods for Evaluating Solid Waste, Physical/Chemical Methods,” EPA Publication SW-846.

X. “Manage” means a general term that includes, but is not limited to, the use, transfer,

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storage, processing and re-packaging of materials. This does not include the active or immediate transportation of materials.

Y. "Municipal Waste" means general residential and commercial wastes including the waste collected by garbage haulers and the waste delivered to transfer or disposal sites by the waste generators themselves (self-haul).

Z. "National Pollutant Discharge Elimination System" or "NPDES" means the national program for issuing, modifying, revoking, and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under sections 307, 402, 318, and 405 of the Federal Clean Water Act, for the discharge of pollutants to surface waters of the state from point sources. These permits are referred to as NPDES permits and, in Washington State, are administered by the Washington State Department of Ecology.

AA. "Operation(s)" means industrial, commercial, institutional, or residential activity that may be publicly or privately-owned and operated, and may involve the use of stationary facilities, equipment, transport vehicles, or transfer equipment. To the extent allowed by state or federal law, this definition includes all federal, state, or local government entities.

BB. "Operation, Classified" means any operation that at any time within a one year time period will or do manage over 220 pounds in total of hazardous materials, including mixtures thereof that contain the following:

1. Constituents referenced in the Code of Federal Regulations, 40 CFR 302.4 (referenced in Section 103(a) of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA));
2. Materials that exhibit the characteristic of toxicity (SMC 13.30.100(PP)) because they contain leachable constituents (SMC 13.30.100(V)) from the Toxicity Characteristic List of WAC 173-303-090(8) as amended; or
3. Constituents that are referenced on the Halogenated Solvent List set forth in SMC Table 13.30.900-1.

CC. "Outdoor Wood Preservation" means the act of pressure treating wood products for weather resistance and outdoor use, using organic-based preservatives such as creosote or pentachlorophenol, typically used to treat poles or heavy timbers, and inorganic-based preservatives such as chromium, copper and arsenic, typically used to treat dimension lumber.

DD. "Permeable Surface" means soil or other ground cover with a sufficiently rapid infiltration rate so as to eliminate surface runoff.

EE. "Person" means any human being, firm, labor organization, partnership, corporation, unincorporated association, trustee, trustee in bankruptcy, receiver, or any other legally recognized entity.

FF. "Potentially Harmful Materials" means hazardous materials (SMC 13.30.100(T)) as well as other materials including, but not limited to, the following which, if discharged or improperly disposed, may present a risk to drinking water resources:

Petroleum products including but not limited to petroleum fuel and petroleum based coating and preserving materials; oils containing PCBs; antifreeze and other liquid automotive products; metals, either in particulate or dissolved form, in concentrations above established regulatory standards; flammable or explosive materials; radioactive material; used batteries; corrosives, acids, alkalis, or bases; paints, stains, resins, lacquers or varnishes; degreasers; solvents; construction materials; drain cleaners and other toxic liquid household products; pesticides, herbicides, fungicides or fertilizers unless applied in accordance with local, state and federal standards; steam cleaning and carpet cleaning wastes; pressure cleaning wastes; car wash water; laundry wastewater; soaps, detergents, ammonia; swimming pool backwash; chlorine, bromine, and other disinfectants; heated water; domestic animal wastes; sewage; recreational vehicle waste; animal carcasses, excluding salmonids; food wastes; collected lawn clippings,

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leaves or branches; trash or debris; silt, sediment, or gravel; dyes; and untreated or unapproved wastewater from industrial processes.

GG. “Process Wastewater” means wastewater discharged from one or more industrial processes or industrial cleanup procedures.

HH. “Qualified Professional” means a hydrogeologist, geologist, engineer, or other scientist with experience in preparing hydrogeologic assessments or can be otherwise considered a qualified scientific expert with expertise appropriate for critical aquifer recharge areas in accordance with WAC 365-195-905(4).

II. “Releasing” or “Release” means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment, including but not limited to the abandonment or discarding of barrels, containers, and other closed receptacles.

JJ. “Responsible Government Official” means a person employed by the federal, state, or a local government with authority to protect the public health and safety or water resources. Examples include, but are not limited to, persons employed by the police and fire departments, and employees of the Washington State Department of Ecology, the United States Environmental Protection Agency, Skamania County, and the City of Stevenson.

KK. “Sewage Disposal Cesspool” means a lined excavation in the ground which receives the discharge of a drainage system, designed to retain solids and organic matter while permitting liquids to seep through the sides and bottom.

LL. “Stormwater” means runoff during and following precipitation and snowmelt events, including surface runoff and drainage.

MM. “Stormwater Drainage System” means constructed and natural features that function together as a system to collect, convey, channel, hold, inhibit, retain, detain, infiltrate, divert, treat, or filter stormwater.

NN. “Stormwater Manual” means the Stormwater Management Manual for Western Washington (Ecology Publication #14-10-055), as amended, prepared by the Washington State Department of Ecology for use by local governments that contains BMPs to prevent, control, or treat pollution in stormwater.

OO. “Stormwater Treatment Facility” means a stormwater facility that is intended to remove pollutants from stormwater. Stormwater treatment facilities include, but are not limited to, wetponds, oil/water separators, biofiltration swales, and constructed wetlands.

PP. “Surface Water” means water that flows across the land surface, in channels, or is contained in depressions in the land surface, including but not limited to ponds, lakes, rivers, and streams.

QQ. “Tank” means a stationary device designed to contain liquids used or stored at an operation which may include hazardous materials, chemicals or dangerous wastes, and which is constructed primarily of non-earthen materials to provide structural support.

RR. “Toxicity” means having properties that cause or significantly contribute to death, injury, or illness in humans or wildlife. A material exhibits the characteristic of toxicity if it contains certain leachable constituents at sufficient concentrations to be considered dangerous to human health and the environment. Leachable constituents and toxicity concentrations are referenced in the Toxicity Characteristic List of WAC 173-303-090(8) as amended.

SS. “Underground Injection Control” or “UIC well” means a manmade subsurface fluid distribution system designed to discharge fluids into the ground, consisting of an assemblage of perforated pipes, drain tiles, or other similar mechanisms, or a dug hole that is deeper than the largest surface dimension. Subsurface infiltration systems include drywells, pipe or french drains, drain fields,

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and other similar devices.

Section 13.30.125 Adoption of Manual.

A. For purposes of regulation of activities subject to this chapter, the City hereby adopts as its Stormwater Manual the 2005 Stormwater Management Manual for Western Washington.

B. At least one copy of the manual adopted in this section shall be filed in the Office of the City Clerk for use and examination by the public. The manual may also be made available for use and examination by the public at the Office of the Public Works Director, or on the City website.

C. Any reference to "Stormwater Management Manual" or "Puget Sound Erosion Control Manual" or "Washington Department of Ecology's Stormwater Management Manual for the Puget Sound" or "Puget Sound Water Quality Manual" or "BMP's approved by the Western Washington Stormwater Manual" or "Department of Ecology alternative paving Best Management Practices," wherever found within the Stevenson Municipal Code, shall refer to this chapter and to the equivalent manuals as adopted in this chapter.

Section 13.30.150 Designation, scope and applicability.

A. Designated Areas: The following areas are designated Drinking Water Resource Protection Areas:

1. Critical Aquifer Recharge Areas: The City designates the following as Critical Aquifer Recharge Areas, pursuant to WAC 365-190 and Chapter 36.70A RCW, for the protection of drinking water resources. The City shall apply development restrictions as defined in SMC 13.30.350 to activities inside Critical Aquifer Recharge Areas.
 - a. Wellhead Protection Areas. Wellhead protection areas shall be defined by the boundaries of the 10-year time of ground water travel, or boundaries established using alternate criteria approved by the Department of Health in those settings where ground water time of travel is not a reasonable delineation criterion, in accordance with WAC 246-290-135 for Group A water systems.
 - b. Sole Source Aquifers. Sole source aquifers are areas that have been designated by the U.S. Environmental Protection Agency pursuant to the Federal Safe Drinking Water Act. As of 2016, no Sole Source Aquifers are designated within Skamania County.
 - c. Susceptible Ground Water Management Areas. Susceptible ground water management areas that have been designated as moderately or highly vulnerable or susceptible in an adopted ground water management program developed pursuant to Chapter 173-100 WAC. As of 2016, no Susceptible Ground Water Management Areas are designated within Skamania County.
 - d. Special Protection Areas. Special protection areas are those areas defined by WAC 173-200-090. As of 2016, no special protection areas are defined within Skamania County.
2. Surface Water Protection Areas. The City designates all Surface Water Protection Systems identified by the Washington Department of Health for any Group A water system as Surface Water Protection Areas.

B. Mapping.

1. The approximate location and extent of designated Drinking Water Resource Protection Areas are shown on the adopted critical areas map.
2. These maps are to be used as a guide for the city, project applicants, and/or property owners, and may be continuously updated as new Drinking Water Resource Protection Areas are identified. The maps are a reference only and do not provide a final critical area designation.

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C. Operations: All operations are subject to the provisions of this chapter. Each operation shall meet the Minimum Requirements defined in SMC 13.30.200. Operations that manage hazardous materials may also be required to meet the Greater Standards for Hazardous Materials Management, as defined in SMC sections 13.30.300 and .325.

D. Prohibitions: Regardless of operating status or location, the following uses and activities shall be prohibited within the City:

1. Hard Chrome Plating Operations
2. Outdoor Wood Preservation Operations
3. Chemical Lagoons and Pits
4. Sewage Disposal Cesspools
5. Hazardous Material Disposal Sites
6. Radioactive Waste Disposal Sites
7. Municipal Waste Disposal Sites

E. Emergency Response Exclusion: Emergency response activities shall be excluded from the requirements of this chapter, if such an activity is initiated and completed within a timeframe too short to allow for full compliance with this chapter. This exclusion shall only apply to immediate actions that are undertaken in response to an imminent threat to drinking water resources, public health or safety. This exclusion shall not apply unless a responsible government official (SMC 13.30.100(HH)) is notified and agrees that the event is a qualifying emergency.

Section 13.30.175 Discharges to Drinking Water Resources.

A. Prohibited Discharges: No person or operation shall discharge any potentially harmful materials (SMC 13.30.100(EE)) into the drinking water resources of the City. Persons or operations shall use all known, available, and reasonable means to prevent the discharge of any potentially harmful materials into the drinking water resources of the City.

B. Illicit Connections:

1. Any connection that could allow conveyance of any solid, liquid, or gas material not composed entirely of surface and storm water directly to drinking water resources is considered an illicit connection and is prohibited, except:
 - a. Connections conveying allowable discharges as set forth at SMC 13.30.175.C and D herein;
 - b. Connections conveying discharges pursuant to a National Pollutant Discharge Elimination System (NPDES) permit or a state waste discharge permit; and
 - c. Connections conveying effluent from permitted or authorized onsite sewage disposal systems to subsurface soils.
2. Floor drains shall not be installed inside an operation which stores or uses hazardous materials unless approved by the City for connection to sanitary sewer. Existing floor drains connected to storm drains or to surface water drains located in or near indoor hazardous material storage or use areas are considered unauthorized connections and shall be sealed or removed to prevent liquid entry, piped to the sanitary sewer (with approval and appropriate shut-off valves), be routed to blind sumps, or be directed to additional containment or treatment systems meeting the standards of this chapter.

C. Allowable Discharges to Stormwater Drainage System: The following types of discharges shall be permitted unless the City determines that these discharges (whether singly or in combination with others) are causing significant contamination of drinking water resources:

1. Uncontaminated water from crawl space pumps or footing drains;
2. Materials placed as part of an approved habitat restoration or bank stabilization project;
3. Natural uncontaminated surface water or ground water;
4. Flows from riparian habitats and wetlands;

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5. City-approved dye testing following verbal notification to the City at least one day prior to the date of test. The City and the Skamania County Environmental Health and Public Works departments are exempt from this requirement;
 6. Any discharge allowed by an operation's National Pollutant Discharge Elimination System (NPDES) permit or other authorized discharge permit;
 7. Any discharge specifically allowed in writing by a local, state or federal agency for remedial action in an agreed order, a consent decree or in a voluntary cleanup effort.
- D. Allowable Discharges to Permeable Surfaces. The following types of discharges shall be permitted onto a permeable surface unless the City determines that these discharges (whether singly or in combination with others) contain greater than de minimus amounts (SMC 13.30.100(J)) of contaminants:
1. All allowable discharges specified in SMC 13.30.175.C;
 2. Potable water;
 3. Potable water line flushing;
 4. Landscape watering;
 5. Residential car and boat washing;
 6. Residential swimming pool and spa water;
 7. Common discharge practices from water well disinfection.
- E. Non-stormwater Discharges to the Stormwater Drainage System Prohibited Unless Conditions Met. The following categories of non-stormwater discharges are prohibited discharges to any Stormwater Drainage System located within a Critical Aquifer Recharge Area unless the stated conditions are met:
1. Discharges from potable water sources, including water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be de-chlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary, and volumetrically and velocity controlled to prevent re-suspension of sediments in the Stormwater Drainage System.
 2. Discharges from landscape watering and other irrigation runoff. These shall be minimized through, at a minimum, public education activities and water conservation efforts.
 3. Dechlorinated swimming pool discharges. The discharges shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted and reoxygenized if necessary, volumetrically and velocity controlled to prevent re-suspension of sediments in the Stormwater Drainage System. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the Stormwater Drainage System.
 4. Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents. The City shall reduce these discharges through, at a minimum, public education activities and/or water conservation efforts. To avoid washing pollutants into the Stormwater Drainage System, the City must minimize the amount of street wash and dust control water used.
 5. Other non-stormwater discharges. The discharges shall be in compliance with the requirements of the stormwater pollution prevention plan received by the City, which addresses control of construction site de-watering discharges.
- F. A UIC well may be used to manage stormwater when pollutant concentrations that reach ground water are not expected to exceed Washington state ground water quality standards (chapter 173-200WAC). This section shall not be construed to authorize any discharge to a UIC that does not conform to the requirements of WAC 173-218 – Underground Injection Control Program.

Section 13.30.200 Minimum requirements.

- A. Operational Best Management Practices (BMPs): All operations shall adopt the following

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best management practices to ensure their operations minimize potential risks to drinking water resources.

1. Precautions: The owner/operator shall take precautions to prevent accidental releases of hazardous materials. Hazardous materials shall be separated and prevented from entering Stormwater Drainage Systems, septic systems, and drywells.
 2. Hazardous Materials Management: Hazardous materials shall be managed so that they do not threaten human health or the environment, or enter drinking water resources.
 3. Hazardous Material Releases: All hazardous materials that have been released shall be contained and abated immediately, and the hazardous materials recycled or disposed of properly. The City shall be notified of any release of hazardous materials that clearly impact drinking water resources, as soon as possible but no later than 24 hours after the release. The Stormwater Manual provides applicable operational BMPs for spills of oils and hazardous substances.
 4. Oil/Water Separators: Oil/water separators shall be inspected, cleaned and maintained as stipulated in the Stormwater Manual. The City may allow an operation to modify the regularity of cleanouts if the operation can demonstrate to the City's satisfaction that the separator operates effectively at less frequent cleaning intervals.
 5. Pesticide and Fertilizer Management. All pesticides, herbicides, fungicides and fertilizers shall be applied and managed according to the applicable BMPs for landscaping and lawn/vegetation management in the Stormwater Manual and SMC 18.13 Critical Areas and Natural Resource Lands.
 6. Stormwater Treatment Systems: Stormwater Drainage Systems and treatment facilities, in Critical Aquifer Recharge Areas including, but not limited to, catch basins, wetponds and vaults, biofilters, settling basins, and infiltration systems, shall be cleaned and maintained by the responsible party according to the applicable operational BMPs for the maintenance of stormwater, drainage and treatment systems in the Stormwater Manual.
 7. Decommissioning Water Wells: Any water well which is unusable, abandoned, or whose use has been permanently discontinued, or which is in such disrepair that its continued use is impractical or is an environmental, safety or public health hazard shall be decommissioned according to the provisions of the Washington Administrative Code WAC 173-160-381 and physically disconnected from any public water system used to replace the well. Any person decommissioning a water well shall consult with the City regarding consolidation of that well's water right with the municipal system.
 8. Operation Closure: At the closure of an operation, all hazardous materials shall be removed from the closing portion of the operation and disposed of in accordance with local, state and federal laws.
 9. Mobile Washing and Pressure Cleaning: Operations which engage in activities such as pressure washing, carpet cleaning, and equipment and vehicle washing shall apply best management practices according to applicable BMPs for washing and steam cleaning in the Stormwater Manual. Mobile washing operations shall ensure that all of their employees are knowledgeable of proper discharge practices. Washwater from such operations shall be captured and directed to an approved discharge location. Non-approved washwater shall not be discharged into the City's Stormwater Drainage System.
- B. Commercial Operations Requiring Additional BMPs: Operations which engage in the following commercial operations shall implement the applicable source control BMPs from the Stormwater Manual: commercial animal handling, commercial composting, printing operations, fueling stations, log sorting, railroad yards, recyclers, scrap yards, and wood treatment facilities.
- C. Specific Activities Requiring Additional BMPs: Operations performing the following activities shall implement the applicable source control BMPs from the Stormwater Manual and shall comply with the requirements of SMC 18.13 Critical Areas and Natural Resource Lands: construction/repair/maintenance of boats/ships, airfield/street deicing, dust control, landscaping, loading/unloading of trucks and railcars, repair/maintenance/parking of vehicles/equipment, erosion

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control at industrial sites, maintenance of utility corridors, maintenance of roadside ditches/culverts, outdoor manufacturing, mobile fueling of vehicles/equipment, painting/coating of vehicles/buildings/equipment, storing dangerous wastes, managing raw materials.

Section 13.30.300 Application of greater standards.

- A. Classification: Certain non-residential operations present a greater potential risk to drinking water resources because of the volume and type of hazardous materials that are managed. These Classified Operations (SMC 13.30.100(AA)) are subject to the stipulated actions defined in this section.
- B. Stipulated Actions and Timelines: Classified operations shall adopt the Greater Standards for Hazardous Material Operations defined in SMC 13.30.325, according to the following stipulations:
1. New Operations: New classified operations shall adopt the Greater Standards beginning the date of issuance of certificate of occupancy or as otherwise specified in accordance with the provisions of this chapter.
 2. Existing Operations: Existing classified operations shall adopt the Greater Standards (or some portion thereof), within a time period specified by the City, if the City becomes aware of and documents specific circumstances which demonstrate that Greater Standards (or some portion thereof) are necessary to protect public health and safety, or reduce the risk of contamination to drinking water resources.
 3. Change of Class or Tenant: The City shall be notified as soon as possible and no later than 30 days after:
 - a. The amount of hazardous materials managed by an operation increases above the thresholds established in SMC 13.30.100(AA).
 - b. Occupation of an existing classified operation by a new tenant.
- C. Declassification: An operation shall no longer be classified if:
1. The constituents contained in a product or waste are individually present at less than 1% by weight for non-carcinogenic hazardous materials, and less than 0.1% by weight for known or suspected carcinogenic hazardous materials. (Operators should review the Material Safety Data Sheet for the hazardous materials to make this determination);
 2. Both of the following conditions are met:
 - a. The operation is focused on research, education, distribution or consumer oriented activities, including but not limited to laboratories, hospitals, schools, cargo handlers, distributors, warehouses, or retailers; and
 - b. Products containing classified hazardous materials are managed in closed containers or sealed bags with individual capacities of no more than 10 gallons for a liquid material and no more than 80 pounds for a dry or solid material;
 3. The reason for classification is due to the operation's management of solid metals and solid metal alloys, including but not limited to roll stock, bar stock, sheet stock, and manufactured articles such as equipment, parts, building materials, and piping, that contain one or more metals listed in 40 CFR 302.4 or WAC 173-303-090(8); EXCEPT, that where machining, forming, grinding, cutting, melting, or other activities produce residues such as shavings, grindings, swarf, fume, or other finely divided particulate forms of a listed metal or metal alloy that may present a threat to drinking water resources, such residues shall not be declassified; or
 4. The reason for classification is due to the presence of personal and commercial vehicles that are designed to or do hold quantities of fuel that would otherwise cause them to be classified under this section (SMC 13.30.300.A).

Section 13.30.325 Greater standards for hazardous materials operations.

- A. Best Management Practices (BMPs):

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1. Design and Construction: Operations shall be designed, constructed, maintained and operated to minimize the possibility of an unplanned release of hazardous materials to soil or drinking water resources.
2. Container/Tank Management: A container or tank holding a hazardous material shall always be closed, except to add or remove materials. Hazardous materials shall also be managed so that they do not damage the structural integrity of the operation or devices containing the material.
3. Container/Tank Condition: All containers and tanks shall be maintained in such a manner as to assure effective operation and prevent the release of hazardous materials.
4. Container/Tank Identification: The owner/operator shall label all containers and tanks containing hazardous materials to identify the major risk(s) associated with the contents. This labeling shall conform to applicable sections of the Uniform Fire Code, Occupational Safety and Health standards, and/or the State of Washington's Dangerous Waste Regulations.
5. Ancillary Equipment: Any leaking pipe, pump, or other ancillary equipment shall be repaired or replaced promptly. Ancillary equipment associated with hazardous materials shall be supported and protected against physical damage and excessive stress.
6. Compatibility: The owner/operator shall use a container or tank made of or lined with materials which are compatible with the hazardous materials to be stored.
7. Containment: Container and tank storage areas shall have a containment system that is capable of collecting and holding spills and leaks. This containment shall:
 - a. Be constructed of an impervious surface with sealed joints.
 - b. Joints between concrete slabs and slab/foundation interfaces should be eliminated or minimized in the operation;
 - c. Provide pollution control measures to protect drinking water resources, including run-off collection and discharge from active areas;
 - d. Be designed to provide secondary containment of 110% of the container's or tank's capacity; or in areas with multiple tanks, 110% of the largest tank or 10% of the aggregate tank volumes, whichever is larger. Secondary containment shall be provided in all areas where hazardous materials are loaded/unloaded, transferred, accumulated or stored;
 - e. Be compatible with the materials that are being handled; and
 - f. Be routinely inspected as defined at SMC 13.30.325C.
8. Loading Areas: Loading and unloading areas shall be designed, constructed, operated and maintained to:
 - a. Contain spills and leaks that might occur during loading/unloading;
 - b. Prevent releases of hazardous materials to drinking water resources;
 - c. Contain wash waters (if any) resulting from the cleaning of contaminated transport vehicles and load/unload equipment; and
 - d. Allow for removal as soon as possible any collected hazardous materials resulting from spills, leaks, and equipment cleaning.
9. Closure: At closure of an operation, all remaining structures, containers, tanks, liners, and soil containing or contaminated with hazardous materials at concentrations above state and federal regulatory thresholds shall be decontaminated and properly disposed of or managed.
- B. Spill and Emergency Response Plan (SERP):
 1. A Spill and Emergency Response Plan (SERP) shall be developed, implemented, and maintained on site, and shall be made available to the City upon request.
 2. The SERP shall be updated at least every 5 years or as needed to reflect significant changes in operation or practices.
 3. At a minimum, the SERP shall include the following information:

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- a. Spill Prevention.
 - i. Drawings including the layout of the operation, a floor plan, direction of drainage, entrance and exit routes, and areas where hazardous materials are received, stored, transported, handled or used in operations.
 - ii. Listings of all hazardous materials on site including types, volumes, locations and container types and sizes.
 - iii. Spill prevention related equipment including equipment which serves to detect releases of potential drinking water resources contaminants.
- b. Emergency Response.
 - i. Chain of command and procedures for spill response.
 - ii. Phone list of response agencies including federal, state and city emergency contact numbers and environmental cleanup companies.
 - iii. Procedures for treating and disposing of spilled hazardous materials.
- c. Certification. The SERP shall include a certification signed by an authorized representative of the operation stating: "I certify that the information provided in this document is to the best of my knowledge true and complete, and the spill prevention equipment and emergency response measures described herein are as stated." The signed certificate shall include the authorized representative's name (printed), title, and contact information.

C. Operational Inspections:

1. Schedule: The owner/operator shall develop a written schedule for inspecting all monitoring equipment, safety or emergency equipment, security devices, and any other equipment that helps prevent, detect, or respond to drinking water resource-related hazards.
2. Regular Inspections: The owner/operator shall perform site inspections to identify malfunctions and deterioration of equipment or containers, operator errors, discharges, or any other condition that may cause or lead to the release of hazardous materials to drinking water resources. The owner/operator shall conduct these inspections often enough to identify problems in time to correct them before they impact drinking water resources. Inspections shall be completed in all areas where hazardous materials are managed and a written record of those inspections made at least annually.
3. Water Resource-Related Hazard Mitigation: The owner/operator shall remedy any problems revealed by the inspection. Where a drinking water resource-related hazard is imminent or has already occurred, remedial action shall be taken immediately.

D. Engineering and Operating Report: When the City recognizes and demonstrates a need for additional information on an operation's practices, the City may require the operation to submit an engineering and operating report to accommodate the City's review of operations and to prevent releases of hazardous materials to drinking water resources. If required, the report shall provide the following:

1. The type of industry or business including the kind and quantity of finished products.
2. A process flow diagram illustrating the process flow of water and materials in a normal operating day. This will include details on the operation's plumbing and piping and where specific chemicals are added to processes.
3. A discussion of any discharges to the Stormwater Drainage System.
4. A discussion of any discharges through land applications, including seepage lagoons, irrigation, and subsurface disposal. As applicable, this discussion should also include the depth to ground water and anticipated overall effects of the operations on the quality of drinking water resources.
5. Provisions for any plans for future expansion or intensification.
6. A certification signed and dated by an authorized representative of the operation stating: "I certify that the information provided in this document is to the best of my knowledge true and complete." The signed certificate shall include the authorized representative's

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name (printed), title, and contact information.

E. Records & Reports:

1. Operations shall maintain records of required inspection, cleaning and maintenance events. Where operations are otherwise required by the City or another agency to maintain such records, those records shall satisfy this requirement. All operations shall maintain these records on site for at least 3 years and shall make them available to the City upon request.
2. Plans, reports or other documentation concerning the management of hazardous materials shall also be made available to the City upon request.
3. Information provided to the City will be available to the public. Information may be claimed as confidential by the operation as outlined at SMC 13.30.600. If no claim is made at the time of submission, the City will make the information available to the public when requested.

F. Protections for Stormwater: All new classified operations shall implement the applicable structural Best Management Practices (BMPs) of the Stormwater Manual.

G. Completion Timeline: All new classified operations shall implement the greater standards of this section shall be completed **prior to/within 90 days** after the date of issuance of the certificate of occupancy. Operations that change in classification from unclassified to classified shall implement the provisions of this section within 90 days of change in classification. Other operations may also be required to implement these provisions if the city determines this action will help prevent releases of hazardous materials to drinking water resources.

Section 13.30.350 Restrictions in critical aquifer recharge areas.

A. Development Limitation:

1. New Operations. The City shall not approve applications for the following in Critical Aquifer Recharge Areas as designated in SMC 13.30.150(A):
 - a. New underground heating oil tank;
 - b. New bulk petroleum fuel operations (SMC 13.30.100(B)); or
 - c. New classified operations (SMC 13.30.100(AA)), EXCEPT a new classified operation may occupy an existing structure or facility appropriate for the use when:
 - i. All applicable provisions of this chapter are met; and
 - ii. The owner or operator provides an Engineering and Operating Report described in SMC 13.30.325(F) to the City's satisfaction.
2. Existing Operations.
 - a. Existing bulk petroleum fuel operations are nonconforming uses. However, existing bulk petroleum fuel operations throughout the Special Protection areas may become conforming by:
 - i. Filing such a request with the City; and
 - ii. Taking the necessary action(s) to meet all applicable provisions of this chapter to the City's satisfaction.
 - b. Existing classified operations are nonconforming uses. However, an existing classified operation may become conforming by:
 - i. Filing such a request with the City; and
 - ii. Taking the necessary action(s) to meet all applicable provisions of this chapter to the City's satisfaction.

B. Septic Systems:

1. The City shall accept no application for approval of a project in the Critical Aquifer Recharge Area designated at SMC 13.30.150(A) relying upon installation of a septic system until the system has been approved by Skamania County Environmental Health or

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- a successor agency responsible for permitting of septic systems.
2. New septic systems and replacement of existing septic systems shall not be permitted in Critical Aquifer Recharge Areas. An owner/operator may seek relief from this prohibition by filing with the City a request for relief accompanied by an analysis prepared by a qualified professional to the City's satisfaction of the potential for ground water contamination at the site. This analysis may include a soils and ground water evaluation if deemed necessary by the City.
 3. The City shall not approve a project relying upon installation of a septic system in a Critical Aquifer Recharge Area unless all of the following findings are made:
 - a. Connection to an existing sewer line is impossible or impracticable; and
 - b. The property cannot be reasonably developed without use of a septic system; and
 - c. The septic system design poses no significant risk of ground water contamination.
 4. The City's decision may be appealed to the Board of Adjustment in accordance with SMC 2.14.
- C. Direct Infiltration Facilities:
1. New direct infiltration facilities, and replacement of existing direct infiltration facilities shall not be allowed for classified operations in Critical Aquifer Recharge Areas. An operation may seek relief from this prohibition by filing with the City a request for relief accompanied by an analysis prepared by a qualified professional to the City's satisfaction of the potential for ground water contamination at the site. This analysis may include a soils and ground water evaluation if deemed necessary by the City.
 2. The City's decision may be appealed to the Board of Adjustment in accordance with SMC 2.14.

Section 13.30.400 Administrative programs.

- A. Educational and Technical Assistance Program.
1. The City will work in conjunction with other agencies to implement an Education and Technical Assistance Program to assist property owners, business and industry owners and managers, residents, and other interested parties in understanding the importance of protecting the City's drinking water resources and in employing best management practices in pursuit of that goal.
 2. The Education and Technical Assistance Program will include but not be limited to:
 - a. Technical assistance visits, informational fact sheets, or self-audits for businesses and industries,
 - b. Education on the proper use of pesticides, herbicides, fungicides, and fertilizers;
 - c. Discussions of the impacts of unauthorized discharges to drywells, catch basins, storm basins and sanitary sewer; and
 - d. Activities to explain and promote the proper management and disposal of used oil and other contaminants.
- B. Compliance Inspections:
1. City personnel may inspect any operation in the City that is known to manage (or may potentially manage) hazardous materials or is reasonably believed to be a potential source of an illicit discharge.
 2. Inspections may be initiated as the result of a complaint or referral, or as defined by a routine schedule for compliance. Inspections will be used to determine if there is any risk to drinking water resources, and to determine if an operation is in compliance with this chapter.
 3. Inspections may involve a review of process equipment, structures, and operating practices; records or plan review; interviews with operators; photo documentation and sampling. As such, operators shall allow representatives of the City, upon presentation of

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credentials, to:

- a. Enter the premises where hazardous materials are being managed, or where records may be kept under the provisions of this chapter. The owner/operator shall make necessary arrangements to allow access without delay. Unreasonable delay may constitute a violation of this chapter;
- b. Have access to and copy, at reasonable times, any records that must be kept under the provisions of this chapter;
- c. Inspect at reasonable times any facilities, equipment (e.g., safety, monitoring, operating, or other equipment), practices or operations regulated or required under the provisions of this chapter;
- d. Sample and monitor at reasonable times, any substances or parameters at any location for the purposes of assuring compliance or as otherwise authorized by the provisions of this chapter. This requirement may involve the City's installation or erection of equipment to conduct sampling, inspection, compliance monitoring or metering operations. As such, at the written or verbal request of the City, operators shall remove any temporary or permanent obstruction to safe and easy access to an operation to be inspected and/or sampled. The operator shall not replace such an obstruction without the City's consent.

Section 13.30.500 Enforcement.

- A. Enforcement. It shall be unlawful to violate the provisions of this chapter.
- B. Supplemental Enforcement Provisions for Drinking Water Resources Protection. In addition to civil and criminal enforcement as authorized elsewhere in the Stevenson Municipal Code, enforcement of this chapter may utilize the following authority:
 1. The City Council of the City of Stevenson finds that an operation not in compliance with the requirements of this chapter constitutes a public nuisance under RCW 7.48, Nuisances.
 2. The City may use field notes, observations, photo documentation, sample logs, analytical results or other information to define risk and to establish that an operation is in violation of this chapter.
 3. The City may require the implementation of the operational or structural best management practices, as defined through the provisions of this chapter. The City may also require the operator to sample and analyze any discharge, surface and storm water, ground water and/or sediment, in accordance with sampling and analytical procedures or requirements determined by the City. If the operator is required to complete this sampling and analysis, a copy of the analysis shall be provided to the City.
 4. The City may impose additional requirements whenever documented specific circumstances (applicable to the operation) threaten drinking water resources.
 5. Notwithstanding any other provisions of this chapter, whenever it appears to the City that conditions regulated by this chapter require immediate action to protect the public health and/or safety, the City is authorized to enter such property for the purpose of inspecting and investigating such emergency conditions.

Section 13.30.600 Trade secrets and confidential records.

Generally, information submitted to demonstrate compliance with this chapter will be freely available to the public. Users may have certain information, however, withheld as confidential if the following process is followed.

- A. When a User submits information to the Public Works Director, or provides information to inspectors, Users may request that specific information be maintained as

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confidential. Users must promptly identify the specific information in writing, and describe why the release would divulge information, processes, or methods of production entitled to protection as trade secrets or confidential business information under applicable State or Federal laws.

B. The Public Works Director shall review and approve or deny such requests. When approved, the information shall not be available as public records and shall be marked Confidential.

C. All other information submitted to the City and obtained from the City's oversight shall be available to the public subject to the City records review policy.

D. Information held as confidential may not be withheld from governmental agencies for uses related to this chapter, the NPDES program, state water quality monitoring and enforcement, and other enforcement proceedings involving the person furnishing the report.

E. Federal rules prevent wastewater constituents and characteristics and other effluent data, as defined by 40 CFR 2.302 from being recognized as confidential information.

Section 13.30.700 Alternative practices.

A. Where appropriate, the City shall accept other local, state or federal approvals, permits or other authorization as satisfying certain provisions defined through this chapter. The City retains the authority to review plans, permits and operating conditions to determine compliance.

B. The City will accept an alternative practice, system, plan or structure only if the owner/operator can demonstrate to the City that the alternative will produce the same or a greater level of drinking water resource protection.

SMC 13.30.725 Adjustments

A. An Adjustment is a technical variation in the application of a Minimum Requirement (SMC 13.30.200) to a particular project. The City may grant Adjustments to this chapter, only, under this section. No other Adjustments are authorized under this section.

B. Adjustment Approval Process. Adjustments to the Minimum Requirements may be granted administratively by the City, provided that a written finding of fact is prepared showing compliance with these criteria:

1. The Adjustment provides substantially equivalent environmental protection.
2. Based on sound engineering practices, the objectives of safety, function, environmental protection and facility maintenance are met.
3. The Adjustment will not result in non-compliance with other Minimum Requirements.
4. No Adjustment shall be used in place of an Exception procedure under SMC 13.30.750, where such procedure is applicable.

C. The City shall maintain a record of such decisions and associated findings.

Section 13.30.750 Special Exceptions.

The City may grant Special Exceptions to this chapter under this section.

A. A Special Exception is a waiver of the application of a Minimum Requirement (SMC 13.30.200) to a particular project. The City may grant Special Exceptions to this chapter, only, under this section. No other Exceptions are authorized under this section.

B. Special Exception Approval Process. Special Exceptions from a Minimum Requirement may be granted by the Board of Adjustment, provided that written findings of fact is prepared showing compliance with the criteria in this section.

C. Special Exception Approval Criteria. The City may grant Special Exceptions to this chapter, if application of this chapter imposes a severe and unexpected economic hardship on a project

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applicant.

1. The following must be documented with written findings of fact:
 - a. The current (pre-project) use of the site, and
 - b. How the application of this chapter restricts the proposed use of the site compared to the restrictions that existed prior to the adoption of this chapter; and
 - c. The possible remaining uses of the site if the Special Exception were not granted; and
 - d. The uses of the site that would have been allowed prior to the adoption of this chapter; and
 - e. A comparison of the estimated amount and percentage of value loss as a result of the requirements of this chapter versus the estimated amount and percentage of value loss as a result of requirements that existed prior to adoption of the requirements of this chapter; and
 - f. The feasibility for the owner to alter the project to apply the requirements of this chapter.
2. In addition any exception must meet the following criteria:
 - a. The exception will not increase risk to the public health and welfare, nor be injurious to other properties in the vicinity and/or downstream, and to the quality of waters of the state; and
 - b. The exception is the least possible exception that could be granted to comply with the intent of this chapter. This criteria is met by evidence that the owner/operator has employed measures to avoid and minimize impacts, such as:
 - i. Limiting the degree or magnitude of the regulated use or activity;
 - ii. Implementing best management practices;
 - iii. Phasing or limiting implementation;
 - iv. Changing the timing of activities; or
 - v. Revising site plans.

D. Administration. The Board of Adjustment shall not act on a request for a Special Exception until an open record hearing is held. Hearings under SMC 13.30.750 relating to Special Exceptions shall be consolidated with any required open record hearing or appeal related to any underlying application, where such open record hearing or appeal is required. The City shall maintain a record of any such hearings, decisions, and associated findings made under this section.

Section 13.30.800 Appeals.

A. Appeals of enforcement of this chapter under SMC 13.30.500 shall be governed by SMC 2.14.

B. Appeals under SMC 13.30.350 relating to critical aquifer recharge areas shall be consolidated with any open record hearing or appeal related to any underlying application, where such open record hearing or appeal is required.

Section 13.30.900 Halogenated solvent table.

TABLE 13.30.900-1 Halogenated Solvent Table		
Solvent	Synonym(s)	CAS No.
Benzyl chloride	Chloromethylbenzene	100-44-7
Bis(2-chloroethyl)ether	Bis(-chloroethyl)ether	111-44-4
Bis(2-chloroisopropyl)ether	Bis(-chloroisopropyl)ether	108-60-1

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Bromobenzene	Phenyl bromide	108-86-1
Bromochloromethane	Chlorobromomethane	74-97-5
Bromodichloromethane	Dichlorobromomethane	75-27-4
Bromoethane	Ethyl bromide	74-96-4
Bromoform	Tribromomethane	75-25-2
Carbon tetrachloride	Tetrachloromethane	56-23-5
Chlorobenzene	Benzene chloride	108-90-7
2-Chloroethyl vinyl ether	(2-Chlorethoxy)ethane	110-75-8
Chloroform	Trichloromethane	67-66-3
1-Chloro-1-nitropropane	Chloronitropropane	600-25-9
2-Chlorophenol	o-Chlorophenol	95-57-8
4-Chlorophenyl phenyl ether	p-Chlorodiphenyl ether	7005-72-3
Chloropicrin	Trichloronitromethane	76-06-2
m-Chlorotoluene		108-41-8
o-Chlorotoluene	2-Chloro-1-methylbenzene	95-45-8
p-Chlorotoluene		106-43-4
Dibromochloromethane	Chlorodibromomethane	124-48-1
1,2-Dibromo-3-chloropropane	DPCP	96-12-8
Dibromodifluoromethane	Freon 12-B2	75-61-6
1,2-Dichlorobenzene	o-Dichlorobenzene	95-50-1
1,3-Dichlorobenzene	m-Dichlorobenzene	541-73-1
1,1-Dichloroethane	1,1-DCA	75-34-3
1,2-Dichloroethane	Ethylene dichloride, 1,2-DCA	107-06-2
1,1-Dichloroethene	Vinylidene chloride 1,1-DCE	75-35-4
trans-1,2-Dichloroethylene	trans-1,2-DCE	156-60-5
1,2-Dichloropropane	Propylene dichloride	78-87-5
cis-1,3-Dichloropropene	cis-1,3-Dichloropropylene	10061-01-5
trans-1,3-Dichloropropene	trans-1,3-Dichlonopropylene	10061-02-0
Ethylene dibromide	1,2-Dibromoethane, EDB	106-93-4
Hexachlorobutadiene	HCBD	87-68-3
Hexachlorocyclopentadiene	HCCPD	77-47-4
Methylene chloride	Dichloromethane	75-09-2
Pentachloroethane	Ethane pentachloride	76-01-7

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1,1,2,2-Tetrabromoethane	Acetylene tetrabromide	79-27-6
1,1,2,2-Tetrachloroethane	Acetylene tetrachloride	79-34-5
Tetrachloroethylene	Perchloroethylene, PCE	127-18-4
1,2,4-Trichlorobenzene	1,2,4-TCB	120-82-1
1,1,1-Trichloroethane	Methyl chloroform, 1,1,1-TCA	71-55-6
1,1,2-Trichloroethane	1,1,2-TCA	79-00-5
Trichloroethylene	TCE	79-01-6
1,1,2-Trichlorofluoromethane	Freon 11	75-69-4
1,2,3-Trichloropropane	Allyl trichloride	96-18-4
Trichlorotrifluoroethane	Freon 113	76-13-1

- iv. Do not score ~~56~~ or more points for habitat function based on the Rating System, and
 - v. Do not contain a) a Priority Habitat or Priority Area for Priority Species identified by the Washington Department of Fish and Wildlife, b) federally listed species or their critical habitat, or c) species of local importance identified in SMC 18.13.095.
- b. Wetlands less than 1,000 square feet that meet the above criteria and do not contain federally listed species or their critical habitat are exempt from the buffer provisions contained in this chapter.

C. Wetland Reports.

1. Wetland Report—Required. If the Administrator determines that the site of a proposed development includes, is likely to include, or is adjacent to a wetland, a Wetland Report, prepared by a qualified professional shall be required.
2. Wetland Report—Contents. Qualified professionals should use “Wetland Guidance for CAO Updates (Western Washington)” (Ecology Publication #16-06-001) for guidance in determining the necessary technical information to be provided. In addition to the minimum requirements for critical area reports contained in SMC 18.13.050, the written report and the accompanying plan sheets shall contain the following information, at a minimum:
 - a. The written report shall include:
 - i. Documentation of any fieldwork performed on the site, including field data sheets for delineations, rating system forms, baseline hydrologic data, etc.
 - ii. A description of the methodologies used to conduct the wetland delineations, wetland ratings, or impact analyses, including references.
 - iii. For each wetland identified on site and within 300 feet of the project boundary, provide: a) the wetland rating, including a description of and score for each functions; b) required buffers; c) wetland acreage based on a professional survey from the field delineation; and d) all other technical information necessary to assess wetland functions.
 - iv. A description of the proposed actions, including an estimation of acreages of impacts to wetlands and buffers based on the field delineation and survey and options for site development alternatives.
 - v. An assessment of the probable cumulative impacts to the wetlands and buffers resulting from the proposed development.
 - b. The site plan shall include:
 - i. Maps (to scale) depicting delineated and surveyed wetland and required buffers on site, including buffers for off-site critical areas that extend onto the project site; the development proposal; other critical areas; grading and clearing limits; and areas of proposed impacts to wetlands and/or buffers (include square footage estimates).
 - ii. A depiction of the proposed stormwater management facilities and outlets (to scale) for the development, including estimated areas of intrusion into the buffers of any critical areas.
3. Responsibility. The wetland delineation is the responsibility of the applicant. In addition, the applicant must arrange for the wetland boundaries to be reviewed for accuracy by the US Army Corps of Engineers prior to impacting any wetland. Wetland delineations are valid for 5 years; after such date the City shall determine whether a revision or additional assessment is necessary.

D. Wetland Buffer Widths.

1. **Base Buffer Widths.** The following buffer widths have been established in accordance with the best available science. They are based on category of wetland, habitat score, and land use intensity as determined by a qualified professional wetland scientist using the Rating System. Required buffers are included in SMC Table 18.13.100-1:

TABLE 18.13.100-1 – WETLAND PROTECTIVE BUFFER WIDTHS			
Wetland Category ^{1,2,3,4}	Category IV Wetland Buffers (ft)	Category III Wetland Buffers (ft)	Category I & II Wetland Buffers (ft)

Land Use Intensity ⁵		Low			Medium			High		
		Low	Medium	High	Low	Medium	High	Low	Medium	High
Habitat Score	4-5 or less ⁶				40	60	80	50	75	100
	5-6 to 7	25	40	50	75	110	150	75	110	150
	8 to 9 ^{7,8}				150	225	300	150	225	300

1 – Table modified from tables 8C-4, 8C-5, 8C-6, and 8C-7: Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System, as amended.
 2 – If a wetland meets more than one of the characteristics of this table, the buffer to protect the wetland is the widest one.
 3 – For wetlands with special characteristics not covered by this table, standards are adopted based on the regulatory recommendations of Option 3 contained in Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System, as amended.
 4 – Any wetland or wetland mitigation site created, restored, or enhanced as compensation for approved wetland alteration shall have the standard buffer required for the category, habitat score, and land-use intensity of the created wetland expected at the end of the monitoring period.
 5 – See Table 18.13.100-2 – Wetland Adjacent Land Use Intensity for explanation.
 6 – In addition to other standards, wetland with water quality ratings of 8 or 9 shall also be protected from additional surface discharges of untreated runoff.
 7 – In addition to other standards, wetlands with habitat ratings of 8 or 9 shall also maintain connections to other habitat areas.
 8 – In addition to other standards, all degraded parts of the protective buffer for Category I & II wetlands with habitat ratings of 8 or 9 shall be restored.

Intensity ^{1,2,3}	Low	Medium	High
Commercial & Industrial	N/A	N/A	All site development
Residential	N/A	Density less than 1 unit per acre	Density 1 unit per acre or more
Streets & Roads	N/A	Residential driveways and access roads	Public and private streets, security fencing, retaining walls
Utilities	Underground and overhead utility lines, manholes, power poles (without footings)	Maintenance access roads, vegetation management needs	Paved or concrete surfaces, structures, facilities, pump stations, towers, vaults, security fencing, etc.
Parks & Recreation	Natural fields and grass areas, viewing areas, split rail fencing	Impervious trails, engineered fields, fairways	Greens, tees, structures, parking, lighting, concrete or gravel pads, security fencing

1 – Table modified from Table 8C-3: Appendix 8-C: Guidance on Widths of Buffers and Ratios for Compensatory Mitigation for Use with the Western Washington Wetland Rating System.
 2 – Where characteristics of proposed development are not listed in this table, the Administrator shall determine the intensity categories applicable to the proposal.
 3 – Intensity is measured at the landscape-scale and must include the development proposal in the determination of intensity made under the Rating System.

2. Increased Buffer Widths. Buffer widths shall be increased on a case-by-case basis as determined by the Administrator when a larger buffer is necessary to protect wetland functions and values. This determination shall be supported by appropriate documentation showing that it is reasonably related to protection of the functions and values of the wetland.
3. Buffer averaging to improve wetland protection may be permitted when all of the following conditions are met:
 - a. The wetland has significant differences in characteristics that affect its habitat functions, such as a wetland with a forested component adjacent to a degraded component.
 - b. The buffer is increased adjacent to the higher-functioning area of habitat or more-sensitive portion of the wetland and decreases adjacent to the lower-functioning or less-sensitive portion as demonstrated in the wetland report.
 - c. The total buffer area after averaging is equal to the area required without averaging.
 - d. The buffer at its narrowest point is never less than either 75% of the required width or the narrowest buffer listed for the appropriate wetland category in Table 18.13.100-1, whichever is greater.
4. Buffer averaging to allow reasonable use of a parcel may be permitted when all of the following are met:
 - a. There are no feasible alternatives to the site design that could be accomplished without buffer averaging.
 - b. The averaged buffer will not result in degradation of the wetland’s functions and values as demonstrated by the wetland report.
 - c. The total buffer area after averaging is equal to the area required without averaging.
 - d. The buffer at its narrowest point is never less than either 75% of the required width or the narrowest buffer listed for the appropriate wetland category in Table 18.13.100-1, whichever is greater.

Ben Shumaker

From: Johnson, Deborah L (DOH)
Sent: Tuesday, July 03, 2018 4:01 PM
To: ben@ci.stevenson.wa.us
Cc: Hayes, Corina M (DOH); Sayrs, Brian A (DOH); Dixel, Michael (DOH); Walsh, Brian (DOH)
Subject: 60-day review comments - critical areas amendments

Good afternoon,

In keeping with the [interagency correspondence principles](#), I am providing you with the following draft comments on Stevenson's proposed critical areas amendments (Commerce Material ID #25006):

Chapter 13.30 SMC (generally). We note in several places throughout this chapter that cross-references to the definitions within the individual regulations are "off." It seems probable this is due to the addition of definitions over time which caused the list in SMC 13.30.100 to be reorganized & renumbered. We recommend that you check all of them for accuracy.

SMC 13.30.150.A.1.a & B. For your purposes in keeping your maps up to date & administering permits, please use our [Source Water Assessment Program \(SWAP\) map](#). As you click on each WHPA it will pop up the identifying label showing the system information.

SMC 13.30.700.A. Please evaluate whether the use of "shall" compels the City to accept other approvals regardless of whether it determines compliance or whether the provisions of ss. B are met.

SMC 13.30.750.C.2.a. "Waters of the state" is undefined. You may wish to include a definition or cross-reference to [RCW 90.48.020](#), noting that groundwater is included.

SMC 18.13.025.C.3.c. While recognizing this is fairly standard language in reasonable use criteria, "minimum necessary" implies that some degree of degradation to an aquifer is acceptable. Allowing even a limited degree of harm to an aquifer could result in the water source becoming unusable. This proviso should not imply that some degree of degradation is viable in all types of critical areas. Similarly, the same comment applies to ss. g. We *strongly discourage* the notion of mitigation as applied to CARAs. Mitigation would not be capable of restoring this type of resource or making up for its loss. The compensatory mitigation provisions of WAC 365-196-830 are carried through to only two specific critical areas types: geohazard (WAC 365-190-120) & wetlands (WAC 365-190-090). They are not carried through to critical aquifer recharge areas (clause is not contained in WAC 365-190-100).

SMC 18.13.035.H. We support the inclusion of third-party review; this isn't something we often encounter in codes. (As an aside, in practice please keep in mind the designated [agencies with environmental expertise](#) for project-specific consultations.)

SMC 18.13.050.A (ties to SMC 18.13.010.B.40 & 13.30.100.HH). We'd like to suggest that, as applied to CARAs, a qualified professional be someone who is a currently licensed Washington State geologist holding a current specialty license in hydrogeology. A general practice geologist or PE, or one whose specialty lies in another area, may or may not have appropriate background to perform this work. (See Ch. 18.220 RCW & Ch. 308-15 WAC, generally, & specifically WAC 308-15-053 & -055.)

###

Thank you for considering our comments. I will be out of the office July 4 through 13, returning on the 16th. Please let me know if you have any questions or need additional information, & I'll plan on finalizing the comments when I return. Have a happy & safe Fourth of July!

Deborah Johnson

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Tumwater, WA

**CITY OF STEVENSON
RESOLUTION 2018-316**

**ADOPTING FINDINGS OF FACTS SUPPORTING SHIPPING CONTAINER SITING
MORATORIUM ORDINANCE**

WHEREAS, the City Council for Stevenson, Washington unanimously approved Shipping Container Siting Moratorium Ordinance No. 2018-1124 on June 21, 2018; and

WHEREAS, RCW 35.63.200 requires a City to conduct a public hearing and adopt Findings of Fact supporting the moratorium within 60 days; and

WHEREAS, Shipping Container Moratorium Ordinance No. 2018-1124 sets forth that a public hearing shall be conducted on July 19, 2018, and, as scheduled, a public hearing was opened at a regular public meeting on that date and the public and staff gave testimony concerning the shipping container construction moratorium.

NOW THEREFORE, the City Council of the City of Stevenson, Washington, does hereby resolve as follows:

The City Council of the City of Stevenson adopts the following findings of fact:

1. The City does not have any regulations on design standards for shipping containers.
2. Shipping containers can be used in ways other than storage that may be more cost effective than building a structure using conventional building materials.
3. Without regulations on construction standards in place, shipping containers may be placed on lots with an industrial appearance that detracts from typical commercial and residential construction in the city.
4. There is currently a moratorium on new wastewater connections and any application received for siting a shipping container would have a vested interest in the code at the time of application.
5. The look and feel of the City's downtown and waterfront districts are vital to the overall health of the City's economy and residents' quality of life.
6. The city needs time to adopt reasonable standards for shipping container construction and zoning to better protect the character of the community.

Passed by a vote of _____ at the regular city council meeting of July 19, 2018.

Scott Anderson
Mayor of Stevenson

Leana Johnson
Clerk Treasurer

APPROVED AS TO FORM:

Kenneth B. Woodrich
City Attorney

CITY OF STEVENSON

RESOLUTION NO. 2018-317

A Resolution of the City Council of the City of Stevenson, Washington to Adopt Water Use Efficiency Goals and Performance Measures.

WHEREAS, in 2003 the Washington State Legislature passed House bill 1338, known as the Municipal Water Law (MWL), to address increasing demands on our state’s water resources; and

WHEREAS, the Department of Health (DOH) was directed to oversee and enforce the Water Use Efficiency Program (WUE) to help support the goal of ensuring a safe and reliable drinking water supply; and

WHEREAS, the Washington Administrative Code 246-290 requires the City to establish water efficiency goals that must describe in measurable outcomes how the City intends to use water more efficiently and to revisit these goals every six years; and

WHEREAS, the City has provided a public forum for water customers and the public to participate and comment on the water efficiency goals; and

WHEREAS, the City Council has considered staff presentations and proposals on Stevenson’s water use efficiency goals and performance measures;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STEVENSON;

Section 1 The following goals and measures shall be included into the City of Stevenson’s water conservation program and are hereby adopted.

City Goal for WUE Program

1. Reduce average day demand by 15%. The current Average Day Demand is 214 gallons per day.

City Performance Measures for WUE Program

1. Distribution of water saving tips to customers in annual water quality report.
2. Placement of water saving educational materials on City’s website.
3. Water saving display at public events.
4. Display water consumption history on water bills.
5. Two Tier water rate structure.

IN WITNESS THEREOF, the City Council of the City of Stevenson has duly adopted this resolution and caused it to be executed by the officers below on this 19th day of July, 2018.

Scott Anderson
Mayor

Attest:

Leana Johnson
City Clerk

APPROVED AS TO FORM:

Ken Woodrich, Attorney for the City



Port of Cascade Locks Official Statement:

Federal Lands Access Program (FLAP)

(7/12/18)

The Port of Cascade Locks is extremely appreciative of all the support and encouragement that has been received for its FLAP grant application to plan and build the pedestrian and bicycle crossing at the Bridge of The Gods (BOG). This BOG enhancement has been in the discussion stage then planning stage for a number of years and would be designed to significantly enhance the safety for pedestrians and bicyclists crossing the BOG. The BOG is officially a part of the Pacific Crest Trail and as such it is an important asset that supports the initial purpose of the NSA.

The Port has become aware of federal statutory language that could limit the use of local BOG toll revenues if the Port were to accept federal grant funding for this project at this time. The Port is working diligently with the Congressional delegations from both states as well as a number of other non-profit groups, seeking a waiver from requirements limiting the use of future toll revenue should federal grant funds be awarded for bicycle/pedestrian improvements on the BOG. Because toll revenue is used both to maintain the BOG and support other economic development activities in the community, maintaining autonomy over use of local tolls is critically important and may require the Port to turn down the FLAP grant until statutory relief is provided by Congress. Therefore the Port will be withdrawing its FLAP grant application at this time so as to not create any confusion or difficulty for the Federal Lands Program in awarding grants to others while we resolve the federal statutory language issue.

The safety of bicyclists and pedestrians is paramount in the mind of the Port. The Port will continue to vigorously work to secure a waiver from current law so that this important project within the NSA can proceed as quickly as possible.

The Port is also looking into other sources of funding for this initial planning phase.

The Port is exceptionally thankful for all those who supported this important project and hope to be able to move forward with this project in the near future.

For additional information or questions contact: Paul Koch,
General Manager
541-374-2401



City of Stevenson

Leana Johnson, 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 Johnson, City Administrator
RE: Fire Hall
Meeting Date: July 19, 2018

Executive Summary:

The Fire Hall is currently in need of replacement and there have been multiple studies and reports conducted since 2013 on how to construct a cost-effective building for the community. The current proposal in front of council will further the project that was identified as a #1 priority at the council retreat this winter.

Background:

In 2011 there was a minor collision at the Stevenson Fire hall which took out a corner of the building and revealed that it lacked reinforcement. Originally built in 1967, the need for a new fire hall became more apparent.

In 2013 the City conducted a feasibility study to determine if it would be practical and cost effective for the City of Stevenson Fire Department, Skamania County Fire District #2, Skamania County Department of Emergency Management and Skamania County Hospital District to share in the building of a joint facility. The study looked at the current and future needs of the agencies and the result was that a building with 20,870 square feet would result in a cost savings and the cost estimate, including land acquisition, was \$10.5 million dollars. A link to the complete report can be found on the city's website at <http://ci.stevenson.wa.us/government/emergency-services/fire/> . The project as presented did not move forward and the Hospital District has since withdrawn their participation.

Beginning in 2015, the remaining agencies participated in a strike team to find land suitable for a new fire station. The needs listed in the 2013 report were reviewed with the team and a conceptual footprint was created. A final report was presented in 2016 and resulted in the purchase of property on Rock Creek Drive in 2017. The report can also be found on the city website at <http://ci.stevenson.wa.us/government/emergency-services/fire/> .

At the February 8, 2018 council retreat the Fire Hall project was listed as the number 1 priority for 2018 and 2019 (outside of the wastewater project). A timetable was presented and discussed at the retreat. The timeline included having preliminary design documents completed by the fall in order to apply for funding at the end of the year. Completion of the project is currently scheduled for the summer of 2020.

A proposal from Mackenzie for the design phase of the project was presented at the June 21st council meeting which had a base cost of \$98,590 and an all-in cost of \$127,070. Council directed staff to outline the funding options and work with Mackenzie to reduce the cost of the proposal. City staff discussed the design elements and determined that there should be three designs to choose from: 1) a building similar to Cascade Locks 2) a building with similar design elements to Rock Cove Assisted Living, the Columbia Gorge Interpretive Center and Skamania Lodge and 3) a building with design elements between 1 and 2. With this direction, staff and Mackenzie removed the following items from the original proposal:

- Task 3-Facility Tours \$4,250
- Task 7-Building Performance \$6,500
- Task 8-Visioning/Public Outreach \$8,600 total (\$5,100 base and \$3,500 optional)

There has also been discussion about the geotechnical report and there was an analysis completed prior to purchasing the lot which may satisfy that requirement. If not, the city can contract for this service on their own and save the overhead Mackenzie would charge. The revised base proposal cost is now \$81,490 and the all-in cost is \$107,720. The final document will remain at 20% design completion.

While the Visioning/Public Outreach task was removed, this task will still need to be completed by city staff. The recent experience with the lack of public involvement with the wastewater plan has demonstrated the need to ensure the public is brought in early in the process, especially for large financial undertakings such as this.

One of the design styles staff pointed to was the fairly straight forward design of the Cascade Locks firehall. That structure cost \$1.7 million to construct in 2011. Due to the Cascadia earthquake requirement for an essential facility, the cost to build a pole barn type of structure versus a brick and mortar building is similar. While construction costs continue to go up, this provides a ballpark of the construction cost of a nearby facility.

Overview of Funding Options:

Staff has reached out to the partnering agencies regarding the various funding needs for the project. Below is a list of possible avenues for completing the project, these have not been confirmed. Until a more detailed design is completed, the overall cost is unknown. Staff is using the range of \$3-5 million as an estimate.

Skamania County Fire District #2 will enter into a lease agreement with the city for the fire hall. The basis of the cost distribution can be on assessed valuation, square footage, or other metrics as agreed upon. Using the example of assessed valuation, the split is roughly 70% City and 30% FD2 for 2018.

The contributions from the Skamania County Emergency Management Department would be in the form of in-kind services for on-going and some capital costs, access to grants for emergency management services and access to donors/partners.

Other sources of funding include:

- USDA Rural Development Community Facilities Loan/Grant program.
 - Grant assistance ranges from 15-75% depending on the income levels of the area. With the county being part of the construction, the service area includes all of Skamania County.
- Washington State Capital Budget.

- This would be a direct grant ask from the state legislature. Projects must be shovel ready and they recommend not asking for more than 25% of the project cost.
- Williams Pipeline
- BNSF
- Use of Reserves. The current balances for the reserves are below. Council will need to decide what an appropriate reserve balance is for the General Fund and the remainder can be used towards one-time projects such as the Fire Hall or Wastewater Upgrades.
 - General Fund Reserve Balance \$1,021,846.80
 - Timber Harvest Balance \$1,052,034.82
 - Capital Improvement Balance \$59,345.13
- Bond Measure. The City, Fire District and/or county can run a levy to fund the construction of the joint facility. A distribution of costs would need to be determined ahead of time to ensure that each taxing district is paying a fair share of the costs if this route is determined. If a bond measure is chosen there will need to be a greater level of public outreach conducted to get more buy-in on the final project.

Possible Project Cost Breakdown:

	2013 Study Est.*			
	DEM	Fire		
Land Acquisition	\$ 200,000	\$ 200,000	\$ 384,446	Actual Cost
Site Prep	\$ 100,000	\$ 100,000		
Site Development	\$ 300,000	\$ 300,000		
Building Construction	\$ 600,000	\$ 2,400,000		
Sales Tax	\$ 100,000	\$ 200,000		
Project Expenses	\$ 400,000	\$ 400,000		
Contingencies	\$ 200,000	\$ 200,000		
Total Project Budget	\$ 1,900,000	\$ 3,800,000	\$ 5,700,000	
O&M Monthly Costs	\$ 2,700	\$ 5,400		

* Skamania County Hospital District removed.

Funding Scenarios:

There are multiple funding packages that can be calculated for the construction of the Fire Hall based on the options available. A few cases are outlined below. In each case, the conservative USDA RD grant percentage of 15% was used. All cases are also optimistic in assuming a successful grant application directly from the Washington State Capital Budget.

Case 1

This assumes the total project cost of \$5.7 million based on the estimate from the initial 2013 project study, without inflation. It assumes a 40-year loan at the rate of 4.38%, the same as the city's current Outfall loan. It assumes no other grant funding or capital contributions.

Total Project Amount	\$ 5,700,000
<u>Funding Sources:</u>	

Direct State Funds (25%)	\$	1,425,000
USDA RD Grant Amount	\$	855,000
USDA Loan Amount	\$	3,420,000
Total Annual Loan Payment		\$182,549.68

Case 2

This calculation has the same assumptions as Case 1 with a total project amount of \$3 million.

Total Project Amount	\$	3,000,000
<u>Funding Sources:</u>		
Direct State Funds (25%)	\$	750,000
USDA RD Grant Amount	\$	450,000
USDA Loan Amount	\$	1,800,000
Total Annual Loan Payment		\$96,078.78

Case 3

This is the most optimistic calculation with a project cost of \$3 million, an additional grant and donation amount of \$150,000 and using \$750,000 of City reserve funds.

Total Project Amount	\$	3,000,000
<u>Funding Sources:</u>		
Direct State Funds (25%)	\$	750,000
USDA RD Grant Amount	\$	450,000
BNSF Grant	\$	50,000
City Reserves	\$	750,000
Additional Donations/Grants	\$	100,000
USDA Loan Amount	\$	900,000
Total Annual Loan Payment		\$48,039.39

Conclusion/Action Needed:

There is a demonstrated need for this project to move forward. The current building housing the fire department is in need of a new roof and if a new building is not on the horizon, there are some maintenance items that will need to be addressed. A very rough estimate for the items needed total almost \$30,000 and a detailed list is below.

Re-roof plus fix damage to structure	\$	20,000
Paint	\$	6,500
Gutters-Low Est	\$	500
Gutters-High Est	\$	1,500
Re-caulk Windows	\$	1,500

Staff requests that council determine whether or not to move forward with this project at this time. If council direction is to hold off on this project, then staff will work on making the necessary repairs to extend the life of the current building. If council direction is to move forward with the design phase, staff recommends approving the proposal in the amount of \$81,490.

June 15, 2018 (Revised June 18, 2018) ***(Revised July 12, 2018)***

City of Stevenson
Attention: Leana Johnson
7121 E. Loop Road
Stevenson, WA 98648-0371

Re: **Stevenson – New Fire Hall Station**
Architecture and Engineering Professional Services Proposal to Conduct Needs Assessment
Project Number 2180193.00

Dear Leana:

Thank you for meeting with Mackenzie to discuss development of a Needs Assessment for your New Fire Hall Station in Stevenson, Washington. We look forward to the opportunity to work with you and your staff on this project.

Mackenzie separates itself from other architecture/engineering firms through our multi-disciplined approach. Our professional staff of in-house architects and engineers all have specialized expertise in needs assessments for public projects, having completed projects for over 50 public agencies in the Northwest. Our specialized multi-disciplinary team is uniquely suited to provide a comprehensive service to our clients.

Mackenzie's integrated team of design professionals will provide architects, interior design, landscape architects, civil and structural engineering services for the above project. In addition, Mackenzie will hire planners, environmental scientist, geotechnical engineer, mechanical, electrical, plumbing engineer, and a construction cost estimator to complete the team. Our design team will consist of the following:

- Jeff Humphreys – Principal in Charge
- Cathy Bowman – Project Manager
- Ethan Spoo – Planner (BergerABAM)
- Dustin Day – Environmental Scientist (BergerABAM)
- Nick Paveglio – Geotechnical Engineer (GeoDesign)
- Steve Dacus – Mechanical Engineer (Interface Engineering)
- Steve Gunn – Construction Cost Estimator (Construction Focus, Inc.)

Our Basis of Design along with our detailed scope of services by task is as follows:

BASIS OF DESIGN

The following describes in detail the Basis of Design for this proposal.

We understand, that the City of Stevenson has purchased an approximately 4.4-acre triangular shaped site located between the intersection of Foster Creek Road and Rock Creek Drive for development of a new Fire Hall and Skamania County Emergency Operations Center. The new station is estimated to be approximately 9,700 square feet with the ability for future growth up to 11,000 square feet. The program will include but is not limited to four double-deep apparatus bays, a multi-purpose room/training room, with adjoining kitchen, and administration offices. The future expansion will



be to accommodate living quarters including but not limited to bunk rooms, individual toilet/shower rooms, tool shop, laundry, and kitchen/day room. The anticipated scope (as described below) shall consist of understanding the programmatic needs of the new Fire Hall Station, understanding the acquired property, and developing a conceptual design floor plan and renderings. The aesthetics of the building are to fit within the context of the surrounding buildings: the Skamania Lodge, Rock Cove Assisted Living Community, and the Columbia Gorge Interpretive Center. Per discussion with the City, we assume that the new building will be a stick frame with an enhanced front façade and a simpler façade for the remaining elevations that are not facing the street frontage. Project budget will be confirmed through the Design Phase, but the goal is for construction costs to be between \$3 Million and \$5 Million. The project will be administered in two phases, and the current proposal is for the Design Phase with the Construction Phase being under a separate contract. Phase Two services will entail developing the construction documents, permit and land use approval procurement, bidding and construction contract administration.

SCOPE OF SERVICES

Task 1 – Project Kick-Off and Discovery

Time Duration: 1 week

- Mackenzie will meet with Client to kick off project services and define overall project goals, objectives, budget, work scope, team roles/responsibilities, schedule, project milestones, and to identify key stakeholders.
- Following this meeting, meeting minutes will be distributed to the Client project team and the design team.
- Ongoing project management will be provided throughout the duration of the professional services as defined herein. This includes email coordination or telephone phone conversations with team members and the Client to discuss current activities, ongoing action items, and next steps or upcoming action items for the Task.

Participants: Mackenzie and Client Staff

Deliverable: Meeting minutes and refined project schedule.

Task 2 – Space Analysis and Programming

Time Duration: 2 weeks

- Mackenzie will assist the Client in developing a project program based on the above-stated Basis of Design. This effort will build on the room, equipment, and staff listing provided by the 2016 Stevenson Fire Hall Strike Team Report.
- Mackenzie will meet with the Client in workshops to gather information on space and operational needs.
 - A questionnaire will be distributed to the Client team before the workshops.
 - We anticipate one (1) meeting with the work group representatives identified by the City of Stevenson. We have budgeted two (2) hours for the meeting.
- Develop a draft program based on input gathered from completion of workshop questionnaire. The program will include information on staffing and spacing needs and forecast current, move-in, and 50 years of growth.
- Refine draft program based on review comments received.
- Meet once with Client to review final draft program.
- Incorporate comments received from Client into program for final review/approval by Client.
- Email program in pdf form for approval.

Participants: Mackenzie and Client Staff

Deliverable: Final Draft Program.

Task 3 – Adjacencies and Space Standards Development

Time Duration: 2 weeks

- Mackenzie will create adjacency diagram and up to three (3) block diagrams that illustrate the sizes, spatial relationship, and proximities to other rooms/areas based on the approved final program.
- Mackenzie will meet with stakeholder group to review the adjacency and block diagrams for feedback.
- Obtain Client approval of block diagrams.

Participants: Mackenzie and Client Staff

Deliverable: Approved Block Diagram.

Task 4 – Site Evaluation

Time Duration: 4 weeks

- Work with staff to determine appropriate site evaluation criteria for Geographic Information System (GIS) mapping analysis.
- Document the existing site's physical and natural resource constraints such as wetlands, habitats, and geological hazards using existing GIS data.
- Document regulatory constraints and permits required at the federal, state, and city levels, including setbacks, landscaping, and parking requirements.
- Document the potential permits, permitting agencies, submittal requirements, and preliminary schedule for each type of permit, including City engineering and construction reviews. Based on our preliminary review, applicable permits may include the following:
 - U.S. Army Corps of Engineers.
 - Washington Department of Ecology (Ecology) permits for potential wetland impacts.
 - City Permits (including but not limited to site plan review application, conditional use permit, shoreline and critical area reviews).
- Provide executive summary language of GIS mapping results for main report. Meet with Client via conference call to review report.
- Create a site map for the City-purchased Parcel Number 02070200310000 to evaluate existing site conditions using GIS and any other publicly available data/information (i.e., survey, arborist report, wetlands delineation, etc.).
- Review zoning and development code to determine development process(es).
- (Optional Service) Prepare, submit for and attend Pre-Application Meeting with Authority Having Jurisdiction (AHJ). Provide meeting minutes from this meeting. The meeting is assumed to correspond with the site meetings already being held in the City of Stevenson.
- (Optional Service) After a basic site scheme has been defined, have a geotechnical engineer investigate the site and prepare a geotechnical report.
- Meet with Client via conference call to present final findings.
- Submit final maps, reports, and executive summaries for Client's review and approval.

Participants: Mackenzie, Planner, Environmental Scientist, Geotechnical Engineer, and Client Staff

Deliverable: Maps of acquired site, Executive Summary of GIS mapped site.

Task 5 – Preliminary Design

Time Duration: 4 weeks

- Develop a conceptual site diagram with additional detail and refinement that includes site ingress, egress, and site circulation to optimize operational flow with consideration to building and overall site needs.
- Mackenzie will meet at Client offices with staff to present conceptual site diagram.

- Further develop adjacency and block diagrams, as necessary from Task 3.
- Upon Client approval of a block diagram, develop concept floor-plan describing the general building organization, layout and footprint.

Participants: Mackenzie, MEP Engineer, Client Staff and Public

Deliverable: Conceptual site plan, floor plan, exterior character rendering, MEP narrative, for the chosen Option.

Task 6 – Concept Design Finalization

Time Duration: 2 weeks

- Based on the selected scheme and input that incorporated the massing and aesthetics identified in the visioning process, Mackenzie will develop conceptual site plans, floor plans, and elevations. This will be a collaborative process where the design team will work with Client to refine the preferred scheme.
- Mackenzie will meet with Client to review assumptions for plumbing fixtures, mechanical systems, lighting, interior finishes, and any other equipment.
- Develop a narrative documenting the decisions on materials, systems, equipment, and finishes from Task 7 and 8.

Participants: Mackenzie and Client Staff

Deliverable: Conceptual design drawings for the chosen Option

Task 7 – Project Cost Estimate

Time Duration: 3 weeks

- Upon refinement of the selected scheme, send site plan and supporting material to the cost estimator for developing construction cost estimate.
- Mackenzie will facilitate the forecasting of soft costs to include furniture, fixtures, and equipment (FF&E), permit fees, system development charges (SDC) and consultant fees, including contingencies and escalation factors to develop an anticipated overall project cost.

Participants: Mackenzie, Cost Estimator and Client Staff

Deliverable: Cost projection summary and supporting detail

Task 8 – Final Report and Presentation of Findings

Time Duration: 2 weeks

- Format documents from tasks into a final draft report. The final draft report will include the following sections:
 - Overview/Scope/Executive Summary
 - Existing Conditions
 - Program
 - Adjacency and Block Diagrams
 - Site Layout
 - Site Development Schemes (up to two schemes)
 - Concept floor plans, elevations, and perspectives
 - Cost Forecast
 - Next Steps
 - Executive Summary
 - (Optional Service) Geotechnical Report
- Issue final draft report to stakeholders for review and comment. Receive one copy of consolidated comments from reviewers.

- Incorporate comments from one (1) review copy of final draft received from Client into final report.
- Issue final report in PDF format with three (3) printed record copies.

Participants: Mackenzie, and Client Staff

Deliverable: 8.5x11 bound report with major deliverables from each task noted above and supplemental text and graphics to summarize scope and efforts of this study.

FEE SUMMARY

Our fixed fees for the disciplines and related design services described above are as follows:

	<u>Base</u>	<u>Optional</u>
Task 1 – Project Kick-Off and Discovery:	\$3,500	-
Task 2 – Space Analysis/Programming:	\$3,750	-
Task 3 – Adjacencies and Space Standards Development:	\$5,950	-
Task 4 – Site Evaluation:	\$15,150	-
AHJ – Pre-Application Meeting		\$1,250
Geotechnical Report	-	\$16,000
Wetland Delineation	-	\$8,980
Task 5 – Preliminary Design:	\$22,140	-
Task 6 – Concept Design Finalization:	\$6,350	-
Task 7 – Project Cost Estimate:	\$6,500	-
Task 8 – Final Report and Presentation of Findings:	\$18,150	-
TOTAL	\$81,490	\$26,230

Reimbursable expenses (printing, copying deliveries, mileage, etc.) are not included in the fee outlined above. Reimbursable expenses will be invoiced at 1.12 times cost, are estimated to be \$3,500, and will not be exceeded without the Client’s approval.

ASSUMPTIONS

In addition to the scope of services outlined above, we have assumed the following:

- Mackenzie, in a previous revision of the proposal, prepared a task and fee for facility tours, building performance and visioning as well as public outreach. The Client informed us that these services were not required and therefore have been excluded from this proposal.
- Mackenzie will utilize Geographic Information System (GIS) systems, Google Maps/street views, aerial photos and other publicly available information for site analysis unless additional information becomes available, such as electronic files of existing building(s), land survey (ALTA/Boundary/Topographic), wetlands delineation, geotechnical report, environmental report and/or any other reports and/or surveys that are available, and other studies and/or reports as may be necessary for completion of the project.
- The Client will approve the documents at the conclusion of each task prior to proceeding with the next task.
- Client is responsible for all fees paid to public bodies having jurisdiction over the project.

- All meetings will occur at Mackenzie’s office, unless noted otherwise.
- Both on- and off-site land use entitlements processes, such as Design Review and related services, meetings with Authorities Having Jurisdiction (AHJ), neighborhood/community meetings, public hearings, and other related processes, are assumed to be completed in future tasks or phases.
- Conditions not depicted on available existing building documents, provided by the Client, or readily visible on project walkthroughs, are excluded. Unforeseen impacts will be evaluated at the time of discovery and addressed via additional services as necessary.
- Mackenzie will rely on Client-provided existing facilities information for project, including but not limited to type of construction, building area, occupancy classification and other such parameters affecting design and documents.
- Seismic upgrades of existing facilities may be triggered by Code or other jurisdictional requirements, including but not limited to change of use/occupancy classification or modification of existing structural systems. Evaluation of existing structural systems are not included in our scope of services and fees.
- Square footage calculations will be provided as required to confirm compliance with building and zoning code requirements only.
- Topographic and boundary surveys should be obtained for project site to better inform the design team for planned improvements. This work can be deferred to occur in a future project phase if desired. Mackenzie can assist in defining scope and provide recommendations for surveyors for the Client to hire directly either now or in a future phase of the projects.

EXCLUSIONS

In addition to any exclusions outlined within the proposal above, we have also excluded the following from our proposed scope of work.

- Site development phasing. Mackenzie can provide site development phasing via additional services, if necessary.
- Reimbursable expenses.
- Building permit fees, design review fees, or any other fees paid to public bodies having jurisdiction over the project.
- Land survey, topographic survey, tree survey, or metes and bounds descriptions and related specifications.
- Appeals, variances, public hearings, land use approvals.
- Meetings with public agencies or other meetings other than those specifically identified above.
- Hazardous materials investigation or mitigation.
- Traffic analysis.
- Off-site improvements (such as roads, half street improvements, and utilities).
- Special foundation systems (e.g., piles and structural slabs).
- Equipment support or racking systems.
- Interior design, space planning and/or furniture selection.
- Landscape design services.
- Marketing materials.
- Permitting and related coordination.

City of Stevenson
Stevenson – New Fire Hall Station
Project Number 2180193.00
June 15, 2018 (Revised June 18, 2018) (Revised July 12, 2018)
Page 7

It is our understanding the project will start in June 2018. If the proposal is agreeable to you, we can prepare a contract for the proposed scope of services. Please note that this proposal is valid for 60 days.

We look forward to working with the City of Stevenson on this new project. If you need additional information or have any questions, please do not hesitate to call.

Sincerely,



Jeff Humphreys
Architect | Project Principal

Enclosure: Reimbursable Rates Schedule

c: Cathy Bowman – Mackenzie

MACKENZIE.

P 360.695.7879 ■ F 360.693.6637 ■ W MCKNZE.COM

The Hudson Bldg, 101 E 6th Street #200, Vancouver, WA 98660

Portland, Oregon ■ Vancouver, Washington ■ Seattle, Washington

REIMBURSABLE CHARGES

Mackenzie will charge the following standard, cost-based rates for in-house reimbursable items listed below:

IN-HOUSE PRINTING

Scanning – Black & White

Small Format: \$0.25/sheet
(8-1/2 x 11 - 11 x 17)

Large Format: \$1.00/sheet
(Including Half Size)

Scanning – Color

Small Format: \$0.50/sheet
(8-1/2 x 11 - 11 x 17)

Large Format: \$3.00/sheet
(Including Half Size)

Printing/Copying – All Sizes

Black & White: \$0.21/sq. ft.
Full Color: \$4.00/sq. ft.

Fax

Local: \$1.00/sheet
Long distance: \$1.30/sheet

OTHER IN-HOUSE REIMBURSABLE ITEMS

Digital Photo Documentation

\$15.00/download

Check Generation Fee

\$25.00

Automobile Mileage

Billed according to IRS guidelines

Delivery Service

Fixed rates: \$7.75 to \$54.40
(depending on mileage)

Data Supplies

CD documentation: \$15.00
DVD documentation: \$30.00

Report Binder

Without tabs: \$3.00/book
With tabs: \$4.00/book

Foamcore:

\$4.25/sheet



City of Stevenson

Leana Johnson, 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 Johnson, City Administrator
RE: Sewer Plant Update
Meeting Date: July 19, 2018

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:

Value Planning:

The Value Planning workshop took place on June 6th and a final report was posted on the city's website and sent to council on July 3rd. This report (attached) outlines 5 key strategies that emerged from the design charette:

1. Side-Streaming and Resource Recovery
2. Satellite Treatment Systems
3. Upgrade Wastewater Treatment Plant to Increase BOD Removal and Meet Regulatory Requirements
4. Botanical Garden
5. Waterfront Brewery District

Staff would like direction on which strategies to pursue. The CERB Feasibility Study grant will then be used to further analyze those chosen strategies.

BOD5 Testing:

The BOD5 testing continues with samples being delivered to BSK Labs in Vancouver four times a week, which includes one Saturday delivery. Again, the staff time taken for this effort is being tracked separately to better gauge the effort involved. We have received test results back and Wallis Engineering is compiling the data. We anticipate a final report by the next council meeting.

Plant Operations:

There was an oil sheen at the plant a couple weeks ago that has since dissipated. Ecology was notified and an inspector visited. They did not seem overly concerned as the amount was minimal and mostly resolved when they arrived.

We will be reposting the Wastewater Treatment Plant Operator position to try to gain a larger pool of certified applicants to choose from.

The fairgrounds lift station continues to have challenges. One pump is being repaired, if possible, which leaves only one pump operating at the station. When the second pump returns, the other pump will then be removed for repair as well.

The average Influent BOD load for 2018 has been:

- Jan 675 lbs/day – No Effluent Violations
- Feb 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 – No Effluent Violations

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 contract for the Community Economic Revitalization Board feasibility study grant has been signed and the RFQ for engineers will be published as soon as the city decides on a way forward.

Compliance Schedule:

The responses received from the Industrial User Survey has been sent to DOE. Staff continues to follow-up on the approximately 30 remaining users that have not responded.

Action Needed:

Direction on which of the 5 key strategies from the value planning workshop to pursue.



COMMUNITY GENERATED ALTERNATIVE SOLUTIONS: **STEVENSON, WASHINGTON**

REPORT PREPARED BY COLLINSWOERMAN | 7.3.2018

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EXECUTIVE SUMMARY

The Need

The City of Stevenson Washington needs to upgrade the city's wastewater treatment system. Until that happens it is in a moratorium for new non-residential connections that do not pretreat wastewater to residential strength. The estimated cost to meet projected wastewater flows over the next 30 years is \$12 million to \$14 million. None of the rate options to raise that kind of money seemed broadly acceptable.

Value Planning Workshop

The City and the Economic Development Board of Skamania County secured funding to conduct a value planning charrette (a concentrated community-based design process). Key community leaders worked together creatively to generate and consider a broad range of options and pathways forward. The charrette was possible because of matching funds made available by the Washington State Department of Ecology in collaboration with an EDA-funded team called Infrastructure NEXT.

Goals

The over-arching goal of the value planning workshop was to generate alternative solutions to the wastewater treatment challenge that would:

- Speed the lifting of the development moratorium
- Decrease biochemical oxygen demand (BOD organic loading received by the wastewater treatment plant
- Bring about fair and affordable sewer rates

Success Criteria

During the value planning charrette the participants outlined criteria to define the characteristics of successful solutions:

- Meets or exceeds regulatory requirements
- Affordable to community
- Adaptable to changing conditions
- Recovers resources
- Effective
- Provides capacity for growth
- Educates and conserves
- Meets public approval
- Has high aesthetics
- Resilient and robust application
- Replicability for other communities
- Innovative

Results: 5 Key Strategies

The concepts generated during the charrette suggest that **the community may be able to achieve regulatory compliance and future capacity while reducing costs.** The key to the community developing these innovative strategies is to reduce organic and liquids loading before they get into the system and identify strategies that can be implemented over time while adding additional value to the community.

There are five major interrelated strategies that emerged from the dozens of alternatives generated during the charrette:

1. **Side-Streaming and Resource Recovery**
2. **Satellite Treatment Systems**
3. **Upgrade Wastewater Treatment Plant to Increase BOD Removal and Meet Regulatory Requirements**
4. **Botanical Garden**
5. **Waterfront Brewery District**

Next Steps

While design, engineering, and construction cost are still to be determined, preliminary results suggest that Stevenson may be able to add economic developments and increase capacity for the future at a price that is significantly less expensive than the plan now on the table.

This new approach is designed around a number of incremental steps that help the community address wastewater permit issues in the near term while providing for incremental growth in capacity as needed. Next steps include developing refined estimates of the relative contribution, costs, savings, and phasing of these strategies.

STEVENSON VALUE PLANNING WORKSHOP: June 6th, 2018

On June 6, 2018 in Stevenson, WA representatives of government, business, and the civic community gathered with the InfrastructureNEXT team to conduct a value planning charrette.

The charrette was the result of a desire by members in the community to come together to mutually address financial and technical challenges they face to meet pollution limits required of the city's wastewater treatment plant.

The plant is 27 years old. It is rated to handle a biological oxygen demand (BOD) of 600 pounds per day. That was the capacity calculated by the design engineer as the capability of the system to support biological organisms to reliably treat the wastewater prior to release to Rock Creek.

In the last few years the organic loads to the system have exceeded that rating. Best practice is to begin to consider upgrades when a plant consistently meets 85% of it rated performance. The plant operators report that in 2018 in the months of March, April, and May that BOD loading was significantly in excess of the plant's rated capacity:

	MARCH	APRIL	MAY
BOD (in pounds per day)	1,793	804	991
Rated plant capacity	600	600	600
Percent over rated capacity	299%	134%	165%



Figure 1 Infrastructure NEXT is a project of the Center for Sustainable Infrastructure and The Willamette Partnership with funding from the Economic Development Administration. Infrastructure NEXT provides technical expertise to rural communities in Oregon and Washington.

Wastewater treatment plants treat a dilute mix of pollutants that is conveyed to the plant by water. If the amount of liquids is too high the treatment plant can be overwhelmed. If the organic loads within the liquid are too high, then the capacity of the plant to reduce those organics to safe levels can also be overwhelmed.

A typical response is to increase the capacity of the wastewater treatment system when liquids or organic loads exceed the rated capacity of the plant. Another option is to reduce the flows of liquids or organic loadings into the system by diversion or pre-treatment. Most utilities do a blend of both.

See Figures 1 and 2 for a representation of relative contributions of flows and organic loadings to the Stevenson Wastewater Treatment Plant. The actual gallons or pounds per day can change daily and over time based on practices or changes in technologies that may be used by the contributors to the wastewater system.¹

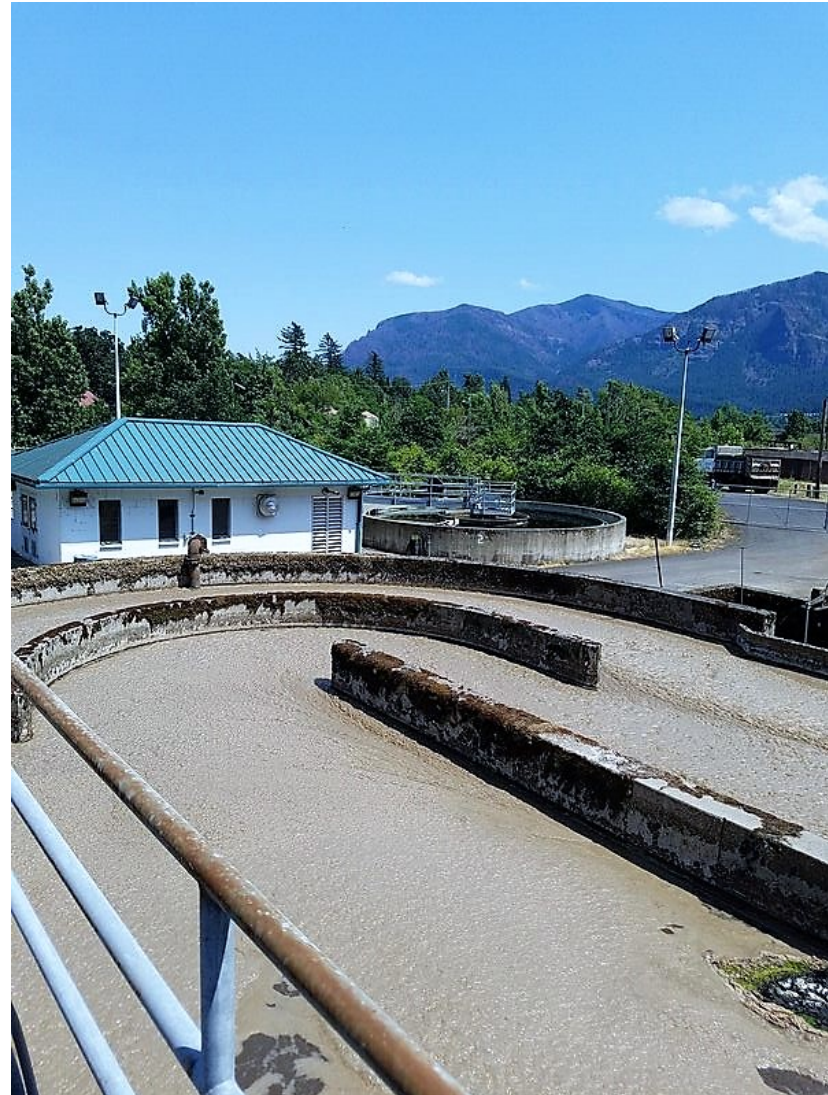


Figure 2 City of Stevenson, WA wastewater treatment plant.
Photo: Steve Moddemeyer, 2018

¹ As of this writing the relative contributions information in Figure 3 is currently being updated and is subject to change based on that new data.

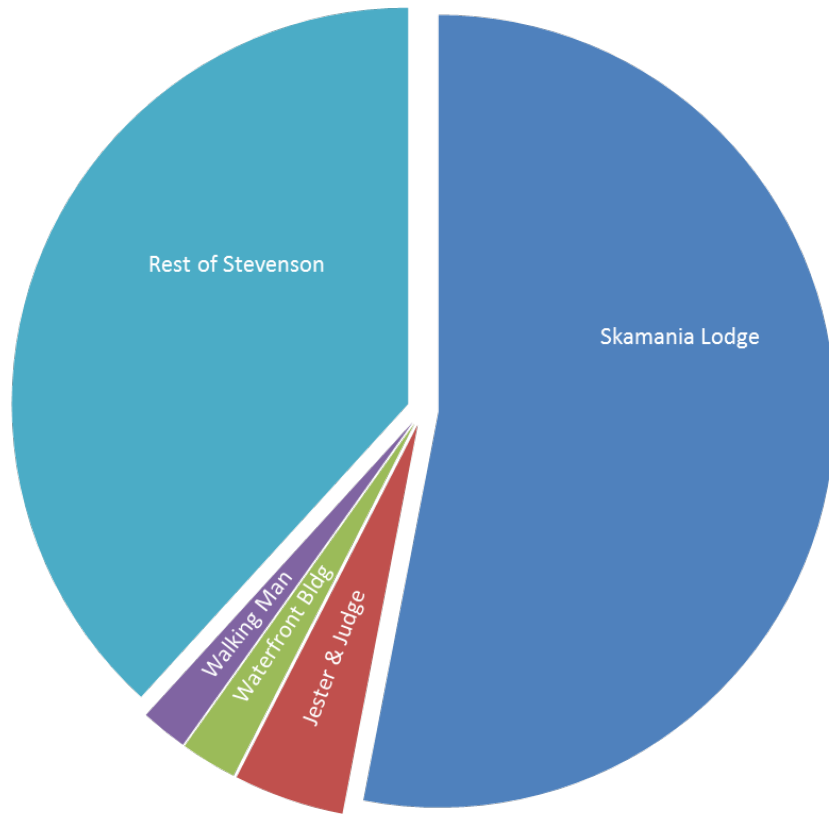


Figure 3. Relative contributions of flow

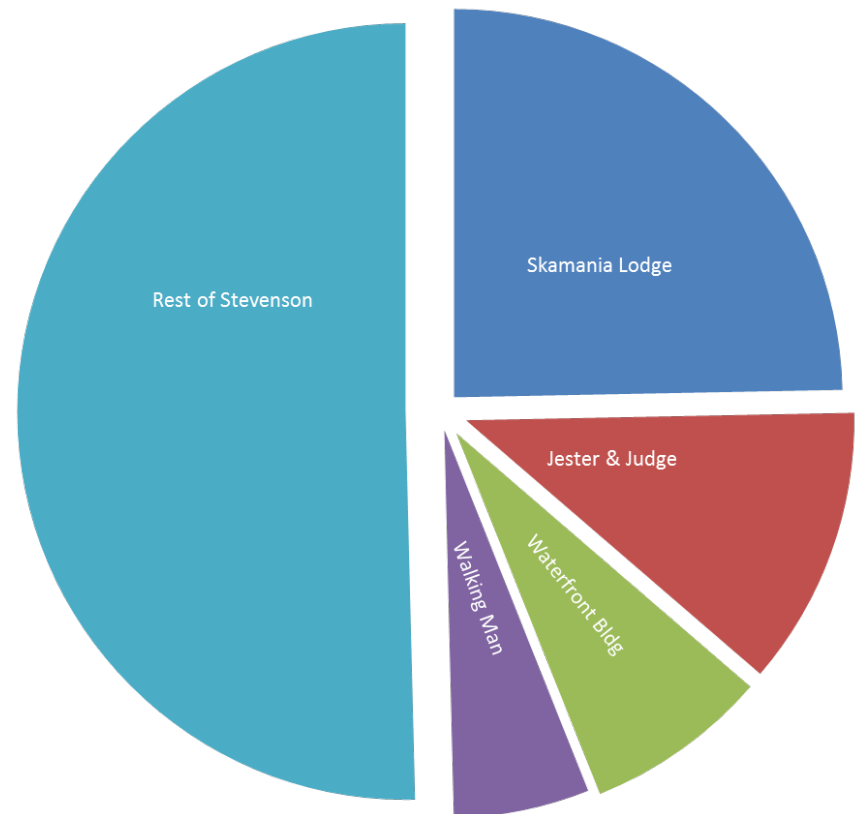


Figure 2. Relative contributions of organic loadings

Funding was secured from the Department of Ecology to allow the city in 2016 to hire an engineering firm to evaluate possible solutions. An initial presumption at the time was to increase the capacity of the city's wastewater treatment plant located on SW Rock Creek Drive. Based on estimates of current and future demand that included new growth in number of homes, jobs, and new collection areas served by onsite septic systems, the newly remodeled plant would have a capacity of 3,000 pounds of BOD per day. This would be an increase of over 500 percent. However, at \$12 million to \$14 million, the price tag for this additional capacity was a shock for a city of 1,500 people in 600 homes² and a large hotel that had been in operation for 27 years. It seemed expensive for this rural community of limited means.

Given the wastewater system's organic loadings beyond permitted limits, city officials have enacted a defacto moratorium for any new business contributors to the city's wastewater system.³

It is typically recommended by the state regulators that the businesses that contribute higher concentrations of organics into the system should pay for pre-treatment and/or for their impact on the city system. The City of Stevenson has been considering this approach but is concerned about the impact on major employers in the beverage and hotel industry.

Sudden new costs can have ongoing financial impact to businesses. Concerns about fairness of these proposed method of calculation is also a concern given the lack of detailed information about flows and organic loads from each firm.

While working on this issue the Economic Development Board (EDB) for Skamania County became aware of a new program supported by the federal Economic Development Administration (EDA) Region 10. The recently funded project, Infrastructure Next, is a collaboration of the Center for Sustainable Infrastructure (CSI) and the Willamette Partnership. Working together CSI and the Partnership won an EDA

² Current number of residential and commercial accounts is 437 per Utility Director Eric Hansen.

grant to offer advanced infrastructure strategies to struggling rural communities in Oregon and Washington. In collaboration with EDA support and a planning grant from the Washington Department of Ecology, the City of Stevenson and the EDB hosted the Infrastructure Next design charrette that is documented in this report.

Community-based design charrettes engage a broad range of stakeholders in a creative exercise to identify alternative solutions to complex infrastructure and community challenges. To broaden the possible solutions Infrastructure NEXT recruits additional content experts and a professional facilitator to guide the community's business and government leaders through the process. This report documents the process that was used to generate the five interrelated strategies.

PREPARATION

In preparation for the charrette representatives of the Infrastructure NEXT met several times with city officials and EDB staff. They then assembled a full team and available information for use during the charrette. This information was published in a briefing book that included information on all aspects of the community from land use to housing, from landslide areas to adopted plans for future growth.

Once preparations and invitation lists were complete, the one and a half day design charrette was scheduled for June 5-6, 2018.

THE TOUR

On the first afternoon the participants in the charrette took a tour of the wastewater treatment plant, local beverage industries, and the Skamania Lodge.



Figure 4 Bottling line at Jester and Judge facility in Stevenson, WA.

Following the tour, the Skamania Lodge hosted an informal reception to allow participants a chance to get to know each other. The next morning all assembled for the full day charrette process.

THE CHARRETTE

After initial introductions the group was guided by facilitator Andrea Ramage to develop shared goals, outcomes, and understanding the challenge, and success criteria. These were then used to frame the rest of the day with the intent to stay aligned around these shared interests.

GOALS

- Right-size the solution by looking at the system holistically rather than primarily within the wastewater treatment plant (WWTP) boundaries.
- Achieve broad community consensus on a way forward, bring the City, industry, businesses and residents together; build buy-in and inclusion.
- Achieve WWTP compliance for the long-term
- Achieve fiscally sustainable solutions for the community
- Transparency and reliability tied to fairness on rates that will be charged.

Participants agreed that the purpose of the workshop was to stimulate new ideas and to develop a portfolio of alternative solutions.

Participants then developed desired outcomes:

DESIRED OUTCOMES

- Community-generated alternative solutions to joint pre-treatment
- New ways to reduce inputs (BOD & flows) to the WWTP
- Solutions at the same or lower cost, but with benefits that serve all of us better
- Innovative systems and strategies that can be leveraged to support community goals beyond WWTP compliance
- Feeling empowered to solve this challenge *together*

Finally, working together the participants developed the “Essence of the Challenge:”

ESSENCE OF THE CHALLENGE

- How can we connect beverage industry wastewater streams into economic value in ways that reduce the burden in the system?
- How does building a big plant (extra capacity) interact with acceptable rate increases?
- Can we engage individual behavior by instilling a sense of personal responsibility to reduce waste from homes?
- What fee structure is both fair and uses market forces to encourage cost-effective load reduction?
- How does the city resolve the conflict with intergenerational equity (social justice) between growth, debt, today’s rates, and future rates?
- Are there solutions like composting that benefit the community and reduce the burden the WWTP?
- How can we deal with waste while creating new markets?

The group then developed the following statements:

How can we *improve the environment* while...

1. Remaining affordable
2. Maximizing value from each dollar
3. Creative a replicable model for turning challenges into opportunities as a community
4. Making businesses more competitive than any on the West Coast

In what ways can we...

- Buy the time to get this right, becoming a model “case study” for other communities...
- Double economic growth
- Make the treatment plant a profit center
- Avoid building a complete new plant
- Fund improvements without pricing residents and businesses away

... while meeting regulatory requirements!

CREATIVE MANIFESTO

One of the tools facilitator Andrea Ramage used during the charrette was the “Creative Manifesto.” She proposed that the group use it as guidance for the day’s work. The participants agreed to:

- Choose an attitude of curiosity instead of certainty or defensiveness
- Release ownership of my ideas so they can mingle and expand with other ideas
- Listen deeply to others because they will spark my own creativity
- To honor diversity of thought, experience and opinion as the source of truly innovative solutions
- Be OK with stepping out of my comfort zone even if it makes me uncomfortable
- Focus on possibilities: “We can if…” and “How can we…”
- AND have fun!



SUCCESS CRITERIA

Development of success criteria was also a group effort. The criteria are used to evaluate the community developed alternatives generated during the charrette.

- Lower-cost solution that is affordable to community over its lifecycle
- Meets or exceeds environmental regulations
- Provides capacity for community growth
- Plans for the future (succession) including new emerging technologies
- Replicability for other communities
- Has a financial plan
- Ability to adapt to changing conditions (e.g. loading, environmental standards, business climate)
- Resource recovery
- Aesthetics
- Effective diversions (source control measures)
- Education and conservation
- Local industry approval
- Public approval, meets community values
- Operational resilience and robustness (overall operability)
- Innovative approach

As the creative portion of the day unfolded a range of alternative solutions were generated. Some seemed a bit wild and others seemed pretty sensible.

As the ideas were generated, charrette participants were guided to develop them further. After lunch there were several tables and teams working together to understand how different areas of the city could participate in solving the challenges of the existing wastewater system.

CONCLUSION

As the charrette drew to a close, there was a sense of accomplishment in the room.

“I used to say that no good ideas ever come from Stevenson. This has been a day filled with great ideas. We have actionable items that collectively will add up and make an impact in the short term as we move forward on a longer term solution.”

“A key insight for me was that at the onset in deciding on a plan we thought that we would need to do it all inside the walls of the plant. Today we learned about new technologies and satellite pre-treatment systems. It has changed our preconceived notions on the negatives. This is going to increase our options and will hopefully translate into a smaller bill and get us up and running sooner and hopefully stretch out the time frame for a solution.”

“I enjoyed looking at the residential side of this. There are impacts on the residential side and people would be interested in being part of the solution on the residential side.”

NO.	STRATEGY	STRATEGY COMPONENTS	ROM CAPITAL COST ESTIMATES RATE-BASED	NOTES
1	Side-Streaming and Resource Recovery	Develop collaborative diversion program for industrial beverage and commercial food businesses. Identify possible recipients of food wastes such as farms, compost, fertilizer or bio-digestion for fuels, livestock feed, or other uses.	\$25,000	Let brewers brew. Convene business council to guide and provide advice. Provide local match and seek additional funding
		Create incentive program to provide match for cost-effective equipment upgrades to reduce organic loadings.	\$200,000	Create a 50/50 match (or whatever seems fair) to buy equipment or facilitate diversion by system customers if the project reduces sufficient BOD loadings to the system and is cost effective.
		Investigate residential food waste diversion program	\$25,000	Use as a match and seek additional outside funding. If everyone contributes to a diversion program then everyone can benefit from lower costs for future wastewater treatment.
		Create education program at schools		Already in operations budget
		Continue and enhance fats, oils, and grease (FOG) source control		Already in operations budget
		Consider equalization tank to even out peaks in BOD loading at the central plant. Facility should be closed loop and have high air quality treatment to avoid odor problems	\$75,000	May require additional expense for plumbing, operations, and/or permitting.
Subtotal:			\$325,000	

NO.	STRATEGY	STRATEGY COMPONENTS	ROM CAPITAL COST ESTIMATES RATE-BASED	NOTES
2	Satellite Treatment Systems	Reduce BOD and liquid flows to central plant with satellite facilities	\$1 million to \$3 million	<p>Like a bead on a string, a satellite system can be located anywhere convenient along the collection line.</p> <p>There are several technologies that can be effective in reducing BOD contribution to the wastewater system. Membrane bioreactors offer higher levels of treatment at higher capital and operating cost. Any pretreatment system will have ongoing operational costs that could be modest or rise to reach \$100,000 per year for the most advanced systems.</p> <p>The challenge of securing a new outfall for the satellite system is avoided by sending the effluent of the satellite system to the existing centralized plant. If a new outfall is the goal, proponents should presume several additional years of technical studies with no guarantee that an additional outfall would be permissible.</p> <p>If effluent is to be treated and reused onsite for toilet flushing or irrigation then treatment to Class A water quality will be required. This higher level of treatment is reflected in the top range of costs.</p> <p>Satellite systems can be co-located with a Botanical Garden, Columbia Gorge Interpretive Center, or Waterfront Brewery District strategies assuming concerns about odor control are addressed.</p> <p>Already in operations budget</p> <p>Already in operations budget</p>
Subtotal:			\$1 million to \$3 million	

NO.	STRATEGY	STRATEGY COMPONENTS	ROM CAPITAL COST ESTIMATES RATE-BASED	NOTES
3	WWTP Upgrades to Increase BOD Rating	Add upgraded headworks with grit removal, second oxidation ditch and UV disinfection. <ul style="list-style-type: none"> • Upgraded Headworks with Grit Removal • Add second Oxidation Ditch • UV Disinfection (assumed for one channel with two banks per channel) 	\$639,000 \$1,628,000 \$336,000	Adds redundancy to existing facility and additional BOD removal capacity. Coupled with side-streaming and liquid waste reductions could allow for rerating upward the effective capacity of the facility. Note: These costs do not include contingency, design, and other soft costs.
		<ul style="list-style-type: none"> • Third Clarifier 	\$1,150,000	A third clarifier may be needed within 10 years.
		Add SCADA and electronic controls	\$530,000	Better real-time information and controls can allow for increased performance of facilities.
		Consider onsite laboratory for local testing and possible income generation	\$300,000 to \$425,000 or more	Cost depends on the size and sophistication of the facility. Requires market analysis to determine if possible income is sufficient to make a business case for the facility.
Subtotal:			\$4.6 million to \$4.7 million	<i>NOTE: This number does not include additional costs for collection system upgrades that were identified and included in the General Sewer Plan and Facilities Plan budget estimates.</i>

NO.	STRATEGY	STRATEGY COMPONENTS	ROM CAPITAL COST ESTIMATES RATE-BASED	NOTES
4	Columbia Gorge Botanical Garden	Co-locate greenhouse facility in beautiful setting to attract and educate residents and visitors.	\$1 million +/-	Greenhouses can serve as an essential element of a satellite treatment facility or as a polishing step for treated effluent. Consider partnerships with various conservation entities, private foundations, or other community groups to attract both public and private funding.
Subtotal:			\$1 million +/-	
5	Waterfront Brewery District	Create new mixed use brewery district on Port property along SW Cascade Ave.		Rate impacts to be determined. However, with this concept the majority of the funding would be from a combination of developers, outside economic development funding entities, the Port, and public/private partnerships.
		Creates supporting shared infrastructure for industrial beverage producers	<i>tbd</i>	Shared infrastructure financed as part of a larger redevelopment could lower impact to existing tenants
		Increase available industrial capacity for existing customers in phased construction		Make better use of the available square footage to increase the footprint for industrial user growth. Create phasing to allow for minimal disruption to existing tenants.
		Use street frontage along SW Cascade for new retail and restaurant facilities integrated with tourist and tasting rooms		Will create jobs and additional value in community as a vibrant waterfront district unfolds.
		Create new third story for workforce residential and possible river view hotel		Consider seeking subsidies for workforce house (tenants able to afford rent for incomes at 80% of annual mean income) on the Cascade Avenue side. Consider hotel or market rate housing for river view units.
Subtotal:			<i>tbd</i>	<i>Impacts to wastewater rates may be minimal as a combination of private developers, outside economic development funding entities, the Port, and public/private/partnerships would be essential to finance the project.</i>

1 SIDE-STREAMING AND RESOURCE RECOVERY

The first strategy is to “side-stream” food waste and industrial beverage wastewater rather than allowing it drain into the sewer. For the City’s healthy and growing beverage industry, side-streaming means providing technical, financial, and operational assistance in collecting spillage and excess product and spoils by seeking ways to convert them into value-added byproducts or other beneficial uses. For the Skamania Lodge and other commercial kitchens it means a program where kitchen scraps and fats, oils, and greases are collected separately and diverted to other beneficial uses. For residential it means a community program to reduce use of food grinders and a new food waste collection program. By collaborating together as a community a majority of the organic loading can be diverted from the system.

Side-streaming will require an accelerated investment in staff, program development and equipment to facilitate participation throughout the community. A draft program budget would be in a range of \$200,000 to \$375,000.

OVERVIEW:

- A. Develop **Industrial Side-streaming collaborative diversion program** for industrial beverage and commercial food businesses. Identify possible recipients of food wastes such as farms, compost, fertilizer or bio-digestion for fuels, livestock feed, or other uses.– includes hiring coordinator 0.5 FTE or contractor
- B. Create **Incentive Program** to provide match for cost-effective equipment upgrades to reduce organic loadings.
- C. Investigate **Residential Food Waste** diversion program to engage the entire community in reducing BOD loadings to the wastewater treatment plant
- D. Create **education program** at schools
- E. Continue and enhance fats, oils, and grease (**FOG**) **source control**
- F. Consider **equalization tank** to even out peaks in BOD loading at the central plant. Facility should be closed loop and have high air quality treatment to avoid odor problems

INDUSTRIAL SIDE-STREAMING WITH CONCIERGE SERVICES

During the Value Planning Workshop, participants showed interest in exploring the concept of a “side-streaming concierge” program that would consolidate the collection and management of the waste products from multiple businesses.

An essential element of the program is to reduce the burden of industrial and commercial ratepayer so that it is easy and routine for everyone to contribute. Typical tasks might be:

- Convene a business advisory group to provide advice and guidance to the program
- Work with industrial and commercial business owners to develop cost effective strategies that divert organic loadings from the wastewater system

- Identify resource feedstock options for recipients of food wastes such as farms, compost, fertilizer or bio-digestion for fuels, livestock feed, or other uses
- Develop cost estimates for various program elements
- Explore outside funding options to enhance program development
- Facilitate a possible RFQ to establish bidding system on recovered resources (every 2-3 years?)
- Develop a replicable training model for use by industry partners for new employees
- Develop program monitoring and metrics to deliver and improve on performance.

INDUSTRY SIDE-STREAMING PROGRAM

Core function is the collection and disposal or sale of production waste products (wort, spent grain, yeast, hops, distilled heads/tails, and finished beverage products); It would be designed to be convenient for the beverage industry; and It could focus only on beverage industry waste. In the future it could expand to include other materials that also drive loading to the plant (e.g., food waste; fats, oils, and grease) or have revenue potential on their own or when combined with the other materials (e.g., to fuel a methane digester).

The main benefits are:

- Reduced flow and BOD loading to the plant, reducing the scale (and cost) of needed upgrades and enabling more predictability and regularity in plant operations;
- Consolidating side-streaming program under one roof allows for a concentration of expertise and economies of scale;
- Reduced the burden on each business individually to develop markets or alternative disposal mechanisms for each waste stream (let the brewers brew); and
- Opportunity to better build or access markets for these waste products by operating at a larger scale.

KEY CONSIDERATIONS:

Who will build the program? An estimate for designing and starting up a side-streaming program is ½ half FTE for approximately one year. The ideal candidate(s) will need to be creative, business savvy, and be able to develop strong relationships with the City staff, local and regional businesses, and the public. Options for program development include:

- City staff: Allocation of part of a city staff member's time.
 - (+) Highest level of coordination with City staff
 - (+) Creates a direct line of communication between the businesses and the City, allowing for greater coordination between multiple City programs (e.g., starting up a composting program) and the wastewater treatment plant (e.g., providing notice when the plant can expect higher flows or loads).
 - (+?) Potentially a lower cost option compared with hiring a consultant.
 - (-) Creates a burden on the City's capacity
 - (-) It may be difficult to get approval or recruit talented individuals for limited term positions.
- Consultant: The City would develop a Request for Proposals for either the theoretical design or design and start-up of the program.
 - (-) Lose opportunity to use the program development process to strengthen relationships with the businesses, other City programs.
 - (-) City staff will have a learning curve and need to establish their own relationships if they chose to take on program administration.
 - (-) Potentially less staff time or higher cost.
 - (+) Creates the opportunity to bring in a multifaceted team and high level of expertise
 - (+) Does not distract staff from other priorities or reduce capacity.
- University partnership: A graduate student or student group may be able to take on the program design. Portland State University,

among others, has strong programs around sustainability, public administration, business administration, and integrated environmental management. The University's Institute for Sustainable Solutions can coordinate a multifaceted team pulling from their Masters in Business Administration, Public Administration, Environmental Engineering, and Planning programs. PSU has partnered on similar programs, like a [waste reduction program with the Port of Portland](#). Local community colleges may also see this as an exciting opportunity.

- (+) Students are able to access a huge range of expertise via professors, coursework, access to scientific literature, and their peers.
- (+/-) Costs are likely to be lower when compared with a consultant, however, a student may need greater guidance from City staff (e.g., 0.1 FTE) than a consultant.
- (-) University programs operate on an academic calendar, which doesn't always line up with ongoing work schedules.
- (-) Lose opportunity to use the program development process to strengthen relationships with the businesses, other City programs.

Who will administer the program? Once the core markets and relationships are identified, administration of a program could be more time efficient..

- City staff: Estimated at 0.1 FTE, this person would be a liaison between the City, beverage industry businesses, logistics/hauling/disposal, and buyers for the side-streamed resources.
 - (+) Creates a nexus between the City and industry to increase coordination and strengthen trust.
 - (+) Highest level of coordination with other City programs and able to identify opportunities for the City itself to leverage the side-streamed resources.
 - (-) Burdens City capacity.

- Consultant: City hires out the program administration to a private entity.
 - (+) Does not distract staff from other priorities or reduce capacity.
 - (-) Lessen or lose the opportunity for coordination, identifying new opportunities, and strengthening relationship with businesses.
 - (-) May be difficult to identify willing and qualified parties for so little time/budget.

What will it cost? Key program costs include staff time for development, staff time for administration, hauling of wastes, disposal of resources that cannot be repurposed or where markets are not identified. Some side-stream resources may have revenue potential.

- Program development:
 - Personnel costs estimated at 0.5 FTE in City staff (~\$50,000) for one year
 - Consultant: Assuming \$100-125/hour, \$50,000= 400-500 hours (0.2-0.25FTE). To get the equivalent of 0.5 FTE (1040 hours), the cost would be \$108,000-130,000.
 - University: Early estimates for a PSU research team could range from \$20,000-40,000 to develop a business plan and the same again to begin implementation and work out the kinks.
- Program administration: Personnel costs estimated at 0.1 FTE (~\$10,000)
- Equipment and other expenses: Totes or other storage vessels for target liquid and solid wastes (purchase and repair/replacement), hauling of liquid and solid waste, replacing storage vessels, disposal costs where a market cannot be identified or is temporarily unavailable.

How will the program be funded? There are a number of options for funding the program development and ongoing administration.

- Sewer rate: City leaders would have the option to consolidate these costs in rate increases for larger organic loading businesses or spread them across the entire rate-payer base.
- Incentive Shifting to Fee: Start with incentives funded by the rate and switch to BOD charges after several years. This approach gives the side-streaming program time to be developed and will establish how effective the diversion program will be. After two years of side-streaming operations, the city could begin to phase in a BOD fee. This incentivizes businesses to accelerate diversion and allows those who choose not to divert to plan for the fees as an ongoing cost of doing business..
- Voluntary service subscription fee: If the program provides a more convenient option for the beverage industry businesses, and particularly if there is an incentive to reduce loading (sewer rate reduction), this may be an attractive option that has more carrot and less stick. It also creates risk in the program's funding model.
- Revenue from side-streamed resources: The ideal outcome from program design and administration is that the end users of the side-streamed resources will be willing to pay for them or that the resulting revenue will make the program cost effective. This cannot be guaranteed, particularly in the first year.
- Funding sources like EDA and Dept. of Ecology can be explored. Develop an overall program and side-streaming concierge to focus on resource recovery through diversion of organics from the collection system. This position would likely require at least a 0.5 FTE or a contracted position based around a similar number of hours.

INCENTIVE PROGRAM

Incentives are often developed by utilities to encourage cost-effective solutions by the customers of the utility. Thus electric utility customers might be offered incentives to install insulated windows as the cost for the windows is less than it would cost to develop new sources of energy. Likewise, for water and wastewater utilities some investments

that customers can make will be more cost-effective than upsizing the city's treatment plant.

Once the economic value of diverting materials from the wastewater treatment system is determined, cash discount incentives can be priced appropriately. For example, if a new piece of equipment can reduce the organic loadings to the plant and the value of the savings exceeds the cost of treatment and reserve capacity, then an incentive might be developed to provide a cash match to encourage adoption of the new equipment. A \$50,000 machine that cost-effectively saves \$50,000 in capacity at the plant would qualify for a 50/50 match. This saves costs for the utility and saves costs the customer who might otherwise have passed for the improvement.

A. Residential Food Waste

Reducing organic loadings to the wastewater treatment plant is an essential element of the strategy to reduce facility costs. Engaging the residential community to divert food waste allows everyone to contribute to the solution. Food grinders in kitchen sinks add to the organic loading at the plant. Yet if this food were instead collected from the homes, then the organics can be usefully processed to become compost for gardens, ingredients in commercial fertilizers, or even as a new energy source.

A food waste collection program could include educational programs, designated drop-off locations, and curbside collection of food.

A creative blend of low-tech and advertising can reinforce a conservation mindset of a food waste program. For example, Impact Bioenergy is a small startup company that turns "half-eaten burgers, spoiled milk, and spent yeast from a brewery into electricity and fertilizer." Their story is told in this short video <https://youtu.be/9t56pxAcj8c>. While their technology may or may not be an appropriate solution for Stevenson, Impact Bioenergy collects

food wastes with an electric cargo bike that has the program name painted on the side. Once collected the food it is ground into a slurry and then brewed in a digester that turns it into liquid fuel. That fuel runs the generator that charges the bicycle. They claim that the bicycle runs one mile for each pound of food waste collected.

Perhaps a local business in Stevenson would sponsor an electric food waste collection bike.



Figure 5 This electric cargo bike used for waste food diversion program runs 1 mile per pound of food waste according to Impact Bioenergy.

B. Education Program

A compliment to the industrial, commercial and residential programs would be an education program for the schools. The program coordinator could partner with interested local teachers and students to create design ideas for collection bins, or to name the side-streaming program, or to create lessons plans about composting and natural processes that turn leaves and needles into topsoil for the vast forests that surround Stevenson.

C. FOG Source Control

FOG is fats, oils, and grease. This highly concentrated “brown grease” is already collected separately to reduce the organic loadings at treatment plants. The City of Stevenson’s ongoing FOG program works with restaurants and commercial kitchens to divert FOG from the system. The program requires on-going investment and attention to keep the program continuously effective.

Once collected, FOG can also become used as an energy source. For example, Clean Water Services in Hillsboro, OR uses 70,000 gallons of FOG delivered weekly from local restaurants as feedstock to produce energy at their Durham wastewater treatment facility in Tigard, OR.

D. Equalization Tank

Wastewater treatment plants have normal daily cycles of higher inputs. One peak is in the morning as people prepare for the day ahead of them. The other is in the evening as they prepare for dinner. Industrial users may also have higher or lower cycles of inputs to the wastewater system that correspond to the processes and orders they fulfil. If these high input cycles happen to align, the operations at the plant can be stressed.

The idea of an equalization tank was proposed during the value planning charrette as a way for the industrial contributions to be metered out and timed to off-peak loadings at the wastewater treatment plant. This does not help with meeting the BOD permit requirements, but it does help with the operation of the treatment plant to get better use of existing facilities.

The size and location of any equalization tank has not been determined but would need to be somewhere near the current industrial beverage industries. Concerns about visual impacts and odor are essential concerns that will have to be addressed before any such facility is to be implemented.

2 SATELLITE TREATMENT SYSTEMS

The second strategy is to reduce inputs of liquid waste by augmenting the existing centralized wastewater treatment plant with satellite treatment systems. More than half the flow into the city plant comes from a wastewater collection pipe that drains the west side of town. This includes the Skamania Lodge hotel and the county fairgrounds. At some point along that pipe a satellite treatment system can be deployed to reduce BOD loadings and reduce flow where appropriate. The treated water can be diverted to the treatment plant or with additional steps used for irrigation and other non-potable uses.

Satellite plants contribute to the first strategy as they can be built where growth occurs to reduce loading to the main plant, and capital costs can be passed on the land developer. Capital and operating costs will be more expensive than to expand the main plant in the order of 15 to 30 percent higher depending on the complexity of the treatment technology used and the desired water quality (i.e whether the treated wastewater will be reused or discharged to the sewer).

LOCATION

Location of satellite plants has become non-controversial as technology allows for compact facilities that are aesthetically located with virtually no impact on livability for nearby residents. For example, Natural Systems Utilities, an Infrastructure NEXT External Technical Advisory Team member, owns, designs, and operates multiple satellite facilities in high impact areas such as the basement of luxury apartment houses in Battery Park City in Manhattan or the New School on Fifth Avenue in New York City..

The flexibility and range of technical solutions for satellite plants means that facilities can be located in various locations along the main collection lines of the existing wastewater system. Locations identified during the charrette ranged from the Skamania Lodge, to the Columbia Gorge Interpretive Center, to the new fire station being considered along Rock Creek Road. Other sites not identified during the charrette are also possible. A shared facility could be located at the waterfront as

it redevelops or additional redevelopment sites in the city could also be plausible.

Wherever it is located the facility must be aesthetically designed and located. Appropriate odor control would be included in any system. Natural Systems Utilities (NSU) reports that their MBRs are routinely placed inside luxury apartment buildings without complaints. Locating it close to the Lodge or waterfront redevelopment allows for irrigation use of the reclaimed water and the potential to recapture the heat from the hotel's effluent that through heat exchangers that can pre-heat the next day's hot water demands.

COST

Membrane bioreactors are one particular treatment option but certainly not the only one. We are including capital costs for a membrane bioreactor unit large enough to treat all of the flows from the Skamania Lodge as an upper end estimate. Other less expensive treatment options can also be considered.

A draft proposal based on preliminary information prepared by NSU estimated that equipment and construction cost for a facility handling 60,000 gallons of wastewater a day would be around \$2 million. Trained operators are required to maintain the system although any staff trained to operate the central plant can also be trained to operate and maintain a satellite system. Many expect operational costs for an MBR to be close to \$100,000 per year for time of a trained operator, chemicals, electrical demand and parts.

Whatever technology is selected, the net present value of capital, operating costs, and reliability are likely to be the determinative factor.

DISCUSSION

To avoid a lengthy and possibly contentious permitting process for a new outfall any satellite system would most likely prefer to send any effluent directly into the existing collection system.

The satellite plant can be sized to match the demand for BOD reduction or for Class A reclaimed water. Demand for a golf course would be

seasonal, but a greenhouse botanic garden would have additional year round flow requirements. If appropriately zoned land is within reach, legal indoor grow operators might also be interested customers for additional reclaimed water from the system.

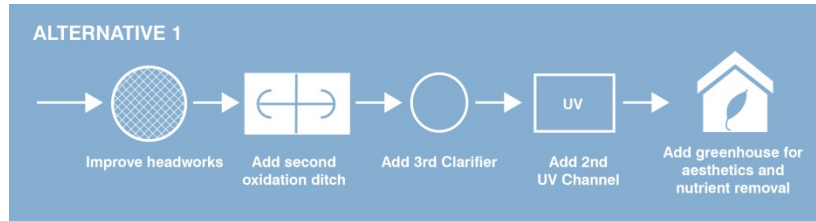
An alternative only briefly raised during the charrette considered the benefits of using reclaimed water for the county fairgrounds. Given that the fairgrounds are adjacent to the centralized plant, an advanced filtration process located at the central plant could provide water for: 1) irrigation of a botanical greenhouse, 2) irrigation of the fairgrounds

landscapes, 3) washout water for livestock stables and stalls, and 4) as high quality effluent that would improve the secondary treatment system effluent entering Rock Creek.

NEXT STEPS

A follow-on analysis would dive deeper into the specifics in regards to seasonal demand for reclaimed water, permitting requirements, and alternative locations for a satellite facility.

3 UPGRADE WASTEWATER TREATMENT PLANT TO INCREASE BOD RATING



Upgrading the treatment facility so that all components have redundancy would involve adding a second oxidation ditch and a second Ultra-Violet disinfection unit, along with additional screening equipment for the oxidation ditch. Some worn mechanical components, including the rotors serving the existing oxidation ditch, will also have to be replaced; however, the existing structural components (e.g. oxidation ditch concrete tanks) are considered to be in good condition.

Although not required at this time, a third clarifier will also need to be considered at some point as the flows increase. The current NPDES conditions rates the existing facility at 0.367 MGD, whereas the maximum-month flow for 2016 was 0.290 MGD.

The duplication of the oxidation ditch would double the existing NPDES permitted load to 1200 ppd, and would allow the design load to be re-rated to a higher capacity based on the performance records, potentially up to 1800 ppd.

Tetra Tech's General Sewer Plan and Wastewater Facilities Plan Update – Final Report (Nov. 2017) indicates the following current costs, including an allowance for contractor O&P, Mob/Demob and site work:

Second oxidation ditch:
\$1,628,000

Third clarifier including splitter & RAS pumps:
\$1,150,000

Headworks (domestic strength pretreatment) without grit removal:
\$639,000

Replacing oxidation ditch brush aerators:
\$ 250,000

UV Disinfection (1 additional channel):
\$336,000

Cost of the second oxidation ditch, the third clarifier, and the headworks modifications at the central plant were described during the charrette as about \$3 - \$4 million. While the second oxidation ditch is required in the first three years, it may be possible to delay installation of a third clarifier for up to a decade or longer. This can stretch out initial costs for upgrading the plant.

Note the above costs do not include allowances for contingency, engineering design, services during construction, taxes, and inflation to the time of construction. The Tetra Tech report suggests these extra costs could amount to as much as 78 percent more than the amounts shown above.

ELECTRONIC CONTROLS

The current wastewater treatment plant in Stevenson was constructed before industrial process controls were common. The ability to monitor, gather, and process real-time data is valuable in managing complex wastewater systems. The Tetra Tech report indicates the cost to add a SCADA (supervisory control and data acquisition) system to the wastewater treatment plant is estimated at about \$530,000.

ONSITE LABORATORY

An onsite laboratory for local testing and income generation was also discussed during the charrette. Cost depends on the size and sophistication of the facility; however, based on a modest lab space of 400 sq ft and a cost of \$300 per square ft, the Tetra Tech report suggests the costs for a laboratory, including \$100,000 in equipment and installation costs, would be about \$425,000. A market analysis is required to determine if sufficient income could be generated to make a business case for offering commercial laboratory services to the community.

DISCUSSION

The Department of Ecology's Criteria for Sewage Works Design recommends using 0.2 pounds of BOD per day per capita. The Tetra Tech report indicates the base loading with pretreatment to the single existing wastewater treatment oxidation ditch in 2016 was 488 pounds per day (ppd) with a maximum month of 658 ppd and a peak day of 1,294 ppd. The projected equivalent future BOD loads for 2040 were 724, 1,003, and 1,916 ppd, respectively. While the current flows are within the facility's National Pollutant Discharge Elimination System (NPDES) permit limits, the maximum-month effluent load is 92 ppd, which based on a treatment rating of 85% equates to a maximum influent BOD load of 613 ppd, which was exceeded seven times in 2016. Despite exceeding the maximum-month loading limit, the facility has demonstrated an ability to remove more than 85% of the load, and has been meeting its effluent permit limits. However, Ecology have refused to consider re-rating the BOD removal capacity in the facility's NPDES permit unless the facility complies with current equipment redundancy design criteria requiring a minimum of two units for each treatment component.

Although satellite treatment can reduce BOD loading to the treatment facility, the wastewater flows will gradually increase until they also exceed the maximum discharge under the current NPDES permit. Consequently, at some point the treatment equipment redundancy requirement will have to be met. The NPDES permit loading is based on a secondary effluent BOD concentration of 30 mg/L and an 85-percent BOD removal rating for a maximum-month flow of 0.367 MGD. Even if side-streaming and satellite treatment systems can reduce the

maximum-monthly BOD load to the central plant to less than 613 ppd, unless separate NPDES permits are obtained for the satellite facilities, the flows to the treatment plant will eventually exceed the maximum-monthly rated flow of 0.367 MGD. The data presented in the Tetra Tech report indicates this has already been exceeded in 2010, 2012 and 2015. Even if water conservation measures are implemented in an attempt to reduce wastewater flows, the effect will be to increase the wastewater strength. Consequently, it is expected the central treatment plant will need to meet Ecology's equipment redundancy requirements sooner rather than later.

Implementing Alternative 3 as a short-term strategy will:

- Enable the central treatment plant to be re-rated by Ecology and allow the City to realize the true treatment capability of the plant;
- Will address the community's need to provide wastewater treatment services to accommodate economic development pressures; and
- Will provide time to evaluate and develop effective side-stream and satellite implementation strategies to accommodate continued growth.

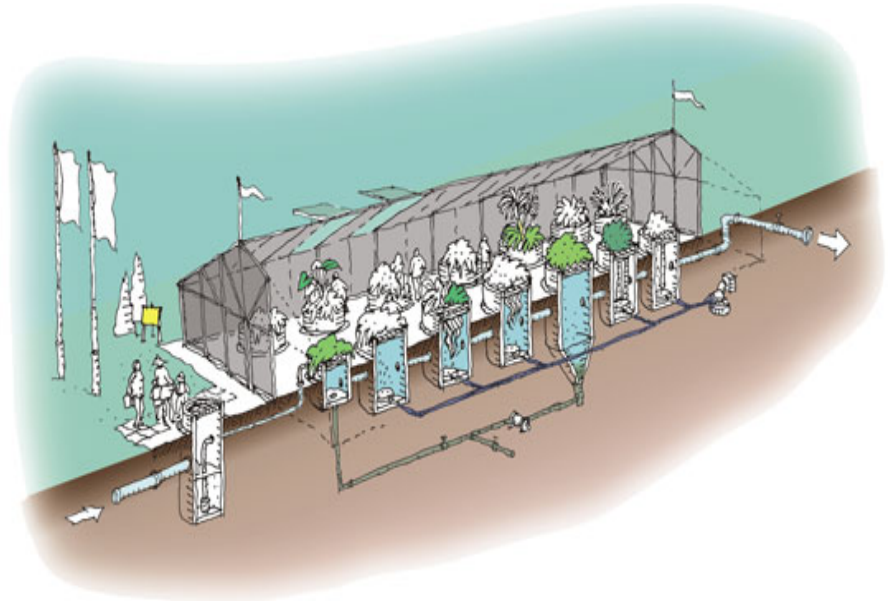
4 CREATE COLUMBIA GORGE BOTANICAL GARDEN

The idea of wastewater treatment facilities could look like greenhouses – captured the imagination of the participants of the value planning charrette. The current central wastewater treatment facility is located in a public works yard along the waterfront adjacent to the fairgrounds, and consists of a number of concrete tanks extending above ground.

In contrast, there are a number of wastewater treatment facilities that have considerably greater visual appeal and aesthetics, appearing to be greenhouses. While their underlying treatment technologies are based on very conventional bacteria-based treatment processes, the plants and greenhouse structure above the conventional infrastructure convey a considerably superior impression to visitors and nearby property owners.

This impression is evidenced by the above photo of the Sechelt “Water Resources Centre”, demonstrating that conventional ugly-looking sewage treatment plants can be presented in such a manner as to have neighbors across the street from the treatment facility feel their property values have increased. Treatment is achieved using a conventional sequencing-batch-reactor (SBR) enclosed within an appealing greenhouse environment. In addition to meeting the most stringent reclaimed water standards in the province, the treatment process also incorporates ultrafiltration membrane and granulated activated carbon filters that remove pharmaceuticals, endocrine disruptive compounds, and other unregulated contaminants that are of emerging concern, and recovers thermal energy from the treated water before being released from the treatment facility. The Sechelt facility gets numerous requests for groups to have receptions in the building’s conference area that overlooks the greenhouse area. What visitors are unaware of is that the plant roots dangle into tanks containing wastewater that is undergoing bacterial treatment.

The concept of a “greenhouse” or “plant-based” treatment process began with Dr. John Todd who started two companies based on his hypothesis that treatment carried out by diverse ecosystems would improve the quality of treatment. Despite the general perception and



advertising claims that these wastewater treatment processes result in a higher quality effluent due to their ecologically superior characteristics to conventional treatment systems, they are all fundamentally conventional activated sludge treatment systems that rely on bacteria for treatment. However, they can be designed to even higher standards. While there is some evidence that wetlands and marshes retain complex contaminants, allowing more time for bacteria to degrade them, the plants in commercially available greenhouse-style treatment processes are not in contact with the wastewater undergoing bacterial treatment long enough to have a measurable effect on water quality, other than to extract some nutrients for plant growth. However, in addition to being more acceptable to neighboring property owners, these systems can have a significant educational impact as the community is visually reminded that chemicals and other materials they may waste to sewer through toilets and sink drains could have an impact on the plants, representing the environment. These greenhouse-style wastewater treatment systems can play an important and critical sustainable role in changing public behavior with respect to preventing waste materials from being discharged to sewer.

As noted there are several greenhouse style treatment technologies commercially available including: 1) Solar Aquatics; 2) Living Machines; and 3) Organica. The Solar Aquatics and Living Machines systems have been constructed in educational settings. A Solar Aquatics treatment plant was installed within a glassed-wall area at the entrance to the Center for Interactive Research on Sustainability (CIRS) building at the University of British Columbia where it reclaims wastewater generated within the building, as well as wastewater extracted from the campus sewer, and reuses the water for toilet and urinal flushing within the building as well as landscape and green-roof irrigation. A Living Machines treatment system serves the Islandwood Center outdoor school located on Bainbridge Island, where it is used as part of the educational program to illustrate how wastewater is renovated in the environment. A Living Machines treatment system is also the focal point of the lobby at the entrance of the Missouri Department of Conservation building in Kansas City where it treats the wastewater generated within the building before releasing it to the natural wetlands surrounding the building and eventually the nearby watercourse. The Sechelt Water Resource Centre was designed to achieve an extremely high quality reclaimed water and incorporates a number of advanced treatment



components including: tertiary filtration using ultra-filtration membranes; activated carbon filters to remove endocrine disrupting compounds, pharmaceuticals and other emerging contaminants; and effluent thermal heat recovery. Rather than building a conventional wastewater treatment plant, the community has constructed a Water Resource Center that provides the community with a source of high quality source of water that can be used to off-set limited potable water demands – of particular importance now that the community is routinely facing severe drought conditions during the summer.

All of the installations described above have an impact on waste management behavior, enabling visitors and building occupants to better understand the relationship between their waste discharge habits and potential impacts on the environment. Although the greenhouse structures are placed above or surrounding the mechanical bacterial-mediated treatment systems, aside from the visual aesthetic advantage of covering over the ugly mechanical processes, the greenhouse structure could be constructed adjacent to the mechanical plant, and the plants could still take advantage of the nutrients hydroponically, or a greenhouse growing environment could be incorporated into virtually any conventional treatment process, including an oxidation ditch (with some creativity).

The ability to have a greenhouse facility in either direct or indirect association with a mechanical treatment process, and the ability to grow a wide range of attractive plants within a greenhouse environment brought forth the concept of that environment being a botanical garden that could have tourism value. For example, the water quality achieved by the Sechelt facility meets the most stringent EPA Class A reuse standard, as well as removing micro-pollutants that most treatment plants are incapable of effectively removing. This quality of reclaimed water would be well suited to a botanical garden environment that was open to the general public. The Sechelt experience demonstrates such a facility can meet stringent performance specifications included meeting zero odor and zero noise impacts on the surrounding residential area, and that a treatment facility can be constructed within a residential neighborhood with minimal impact and in an economical, and sustainable manner.

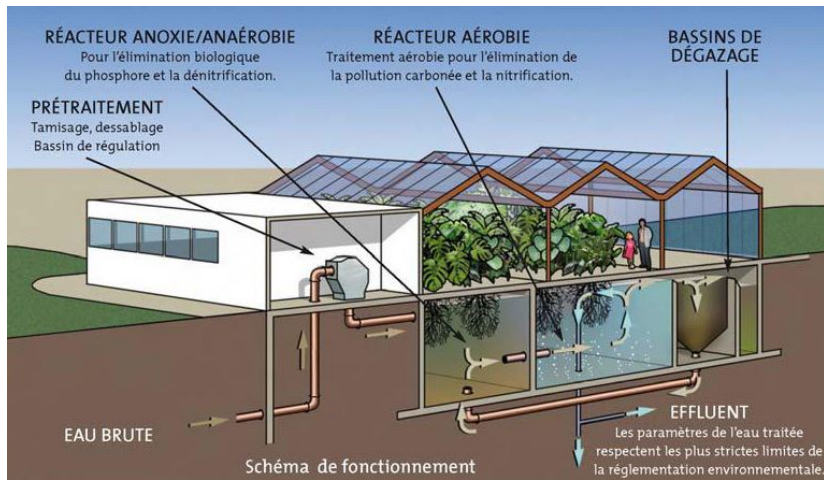
COSTS

The additional costs to incorporate a greenhouse-style treatment process greatly depends on whether a proprietary name such as Solar Aquatics, Living Machines or Organica is desired, the climate and suitability of greenhouse structures to that climate, and whether the comparable conventional mechanical technology needs to be enclosed. There is also the additional operating costs associated with maintaining a greenhouse and cultivating and managing plants. Offsetting those costs could include the value of the plants that are harvested, public accessibility, aesthetics, neighboring property owners' acceptance, changes in waste management behavior in the community and concurrent receiving environment benefits, and whether the educational benefits are capitalized on. It is difficult to place a monetary value on these social and other intangible benefits. The additional cost to the Sechelt Water Resource Centre is estimated to be about 25 percent, increasing the capital cost from about US \$13.5 M to \$17 M for treating 1.06 MGD; however, a significant amount of the additional cost was due to the high quality tertiary Class A reclaimed water quality and the ultrafiltration membranes, granular activated carbon filters, and heat recovery equipment; components that would not normally be included in a conventional secondary treatment process.



The question was posed at the charrete:

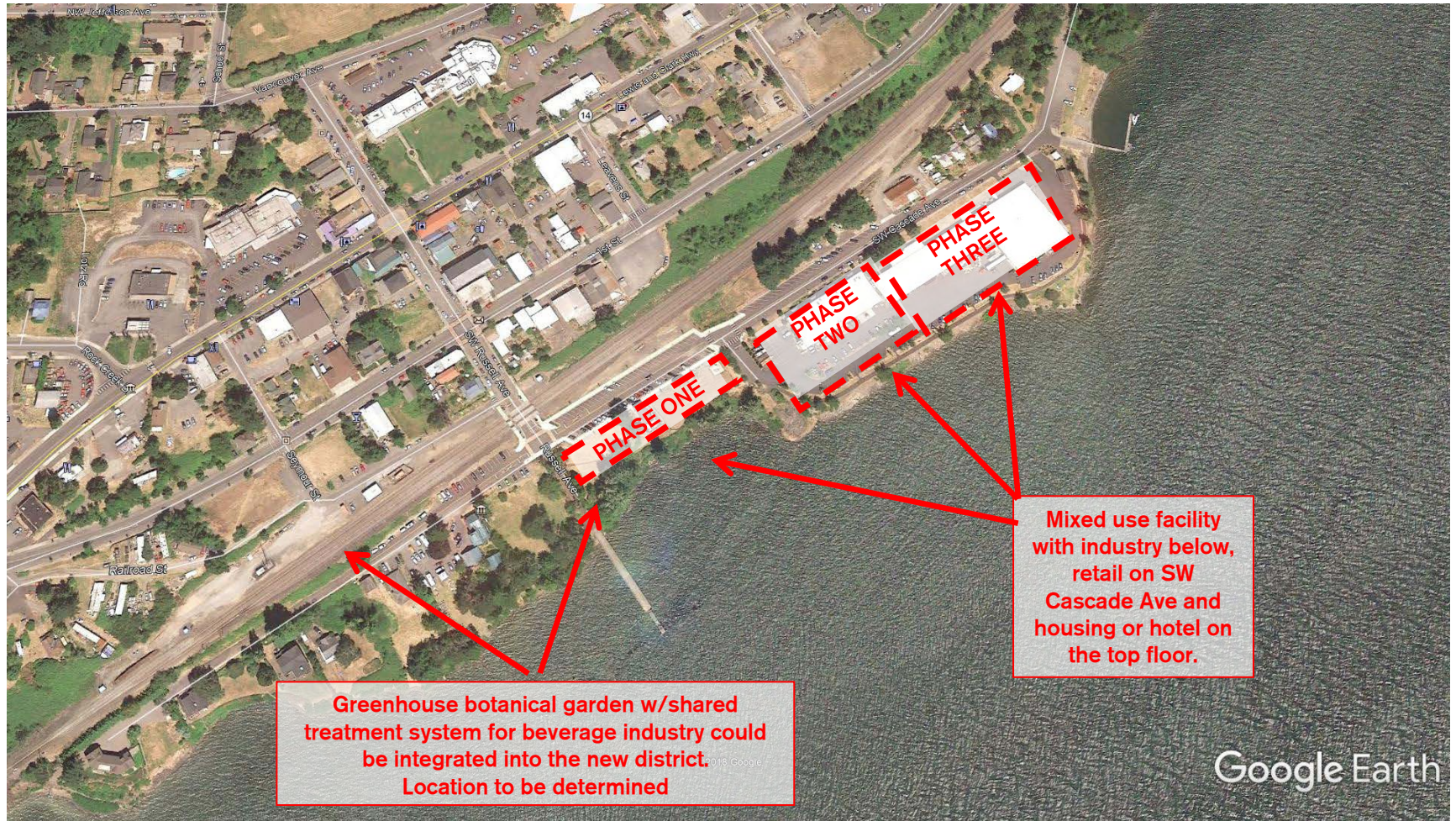
“Could the City of Stevenson host a Columbia Gorge Botanical Garden that would provide multiple benefits from water quality to education, from tourism to a new community amenity?”



	Date of completion	Design Flow	PE capacity	Type of wastewater treated	Capacity	Reuse	Influent BOD	Measured Effluent BOD	Influent TSS	Effluent TSS	Other
Solar Aquatics											
Harwich, MA SAS Pilot	1990	1,200 gpd		Raw septage	-	N/A	1740 mg/L	6.74 mg/L	5780 mg/L	19.8mg/L	
University of British Columbia (CIRS)											
Living Machines											
Port of Portland Headquarters	2010			All wastewater from building (500)	5,000 gpd	Toilet flushing	600 mg/L	1.0 mg/L	400 mg/L	2.6 mg/L	
Evergreen Western Wayne County Schools	2011				7,000 gpd	Toilet flushing and irrigation	185 mg/L	1.56 mg/L			
San Francisco Public Utilities Program	2012			All waste water from employees	5,000 gpd	Flush toilets and irrigate park	600 mg/L	Below detection			
Islanwood- Bainbridge Isle, WA Marine Corps Recruit Department	2012				10,000 gpd	Irrigation	400 mg/L	Below detection			
Organica											
Sechelt Water Resource Center, BC	2015		14,000 people (Currently serving 6,000)	Municipal wastewater	580,000 gpd	Suitable for irrigation, Class A solid compst. Using ocean outfall					Active use park on site. Odorless, botanical-like facility
South Pest WWTP- Budapest, Hungary	2012						381 mg/L avg.		144 mg/L avg		
Gallicoop Food Processing Co.- Szarvas, Hungary	2008			Industrial, meat processing	290,000 gpd		(COD) 526 mg/L	(COD) 50mg/L			

Figure 6 Comparison of greenhouse wastewater treatment systems

5. CREATE A NEW BREWERY DISTRICT ON PORT PROPERTY ON SW CASCADE AVENUE



Quite a lot of interest was generated during the value planning charrette to an idea first proposed by Port of Skamania County Executive Director Pat Albaugh. The concept is to create a brewery district that is designed to provide shared facilities for pre-treatment of wastes and other common facilities for tenants. The concept could expand to include brewpubs, tourist activities and perhaps other mixed uses if the economic demand justified the investment.

While the original idea was to locate the facility on the Port's 42 acres in North Bonneville, WA, a compelling alternative is to create a waterfront brewery district right in Stevenson on SW Cascade Avenue on the 1,350 lineal feet of street and river frontage owned by the Port.

As visitors walk along Cascade Avenue they will access new restaurants, brew pubs along street level with housing above. Industrial users could occupy the lower floor of the facility.

At just an acre, a Phase One portion of the parcel directly east of the riverboat dock. This first site would be a tailored redevelopment to provide shared waterfront beverage industry facilities for existing tenants. Once Phase One is complete and ready for occupancy, existing tenants in the waterfront buildings could move into the new facilities with minimal moving distance. That would allow a Phase Two redevelopment to continue the concept to the east. It would also expand industrial facilities on the lowest grade, add new retail and restaurant on the Cascade Street level with new housing and or hotel

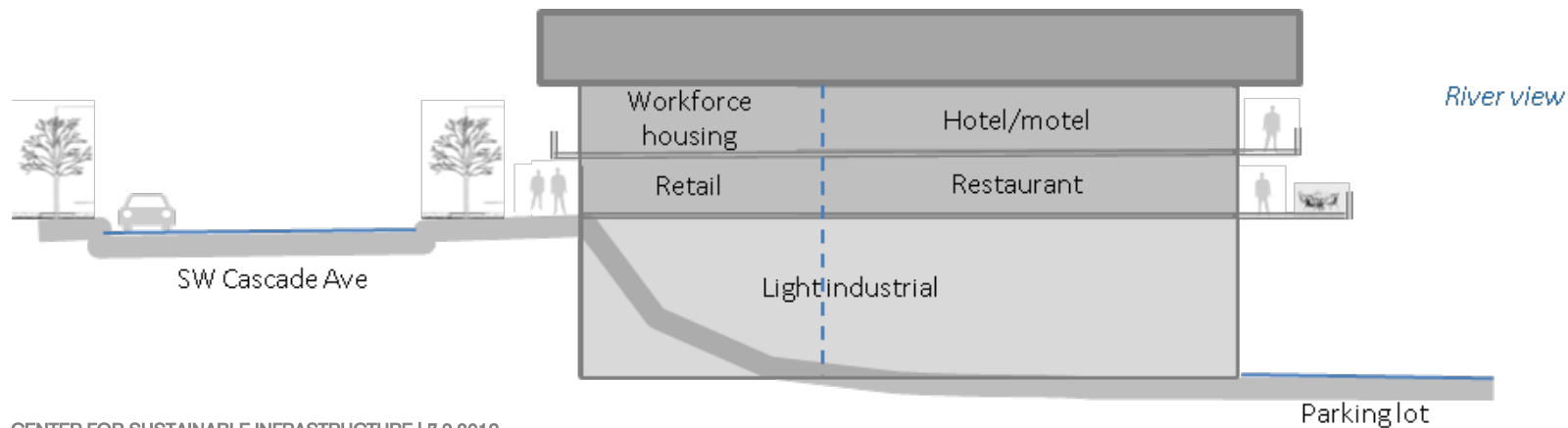
on the third levels overlooking the street on one side and the river on the other.

DISCUSSION OF ADVANTAGES AND DISADVANTAGES

The rentable space in a concept like this is significant. A completed two or three phase project could have over 180,000 square feet of industrial space the lowest grade and another 180,000 square feet of mixed use spaces for each additional floor of the redevelopment.

Simply stated, over 500,000 square feet of industrial, commercial and mixed use space is a lot of real estate and opportunity for economic development. As each phase is developed this project would remake and enhance the waterfront experience in Stevenson, create many new jobs, new government revenues and capacity to accept new growth – from housing to restaurants, to river-view office space, to new hotels.

Because this development would have a treatment system integrated into the facility, it could be built to handle the new growth and would be able to tap a combination of private and public capital to build the facilities.



PARTICIPANTS AND COOPERATING ORGANIZATIONS

Amy Weissfeld – Councilmember, City of Stevenson
Ben Shumaker – Planning Director, City of Stevenson
Bruce Nissen – CEO, LDB Beverage
David Dunn – Water Quality Financial Management, WA Department of Ecology
Eric Hansen – Public Works Director, City of Stevenson
John Mobly – Owner, A&J Select Market
Kari Fagerness – Executive Director, Economic Development Council
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Leana Johnson – City Administrator, City of Stevenson
Louie Hooks – Engineer, Jacobs

Mark Peterson – City Councilor, City of Stevenson
Pat Albaugh – Executive Director, Port of Skamania
Paul Hendricks – Councilmember, City of Stevenson
Scott Anderson – Mayor, City of Stevenson
Scott Donoho – Owner, Skunk Brother Spirits
Shawn Moffet – Engineer, Jacobs
Steve Funk – Operations Manager, LDB Beverage
Steve Pickering – Director of Engineering, Skamania Lodge
Steve Waters – CEO, Backwoods Brewing
Tabatha Wiggins – General Manager, Walking Man

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Thanks also to **David Dunn**, WA Dept. of Ecology and **Frances Sakaguchi**, US Economic Development Administration for funding support.

We'd also like to thank:
Ken Daugherty and Skamania Lodge for providing food, drinks, and venue for our social hour

John Mobly and A&J Select Market for providing breakfast
The Hegewald Center for hosting our workshop
Pat Albaugh and Port of Skamania
Mayor Scott Anderson

And thanks to all the business owners who graciously allowed us to tour their facilities:

Walking Man
Backwoods Brewing
Skunk Brothers Spirits
LDB Beverage
Skamania Lodge

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*The Infrastructure NEXT team would like to express our sincere appreciation for the invaluable help and gracious sharing of technical information and resources offered up by **Cyndy Bratz** and **Jim Santroch** of Tetra Tech. Tetra Tech's report detailing plans for a conventional treatment plant expansion was a necessary starting point*

THE INFRASTRUCTURE NEXT PARTNERSHIP

The Center for Sustainable Infrastructure (CSI), Willamette Partnership, and Portland State University have formed the Infrastructure Next Partnership aimed at innovative investments and job skills for infrastructure in the Pacific Northwest.

CENTER FOR SUSTAINABLE INFRASTRUCTURE

The Center for Sustainable Infrastructure (CSI), based at The Evergreen State College, champions a new public works paradigm, practice, and investment discipline in the Pacific Northwest and beyond. CSI links regional innovators, advocates sustainable best practices, and develops skilled professionals who will put these principles to work in infrastructure development. We envision a future where sustainable, resilient, and affordable infrastructure systems provide vital services accessible to all, supporting healthy, prosperous, beautiful, and cohesive communities.

POTENTIAL FUNDING SOURCES

CERB (Community Economic Revitalization Board)

- Supports economic development in WA to local governments for public infrastructure that supports: private business growth and expansion. Eligible projects include wastewater, storm water, industrial water, public buildings and port facilities.
- They will not finance projects that: result in retail development or displace jobs from one place to another
- Several programs under CERB, most applicable is:
 - CPP (Committed Partnership Program)

that helped lay the groundwork for our exploration of possible alternative solutions. We greatly appreciate Cyndy, Jim, and Tetra Tech's insights and openness to supporting our process from start to finish.

WILLAMETTE PARTNERSHIP

With more than 20 years of experience convening partners and developing market-based conservation solutions, Willamette Partnership continues to help others create incentives for investing in conservation and restoration throughout the West. They believe it is increasingly important to do this work in a way that cares for people – making communities more resilient by solving environmental problems that improve health, social, and economic outcomes.

Willamette Partnership is working to increase the pace, scope, and effectiveness of restoration and conservation to create benefits for both natural and human communities. They envision a world in which people create resilient ecosystems, healthy communities, and vibrant economies by investing in nature.

- Loans and grants for construction of public infrastructure for private business expansion
- Requires private business commitment (evidence of development) as part of the public government's application. It must generate a significant amount of jobs that exceed the countrywide median hourly wage.

- <http://www.commerce.wa.gov/building-infrastructure/community-economic-revitalization-board/cerb-application-page/>

EDA (US Economic Development Administration)

- Supports disaster recovery efforts.
- Relevant program: Disaster Supplemental FY18.
 - Disaster supplemental projects should be located in an area of a federally-declared natural disaster in calendar year 2017
 - Supports creation of new jobs and industry, economic diversification strategies towards affected workers. Supports resiliency projects for future potential disasters.
- <https://www.eda.gov/funding-opportunities/>

WA Investment Board

- Very general investing, focused on generating a stable income stream by strategically investing in a mix of asset classes- their goal is diversification in investments for strong returns
 - As a result, they invest in a wide array of assets including Amazon, breweries, bonds, stocks, real-estate etc... their annual holdings list goes on and on (very general/diversified)
- They manage investments of 17 retirement plans for public employees with the goal of “maximizing returns and minimizing risk”
 - Stevenson would likely have to prove to be a worthy investment with minimal risk and promising returns
- <https://www.sib.wa.gov/financial/pdfs/annual/ar17.pdf>

Washington State Department of Ecology

- OSS (On-site Sewage Systems Program)
 - Loan program to repair or replace failing private septic systems (thinking Skamania Lodge with their failed food disposal system)- unfortunately Skamania County not specifically listed for loan availability
 - <https://ecology.wa.gov/About-us/How-we-operate/Grants-loans/Find-a-grant-or-loan/Water-Quality-grants-and-loans/On-site-sewage-projects>
 - Centennial Clean Water Program Grants

- Limited to wastewater infrastructure projects that supports financially distressed communities, supports on-site repairs, replacement, education and outreach!
- <https://ecology.wa.gov/About-us/How-we-operate/Grants-loans/Find-a-grant-or-loan/Water-Quality-grants-and-loans>

- Clean Water State Revolving Funds
 - Low-interest and forgivable principal for wastewater projects and eligible “Green” projects
 - There’s also a related Stormwater Financial Assistance Program grants

RCO (WA Recreation and Conservation Office)

- Land and Water Conservation Fund (LWCF)
 - Supports development of public outdoor recreation areas (Potential for greenhouse/wetland)
 - This option and others would have to be in the vein of public park/recreation
- https://www.rco.wa.gov/grants/find_grants.shtml

Tiered SDC (System Development Charges)

- Cities establish and charge a system development charge (sometimes used interchangeably with “connection charge”)
 - The fee has two components: reimbursement (value of existing system) and improvement (based on anticipated future cost, including improvements)
 - The “tiered” aspect would suggest varying costs for different entities (ex: flat-rate method for residential and measured method for non-residential)
- https://www.orcities.org/Portals/17/Premium/SDC_Survey_Report_2013.pdf
- <https://www.co.washington.or.us/boc/meetings/upload/ro-exhibit-a-cws-rates-and-charges-2017-18.pdf>

CDBG (Community Development Block Grants- Washington State Department of Commerce)

- Improves economic, social and physical space to enhance low to moderate-income residents. Can fund sewer and water infrastructure, business development, public services, infrastructure in support of affordable housing
- General Purpose Grant (March-June 2019 application period)
 - Available for wastewater facilities and economic development in small cities
- Economic Opportunity Grant
 - Year-round application acceptance
 - Supports small cities following disasters with documented economic impact (landslide?)

<http://www.commerce.wa.gov/serving-communities/current-opportunities-2/community-development-block-grants/>



Stevenson Water System Plan Update



City of Stevenson, Washington
July 19, 2018; 6 PM

Outline

- 1 Introduction
- 2 System History
- 3 System Description
- 4 System Evaluation and Assessment
- 5 Capital Improvement Plan
- 6 Financial Program

1. Introduction

- Washington Administrative Code (WAC) 246-290
- Department of Health schedule of required updates
- Stevenson WSP last updated in 2007

2. System History

1904

Water System development begins
(114 years)

1979

Major improvements project including water
treatment plant and storage tank(s) (39 years)

1929

Public water system
established (89 years)

1981

No new customers outside
City limits (37 years)

3. System Description



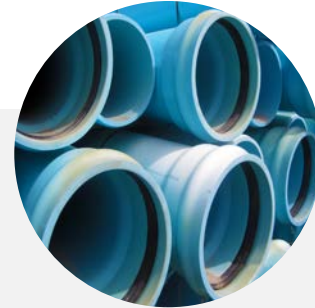
Water Sources

- LaBong Creek
- Cedar Springs
- Rock Creek
- Hegewald Well



Water Treatment Plant

1.0 million gallons per day (MGD) capacity



Water Transmission & Distribution

>25 miles of pipe



Water Storage

Three (3) reservoirs,
0.96 million gallons

3. System Description

- Land Use
- Future Land Use
- Service Area

4. System Evaluation and Assessment

- Evaluation methodology follows State criteria
- Population projections
 - 2015: 1,530 people within City limits
 - 2036: 1,836 people within City limits
 - Build-out: 4,772 people within the UGA
- Water use
 - 80 percent single family; 44 percent consumption in 2015
 - Large water users
 - Distribution System Leakage

4. System Evaluation and Assessment

- Equivalent Residential Units (ERUs)
- Water Demands
 - 214 gpd / ERU: Average Day Demand (ADD)
 - 479 gpd / ERU: Maximum Day Demand (MDD)
 - Peak Hour Demand (PHD) calculated per DOH Equation 5-1

4. System Evaluation and Assessment

- Evaluation of Source Adequacy
- Evaluation of Water Rights Adequacy
- Evaluation of Treatment Adequacy
- Evaluation of Storage Adequacy
- Evaluation of Transmission / Distribution System Adequacy
- Evaluation of Water Quality

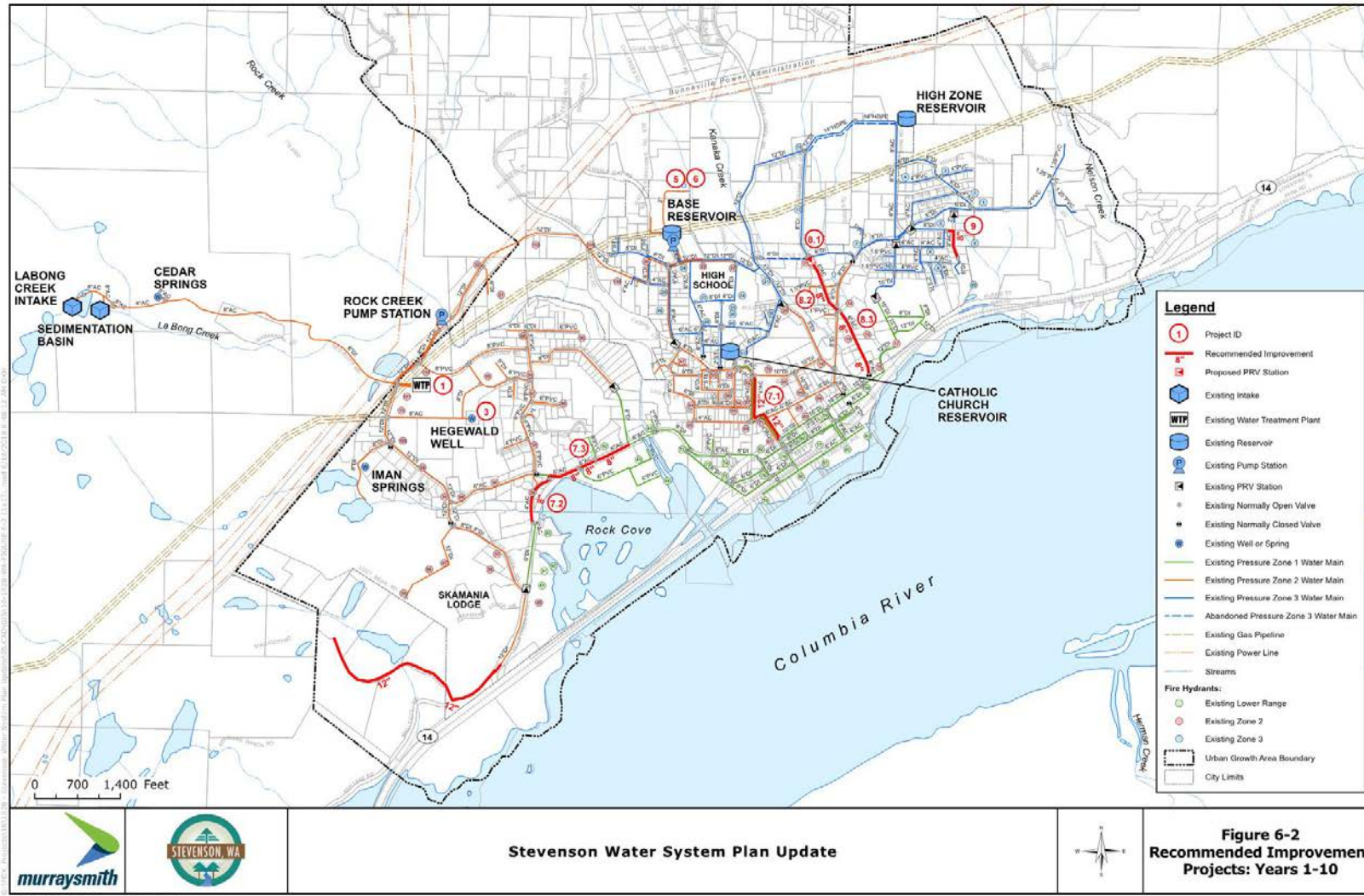
4. System Evaluation and Assessment

- Long-term water system viability
 - Water supply recommendations
 - Option 1: Continued use of surface water supply
 - Option 2: New groundwater supply
 - Summary and recommendations

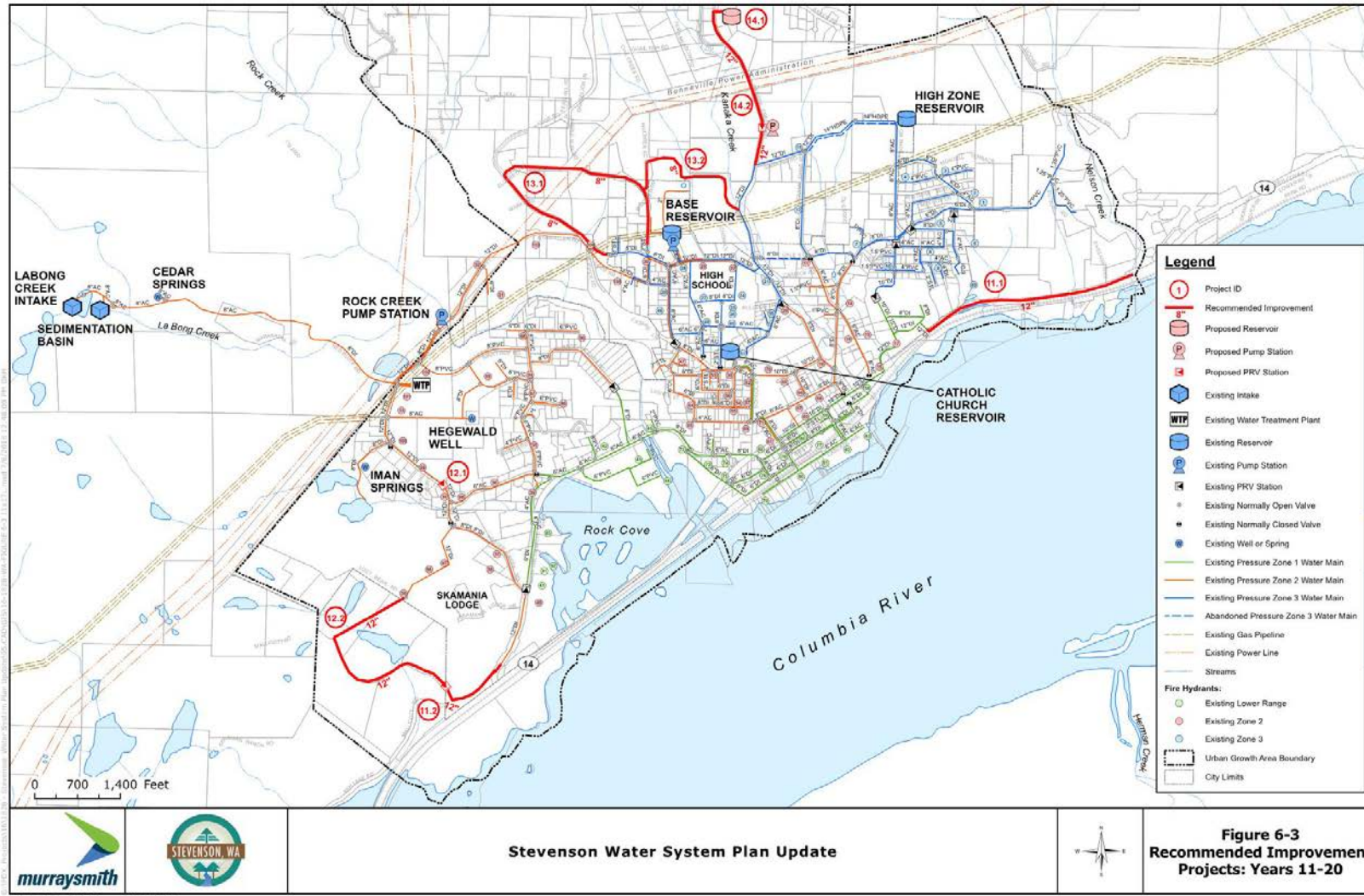
5. Capital Improvement Plan

- Projects identified to address deficiencies
- 1-10 and 11-20 year planning horizons
- Summary
 - Distribution system
 - Source of supply reliability
 - Reservoir resiliency
 - System information

5. Capital Improvement Plan

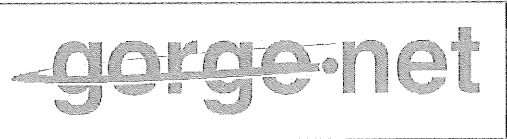


5. Capital Improvement Plan



6. Financial Program

- Sources of revenue mostly from water sales.
- Water rates went unchanged from 2013-2017 while operating expenses increased over 30% from 2013 to 2016.
- Rate increases are projected to keep in line with increased expenses and cover future loan payments.
- Capital Projects funded by system development charges, bonds, loans, Local Improvement Districts and reserves.
- Proposed \$2.847 million in capital projects in the next 10 years.



Service Agreement #ah070520181

Service Order Agreement
Prepared exclusively for:

City of Stevenson
Leana Johnson

Proposal Date: July 5, 2018

Prepared By: Andrew Hoffman

Service Description: Provide Internet Service via VDSL or ADSL2+ (depending on circuit length) to each of the following two City of Stevenson locations listed below. Gorge Net will utilize the existing circuit for existing Century Link phone line (509) 427-5416 to the same location. This Century Link phone line must remain active in order for Gorge Net to provide Internet Service.

Water Treatment Service Location: 97 NW Ruellen Rd Stevenson, WA 98648 (Century Link records have address as 1091 Ryan Allen Rd.)

Monthly Services:

QTY	Item	Unit Rate	Total Due
1	Up to 10M/1M Internet Service via ADSL2+	\$44.95	\$44.95
Monthly Total			\$44.95

Non Recurring One-Time Charges:

QTY	Item	Unit Rate	Total Charge(s)
1	Internet Installation Fee	\$95.00	\$95.00
1	One Year Term Discount	(\$95.00)	(\$95.00)
NRC Total			\$0.00

*Does not include state and federal taxes that may apply or regulatory recovery fee.

Contract Term: One Year

Installation timelines vary based on the services and equipment being ordered. Services and equipment will be ordered upon receipt of this signed agreement.

Customer Requested Install Date (completed by customer): _____

The requested install date will be confirmed by our Business Customer Service Department.

Will this be a phased install? (2-part, 3-part) (completed by Gorge Networks): No

Phased installs are completed over 2 or 3 separate dates as deemed necessary for quality service delivery. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Any alteration or deviation from above specifications

involving extra costs will be executed with a written and signed change order, and will become an extra charge over and above the proposal amount. Activation date to be determined within 5 business days of proposal acceptance.

Signature

Printed Name/Title

Date of Acceptance

Customer Questionnaire

Customer Billing Contact:

Name: _____

Phone: _____

Address: _____

Address2: _____

City State Zip: _____

Email: _____

Installation and Technical contact. Who should we work with during the installation?

Name: _____

Phone: _____

Cell Phone: _____

Email: _____

Service Descriptions:

(as applicable)

Voice phone service line	A dial tone phone line for use as a voice line
FAX line	A dial tone phone line designed for use with fax, modem, etc.
Hosted FAX	Fax service that routes incoming faxes as an email attachment
Voice Mail Service	Voice mail box to phone line service
Hunt Group	Roll to next phone line in the event of busy line
Local Long Distance	Included in ALL phone line(s) – unlimited mid-Columbia calling OR & WA
Long Distance Service	Long Distance package as identified – includes Contiguous US
Unlimited Long Distance	Please see Reasonable Use Policy Below
8xx Service	Base service and up to 200 minutes, .05 minute thereafter
Broadband Internet	High Speed internet at speed annotated in Monthly Services table

Clarifications

1. *Equipment for service delivery provided by Gorge Networks and not purchased for ownership by customer (modems, IAD's, punch down blocks, etc.) remains the property of Gorge Networks and will need to be returned in good working order by customer in the event these services are discontinued.
2. Local long distance includes all areas of the mid-Columbia Gorge in both OR and WA. For a complete listing contact Gorge Networks.
3. Additional regulatory fee of 2% on any per minute long distance charges.
4. Configuration of phone system is outside the scope of this proposal.
5. Domestic long distance is the contiguous US.
6. *Equipment for service delivery provided by Gorge Networks and not purchased for ownership by customer (modems, IAD's, punch down blocks, etc.) remains the property of Gorge Networks and will need to be returned in good working order by customer in the event these services are discontinued.

SERVICE AGREEMENT TERMS

This Agreement ("Agreement") contains the general terms and conditions applicable to purchases of services ("Services") from Gorge Networks.

- 1) **Service Delivery.** Requests for Services will be on Gorge Networks, Inc. orders ("Orders") stating the pricing and term ("Service Term") for which Services are requested. Once order is approved, customer has up to 48 business hours to cancel order, otherwise order is considered irrevocable. If there is a cancellation of order by customer prior to commencement of service, there will be an administrative charge equal to costs incurred by provider to date for provisioning, labor and equipment as applicable. The Service will continue on a month to month basis at the expiration of the Service Term at Gorge Networks, Inc.'s then current rates. Gorge Networks, Inc. will try, but is not obligated, to provide Services by requested or otherwise committed delivery dates. Should Gorge Networks, Inc. determine to accept Orders, the Service Term will commence when the Service is installed ("Service Commencement Date"). Unless Customer notifies Gorge Networks, Inc. within 3 days of the Service Commencement Date that Service is not working properly, the Service will be deemed accepted and billing will commence on the Service Commencement Date. Customer will at its expense provide suitable access to non-Gorge Networks, Inc. facilities or power required for Service delivery or removal of equipment. Title to all equipment and software provided by Gorge Networks, Inc. remains with Gorge Networks, Inc..
- 2) **Charges.** Invoices are delivered monthly. Gorge Networks, Inc.'s standard charges apply to moves, adds or changes agreed to by Gorge Networks, Inc.. Payment is due upon Customer's receipt of invoices and is past due 30 days after the invoice date ("Payment Deadline"). Past due amounts bear interest at the lesser of 1.5% per month or the highest rate allowed by law. Customer agrees to pay all Service charges, even if incurred as the result of unauthorized use. If

Customer disputes an invoice, Customer will pay the undisputed amount by the Payment Deadline and submit written notice of the disputed amount detailing the nature of the dispute and the invoices disputed. Disputes must be submitted within 90 days of the date of the invoice or the right to dispute is waived. If a dispute is resolved against Customer, Customer will pay the disputed amounts plus interest from the Payment Deadline within 30 days. Gorge Networks, Inc. may require a security deposit of up to 2 months estimated charges at any time; unused deposits will be refunded after the expiration or termination of this Agreement. If any change in applicable law or regulation affects the delivery of Service, Gorge Networks, Inc. may pass any increased costs through to Customer without termination liability by delivering written notice to Customer within 30 days.

- 3) **Taxes and Tax Like Fees.** Except for Gorge Networks, Inc.'s net income tax, Customer is responsible for all taxes, fees, surcharges, license fees and other tax like charges imposed on or incident to the provision, sale or use of Service (whether imposed on Gorge Networks, Inc. or its affiliates). Such charges may be billed as cost recovery fees. Valid exemption certificates will be given prospective effect upon receipt by Gorge Networks, Inc. Some fees may change through the life of the contract as they may be mandated by federal and state agencies and are required by law.
- 4) **Maintenance.** Maintenance of the Service may, but ordinarily will not, result in limited Service interruptions. Customer will not attempt maintenance of the Service. Customer is responsible for the costs of maintenance required by acts or omissions of Customer.
 - a. **Preventative Maintenance:** Preventative Maintenance refers to upgrades (including upgrades to increase capacity), and or routine maintenance or the necessary replacement, alteration or repair of equipment or network upgrades. Preventative Maintenance may temporarily degrade the quality of the service or cause temporary outages. Preventative Maintenance shall be undertaken typically between the hours of 24:00:00 and 06:00:00 Local Time. Gorge Networks agrees to provide at least two (2) days notice to Customer prior to any Preventative Maintenance.
 - b. **Emergency Maintenance (Unscheduled Maintenance or Repair):** Emergency Maintenance shall mean repair work not reasonably anticipated but which requires immediate action to restore network connectivity, use or efforts to correct network conditions that are likely to cause a material service outage, or address any issue reasonably observed as a threat to Gorge Networks resources (person, equipment or facility). Work to address an Emergency Maintenance situation may degrade the quality of or cause outages in the Service. Gorge Networks may undertake Emergency Maintenance at any time deemed necessary but shall make commercially reasonable efforts to perform such maintenance within the hours identified for Preventative Maintenance if possible. Gorge Networks shall provide notice of Emergency Maintenance to Customer as soon as is commercially practicable under the circumstances and, when reasonably possible, provide notice twenty-four (24) hours in advance. Whenever prior notice is given, Customer agrees it will take the steps necessary to notify key personnel internally in order for Gorge Networks to correct or repair the affected area.
 - c. **Demand Maintenance:** Demand Maintenance is work necessary to restore service to one or more End-Users of Gorge Networks and/or maintenance work required when a deficiency is found while performing Preventative Maintenance work. Gorge Networks may undertake Demand Maintenance immediately. Gorge Networks shall provide notice of Demand Maintenance to Customer as soon as is commercially practicable under the circumstances.
 - d. **Notification:** Gorge Networks shall provide Customer with notice of Preventative Maintenance, or as soon as possible in the case of Emergency or Demand Maintenance, to the contacts as specified on the Customer Questioner in Exhibit B.

- 5) **Trouble reporting.** *Normal business hours trouble reporting:* To report suspected problems with your service during normal business hours please call 541 386 8300. It is assumed that standard trouble shooting processes have been followed to rule out problems with customer owned equipment and facilities.

We will request the following information related to the problem you are reporting:

- Company name
- Your name
- Your phone number
- Customer Contact name and number
- Customer account number
- Customer trouble ticket number
- Service origination and termination locations
- Time of trouble onset Nature of observed trouble
- Is Service(s) released to Customer for testing?

Once our service representative has received all of this information, a Customer Trouble Ticket will be assigned and investigation of your report will begin. Once the status of your report has been determined the service agent will contact your designated contact individual at the appropriate number to discuss the findings. In any circumstance the initial response to Customer will be within two (2) hours of the completion of the trouble reporting procedure.

If it is determined that the problem is not with Gorge Networks Services or equipment, then a service call fee may be assessed.

- 6) **Termination.** If (i) Customer fails pay Gorge Networks, Inc. any undisputed charges when due and such failure continues for 5 business days after written notice from Gorge Networks, Inc. or (ii) either party fails to observe any other material term of this Agreement and such failure continues for 30 days after written notice from the other party, then the non-defaulting party may terminate this Agreement or any Order, in whole or in part, and subject to the limitations of this Agreement, pursue any remedies it may have at law or in equity. If Customer terminates Service for convenience or Gorge Networks, Inc. terminates Service for cause, Customer will pay Gorge Networks, Inc. a termination charge equal to the sum of: (a) all unpaid amounts for Service actually provided; (b) any waived or discounted charges for the Services(s); (c) 100% of the remaining monthly recurring charges up to the last year of the contract Service Term; (d) 50% of the remaining monthly recurring charges for the last 12 months of the Service Term; and (e) any termination liability payable to third parties by Gorge Networks, Inc. resulting from the termination. Any amounts owed may be sent to collections and customer will be responsible for the amount due plus reasonable cost recovery fees.
- 7) **Renewal Terms.** Upon completion of the contract term, If neither party notifies the other, at least 30 days prior to contract termination, this contract will remain in force at the same terms and conditions on a month to month basis. If either party choses to terminate any or all services, then 30 days advance notice must be given.
- 8) **LIABILITY LIMITATIONS. NEITHER PARTY WILL BE LIABLE FOR ANY DAMAGES FOR LOST PROFITS, LOST REVENUES, LOSS OF GOODWILL, LOSS OF ANTICIPATED SAVINGS, LOSS OF DATA, THE COST OF PURCHASING REPLACEMENT SERVICES, OR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES IN ANY WAY RELATED TO THIS AGREEMENT OR ANY ORDER. GORGE NETWORKS, INC. WILL HAVE NO LIABILITY FOR ANY CLAIMS RELATING TO 911 OR OTHER EMERGENCY REFERRAL CALLS. GORGE NETWORKS, INC. MAKES NO WARRANTIES OR REPRESENTATIONS RESPECTING THE SERVICE, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**
- 9) **Service Levels.** The Service level commitments ("Service Levels") for Services are stated in the applicable Service Schedules for each Service. Service Levels generally do not apply to services provided by third parties, during periods of force majeure or during Service maintenance ("Excused Outages"). If Gorge Networks, Inc. does not meet a Service Level (based on Gorge Networks, Inc.'s records) applicable service credits will be issued upon Customer's request to Gorge Networks, Inc. Customer Service. Credits must be requested within 60 days after the event giving

rise to the credit. Customer's sole remedies for any outages, failures to deliver or defects in Service are contained in the Service Levels (if any). Service credits are outlined in Exhibit A.

- 10) Assignment.** Customer may not resell the Services or assign its rights or obligations under this Agreement or any Order without the prior written consent of Gorge Networks, Inc., not to be unreasonably withheld. Customer will indemnify and defend Gorge Networks, Inc., its affiliates and their agents against any claims related to any use or resale of Service. Nothing in this Agreement, express or implied, confers upon any third party any right, benefit or remedy under this Agreement.
- 11) Miscellaneous.** The terms of this Agreement and all information of a confidential nature acquired in performing this Agreement are confidential and will not be disclosed to third parties. Gorge Networks, Inc. may provide notices under this Agreement to any address identified in an Order. Notices to Gorge Networks, Inc. will be made in writing to the address below. Services may be provided by Gorge Networks, Inc. or its affiliates. This Agreement is the entire agreement between the parties respecting the subject matter hereof and can only be modified in a writing signed by both parties. Neither party will be liable, nor will any remedy provided by this Agreement be available, for any failure to perform due to causes beyond such party's reasonable control. If either party fails to enforce any right or remedy under this Agreement, such failure will not waive the right or remedy. This Agreement will be governed by and construed in accordance with the laws of the State of Oregon.
- 12) Rights and Obligations of Customer.** Customer shall, at its expense, undertake all necessary preparations required to comply with Gorge Networks Inc. installation and maintenance instructions. Such preparations include obtaining all necessary consents for the installation and use of Gorge Networks, Inc. facilities and/or equipment in the building, including consents for necessary alterations to buildings; ensuring that any floor loading limits will not be exceeded; providing suitable accommodations, foundations and an environment to meet the environmental specifications, including providing suitable electric power and any other utilities needed by Gorge Networks, Inc. to install, test and or maintain Gorge Networks, Inc.'s facilities and equipment; providing a suitable and safe working environment for Gorge Networks, Inc.'s personnel, including an environment safe from environmental hazards; and taking up or removing, in time to allow Gorge Networks, Inc. to carry out installation as scheduled, any fitted or fixed floor coverings, ceiling tiles, suspended ceilings and partition covers. Customer will provide Gorge Networks, Inc. with access to all existing conduits, raceways and etc. to be used in cable pathway. By accepting this Agreement Customer implicitly provides Gorge Networks, Inc. with permission to use any available conduits in said pathway.
- 13) Facilities and Equipment.** Any facilities and/or equipment installed on Customer's premises shall be and remain the property of Gorge Networks, Inc. and may be repaired or replaced at any time and removed at the termination of service, and may be used to supply other customers of Gorge Networks, Inc. whether or not on the same premises. No rent or other charge shall be made by Customer on Gorge Networks, Inc. for placing or maintaining its facilities or equipment upon Customer's premises. Gorge Networks, Inc. shall be entitled, at any time, to affix to Gorge Networks, Inc. facilities or equipment a label indicating the interest of Gorge Networks, Inc. After at least 48 hours' notice, Customer will grant Gorge Networks, Inc. reasonable access to Customer's premises for the installation, operation, removal, repair and/or maintenance of the facilities and equipment for the services hereunder. In the event that Customer does not provide Gorge Networks, Inc. with the necessary access to remove said equipment and/or facilities after the termination of service upon receiving notification as indicated above, Gorge Networks, Inc. may assess a fee to Customer equal to the retail cost of said equipment and/or facilities plus 25%.

Exhibit A - Service Performance and Credits

A "Service Interruption" is the continuous period of time during which any Service is not provided substantially as warranted to one or more Customer sites and which (a) exceeds two (2) consecutive hours, (b) is not caused by Customer, Customer's End-Users, or their agents or employees, or an event of Force Majeure, (c) is not caused by scheduled maintenance of which Customer has been given prior notice as provided, (d) is not caused by Customer-provided equipment or facilities beyond the demarcation point, and (e) is reported to Gorge Networks within four (4) hours of the commencement of the interruption if the Service Interruption is not discovered earlier by Axxis. Service Credits shall not apply to any period of time for which Gorge Networks is not granted access, if necessary, to the applicable Customer Site.

Customer shall be entitled to Service Credits per Service Location per affected Service in accordance with Table 1. below:

Service credits are calculated as follows:

Length of Service Interruption:	Amount of Credit
Between one and three consecutive hours	5% of MRCs
Between four and eight consecutive hours	15% of MRCs
Between eight and twelve consecutive hours	25% of MRCs
Twelve consecutive hours or more	50% of MRCs

Service Credits will be based on the Customer's Monthly Recurring Charges for the Services affected by the Service Interruption. Non-recurring, equipment and usage-based charges are excluded from the calculation. In no event shall the total of any Service Credits per individual Service Location exceed 100% the MRC for the affected Services. Customer must contact Gorge Networks to request a Service Credit with respect to a specific Service Interruption. Gorge Networks will exercise commercially reasonable efforts to respond to such Service Credit requests within thirty (30) business days of receipt thereof. The approved Service Credit will be applied on the billing cycle following the date Gorge Networks notifies Customer of its credit determination. Service Credits shall be Customer's sole and exclusive remedy for Gorge Network's failure to provide Services as warranted.

**CITY OF STEVENSON
RESOLUTION NO. 2018-318**

**A RESOLUTION APPROVING INTERLOCAL AGREEMENT TO ALLOW
NORTH BONNEVILLE PUBLIC DEVELOPMENT RELOCATION TO THE
CITY OF STEVENSON**

WHEREAS, the City of North Bonneville adopted Ordinance No. 1028 establishing the North Bonneville Public Development Authority (“NBPDA” or the “Authority”) under RCW 35.21.730 to seek licensing for a retail marijuana facility pursuant to I-502 and WAC Ch. 314-55, and

WHEREAS, the City of North Bonneville recognizes that the NBPDA has sought an improved location and lower rent for its facility, and

WHEREAS, the choices for a location within the City of North Bonneville are limited and the NBPDA wishes to move its location to the City of Stevenson where it has improved visibility and lower rent, and

WHEREAS, RCW 35.21.740 prohibits a Public Development Authority from relocating outside its incorporating city unless it does so by contract with another city or jurisdiction, and

WHEREAS, the City of Stevenson has approved a contract for the relocation of the NBPDA, subject to approval by the City of North Bonneville, and

WHEREAS, the City of North Bonneville approved the Interlocal Agreement in Resolution 512 on June 26, 2018, and

WHEREAS, the City of Stevenson is willing to allow relocation of the NBPDA subject to the terms and conditions of the Interlocal Agreement, attached hereto.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Stevenson:

The City Council hereby approves the relocation of the North Bonneville Public Development Authority according to the terms of the Interlocal Agreement, attached hereto and by this reference incorporated herein, and authorizes the mayor to sign the Agreement.

PASSED IN REGULAR SESSION this 19th day of July, 2018.

Scott Anderson, Mayor

ATTEST:

City Administrator

APPROVED AS TO FORM:

Kenneth B Woodrich, City Attorney

**INTERLOCAL AGREEMENT
NORTH BONNEVILLE PUBLIC DEVELOPMENT AUTHORITY
RELOCATION AGREEMENT**

This Agreement made and entered into this ____ day of **June, 2018**, by the City of North Bonneville, a municipal corporation, under the laws of the State of Washington, hereinafter referred to as “North Bonneville,” and the City of Stevenson, a municipal corporation, under the laws of the State of Washington, hereinafter referred to as “Stevenson”, and North Bonneville Public Development Authority, hereinafter referred to as “NBPDA”.

WHEREAS, pursuant to RCW 35.21.730-.755, in 2014 North Bonneville formed a Public Development Authority (“PDA”) for the purpose of establishing a cannabis retail store; and

WHEREAS, NBPDA has been operating in a location within North Bonneville since its inception; and

WHEREAS, NBPDA seeks to relocate due to high lease costs and poor visibility and access in its present location; and

WHEREAS, RCW 35.21.740 provides that a PDA has no authority beyond the jurisdictional limits of the city that formed the PDA, unless otherwise provided for under a contract with the foreign city; and

WHEREAS, NBPDA wishes to relocate to Stevenson, and Stevenson is amenable to such a transfer, under the terms and conditions set forth herein.

NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

1. **Cities’ consent to relocate.** Stevenson and North Bonneville hereby consent to

the relocation of NBPDA under the following terms and conditions:

- a. Stevenson consents to the PDA's relocation to 25 NE Second Street, Stevenson, WA 98648, presently owned by the Beverly A. Stacy Trust ("the Relocation Premises"). This consent is specific to this location, and shall not transfer to a different location without Stevenson's express written consent, which consent may be withheld in Stevenson's sole discretion, by action of the City Council.
- b. This consent shall be revocable during the term upon the PDA's default as set forth below.
- c. NBPDA shall at all times maintain a Stevenson City Business License.
- d. This consent is expressly contingent upon the PDA's ability to relocate its license with the Washington Liquor and Cannabis Control Board (WLCCB) to the new location.
- e. In consideration of the sales tax revenue lost by North Bonneville, NBPDA agrees to allocate one point five percent (1.5%) of gross sales to North Bonneville's general fund payable at such intervals as NBPDA reports sales tax to the Washington Department of Revenue, and to give a preference to North Bonneville in awarding grants consistent with NBPDA's charter.
- f. Signage shall be subject to approval by Stevenson City Council.

2. Term & Duration: This Agreement shall be in effect upon signature by the Parties, and will continue for as long as NBPDA remains on the Relocation Premises or another location approved as set forth above, and is not in default hereof, unless modified by mutual Agreement of the parties.

3. Legislative Approval and Amendments: This agreement is binding any party only upon approval of all parties' legislative authorities. This Agreement may be amended at any time in writing and only if approved in the same manner as the original ILA.

4. Indemnification: NBPDA shall indemnify North Bonneville and Stevenson against any liability relating to the operation of the PDA, and maintain public liability insurance at all times. NBPDA shall include North Bonneville as an additional insured on any such policy.

In any situation where the damage, loss or injury is caused by the concurrent negligence of one or more parties or their agents and employees and another party's agents and employees, then the each party expressly and specifically agrees to hold the other parties harmless to the extent of that party's or its agents' and employees' concurrent negligence.

All parties both specifically waive their immunity under RCW 51 (Industrial Insurance Statute), and acknowledges that this waiver of immunity was mutually and expressly negotiated by the parties, and expressly agree that this promise to indemnify and hold harmless applies to all claims filed by and/or injuries to each party's employees against the other. This provision is not intended to benefit any third parties.

If a Subcontractor is used, then the parties shall ensure that all Subcontracts also provide that the Subcontractor will waive its immunity under RCW 51.

The provisions of this Section shall survive the expiration or termination of this Agreement with respect to acts and omissions occurring during the term hereof.

5. Termination/Cancellation: This Agreement may be terminated or cancelled for any reason upon mutual written agreement of the Parties. The parties shall cooperate to address any reasonable concerns regarding this Agreement.

6. Conformance and Severability: The provisions of this Agreement are severable. If any provision of this Agreement violates a Federal or Washington State statute or rule of law, or if this Agreement is deemed to be in conflict with the authorized use or authority, that provision shall be modified to conform to such statute or rule of law, or authority. If any court holds any provision of this Agreement (including any document incorporated by reference) invalid, that invalidity shall not affect the other provisions of this Agreement. In the event of a conflict between the terms of this agreement and the

Utilities Cooperation Agreement entered into between the Cities of Stevenson and North Bonneville, the latter shall control.

7. Events of Default:

The following shall constitute an event of default after not fewer than thirty (30) days' written notice to all parties specifying the nature of the default and providing the defaulting party an opportunity to cure:

- a. Failure to maintain license: Revocation or lapse of NBPDA's WLCCB license;
- b. Transfer of license without prior consent: NBPDA shall be in default in the event of a transfer or encumbrance its WLCCB license without prior consent of both North Bonneville and Stevenson, approved by both legislative bodies;
- c. Failure to follow Stevenson's land use codes: a finding of a court or hearings officer that NBPDA has failed to comply with Stevenson's land use laws after legal process shall constitute a default;
- d. Nuisance code violations: NBPDA's failure to cure nuisance abatement orders or civil violations and/or pay levied fines for nuisance code violations shall constitute a default hereunder;
- e. [other reasons for default].

8. Remedies upon Default:

In the event of default, Stevenson shall have the following remedies:

- a. Withdraw consent and terminate this agreement;
- b. Notify WLCCB of NBPDA's default and Stevenson's intent to revoke consent;
- c. Seek a judicial declaration that NBPDA is in default, and in the event of a finding of default, Stevenson shall be entitled to its attorney fees and costs at trial and on appeal;
- d. Such other and further relief as a Court may deem fair and equitable in the premises.

In the event of default, North Bonneville shall have the following remedies:

- e. Withdraw consent and terminate this agreement;
- f. Notify WLCCB of NBPDA's default and North Bonneville's intent to relocate NBPDA back to its native jurisdiction;
- g. Seek a judicial declaration that NBPDA is in default, and in the event of a finding of default, North Bonneville shall be entitled to its attorney fees and costs at trial and on appeal;
- h. Such other and further relief as a Court may deem fair and equitable in the premises.

9. Notices:

All notices which are given or required to be given pursuant to this Agreement shall be hand delivered or mailed certified mail, return receipt requested, postage paid, as follows:

North Bonneville:

City of North Bonneville
P.O. Box 7
North Bonneville, WA 98639

Stevenson:

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

NBPDA:

North Bonneville Public Development Authority
P.O. Box 376
North Bonneville WA., 98639

10. Ratification:

Acts taken pursuant to this Agreement but prior to its effective date are hereby ratified and confirmed.

11. Governing Law/Venue:

This Agreement shall be deemed to have been executed and delivered within the State of Washington and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of Washington without regard to the principles of conflict of laws. The signature shall have legal authority to enter into this Agreement and be at least 18 years of age. Any action or suit brought in connection with this Agreement shall be brought in the Superior Court of Skamania County, Washington.

12. Interlocal Act Representations

This is an Interlocal Agreement under RCW Ch. 39.34. Pursuant thereto, the parties state as follows:

- A. Duration. The duration shall be as set forth in paragraph 2 above, or as otherwise agreed to by the parties pursuant to this Agreement.
- B. Organization. No new entity will be created to administer this agreement.
- C. Purpose. The purpose is to assign the roles and responsibilities of the parties to facilitate the relocation of NBPDA to a new jurisdiction.
- D. Manner of Financing. The parties intends to finance this agreement through NBPDA revenue and allocation as set forth herein.
- E. Termination of Agreement. The parties shall have the right to terminate this agreement only by mutual agreement as provided in paragraph 5, above.
- F. Other. All terms are covered by this Agreement. No additional terms are contemplated.
- G. Selection of Administrator. The City Administrator of the City of Stevenson be the Administrator for this Interlocal Agreement.
- H. Manner of Acquiring Property. This Agreement will result in NBPDA's relocation to the location within the City of Stevenson set forth above according to the terms and

conditions set forth herein.

13. Integration and Amendment

This Agreement constitutes the complete and final agreement of the Parties, replaces and supersedes all oral and/or written proposals and agreements heretofore made by the Parties on the subject matter, and may be modified only by a writing signed by the Parties hereto.

14. No Third-Party Beneficiaries.

This Agreement is executed for the sole and exclusive benefit of the signatory Parties. Nothing in this ILA, whether expressed or implied, is intended to confer any right, remedy or other entitlement upon any person other than the Parties hereto, nor is anything in this ILA intended to relieve or discharge the obligation or liability of any third party, nor shall any provision herein give any third party any right of action against any Party hereto.

15. Obligations.

This Agreement shall not relieve any Party of any obligation or responsibility imposed upon it by law. Each Party hereto is responsible for the costs it incurs in carrying out the obligations stated herein

16. Recording.

A copy of this Agreement shall be recorded in the Office of the Clark County Auditor as provided by law, or shall be posted to each Parties' web site.

17. Consent to Dual Representation. This agreement was drafted by Kenneth B Woodrich of Kenneth B Woodrich PC, who is the appointed City Attorney for both North Bonneville and Stevenson. Both cities understand he is acting as a scrivener and does not represent either party in this transaction. He has not participated in negotiations concerning this agreement, and has advised both parties to seek independent legal advice to understand their rights and responsibilities hereunder. NBPDA is

represented by attorney Teunis Wyers, who has reviewed this agreement on behalf of his client.

DATED this _____ day of June, 2018

CITY OF STEVENSON, a Municipal Corporation

BY: _____
Mayor

ATTEST:

Approved as to Form:

Finance Director

City Attorney

CITY OF NORTH BONNEVILLE, a Municipal Corporation

BY: _____
Mayor

ATTEST:

Approved as to Form:

Finance Director

City Attorney

NORTH BONNEVILLE PUBLIC DEVELOPMENT AUTHORITY, a Municipal Public Development Authority

BY: _____
Executive Director

ATTEST:

Approved as to Form:

Finance Director

NBPDA Attorney



FORESTLAND RESPONSE AGREEMENT

Agreement No. 93-097470

This Agreement is entered into between the state of Washington, Department of Natural Resources, **Pacific Cascade** Region, hereinafter referred to as "DNR", and the below named Fire Protection District/Department, hereinafter referred to as "District/Department."

Skamania County Fire District #2 and Stevenson Fire

PO box 371

Stevenson, WA 98648

Phone: 509-427-4178

FAX: n/a

Email: skamaniafiretwo@yahoo.com

Authority: This Agreement is entered into by DNR under the authority of RCW 76.04.015, RCW 76.04.135 and RCW 76.04.610(3); and by the District/Department under the authority of RCW 52.12.031, RCW 52.12.125 and RCW 35.21.010; and DNR and District/Department in conformity with RCW 39.34, the Interlocal Cooperation Act.

In consideration of the terms, conditions and covenants contained herein, or attached and incorporated and made a part hereof, the Parties mutually agree as follows:

- Purpose:** The purpose of this Agreement is to (1) provide for mutual assistance and cooperation in the control and suppression of forestland fire and therefore to contract for the District/Department to provide fire protection services to an area within the jurisdiction of DNR and located in, or adjacent to, the District/Department and to contract for the DNR to assist in fire protection services on forestland within District/Department jurisdiction; and (2) dispatch and pay for fire service resources outside the fire service District/Department jurisdictional boundaries.
- Scope:** This Agreement pertains to forestland fire incidents within or adjacent to the District/Department boundaries and to District/Department resources ordered through the DNR Region or Division for dispatch outside of District/Department boundaries for support provided by DNR as outlined in Attachment A – Operational Guidelines for

Resources ordered through the DNR Region or Division for dispatch outside of District/Department boundaries.

3. **Term.** The term of this agreement is **6/6/2018** , or date of execution, whichever is later, through **6/6/2023**.
4. **Jurisdictional Responsibility:** Within or adjacent to the District/Department boundaries, the statutory jurisdictional responsibility for fire control on forestland varies. It may be:
 - (1) **Sole DNR Jurisdiction:** Land subject to Forest Fire Protection Assessment and District/Department is NOT collecting fire protection levy
 - (2) **Sole District/Department Jurisdiction:** Land subject to District/Department fire protection levy and not subject to Forest Fire Protection Assessment.
 - (3) **Joint Jurisdiction:** Land subject to Forest Fire Protection Assessment and the District/Department is collecting fire protection levy.
5. **Mutual Aid Fire Incident Response:**
 - (1) **Sole DNR Jurisdiction:** In the event of a fire emergency in a sole DNR jurisdiction area, the DNR will respond. The District/Department may respond to provide immediate control action, minimize fire loss, and thereby indirectly protect its own jurisdiction area. DNR may request response from the District/Department to gain timely initial attack and control action, or to supplement DNR resources.
 - (2) **Sole District/Department Jurisdiction:** In the event of a fire emergency in a sole District/Department jurisdiction area, the District/Department will respond. DNR may respond to provide immediate control action, minimize fire loss, and thereby indirectly protect its own jurisdiction area. The District/Department may request that DNR provide supplemental resources for fire emergency operations and support.
 - (3) **Joint Jurisdiction:** In the event of a fire emergency in a joint jurisdiction area, both DNR and the District/Department will respond, subject to the availability of resources.
6. **Off-Season Incidents:** For this Agreement, no incident will be considered off-season. Fire season will be January 1-December 31 each year.
7. **Command:**
 - (1) **Sole DNR Jurisdiction Incidents:** When the District/Department is the first arriving agency, the District/Department on-site initial responders shall establish command until released by a representative of DNR.

- (2) **Sole District/Department Jurisdictional Incidents:** When DNR is the first arriving agency, the DNR on-site initial responders shall establish command until released by a representative of the District/Department.
- (3) **Joint Jurisdiction Incidents:** The first arriving agency initial responders shall establish command and, upon the arrival of the other agency, unified command will be established and used for incident management.

8. Fire Control and Suppression Definitions:

- (1) **Forestland:** As the term is defined by RCW 76.04.005.
- (2) **Ordering:** Prior to the arrival of DNR at the incident, the initial attack incident commander may order special resources through DNR. That decision may be documented and payment authorized (see Section 11 of this Agreement) by DNR prior to the mobilization of special resources.
- (3) **Special Resources:** Air resources, dozers, heavy equipment, or other resources deemed necessary to contain and control the fire.

9. Operation Guidelines:

- (1) **Forestland Response:** Representatives of the District/Department and DNR may mutually develop operation guidelines that provide principles, direction and guidance for the conduct of fire control operations related to forest land response. The operation guidelines shall be reviewed at least annually, and revised as necessary to achieve cooperation and understanding.
- (2) **DNR Dispatch:** See Attachment A - Operation Guidelines for resources ordered through the DNR Region or Division for dispatch outside of the District/Department jurisdictional boundaries; which is incorporated by reference herein.

- 10. Fire Investigation:** The District/Department and DNR agree to protect the origin area of any fire to the best of its ability. Fires will be jointly investigated when an incident originated in a joint jurisdiction area. A DNR fire investigator may investigate fires originating on, spreading to or threatening land subject to Forest Fire Protection Assessment (i.e., sole DNR or joint jurisdiction areas).

11. Costs:

- (1) **Charges Not Required:** One purpose of this Agreement is mutual assistance and cooperation in the control and suppression of fires (see Section 1 - Purpose). In most instances, resource costs will not be charged to the other party. However, there may be circumstances or conditions where the District/Department or DNR desires or is required to charge, or request reimbursement, for resource costs as described in Subsections (2), (3), (4), and (5) below.

- (2) **Sole DNR Jurisdiction:** If the District/Department responds, DNR will pay for District/Department personnel and equipment costs outside of mutual aid unless otherwise negotiated.
- (3) **Sole District/Department Jurisdiction:** If DNR responds, the District/Department will pay for DNR personnel and equipment costs outside of mutual aid unless otherwise negotiated.
- (4) **Joint Jurisdiction:** Initial attack through complete extinguishment of the fire, each party will pay its own costs.
- (5) **DNR Dispatch:** If District/Department personnel is dispatched by DNR outside of District/Department jurisdictional boundaries, DNR will pay for District/Department personnel and equipment costs.

12. Cost Reimbursement Procedures:

- (1) **Forestland Response:** Provisions within this Agreement for reimbursement of costs related to forest land response are subject to the following conditions:
 - (a) Notice: Prior to costs being incurred as allowed by this Agreement (other than DNR Dispatch), notice of such expenditure must be given to DNR of the requesting agency prior to the expenditure or commitment of funds.
 - (b) Invoice: Any resource provider costs, which are to be billed, must be invoiced within sixty (60) business days of the last date of incurred expense for the incident.
- (2) **DNR Dispatch:** Provisions within this Agreement for reimbursement of costs related to DNR dispatch are outlined in Attachment A - Operation Guidelines for resources ordered through the DNR Region or Division for dispatch outside of the District/Department jurisdictional boundaries; which is incorporated by reference herein.

13. Cost Reimbursement Rates:

- (1) **Forestland Response:**
 - (a) Equipment costs shall be paid to the resource provider at the DNR Wage and Equipment Rates or as otherwise agreed to in writing by the respective authorized agency representatives.
 - (b) Career/permanent and seasonal personnel costs will be reimbursed to the resource provider at the resource provider's actual total cost. This will include backfill costs as outlined in the State Mobilization Plan.
- (2) **DNR Dispatch:**

Cost reimbursement rates related to DNR dispatch are outlined in Attachment A - Operation Guidelines for resources ordered through the DNR Region or Division for dispatch outside of the District/Department boundaries.

14. **Insurance:** DNR is an agency of the state of Washington and is therefore self-insured under the State's Self-Insurance Liability Program. The District/Department shall, at all times during the term of this Agreement at its sole cost and expense, buy and maintain insurance of the types and amounts listed below. Failure to buy and maintain the required insurance may result in the termination of the Agreement at DNR's option. If the District/Department is self-insured, evidence of its status as self-insured will be provided to DNR, and if deemed acceptable by DNR, shall satisfy the insurance requirements specified by this Section. The limits of insurance to be bought and maintained by the District/Department shall not be less than as follows:

Minimum Coverage Requirements: These limits may not be sufficient to cover all liability losses and related claim settlement expenses. Purchase of these minimum limits of coverage does not relieve the District/Department from liability for losses and settlement expenses greater than these amounts. DNR shall not be charged for the cost for insurance coverage(s).

District/Department is required to purchase insurance for a period of 36 months after completion of this Agreement. This requirement may be satisfied by the continuous purchase of an extended agreement. This requirement may be satisfied by the continuous purchase of an extended reporting period. During the term of the Agreement, District/Department must purchase and maintain the insurance coverage and limits specified below:

(1) **Commercial General Liability (CGL) Insurance or District/Department Equivalent.** District/Department must purchase and maintain CGL on an Insurance Services Office (ISO) form CG 00 01 or equivalent form, covering liability arising from premises, operations, independent contractors, personal injury, products-completed operations, and liability assumed under an insured contract. Such insurance must be provided on an occurrence basis. If insurance is written on a "claims made" basis, the policy shall provide full coverage for prior acts or include a retroactive date that precedes the effective date of this Agreement. Insurance must include liability coverage with limits not less than those specified below:

<u>Description</u>	<u>Dollar Amount</u>
General Aggregate Limit (Other than products-completed operations)	\$2,000,000
Each Occurrence Limit	\$2,000,000

(2) **Employer's liability ("Stop Gap") Insurance:** District/Department shall purchase and maintain employer's liability insurance and if necessary, commercial umbrella liability insurance with limits not less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

(3) **Business Auto Policy (BAP) Insurance:** If activities pursuant to this Agreement involve the use of vehicles, to include FEPP vehicles, the District/Department must purchase and maintain a BAP on an Insurance Services Office (ISO) form CA 00 01 or equivalent form. The Description of Covered Autos must include one or more of the following:

- a. "Any Auto" (Symbol 1).
- b. If District/Department-owned personal vehicles are used, the BAP must cover "Owned Autos Only" (Symbol 2).
- c. If District/Department hires autos, the BAP must cover "Hired Autos Only" (Symbol 8).
- d. If District/Department employee's vehicles are used, the BAP must cover "Non-Owned Autos Only" (Symbol 9).

Such insurance must be provided on an occurrence basis. The BAP insurance must include liability coverage with limits not less than those specified below. The District/Department is responsible for any deductible.

<u>Description</u>	<u>Each Accident</u>
Bodily Injury and Property Damage	\$1,000,000

- (4) **Workers Compensation Insurance or Equivalent:** The District/Department shall comply with all state of Washington workers compensation statutes and regulations. Coverage shall be provided for all employees and volunteers of the District/Department and shall include bodily injury (including death) that arises out of or in connection with the performance of this Agreement.

- 15. **Service Limitations.** The responses and fire suppression services provided for under this Agreement are intended to be rendered on the same basis as such services are rendered to other areas within the District/Department or DNR jurisdictions and neither party assumes liability for failure to provide services by reason of any circumstances beyond the party's control. In the event of simultaneous fires or medical aid calls within the areas covered by this Agreement whereby facilities of either party are taxed beyond the party's ability to render equal protection, the officers and agents of the party shall have sole discretion as to which call shall be answered first. The responding party shall have sole discretion to determine the manner and method of responding to and handling emergencies under this Agreement consistent with Section 7 - Command of this Agreement.
- 16. **Benefits.** This agreement is entered into for the benefit of the parties to this agreement only and shall confer no benefits, direct or implied, on any third persons.
- 17. **Renegotiation and Modification:** The terms and conditions of this Agreement may be renegotiated at the request of either Party between January 1 and March 1 of any year. Any modification or amendment of this Agreement must be in writing and must be signed by duly authorized agents of the Parties.
- 18. **Assignment and Delegation:** This Agreement, or any right or interest therein, may not be assigned or otherwise transferred by either Party without the prior written consent of the other Party. Any attempted assignment shall be void unless made in strict conformity with this section.

Either Party may perform its duty through a delegate or agent, but shall not be thereby relieved of any duty to perform or any liability for breach of this Agreement.

- 19. **Remedies:** Any remedy exercised by either Party shall not be deemed exclusive and either Party may pursue any and all other remedies available to it under the law.
- 20. **Compliance with Laws:** Parties shall comply with all applicable federal, state, and local laws, rules and regulations that govern each component of this Agreement.
- 21. **Non-Waiver:** Waiver by either Party of strict performance of any provision of this Agreement shall not act as a waiver of the right of the other Party to require future strict performance of the same provision or any other provision.
- 22. **Interpretation and Venue:** This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington. The venue of any action brought under this Agreement shall be in the Superior Court of Thurston County.
- 23. **Severability:** If any provision of this Agreement is held to be invalid, such invalidity shall not affect the other provisions of this Agreement that can be given effect without the invalid provision(s), and to this end the provisions of this Agreement are declared severable.
- 24. **Termination:** This Agreement may be terminated by either Party by the provision of ninety (90) days written notice, provided that neither Party may terminate this Agreement at any time between April 15 and October 15 of any year due to the fire danger during this period.
- 25. **Term of Agreement:** This Agreement shall be effective from the date of the last signature for a term of five years, unless otherwise terminated in accordance with the terms of this Agreement.

26. **Agreement Managers:**

DNR AGREEMENT MANAGER
Name:
Title:
Address:
City/State/Zip:
Phone:
Email:

DISTRICT/DEPARTMENT AGREEMENT MANAGER
Name: Russ Truman
Title: Fire Operations District Manager
Address: PO Box 280
City/State/Zip: Castle Rock, WA 98611
Phone: 360-575-5089
Email: russ.truman@dnr.wa.gov

This Agreement supersedes all previous agreements.

By signature below, the Agencies certify that the individuals listed in this document, as representatives of the Agencies, are authorized to act in their respective areas for matters related to this instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement.

DISTRICT/DEPARTMENT

Robert Farn 6/11/18
Signature Date
Robert Farn
Printed Name
Fire Chief
Title

STATE OF WASHINGTON

DEPARTMENT OF NATURAL RESOURCES

Eric Wisch 6/29/18
Signature Date
Eric Wisch
Printed Name
Pacific Cascade Region Manager
Title

DISTRICT/DEPARTMENT

Karl Russell 6/11/18
Signature Date
KARL Russell
Printed Name
SCFD2 COMMISH
Title

DISTRICT/DEPARTMENT

Leonardo Damian 6.11.18
Signature Date
LEONARDO DAMIAN
Printed Name
SCFD2 COMMISSIONER
Title

DISTRICT/DEPARTMENT

Scott Dunwoody 6/11/18
Signature Date
Scott Dunwoody
Printed Name
SCFD2 COMMISH
Title

Operation Guidelines
Resources ordered through the DNR Region or Division for
dispatch outside of District/Department jurisdictional boundaries

Department of Natural Resources (DNR) agrees to dispatch District/Department resources to incidents outside of the Districts/Department jurisdictional boundaries as needed to meet DNR responsibilities and as approved by the District/Department. Dispatches can include out of the state of Washington. Participation by a District/Department with incidents outside its jurisdiction is voluntary and separate from involvement in State Fire Mobilization.

This Agreement extends to all District/Department members:

- Washington Fire Service (WFS) paid members which District/Department allow to participate will be paid by the District/Department. DNR will reimburse district/department costs as outlined in this agreement

- Members of Washington Fire Service who are volunteers will need to be hired by the DNR via the DNR casual hire process and paid directly by DNR. This may be completed pre-season or at the time of the incident. Your local DNR Region office will handle the casual hire process.

District/Department agrees:

- 1) All personnel dispatched outside of their jurisdictional boundaries will have a valid Incident Qualification Card (red card) stating current qualifications; and will adhere to qualifications and standards described in PMS 310-1;

- 2) To provide a copy of the Master IQS Record for each participating employee (needed to update status in the Resource Ordering Status System (ROSS));

- 3) To keep equipment and personnel status current in ROSS by selecting option a. or b. below as the preferred option. List available resources on the following resource list addendum. (Check one):
 - a. DNR Region will give Web-Status rights to ROSS for district employees. It is the employee's responsibility to ensure that their status is accurate.
 - b. DNR Region will status your employees. For this option, you would need to provide your local DNR Region Dispatch with the status of your employees every Monday by 1200 hours. Dispatch would then update their status in ROSS for that week (0800 Tuesday to 0800 Tuesday).

For dispatches outside of the DNR region, approval from DNR host region fire staff is required. Host region fire staff will coordinate with Wildfire Division in order to ensure statewide readiness.

- 4) To notify your local DNR Region of any changes in status of personnel/equipment (i.e.; dispatched/demob under State Fire Mobilization, demob & ETA home from incidents dispatched thru DNR, etc.);

- 5) All personnel and equipment dispatched will be paid by the District/Department; (except volunteers will follow payment procedures outlined in their individual agreement and be paid directly by DNR);
- 6) All Equipment and Personnel dispatched under this agreement will arrive at each incident with a copy of their current Forestland Response Agreement.
- 7) Invoice for personnel and equipment costs billed to DNR will include:
 - a. Original Emergency Fire Time Report (OF-288); hourly wage rate (regular and OT) for personnel hours on the OF-288. This applies to paid district/department staff. Volunteers will be paid directly by DNR.
 - b. Original shift ticket (OF-286) documenting mileage to/from incident as well as mileage incurred on the incident signed by the incident supervisor.
 - c. Copy of Resource Order card.
- 8) Invoices requesting payment for equipment (engines/tenders) will be submitted to DNR within sixty (60) business days of the last date of the incurred expense for the incident and shall include Original Emergency Equipment Use Invoice Form (OF-286) and shift tickets (OF-297); and
- 9) Invoices requesting payment for other travel costs (meals, lodging not provided by the incident) must be submitted to DNR within sixty (60) business days of the last date of the incurred expense for the incident.
- 10) Only utilize agency owned vehicles or procured rental vehicles on the fire line or offroad.

DNR agrees to:

- 1) Assist the District/Department with updating status' in ROSS;
- 2) Maintain IQS records for District/Department personnel with wildland fire qualifications, if red carded through the DNR;
- 3) Reimburse District/Department within 30 days of invoice receipt and documentation as required above;
- 4) Reimburse the Fire Service District/Department at the Total Cost of personnel. This includes, regular time, overtime, and District/Department backfill for that position as outlined in the State Mobilization Plan. The DNR will not pay for muster time, wildland premium pay, or other unspecified pay provisions.

****Rental vehicles must be procured consistent with the R6 USFS rental vehicle agreement. Rental vehicle authorization must be documented on the resource order. Please speak with your local DNR Region for more specific information. In order to provide audit tracking for all rental vehicles, rentals ordered for overhead resources with ROSS O # Resource Orders, will have a support request ROSS order attached to that O# resource, with an E# assigned to the vehicle. The overhead resource and Dispatch will ensure that if that person is re-assigned or released, the supporting vehicle order will also be re-assigned or released.**

**DISTRICT/DEPARTMENT RESOURCE LIST
OVERHEAD AND EQUIPMENT ADDENDUM**

DNR will dispatch and process invoices for the following fire district members and equipment when dispatched by DNR outside of their fire district.

Overhead Resources

Name	Career or Volunteer	Backfill Required	Position/Qualifications	Team Affiliation or Single Resource

	EQUIPMENT	RATE/NEGOTIATED RATE *

* The negotiated rate must be agreed upon between the signing parties prior to dispatch.

CONTACT INFORMATION:



City of Stevenson

Leana Johnson, 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 Johnson, City Administrator
RE: MCEDD Board Appointment
Meeting Date: July 19, 2018

Summary:

The Skamania County cities' Mid-Columbia Economic Development District Board of Directors representative is up for renewal at the end of August. The county has requested the cities send them a letter of interest for the appointment no later than August 7, 2018. MCEDD has reached out to me regarding the position and I would like to be appointed. Paul Hendricks is the current city representative for Skamania counties. It has been the practice for the cities to rotate the position and I reached out to North Bonneville to discuss the matter. Due to the recent turn-over they are experiencing, they are okay with Stevenson retaining the position this term. It will be on their next council agenda for approval.

Enclosed in the packet is the email from the county, a copy of the by-laws regarding the appointment and a report on recent MCEDD activities.



July 2, 2018

Leana Johnson
City of Stevenson
PO Box 371
Stevenson, WA 98648

Dear Leana,

Enclosed is City of Stevenson's statement for Fiscal Year 2019 (July 1, 2018 to June 30, 2019). This annual assessment to Mid-Columbia Economic Development District supports regional economic development initiatives. These resources leverage additional federal, state and local funds. In FY 2018, your local dues assessment helped us engage in our core functions, including:

- Implementing the regional Comprehensive Economic Development Strategy. Find the summary and full document at **mcedd.org**.
- Providing direct business assistance through our loan programs. An independent analysis of this program highlighted that our loans have helped our businesses reach **total wage growth of \$40 million** with more than 50% of wage growth attributable to jobs paying higher than average wages for the region.
- Offering technical assistance. MCEDD provided support to **increase the region's receipt of federal public works funding**. We also provide grant administration for projects.
- Furthering new regional transportation connections and taking on operations for the LINK transportation system. Learn more about new services at gorgetranslink.com!
- Supporting industry development. With a focus on the rapidly growing value added ag and tech sectors, among others.

Thank you for your continued support of MCEDD programs and projects.

Sincerely,



Amanda Hoey
Executive Director



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

Mid Columbia Economic Development Board term renewal - Representative for Skamania Cities

Debbie Slack <slack@co.skamania.wa.us>

Mon, Jun 25, 2018 at 5:03 PM

To: "deanna@northbonneville.net" <deanna@northbonneville.net>, "leana@ci.stevenson.wa.us" <leana@ci.stevenson.wa.us>

Cc: Tom Lannen <lannen@co.skamania.wa.us>, Richard Mahar <mahar@co.skamania.wa.us>, Bob Hamlin <Hamlin@co.skamania.wa.us>

Deanna and Leana – Please forward this message to your mayor, council members and city manager/administrator.

The Skamania County City's representative to the Mid Columbia Economic Development District Board will be up for renewal at the end of August, 2018. The County has responsibility for appointments and MCEDD is requesting the Board of County Commissioners fill the appointment for a new term through August 31, 2020. It can be a city administrator, mayor or councilor.

I've attached Article II of the by-laws and a list of authority for this Board. If anyone wants a copy of the information on the list, please let me know.

Please have letters of interest forwarded to me no later than August 7, 2018. slack@co.skamania.wa.us

Thanks, Debbie

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80K

**ARTICLE II
MEMBERSHIP AND REPRESENTATION**

Section B. Public Sector Representation, Board of Directors:

The elected governing body of each member county shall designate one of its members to represent it and serve at the pleasure of the county governing body as a voting member of the Board of Directors.

“The governing body of each member county shall also appoint one voting representative to the Board of Directors from any city (who is a member of the District) within the county, and shall appoint that representative selected by the city upon receiving a written request designating the individual to be appointed. If more than one city within a county has become a member of this Agency, the governing body of that county may rotate the appointment of the voting representative between such cities within the county. The voting representative appointed is to serve at the pleasure of the designating county. The city representatives from the Oregon counties shall serve a two year term which shall expire on odd numbered years, while the representatives from the Washington counties shall serve two year terms that expire on even numbered years.”

MID COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

Authority

RCW 35.82

MCEDD By-Laws Article II, Section B

MCEDD Agreement 12/16/1969

Resolution 1975-10

Resolution 1975-31

Requirements

The elected governing body of each member county shall designate one of its members to represent it and serve at the pleasure of the county governing body as a voting member of the Board of Directors.

The governing body of each member county shall also appoint one voting representative to the Board of Directors from any city (who is a member of the District) within the county, and shall appoint that representative selected by the city upon receiving a written request designating the individual to be appointed. If more than one city within a county has become a member of MCEDD, the governing body of that county may rotate the appointment of the voting representative between such cities within the county. Representatives from the Washington counties shall serve two year terms that expire on even numbered years.

Appointee

Bob Hamlin, Skamania County Commissioner
Paul Hendricks, City of Stevenson Council Member

2 Year Terms-Expiration

08/31/2018



Estimated Revenue Summary

Fiscal: 2018 - Jun

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
001-000-000-308-10-00-00	Reserved Cash - Fire Truck	\$300,000.00	\$300,000.00	\$325,000.00	\$325,000.00	\$0.00
001-000-000-308-10-00-01	Reserved Cash - Unemployment	\$33,414.00	\$33,413.82	\$33,413.82	\$33,413.82	\$0.00
001-000-000-308-10-00-02	Reserved Cash - Custodial	\$58,349.00	\$54,359.97	\$54,359.97	\$54,546.82	\$0.00
001-000-000-308-10-00-03	Reserved Cash - Fire Equip	\$35,000.00	\$35,000.00	\$70,000.00	\$7,298.40	\$0.00
001-000-000-308-80-00-00	Unreserved Cash & Investments	\$985,495.00	\$989,384.00	\$677,506.21	\$1,021,846.80	\$0.00
	001-000-000-30 Total	\$1,412,258.00	\$1,412,157.79	\$1,160,280.00	\$1,442,105.84	\$0.00
001-000-000-311-10-00-00	General Property Tax	\$424,872.00	\$442,450.09	\$452,000.00	\$271,205.14	\$0.00
001-000-000-313-11-00-00	Sales Tax	\$225,000.00	\$278,046.64	\$230,000.00	\$127,630.00	\$0.00
001-000-000-313-71-00-00	Local Criminal Justice Tax	\$15,000.00	\$19,600.02	\$15,000.00	\$9,948.92	\$0.00
001-000-000-316-43-00-00	Natural Gas Utility Tax	\$15,000.00	\$14,505.06	\$15,000.00	\$17,141.46	\$0.00
001-000-000-316-45-00-00	Garbage Utility Tax	\$5,000.00	\$7,688.59	\$6,000.00	\$3,989.33	\$0.00
001-000-000-316-46-00-00	Cable TV Utility Tax	\$2,500.00	\$2,891.17	\$3,000.00	\$2,051.30	\$0.00
001-000-000-316-47-00-00	Telephone Utility Tax	\$17,000.00	\$16,613.43	\$15,000.00	\$8,396.32	\$0.00
001-000-000-317-20-00-00	Leasehold Tax	\$11,000.00	\$22,536.82	\$14,000.00	\$9,272.42	\$0.00
001-000-000-317-21-00-00	Rock Cove ALF In-Lieu Tax	\$0.00	\$2,245.91	\$0.00	\$1,652.75	\$0.00
	001-000-000-31 Total	\$715,372.00	\$806,577.73	\$750,000.00	\$451,287.64	\$0.00
001-000-000-321-99-01-00	Business Licenses	\$1,300.00	\$1,830.00	\$1,400.00	\$990.00	\$0.00
001-000-000-321-99-02-00	Peddlers & Solicitors Permit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-321-99-03-00	Vacation Rental Licenses	\$500.00	\$700.00	\$500.00	\$1,600.00	\$0.00
001-000-000-322-10-00-00	Building Permits	\$70,000.00	\$80,110.52	\$45,000.00	\$19,604.46	\$0.00
001-000-000-322-90-00-00	Other Permits	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00
	001-000-000-32 Total	\$71,800.00	\$82,665.52	\$46,900.00	\$22,194.46	\$0.00
001-000-000-334-03-10-00	Shoreline Master Plan Grant DOE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-334-04-21-00	WA Dept of Commerce Critical Areas Ord Grant	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00
001-000-000-335-00-91-00	PUD Privilege Tax (in Lieu)	\$11,000.00	\$11,460.94	\$11,000.00	\$0.00	\$0.00
001-000-000-336-06-21-00	Criminal Justice - Low Population	\$1,000.00	\$1,000.00	\$1,000.00	\$500.00	\$0.00
001-000-000-336-06-25-00	Criminal Justice - Contracted Services	\$2,000.00	\$2,688.06	\$2,500.00	\$1,366.96	\$0.00
001-000-000-336-06-26-00	Criminal Justice - Special Programs	\$1,200.00	\$1,580.31	\$1,653.60	\$800.94	\$0.00
001-000-000-336-06-42-00	Marijuana Excise Tax	\$0.00	\$370.21	\$546.00	\$1,477.38	\$0.00
001-000-000-336-06-51-00	DUI/Other Crim Justice Assist	\$200.00	\$233.39	\$200.00	\$115.32	\$0.00
001-000-000-336-06-94-00	Liquor Excise Tax	\$4,000.00	\$7,423.00	\$7,675.20	\$3,947.45	\$0.00
001-000-000-337-40-00-00	Private Harvest Tax	\$0.00	\$11.45	\$0.00	\$5.62	\$0.00
	001-000-000-33 Total	\$19,400.00	\$27,267.36	\$24,574.80	\$8,213.67	\$0.00
001-000-000-341-81-00-00	Printing/Photocopy Services	\$25.00	\$16.00	\$0.00	\$7.45	\$0.00
001-000-000-342-21-00-00	Fire District II Fire Control	\$77,000.00	\$78,079.22	\$40,000.00	\$22,038.67	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
001-000-000-345-83-00-00	Planning Fees	\$3,000.00	\$5,885.00	\$4,500.00	\$1,860.00	\$0.00
001-000-000-345-83-01-00	N Bonn Bldg Inspect Reimburse	\$3,000.00	\$4,048.28	\$3,000.00	\$4,661.66	\$0.00
001-000-000-345-83-02-00	Skamania County Reimbursement	\$0.00	\$1,782.62	\$0.00	\$1,205.89	\$0.00
001-000-000-345-83-03-00	Bingen Bldg Inspect Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	001-000-000-34 Total	\$83,025.00	\$89,811.12	\$47,500.00	\$29,773.67	\$0.00
001-000-000-353-10-00-00	Traffic Infractions/Parking	\$2,500.00	\$2,390.34	\$2,500.00	\$2,552.13	\$0.00
001-000-000-353-70-00-00	Non-Traffic Infractions	\$50.00	\$74.62	\$50.00	\$29.27	\$0.00
001-000-000-355-20-00-00	DUI Fines	\$1,500.00	\$1,069.18	\$1,000.00	\$807.48	\$0.00
001-000-000-355-80-00-00	Criminal Traffic Fines	\$2,000.00	\$766.97	\$1,000.00	\$1,069.04	\$0.00
001-000-000-356-90-00-00	Criminal Non-Traffic Fines	\$1,000.00	\$113.61	\$500.00	\$667.12	\$0.00
001-000-000-357-36-00-00	NSF Fees/Collection Agency Interest	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-357-37-00-00	Court Cost Recoupments	\$5,000.00	\$1,704.86	\$5,000.00	\$3,867.57	\$0.00
	001-000-000-35 Total	\$12,075.00	\$6,119.58	\$10,050.00	\$8,992.61	\$0.00
001-000-000-361-11-00-00	Interest Income/General Fund	\$8,000.00	\$8,468.59	\$5,000.00	\$2,591.50	\$0.00
001-000-000-361-40-00-00	Sales Tax Interest	\$150.00	\$451.18	\$150.00	\$255.84	\$0.00
001-000-000-369-91-00-00	Miscellaneous Income	\$0.00	\$163.33	\$0.00	\$297.03	\$0.00
	001-000-000-36 Total	\$8,150.00	\$9,083.10	\$5,150.00	\$3,144.37	\$0.00
001-000-000-386-90-00-00	Agency Deposit - Court Remittances	\$0.00	\$5,619.21	\$0.00	\$7,344.39	\$0.00
001-000-000-386-91-00-00	Agency Deposit - Court Trust	\$0.00	\$1,151.44	\$0.00	\$6,450.82	\$0.00
001-000-000-389-00-02-00	Custodial Activities - Unclaimed Property	\$0.00	\$13.85	\$0.00	\$0.00	\$0.00
001-000-000-389-30-00-00	Agency Collections - State Bldg Code	\$0.00	\$234.00	\$0.00	\$101.50	\$0.00
001-000-000-389-40-00-00	Agency Deposit - Courthouse Plaza	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-389-60-00-00	Agency Interest - CATV Trust	\$0.00	\$1.55	\$0.00	\$0.00	\$0.00
	001-000-000-38 Total	\$0.00	\$7,020.05	\$0.00	\$13,896.71	\$0.00
001-000-000-395-10-00-00	Timber Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	001-000-000-39 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$2,322,080.00	\$2,440,702.25	\$2,044,454.80	\$1,979,608.97	\$0.00
100-000-000-308-80-00-00	ST Unreserved Begin C&I Snow Reserve	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
100-000-000-308-80-00-01	ST Unreserved Begin CA & Invest	\$69,418.45	\$69,418.45	\$10,389.45	\$132,413.00	\$0.00
	100-000-000-30 Total	\$79,418.45	\$79,418.45	\$20,389.45	\$142,413.00	\$0.00
100-000-000-313-11-00-00	Additional .5% Sales Tax	\$235,000.00	\$276,607.39	\$230,000.00	\$100,538.11	\$0.00
100-000-000-316-42-00-00	PUD Excise Tax	\$46,000.00	\$52,883.63	\$45,000.00	\$30,179.52	\$0.00
	100-000-000-31 Total	\$281,000.00	\$329,491.02	\$275,000.00	\$130,717.63	\$0.00
100-000-000-322-40-00-00	Street Applications & Permits	\$300.00	\$850.00	\$600.00	\$550.00	\$0.00
	100-000-000-32 Total	\$300.00	\$850.00	\$600.00	\$550.00	\$0.00
100-000-000-336-00-71-00	Multimodal Transportation - Cities	\$0.00	\$1,619.05	\$2,199.60	\$1,097.68	\$0.00
100-000-000-336-00-87-00	Street Fuel Tax	\$30,000.00	\$33,351.98	\$33,883.20	\$16,361.10	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
100-000-000-336-06-95-00	Liquor Profit Tax	\$12,000.00	\$13,002.00	\$12,932.40	\$6,463.62	\$0.00
	100-000-000-33 Total	\$42,000.00	\$47,973.03	\$49,015.20	\$23,922.40	\$0.00
100-000-000-361-11-00-00	Interest Income - Streets	\$100.00	\$225.20	\$0.00	\$0.00	\$0.00
100-000-000-369-10-00-00	Sale of Scrap Streets	\$0.00	\$0.00	\$0.00	\$585.55	\$0.00
	100-000-000-36 Total	\$100.00	\$225.20	\$0.00	\$585.55	\$0.00
100-000-000-389-30-00-00	Agency Collection Major St Latecomer Fee	\$3,771.00	\$3,771.00	\$0.00	\$0.00	\$0.00
	100-000-000-38 Total	\$3,771.00	\$3,771.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$406,589.45	\$461,728.70	\$345,004.65	\$298,188.58	\$0.00
103-000-000-308-10-00-00	Tourism Reserved C&I - Capital	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$0.00
103-000-000-308-10-00-01	Tourism Reserved C&I - Rev. Shortfall	\$304,104.45	\$304,104.45	\$114,889.45	\$228,999.54	\$0.00
	103-000-000-30 Total	\$604,104.45	\$604,104.45	\$414,889.45	\$528,999.54	\$0.00
103-000-000-313-31-00-00	Stadium (Motel/Hotel) Tax	\$415,000.00	\$456,931.72	\$415,000.00	\$168,400.90	\$0.00
	103-000-000-31 Total	\$415,000.00	\$456,931.72	\$415,000.00	\$168,400.90	\$0.00
103-000-000-361-11-00-00	Interest Income/Tourism	\$1,200.00	\$4,224.19	\$2,000.00	\$261.30	\$0.00
	103-000-000-36 Total	\$1,200.00	\$4,224.19	\$2,000.00	\$261.30	\$0.00
	Fund Total	\$1,020,304.45	\$1,065,260.36	\$831,889.45	\$697,661.74	\$0.00
300-000-000-308-10-00-00	Cap Imp Reserved Begin C&I	\$28,491.00	\$35,297.33	\$43,491.00	\$59,345.13	\$0.00
300-000-000-308-10-00-01	Cap Imp Res Begin C&I Waterfront Imp	\$0.00	\$11,256.65	\$11,256.65	\$11,256.65	\$0.00
	300-000-000-30 Total	\$28,491.00	\$46,553.98	\$54,747.65	\$70,601.78	\$0.00
300-000-000-318-34-00-00	Real Estate Excise Tax	\$15,000.00	\$23,829.97	\$20,000.00	\$22,332.05	\$0.00
	300-000-000-31 Total	\$15,000.00	\$23,829.97	\$20,000.00	\$22,332.05	\$0.00
300-000-000-361-11-00-00	Interest on Investments-Cap Imp	\$0.00	\$217.83	\$0.00	\$163.80	\$0.00
	300-000-000-36 Total	\$0.00	\$217.83	\$0.00	\$163.80	\$0.00
300-000-000-397-11-00-00	Transfer In from 302 Bridging Byways	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
300-000-000-397-14-00-00	Transfer In from 305 Quad Gates	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	300-000-000-39 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$43,491.00	\$70,601.78	\$74,747.65	\$93,097.63	\$0.00
301-000-000-308-80-00-00	Timber Harvest Unres Beg Cash	\$0.00	\$560,002.87	\$511,405.25	\$1,052,034.82	\$0.00
	301-000-000-30 Total	\$0.00	\$560,002.87	\$511,405.25	\$1,052,034.82	\$0.00
301-000-000-361-11-00-00	Interest on Investments - Timber Harvest	\$0.00	\$0.00	\$0.00	\$1,108.58	\$0.00
	301-000-000-36 Total	\$0.00	\$0.00	\$0.00	\$1,108.58	\$0.00
301-000-000-395-10-00-00	Timber Harvest Proceeds	\$3,800,000.00	\$1,406,805.13	\$2,621,514.84	\$7,064.18	\$0.00
	301-000-000-39 Total	\$3,800,000.00	\$1,406,805.13	\$2,621,514.84	\$7,064.18	\$0.00
	Fund Total	\$3,800,000.00	\$1,966,808.00	\$3,132,920.09	\$1,060,207.58	\$0.00
302-000-000-308-10-00-00	Bridging Byways Reserved Begin CA & Invest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
302-000-000-308-30-00-00	Bridging Byways Beginning Cash Restricted	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	302-000-000-30 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-308-10-00-00	Quiet Zone Reserved Begin CA & Invest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	305-000-000-30 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-334-04-20-00	CERB Community Revitalization Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-337-00-00-01	Port of Skamania County	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-337-00-00-02	Skamania County	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	305-000-000-33 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-367-00-00-02	Private Donors	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	305-000-000-36 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
306-000-000-308-10-00-00	Beg Cash (Reserved)	\$0.00	(\$38,504.85)	\$0.00	(\$71,434.76)	\$0.00
	306-000-000-30 Total	\$0.00	(\$38,504.85)	\$0.00	(\$71,434.76)	\$0.00
306-000-000-333-20-20-00	STP Grant	\$656,072.00	\$507,517.46	\$54,560.00	\$84,076.70	\$0.00
306-000-000-334-03-80-01	TIB Grant	\$135,600.00	\$91,012.70	\$7,440.00	\$0.00	\$0.00
	306-000-000-33 Total	\$791,672.00	\$598,530.16	\$62,000.00	\$84,076.70	\$0.00
306-000-000-397-02-00-00	Transfer In from Streets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	306-000-000-39 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$791,672.00	\$560,025.31	\$62,000.00	\$12,641.94	\$0.00
307-000-000-308-10-00-00	Cascade Ave Reserved Begin CA & Invest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	307-000-000-30 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
307-000-000-334-03-80-00	TIB Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
307-000-000-337-01-00-00	Port of Skamania	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
307-000-000-337-03-00-00	Skamania County/Port .09 EDF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	307-000-000-33 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
307-000-000-397-04-00-00	Transfer In from Capital Imp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	307-000-000-39 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
308-000-000-308-10-00-00	Gropper Beginning Cash	\$0.00	\$0.00	\$0.00	(\$20,497.70)	\$0.00
	308-000-000-30 Total	\$0.00	\$0.00	\$0.00	(\$20,497.70)	\$0.00
308-000-000-334-03-80-00	TIB Grant	\$350,395.00	\$241,234.06	\$12,000.00	\$6,889.94	\$0.00
	308-000-000-33 Total	\$350,395.00	\$241,234.06	\$12,000.00	\$6,889.94	\$0.00
308-000-000-397-02-00-00	Transfer in from Streets	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	308-000-000-39 Total	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$400,395.00	\$241,234.06	\$12,000.00	(\$13,607.76)	\$0.00
400-000-000-308-10-00-00	W/S Reserved Begin CA & Invest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
400-000-000-308-10-01-00	WS Res Begin C&I System Dev Water	\$273,209.00	\$273,209.17	\$306,209.17	\$132,479.17	\$0.00
400-000-000-308-10-02-00	WS Res Begin C&I System Dev Sewer	\$214,050.00	\$214,050.00	\$16,380.33	\$132,380.00	\$0.00
400-000-000-308-10-03-00	WS Res Begin C&I Sewer Outfall Debt	\$32,670.00	\$32,670.00	\$32,670.00	\$32,670.00	\$0.00
400-000-000-308-80-00-00	WS Unreserved Begin CA & Invest	\$103,225.80	\$103,225.80	\$20,323.80	\$94,259.50	\$0.00
	400-000-000-30 Total	\$623,154.80	\$623,154.97	\$375,583.30	\$391,788.67	\$0.00
400-000-000-343-40-00-00	Water Sales	\$480,000.00	\$493,713.74	\$657,500.00	\$268,938.44	\$0.00
400-000-000-343-40-18-00	Turn on Fees	\$1,500.00	\$1,677.63	\$1,500.00	\$1,018.93	\$0.00
400-000-000-343-40-19-00	Reconnect Fee	\$1,000.00	\$800.00	\$1,000.00	\$1,662.65	\$0.00
400-000-000-343-40-20-00	Construction Hookup	\$15.00	\$55.00	\$15.00	\$20.00	\$0.00
400-000-000-343-40-21-00	Hydrant Rental - External	\$300.00	\$800.00	\$600.00	\$600.00	\$0.00
400-000-000-343-40-99-00	Hydrant Rental-Internal (fire)	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00
400-000-000-343-41-00-00	Installation Water	\$9,300.00	\$10,772.17	\$10,000.00	\$5,227.49	\$0.00
400-000-000-343-50-00-00	Sewer Service Income	\$360,000.00	\$369,284.93	\$545,000.00	\$269,764.75	\$0.00
400-000-000-343-50-01-00	BOD Surcharge	\$0.00	\$0.00	\$0.00	\$15,356.54	\$0.00
400-000-000-343-50-02-00	Downspout-Sump Pump Discharge	\$0.00	\$0.00	\$0.00	\$7,223.83	\$0.00
400-000-000-343-51-00-00	Installation Sewer	\$50.00	\$400.00	\$300.00	\$200.00	\$0.00
	400-000-000-34 Total	\$856,165.00	\$881,503.47	\$1,219,915.00	\$570,012.63	\$0.00
400-000-000-361-11-00-00	Interest on Investments - W/S	\$4,000.00	\$6,330.70	\$4,000.00	\$1,005.30	\$0.00
400-000-000-367-40-00-00	Water Capital Contributions	\$33,000.00	\$33,000.00	\$77,000.00	\$12,000.00	\$0.00
400-000-000-367-50-00-00	Sewer Capital Contributions	\$16,800.00	\$19,600.00	\$20,000.00	\$8,400.00	\$0.00
400-000-000-369-10-01-00	Water Miscellaneous Income	\$500.00	\$0.00	\$0.00	\$1,458.18	\$0.00
400-000-000-369-10-02-00	Sewer Miscellaneous Income	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-000-369-81-00-00	Cashier's Overages/Shortages	\$0.00	\$0.54	\$0.00	\$0.00	\$0.00
400-000-000-369-91-00-00	Other Miscellaneous/NSF Fee Recovery	\$50.00	\$263.00	\$0.00	\$113.00	\$0.00
	400-000-000-36 Total	\$54,400.00	\$59,194.24	\$101,000.00	\$22,976.48	\$0.00
400-000-000-386-00-00-00	Customer Deposits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	400-000-000-38 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$1,533,719.80	\$1,563,852.68	\$1,696,498.30	\$984,777.78	\$0.00
500-000-000-308-80-00-00	ES Unreserved Begin CA & Invest	\$81,282.00	\$63,984.36	\$55,538.00	\$67,484.41	\$0.00
	500-000-000-30 Total	\$81,282.00	\$63,984.36	\$55,538.00	\$67,484.41	\$0.00
500-000-000-348-00-00-00	Equipment Rental-Internal	\$120,000.00	\$142,344.31	\$120,000.00	\$77,952.88	\$0.00
	500-000-000-34 Total	\$120,000.00	\$142,344.31	\$120,000.00	\$77,952.88	\$0.00
500-000-000-362-10-00-00	Equipment Rental - External NB	\$500.00	\$504.00	\$500.00	\$770.00	\$0.00
500-000-000-362-10-01-00	Equipment Rental - External Bingen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
500-000-000-362-10-02-00	Equipment Rental - External Ska Co	\$0.00	\$250.80	\$0.00	\$127.80	\$0.00
	500-000-000-36 Total	\$500.00	\$754.80	\$500.00	\$897.80	\$0.00
500-000-001-361-11-00-00	Interest Income/ES	\$0.00	\$226.46	\$0.00	\$64.35	\$0.00
500-000-001-369-10-00-00	Sale of Scrap Equip Service	\$0.00	\$0.00	\$0.00	\$795.10	\$0.00
	500-000-001-36 Total	\$0.00	\$226.46	\$0.00	\$859.45	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
500-000-001-395-10-00-00	Sale of Fixed Assets	\$0.00	\$326.00	\$0.00	\$11,330.00	\$0.00
500-000-001-395-11-00-00	Costs to Dispose of Cap Assets	\$0.00	\$0.00	\$0.00	(\$17.50)	\$0.00
	500-000-001-39 Total	\$0.00	\$326.00	\$0.00	\$11,312.50	\$0.00
	Fund Total	\$201,782.00	\$207,635.93	\$176,038.00	\$158,507.04	\$0.00
	Grand Total	\$10,520,033.70	\$8,577,849.07	\$8,375,552.94	\$5,271,083.50	\$0.00



Estimated Expenditure Summary

Fiscal: 2018 - Jun

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
001-000-000-508-10-00-01	Reserved Cash - Fire Truck	\$300,000.00	\$325,000.00	\$325,000.00	\$0.00	\$0.00
001-000-000-508-10-00-02	Reserved Cash - Unemployment	\$33,414.00	\$33,413.82	\$33,414.00	\$0.00	\$0.00
001-000-000-508-10-00-03	Reserved Cash - Fire Equip Replacement	\$70,000.00	\$7,298.40	\$45,000.00	\$0.00	\$0.00
001-000-000-508-10-00-04	Reserved Cash - Custodial	\$54,359.97	\$54,546.82	\$54,359.97	\$0.00	\$0.00
001-000-000-508-80-00-00	Unreserved Cash Carryover	\$702,506.03	\$1,021,846.80	\$444,604.33	\$0.00	\$0.00
	001-000-000-50 Total	\$1,160,280.00	\$1,442,105.84	\$902,378.30	\$0.00	\$0.00
001-100-001-511-30-41-00	Ordinance Codification	\$2,500.00	\$4,941.68	\$2,500.00	\$1,926.50	\$0.00
001-100-001-511-30-44-00	Legislative Publishing	\$3,000.00	\$3,229.29	\$3,000.00	\$2,024.08	\$0.00
001-100-001-511-60-10-00	Council Salary	\$12,000.00	\$9,450.00	\$12,000.00	\$5,250.00	\$0.00
001-100-001-511-60-20-00	Council Benefits	\$1,000.00	\$760.21	\$1,000.00	\$422.66	\$0.00
001-100-001-511-60-43-00	Travel/Lodging Council	\$2,000.00	\$115.00	\$2,000.00	\$1,045.84	\$0.00
001-100-001-511-60-49-00	Tuition Council	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
	001-100-001-51 Total	\$21,500.00	\$18,496.18	\$21,500.00	\$10,669.08	\$0.00
001-100-002-512-50-10-00	Judge Salary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-002-512-50-10-01	Court Clerk Salary	\$10,000.00	\$4,412.57	\$5,000.00	\$2,099.66	\$0.00
001-100-002-512-50-20-00	Judge Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-002-512-50-20-01	Court Clerk Benefits	\$3,000.00	\$933.02	\$3,000.00	\$471.80	\$0.00
001-100-002-512-50-20-03	Comm Serv Wk/Juror/Witness Ben	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00
001-100-002-512-50-31-00	Court Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
001-100-002-512-50-41-00	Protem Judge Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-002-512-50-49-00	Juror/Witness/Investigative Fees	\$2,500.00	\$1,011.95	\$2,500.00	\$0.00	\$0.00
001-100-002-512-50-49-01	Process Service Fees	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00
001-100-002-512-50-51-01	Jury Management/Courtroom Use	\$1,200.00	\$991.76	\$1,200.00	\$747.48	\$0.00
001-100-002-512-50-51-02	Probation Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
001-100-002-512-50-51-03	Municipal Court Contract	\$23,000.00	\$23,000.01	\$20,000.00	\$9,998.00	\$0.00
001-100-002-512-52-41-01	Transcription Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-002-512-52-41-02	Interpreter Fees	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
001-100-002-512-52-51-00	Sheriff Warrant Service Charge	\$500.00	\$270.00	\$500.00	\$30.00	\$0.00
001-100-002-512-57-43-00	Travel Court	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-002-512-57-49-00	Training & Tuition - Court	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-002-512-57-49-01	Dues & Membership Judicial	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-002-515-30-51-00	Prosecuting Attorney County Contract	\$20,000.00	\$16,000.00	\$20,000.00	\$8,002.00	\$0.00
001-100-002-515-93-41-00	Indigent Defense	\$15,000.00	\$15,666.10	\$15,000.00	\$6,566.80	\$0.00
001-100-002-515-93-41-01	Indigent Defense Investigation	\$0.00	\$2,873.53	\$0.00	\$0.00	\$0.00
	001-100-002-51 Total	\$77,550.00	\$65,158.94	\$69,550.00	\$27,915.74	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
001-100-003-513-10-10-00	Mayor Salary	\$7,200.00	\$7,200.00	\$7,200.00	\$3,600.00	\$0.00
001-100-003-513-10-10-01	City Administrator Salary	\$24,000.00	\$21,596.02	\$25,000.00	\$10,561.79	\$0.00
001-100-003-513-10-20-00	Mayor Benefits	\$625.00	\$557.17	\$625.00	\$278.40	\$0.00
001-100-003-513-10-20-01	City Administrator Benefits	\$5,000.00	\$6,038.13	\$6,000.00	\$5,036.96	\$0.00
	001-100-003-51 Total	\$36,825.00	\$35,391.32	\$38,825.00	\$19,477.15	\$0.00
001-100-004-514-20-10-01	Budgeting/Accounting Salary	\$56,000.00	\$74,637.52	\$87,000.00	\$36,082.55	\$0.00
001-100-004-514-20-20-01	Budgeting/Accounting Benefits	\$16,000.00	\$24,285.39	\$30,000.00	\$14,253.01	\$0.00
001-100-004-514-20-41-00	Consulting Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-004-514-20-41-01	EBPP Fees General Fund	\$100.00	\$12.15	\$0.00	\$25.76	\$0.00
001-100-004-514-20-41-22	Audit Fee	\$7,000.00	\$3,997.06	\$7,000.00	\$0.00	\$0.00
001-100-004-514-20-43-00	Travel Financial/Records	\$3,000.00	\$286.91	\$3,000.00	\$20.00	\$0.00
001-100-004-514-20-46-00	Clerk Bond Premiums	\$1,500.00	\$3,203.82	\$1,500.00	\$0.00	\$0.00
001-100-004-514-20-49-00	Training/Tuition - Financial/Records	\$2,000.00	\$1,012.50	\$3,000.00	\$850.00	\$0.00
001-100-004-514-20-49-01	Dues & Membership - Financial	\$1,000.00	\$100.00	\$1,000.00	\$170.00	\$0.00
001-100-004-514-20-49-02	Fiduciary Fees/VISA	\$750.00	\$627.84	\$750.00	\$202.82	\$0.00
001-100-004-514-20-49-03	Miscellaneous Charges	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
001-100-004-514-30-10-00	Minutes - Recording Fee Sal	\$2,000.00	\$1,980.93	\$2,250.00	\$970.00	\$0.00
001-100-004-514-30-20-00	Minutes - Recording Fee Ben	\$350.00	\$171.54	\$365.40	\$83.84	\$0.00
001-100-004-514-41-51-00	Elections	\$6,000.00	\$903.80	\$6,000.00	\$0.00	\$0.00
001-100-004-514-91-51-00	Voter Registration Services	\$6,000.00	\$2,739.57	\$6,000.00	\$0.00	\$0.00
	001-100-004-51 Total	\$102,200.00	\$113,959.03	\$148,365.40	\$52,657.98	\$0.00
001-100-005-515-30-41-00	Advisory Board Services	\$25,000.00	\$30,264.00	\$30,000.00	\$7,806.50	\$0.00
001-100-005-515-30-41-01	Expert Consulting Services	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-005-515-30-43-00	Travel - Legal	\$750.00	\$313.36	\$750.00	\$0.00	\$0.00
001-100-005-515-30-49-00	Training & Tuition - Legal	\$750.00	\$80.00	\$750.00	\$0.00	\$0.00
001-100-005-515-30-49-01	Legal Miscellaneous	\$0.00	\$30.00	\$0.00	\$0.00	\$0.00
	001-100-005-51 Total	\$27,500.00	\$30,687.36	\$31,500.00	\$7,806.50	\$0.00
001-100-007-517-70-22-00	Unemployment Claims	\$0.00	\$274.79	\$0.00	\$891.60	\$0.00
001-100-007-517-70-51-00	Old Age Survivor Insurance	\$25.00	\$25.00	\$25.00	\$25.00	\$0.00
001-100-007-517-90-26-00	Staff Wellness	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
	001-100-007-51 Total	\$525.00	\$299.79	\$525.00	\$916.60	\$0.00
001-100-008-518-20-44-00	DNR Fire Control Assessment	\$0.00	\$0.00	\$0.00	\$17.90	\$0.00
001-100-008-518-30-10-00	Building Repair Salary	\$3,000.00	\$257.23	\$3,000.00	\$715.46	\$0.00
001-100-008-518-30-20-00	Building Repair Benefits	\$1,500.00	\$146.99	\$1,500.00	\$336.06	\$0.00
001-100-008-518-30-31-00	Household Supplies/Repairs	\$2,000.00	\$1,208.24	\$2,000.00	\$421.40	\$0.00
001-100-008-518-30-41-00	Custodial Services	\$4,000.00	\$3,907.00	\$2,000.00	\$1,550.00	\$0.00
001-100-008-518-30-41-01	Contractual Services	\$0.00	\$0.00	\$0.00	\$862.50	\$0.00
001-100-008-518-30-45-99	Eq Rental - Building Repair	\$3,000.00	\$68.02	\$3,000.00	\$419.38	\$0.00
001-100-008-518-30-46-00	Insurance - Liability	\$14,000.00	\$11,134.22	\$14,000.00	\$0.00	\$0.00
001-100-008-518-30-47-00	Heat & Lights	\$3,000.00	\$2,559.33	\$3,000.00	\$836.79	\$0.00
001-100-008-518-30-47-01	City Hall Water/Sewer	\$700.00	\$593.40	\$890.10	\$346.55	\$0.00
001-100-008-518-30-48-00	Building Repair Supplies	\$1,000.00	(\$41.91)	\$1,000.00	\$0.00	\$0.00
001-100-008-518-40-31-00	Office Supplies	\$6,000.00	\$3,441.65	\$6,000.00	\$1,841.69	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
001-100-008-518-40-41-00	Office Equip Repair& Maintenance	\$6,000.00	\$8,787.73	\$6,000.00	\$2,386.27	\$0.00
001-100-008-518-40-42-00	Central Services Telephone	\$3,750.00	\$3,328.78	\$3,750.00	\$1,774.13	\$0.00
001-100-008-518-40-42-01	Miscellaneous - Postage	\$500.00	\$163.61	\$500.00	\$119.65	\$0.00
001-100-008-518-80-41-23	Website - General Fund	\$500.00	\$240.00	\$500.00	\$100.00	\$0.00
	001-100-008-51 Total	\$48,950.00	\$35,794.29	\$47,140.10	\$11,727.78	\$0.00
001-100-009-518-90-49-01	Dues And Membership - General Govt	\$3,000.00	\$2,954.84	\$3,000.00	\$2,256.00	\$0.00
	001-100-009-51 Total	\$3,000.00	\$2,954.84	\$3,000.00	\$2,256.00	\$0.00
001-100-090-594-18-61-00	Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-090-594-18-63-00	Capital Improvements	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00
001-100-090-594-18-64-00	Office Furniture/Equipment	\$10,000.00	\$1,674.73	\$0.00	\$0.00	\$0.00
001-100-090-594-18-64-01	Computer Equipment	\$0.00	\$0.00	\$0.00	\$1,216.26	\$0.00
	001-100-090-59 Total	\$35,000.00	\$1,674.73	\$0.00	\$1,216.26	\$0.00
001-200-001-521-20-51-00	Police Services	\$160,000.00	\$160,000.00	\$163,360.00	\$84,682.00	\$0.00
001-200-001-521-20-51-01	CR Jus #4 Basic Law Enforcemnt	\$2,500.00	\$2,688.06	\$2,500.00	\$1,366.96	\$0.00
001-200-001-521-30-51-00	CR Jus #1 Drug/Alcohol ED	\$1,500.00	\$1,580.31	\$1,500.00	\$800.94	\$0.00
001-200-001-523-20-49-00	Electronic Monitoring	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
001-200-001-523-60-51-00	Jail Services	\$13,000.00	\$7,516.78	\$13,000.00	\$8,130.00	\$0.00
	001-200-001-52 Total	\$178,000.00	\$171,785.15	\$181,360.00	\$94,979.90	\$0.00
001-200-002-522-10-10-00	Fire Chief/Administration - Salaries	\$1,200.00	\$1,200.00	\$1,200.00	\$600.00	\$0.00
001-200-002-522-10-20-00	Fire Chief/Administration - Benefits	\$100.00	\$91.80	\$100.00	\$45.90	\$0.00
001-200-002-522-20-10-00	Fire Contract Volunteer Reimb	\$8,500.00	\$8,154.00	\$8,500.00	\$0.00	\$0.00
001-200-002-522-20-20-00	Firefighter Benefits	\$750.00	\$623.78	\$750.00	\$0.00	\$0.00
001-200-002-522-20-24-00	Firefighter Pension/Disability	\$3,500.00	\$2,460.00	\$3,500.00	\$2,130.00	\$0.00
001-200-002-522-20-31-00	Fire Supplies	\$10,000.00	\$9,147.70	\$10,000.00	\$4,928.84	\$0.00
001-200-002-522-20-32-00	Fire Truck Fuel	\$1,000.00	\$309.19	\$1,000.00	\$103.55	\$0.00
001-200-002-522-20-42-00	Fire Telephone	\$1,200.00	\$1,320.26	\$1,200.00	\$653.42	\$0.00
001-200-002-522-20-46-00	Fire Truck Insurance	\$1,750.00	\$2,672.33	\$1,750.00	\$0.00	\$0.00
001-200-002-522-20-48-00	Fire Hydrant Repair/Supplies	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
001-200-002-522-30-10-00	Fire Support Salary	\$15,000.00	\$6,380.13	\$15,000.00	\$2,803.02	\$0.00
001-200-002-522-30-20-00	Fire Support Benefits	\$7,000.00	\$4,107.05	\$7,000.00	\$1,722.12	\$0.00
001-200-002-522-30-31-01	Fire Prevention Supplies City	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
001-200-002-522-30-41-00	Fire Investigations	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
001-200-002-522-30-45-99	Eq Rental - Fire Support	\$5,500.00	\$2,864.37	\$5,500.00	\$1,401.40	\$0.00
001-200-002-522-45-43-00	Travel - Fire Department	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
001-200-002-522-45-49-00	Fire Department Training	\$3,000.00	\$747.58	\$3,000.00	\$451.48	\$0.00
001-200-002-522-50-10-00	#66 Hydrants - Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-200-002-522-50-20-00	#66 Hydrants - Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-200-002-522-50-45-99	Eq Rental - #66 Hydrant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-200-002-522-50-47-00	Fire Hall Heat And Lights	\$2,500.00	\$2,724.59	\$3,000.00	\$1,101.80	\$0.00
001-200-002-522-50-47-99	Water on Demand For Hydrants	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00
001-200-002-522-50-48-00	Fire Hall Repair	\$1,000.00	\$0.00	\$1,000.00	\$134.89	\$0.00
001-200-002-522-60-48-00	Fire Equipment Repair	\$6,000.00	\$581.76	\$6,000.00	\$1,264.96	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
001-200-002-528-60-42-00	Radio Contract	\$6,000.00	\$2,870.85	\$6,000.00	\$2,870.85	\$0.00
001-200-002-528-60-51-00	Dispatch Fees - City	\$2,000.00	\$1,703.25	\$2,000.00	\$1,794.40	\$0.00
	001-200-002-52 Total	\$85,000.00	\$51,958.64	\$85,500.00	\$22,006.63	\$0.00
001-200-002-594-22-64-00	Fire Equip Purchase-Fire Truck	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00
001-200-002-594-22-64-01	Fire Equip Purchase - City	\$80,000.00	\$80,261.81	\$35,000.00	\$0.00	\$0.00
	001-200-002-59 Total	\$105,000.00	\$80,261.81	\$60,000.00	\$0.00	\$0.00
001-200-003-522-20-31-02	Fire Supplies FD II	\$10,000.00	\$10,894.69	\$10,000.00	\$2,542.32	\$0.00
001-200-003-522-20-32-02	Fire Truck Fuel FDII	\$1,000.00	\$876.29	\$1,000.00	\$286.77	\$0.00
001-200-003-522-20-51-00	FD II DNR Wildland Fire	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
001-200-003-522-30-31-20	Fire Prevention Supplies FDII	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
001-200-003-522-45-49-02	Fire Training FD II	\$3,000.00	\$747.57	\$3,000.00	\$451.51	\$0.00
001-200-003-522-60-48-02	Fire Equipment Repair FDII	\$6,000.00	\$637.50	\$6,000.00	\$104.18	\$0.00
001-200-003-528-60-51-02	Dispatch Fees - FD II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	001-200-003-52 Total	\$21,000.00	\$13,156.05	\$21,000.00	\$3,384.78	\$0.00
001-200-003-594-22-64-02	Fire Equip Purchase - FD II	\$64,000.00	\$64,265.41	\$25,000.00	\$0.00	\$0.00
	001-200-003-59 Total	\$64,000.00	\$64,265.41	\$25,000.00	\$0.00	\$0.00
001-200-004-525-60-51-00	Emergency Services Council	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	001-200-004-52 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-400-000-544-20-41-00	Transportation General Engineering	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	001-400-000-54 Total	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
001-500-000-525-30-48-00	Disaster Recovery Contracted Services	\$16,000.00	\$15,738.34	\$0.00	\$0.00	\$0.00
	001-500-000-52 Total	\$16,000.00	\$15,738.34	\$0.00	\$0.00	\$0.00
001-500-001-524-60-51-00	Contracted Services Nuisance Code Enforcement	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	001-500-001-52 Total	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
001-500-001-553-70-51-00	Air Pollution Authority	\$500.00	\$0.00	\$500.00	\$215.40	\$0.00
001-500-001-554-90-10-00	Watershed Salary	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
001-500-001-554-90-20-00	Watershed Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00
001-500-001-554-90-41-00	Natural Resource Timber Mgmt	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
001-500-001-554-90-45-99	Eq Rental - Watershed	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00
001-500-001-554-90-48-00	Timber Mgmt Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-500-001-558-50-10-00	Building Inspector Salary	\$40,000.00	\$35,781.09	\$41,000.00	\$19,594.98	\$0.00
001-500-001-558-50-20-00	Building Inspector Benefits	\$24,000.00	\$21,836.70	\$25,000.00	\$11,295.41	\$0.00
001-500-001-558-50-31-00	Building Department Supplies	\$1,000.00	\$230.91	\$1,000.00	\$0.00	\$0.00
001-500-001-558-50-41-00	Consulting Services	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
001-500-001-558-50-42-00	Building Department Telephone	\$0.00	\$618.11	\$750.00	\$280.95	\$0.00
001-500-001-558-50-43-00	Travel - Building Inspector	\$1,500.00	\$328.94	\$1,500.00	\$0.00	\$0.00
001-500-001-558-50-45-99	Eq Rental - Building Dept	\$12,000.00	\$14,971.15	\$12,000.00	\$8,524.21	\$0.00
001-500-001-558-50-49-00	Training & Tuition - Building Dept	\$2,000.00	\$275.00	\$2,000.00	\$45.00	\$0.00
001-500-001-558-50-49-01	Dues & Membership - Bldg Dept	\$400.00	\$95.00	\$400.00	\$95.00	\$0.00
001-500-001-558-60-10-00	Planning Salary	\$74,000.00	\$72,965.47	\$77,000.00	\$37,896.48	\$0.00
001-500-001-558-60-10-01	Planning Recorder - Salaries	\$1,500.00	\$1,078.36	\$1,800.00	\$435.00	\$0.00
001-500-001-558-60-10-02	Planning Commission Salaries	\$0.00	\$3,375.00	\$4,500.00	\$2,700.00	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
001-500-001-558-60-10-03	Planning Intern Salary	\$0.00	\$0.00	\$0.00	\$600.00	\$0.00
001-500-001-558-60-20-00	Planning Benefits	\$35,000.00	\$33,958.38	\$35,000.00	\$17,574.05	\$0.00
001-500-001-558-60-20-01	Planning Recorder - Benefits	\$250.00	\$93.28	\$261.00	\$37.60	\$0.00
001-500-001-558-60-20-02	Planning Commission Benefits	\$0.00	\$271.39	\$500.00	\$217.44	\$0.00
001-500-001-558-60-20-03	Planning Intern Benefits	\$0.00	\$0.00	\$0.00	\$53.84	\$0.00
001-500-001-558-60-31-00	Planning Supplies	\$750.00	\$0.00	\$750.00	\$74.27	\$0.00
001-500-001-558-60-41-00	Planning & Professional Assist	\$15,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00
001-500-001-558-60-41-01	Planning Publication	\$1,750.00	\$595.92	\$1,750.00	\$380.64	\$0.00
001-500-001-558-60-43-00	Travel - Planning/Prof Assistance	\$1,500.00	\$231.23	\$1,500.00	\$20.00	\$0.00
001-500-001-558-60-49-00	Training & Tuition - Planning	\$1,500.00	\$145.00	\$1,500.00	\$45.00	\$0.00
001-500-001-558-60-49-01	Dues & Membership - Planning	\$500.00	\$363.00	\$500.00	\$0.00	\$0.00
001-500-001-558-60-49-02	Planning Filing Fees/Misc	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
001-500-001-558-60-51-00	RTPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-500-001-558-70-49-01	EDC Assessment	\$11,000.00	\$10,042.50	\$11,000.00	\$4,972.50	\$0.00
001-500-001-558-70-49-02	MCEDD Services	\$750.00	\$732.50	\$750.00	\$0.00	\$0.00
	001-500-001-55 Total	\$237,900.00	\$197,988.93	\$328,961.00	\$105,057.77	\$0.00
001-600-000-565-10-49-00	Food Bank Support	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00
001-600-000-566-72-52-00	Substance Abuse/Liquor Excise	\$150.00	\$148.46	\$150.00	\$78.95	\$0.00
	001-600-000-56 Total	\$6,150.00	\$6,148.46	\$6,150.00	\$78.95	\$0.00
001-700-000-573-90-49-00	Hosting of Meetings/Events	\$500.00	\$44.74	\$500.00	\$50.37	\$0.00
001-700-000-576-20-51-00	Community Pool Support	\$40,000.00	\$39,999.96	\$20,000.00	\$10,000.02	\$0.00
001-700-000-576-80-10-00	Park Maintenance Salary	\$26,000.00	\$21,994.27	\$26,000.00	\$11,857.82	\$0.00
001-700-000-576-80-20-00	Park Maintenance Benefits	\$9,000.00	\$7,607.53	\$9,000.00	\$4,247.43	\$0.00
001-700-000-576-80-31-00	Parks Supplies	\$6,000.00	\$580.70	\$6,000.00	\$6,016.97	\$0.00
001-700-000-576-80-45-99	Eq Rental - Parks	\$9,000.00	\$15,719.58	\$12,000.00	\$9,486.79	\$0.00
001-700-000-576-80-47-00	Parks Electricity	\$200.00	\$261.00	\$200.00	\$91.00	\$0.00
001-700-000-576-80-48-00	Parks - Contracted	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	001-700-000-57 Total	\$90,700.00	\$86,207.78	\$73,700.00	\$41,750.40	\$0.00
001-800-000-586-90-00-00	Agency Disbursement - Court	\$0.00	\$5,473.37	\$0.00	\$5,856.86	\$0.00
001-800-000-586-91-00-00	Agency Disbursement - Court Trust	\$0.00	\$979.99	\$0.00	\$2,075.50	\$0.00
001-800-000-589-30-00-00	Agency Remittances - State Bldg Code	\$0.00	\$216.00	\$0.00	\$49.50	\$0.00
	001-800-000-58 Total	\$0.00	\$6,669.36	\$0.00	\$7,981.86	\$0.00
	Fund Total	\$2,322,080.00	\$2,440,702.25	\$2,044,454.80	\$409,883.38	\$0.00
100-000-000-508-10-00-00	Snow Reserve	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
100-000-000-508-80-00-00	Unreserved Cash Carryover	\$10,389.45	\$142,413.00	\$37,284.65	\$0.00	\$0.00
	100-000-000-50 Total	\$20,389.45	\$142,413.00	\$47,284.65	\$0.00	\$0.00
100-400-000-542-39-10-00	Road Maintenance - Salaries	\$70,000.00	\$53,932.23	\$70,000.00	\$21,760.14	\$0.00
100-400-000-542-39-20-00	Road Maintenance - Benefits	\$35,000.00	\$31,377.56	\$35,000.00	\$12,101.54	\$0.00
100-400-000-542-39-31-00	Supplies	\$20,000.00	\$9,419.53	\$20,000.00	\$4,521.05	\$0.00
100-400-000-542-39-42-00	Telephone	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00
100-400-000-542-39-45-99	Eq Rental - Road Maintenance	\$30,000.00	\$20,873.21	\$30,000.00	\$8,827.08	\$0.00
100-400-000-542-39-48-00	Contracted Labor	\$10,000.00	\$21,818.76	\$10,000.00	\$12,442.30	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
100-400-000-542-40-10-00	Storm Drain Maint - Salaries	\$12,000.00	\$3,244.43	\$12,000.00	\$2,193.24	\$0.00
100-400-000-542-40-20-00	Storm Drain Maint - Benefits	\$6,000.00	\$1,977.55	\$6,000.00	\$1,254.58	\$0.00
100-400-000-542-40-31-00	Storm Drain Maint - Supplies	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
100-400-000-542-40-45-99	Eq Rental - Storm Drain Maint	\$4,000.00	\$1,390.45	\$4,000.00	\$905.78	\$0.00
100-400-000-542-40-47-00	Dewatering Electricity Chesser	\$750.00	\$579.19	\$750.00	\$233.08	\$0.00
100-400-000-542-40-48-00	Storm Drain Maint - Contrlabor	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
100-400-000-542-63-47-00	Electricity - Street Lights	\$18,000.00	\$17,735.90	\$18,720.00	\$6,840.86	\$0.00
100-400-000-542-63-48-00	Repair/maintenance - ST Lights	\$10,000.00	\$10,738.74	\$10,000.00	\$3,206.13	\$0.00
100-400-000-542-64-31-00	Traffic Devices	\$10,000.00	\$9,231.85	\$10,000.00	\$2,902.37	\$0.00
100-400-000-542-64-48-00	Road Striping	\$8,000.00	\$5,590.22	\$8,000.00	\$0.00	\$0.00
100-400-000-542-66-10-00	Snow Removal - Salary	\$10,000.00	\$27,694.30	\$15,000.00	\$580.11	\$0.00
100-400-000-542-66-20-00	Snow Removal - Benefits	\$5,000.00	\$14,252.93	\$5,000.00	\$354.39	\$0.00
100-400-000-542-66-31-00	Snow Removal - Supplies	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-400-000-542-66-45-99	Eq Rental - Snow Removal	\$11,000.00	\$12,102.61	\$3,000.00	\$193.07	\$0.00
100-400-000-542-67-47-00	Litter Clean-Up	\$1,500.00	\$4,387.70	\$1,500.00	\$876.87	\$0.00
100-400-000-543-10-10-00	General Administration Salaries	\$14,000.00	\$10,868.85	\$14,000.00	\$5,280.00	\$0.00
100-400-000-543-10-20-00	General Administration Benefits	\$3,000.00	\$3,038.86	\$3,000.00	\$2,508.90	\$0.00
100-400-000-543-31-10-00	General Services Salaries	\$4,250.00	\$2,926.45	\$4,000.00	\$1,413.40	\$0.00
100-400-000-543-31-20-00	General Services Benefits	\$1,450.00	\$989.51	\$1,000.00	\$502.62	\$0.00
100-400-000-543-31-41-00	Computer Services	\$500.00	\$1,895.70	\$600.00	\$76.23	\$0.00
100-400-000-543-31-41-22	Audit Fee	\$1,000.00	\$1,687.40	\$2,500.00	\$0.00	\$0.00
100-400-000-543-31-43-00	Travel - Streets	\$500.00	\$267.80	\$500.00	\$0.00	\$0.00
100-400-000-543-31-46-00	Insurance	\$6,000.00	\$5,717.44	\$6,000.00	\$0.00	\$0.00
100-400-000-543-31-49-00	Training - Streets	\$0.00	\$65.00	\$0.00	\$45.00	\$0.00
100-400-000-543-31-49-01	Misc/Recording Fees/Dues	\$1,000.00	\$955.00	\$1,000.00	\$800.00	\$0.00
100-400-000-544-20-41-00	#14 ST Planning Professional Services	\$2,000.00	\$712.43	\$2,000.00	\$676.35	\$0.00
100-400-000-544-40-10-00	#14 ST Planning - Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-400-000-544-40-20-00	#14 ST Planning - Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-400-000-544-40-45-99	Eq Rental - #14 ST Planning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	100-400-000-54 Total	\$299,100.00	\$275,471.60	\$297,720.00	\$90,495.09	\$0.00
100-400-000-594-44-64-00	Computer Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	100-400-000-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-401-011-595-21-61-00	Right of Way	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	100-401-011-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-401-020-595-31-10-00	#37 Cascade (Restor/Rehab) - Sal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-401-020-595-31-20-00	#37 Cascade (Restor/Rehab) - Ben	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-401-020-595-31-31-00	#37 Cascade (Restor/Rehab) - Supplies	\$0.00	\$157.50	\$0.00	\$0.00	\$0.00
100-401-020-595-31-45-99	Eq Rental - Restor/Rehab (#37 Cascade)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-401-020-595-32-10-00	#71 Kanaka (Restor/Rehab) - Sal	\$13,200.00	\$14,523.01	\$0.00	\$881.41	\$0.00
100-401-020-595-32-20-00	#71 Kanaka (Restor/Rehab) - Ben	\$7,000.00	\$7,400.44	\$0.00	\$403.92	\$0.00
100-401-020-595-32-41-00	#71 Kanaka (Restor/Rehab) - Eng	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
100-401-020-595-32-45-99	Eq Rental - Restor/Rehab (#71 Kanaka)	\$4,600.00	\$5,004.81	\$0.00	\$267.26	\$0.00
100-401-020-595-61-10-00	Gropper Sidewalk - Salaries	\$5,600.00	\$6,042.69	\$0.00	\$212.53	\$0.00
100-401-020-595-61-20-00	Gropper Sidewalk - Benefits	\$2,800.00	\$2,971.01	\$0.00	\$97.45	\$0.00
100-401-020-595-61-41-00	Gropper Sidewalk - Prof Services	\$1,700.00	\$1,657.50	\$0.00	\$0.00	\$0.00
100-401-020-595-61-45-99	Eq Rental - Gropper Sidewalk	\$1,900.00	\$2,056.10	\$0.00	\$70.40	\$0.00
	100-401-020-59 Total	\$36,800.00	\$39,813.06	\$0.00	\$1,932.97	\$0.00
100-600-000-566-72-52-00	Substance Abuse/Liquor Profits	\$300.00	\$260.04	\$0.00	\$64.64	\$0.00
	100-600-000-56 Total	\$300.00	\$260.04	\$0.00	\$64.64	\$0.00
100-800-000-589-30-00-00	Agency Remittance Major St Latecomer Fee	\$0.00	\$3,771.00	\$0.00	\$0.00	\$0.00
	100-800-000-58 Total	\$0.00	\$3,771.00	\$0.00	\$0.00	\$0.00
100-900-000-597-15-00-00	Transfer Out to 306 Kanaka Cr Rd	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	100-900-000-59 Total	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$406,589.45	\$461,728.70	\$345,004.65	\$92,492.70	\$0.00
103-000-000-508-10-00-01	Capital Facility Reserve	\$300,000.00	\$300,000.00	\$200,000.00	\$0.00	\$0.00
103-000-000-508-10-00-02	Reserve for Future Rev Shortfall	\$94,889.45	\$228,999.54	\$120,190.45	\$0.00	\$0.00
	103-000-000-50 Total	\$394,889.45	\$528,999.54	\$320,190.45	\$0.00	\$0.00
103-700-000-571-00-41-00	Haight - CommGarden/AgroTourism	\$2,300.00	\$4,487.94	\$0.00	\$0.00	\$0.00
103-700-000-573-30-41-00	Consultant Services, Chamber	\$85,000.00	\$85,000.08	\$90,000.00	\$37,500.00	\$0.00
103-700-000-573-30-41-01	SBA Consultant Services	\$85,000.00	\$77,182.48	\$85,000.00	\$24,757.26	\$0.00
103-700-000-573-30-41-04	County - Fair & Timber Carnival	\$5,000.00	\$6,000.00	\$5,000.00	\$0.00	\$0.00
103-700-000-573-30-41-05	County - Bluegrass Festival	\$10,000.00	\$9,000.00	\$10,000.00	\$0.00	\$0.00
103-700-000-573-30-41-07	County - Agricultural Expo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-10-00	Promotion Salaries	\$26,000.00	\$19,280.51	\$26,000.00	\$9,366.04	\$0.00
103-700-000-573-90-10-03	Promotion Field Salaries	\$3,000.00	\$2,000.38	\$3,000.00	\$423.07	\$0.00
103-700-000-573-90-20-00	Promotion Benefits	\$5,000.00	\$5,390.72	\$5,000.00	\$4,450.25	\$0.00
103-700-000-573-90-20-03	Promotion Field Benefits	\$1,500.00	\$1,199.60	\$1,500.00	\$281.74	\$0.00
103-700-000-573-90-31-00	Promotion Supplies	\$25,000.00	\$410.22	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-00	WiFi Consultant Services	\$6,500.00	\$1,175.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-01	Discover Your Northwest	\$17,250.00	\$13,775.57	\$17,250.00	\$11,673.29	\$0.00
103-700-000-573-90-41-02	CRGIC Consultant Services	\$55,000.00	\$45,473.36	\$55,000.00	\$23,774.25	\$0.00
103-700-000-573-90-41-03	X-Fest Event Consultant Servic	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-04	Skamania Senior Services - Hiker Bus	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
103-700-000-573-90-41-05	Hoptober Fest	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-06	Columbia Gorge Fiddle Contest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-07	SBA Courthouse Lawn Plaza Design/Study	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-08	Gorge Outrigger Races	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
103-700-000-573-90-41-09	BOTG Kiteboarding Festival	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-11	Stevenson Farmers Market	\$1,765.00	\$1,765.00	\$2,000.00	\$0.00	\$0.00
103-700-000-573-90-41-12	Gorge Tourism Studio (CRGVA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103-700-000-573-90-41-13	Main St Program Coordinator (SBA)	\$30,000.00	\$30,000.00	\$25,000.00	\$12,500.00	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
103-700-000-573-90-41-14	Stevenson Waterfront Music Festival	\$3,400.00	\$3,400.00	\$2,000.00	\$0.00	\$0.00
103-700-000-573-90-41-15	Fools Fest (Walking Man)	\$3,800.00	\$3,800.00	\$2,000.00	\$0.00	\$0.00
103-700-000-573-90-41-17	Stevenson Municipal Pool Marketing	\$5,000.00	\$4,991.96	\$2,500.00	\$553.16	\$0.00
103-700-000-573-90-41-18	SC Fair Board-GorgeGrass	\$0.00	\$0.00	\$8,000.00	\$0.00	\$0.00
103-700-000-573-90-41-19	CGTA-RARE Funding	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00
103-700-000-573-90-41-21	Computer Services	\$1,000.00	\$1,340.03	\$0.00	\$63.54	\$0.00
103-700-000-573-90-41-22	Audit Fee	\$4,000.00	\$1,379.04	\$0.00	\$0.00	\$0.00
103-700-000-573-90-45-99	Eq Rental - Promotion Field	\$1,000.00	\$937.44	\$0.00	\$204.47	\$0.00
103-700-000-573-90-48-00	Joan Mason Kenetic Sculpture Repair	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00
	103-700-000-57 Total	\$391,015.00	\$332,489.33	\$351,250.00	\$128,047.07	\$0.00
103-700-000-594-73-64-00	Computer Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103-700-000-594-75-63-01	Leavens Point Beach	\$0.00	\$0.00	\$100,000.00	\$88,041.83	\$0.00
103-700-000-594-75-63-03	Stevenson Landing Sign	\$18,000.00	\$17,835.35	\$0.00	\$0.00	\$0.00
103-700-000-594-75-63-04	Fairground Midway Reseeding (SBA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103-700-000-594-75-63-05	East Point Signage (Port)	\$6,400.00	\$1,931.30	\$0.00	\$0.00	\$0.00
103-700-000-594-75-63-06	Waterfront Wayfinding Signage (Port)	\$20,000.00	\$0.00	\$29,582.00	\$0.00	\$0.00
103-700-000-594-75-63-07	Waterfront Park Amenities (Port)	\$0.00	\$0.00	\$30,867.00	\$0.00	\$0.00
103-700-000-594-76-52-00	21 NE Cascade Waterfront Park	\$185,000.00	\$184,004.84	\$0.00	\$0.00	\$0.00
103-700-000-595-64-63-00	Wayfinding Signs Tourism	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	103-700-000-59 Total	\$234,400.00	\$203,771.49	\$160,449.00	\$88,041.83	\$0.00
	Fund Total	\$1,020,304.45	\$1,065,260.36	\$831,889.45	\$216,088.90	\$0.00
300-000-000-508-10-00-00	Cap Imp Reserved C&I	\$43,491.00	\$59,345.13	\$74,747.65	\$0.00	\$0.00
300-000-000-508-10-00-01	Cap Imp Res C&I Waterfront Imp	\$0.00	\$11,256.65	\$0.00	\$0.00	\$0.00
	300-000-000-50 Total	\$43,491.00	\$70,601.78	\$74,747.65	\$0.00	\$0.00
300-000-000-597-16-00-00	Transfer Out to 307 Cascade Ave Imp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	300-000-000-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$43,491.00	\$70,601.78	\$74,747.65	\$0.00	\$0.00
301-000-000-508-80-00-00	Reserved Ending Cash Timber Harvest	\$2,400,000.00	\$1,052,034.82	\$1,968,275.01	\$0.00	\$0.00
	301-000-000-50 Total	\$2,400,000.00	\$1,052,034.82	\$1,968,275.01	\$0.00	\$0.00
301-000-000-554-90-41-00	Timber Sale Management Consulting	\$0.00	\$55,028.67	\$0.00	\$15,311.92	\$0.00
301-000-000-554-90-48-00	Timber Sale Contracted Sevices	\$1,400,000.00	\$475,198.55	\$1,164,645.08	\$19,278.00	\$0.00
301-000-000-554-90-51-00	Timber Sale Permitting	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00
	301-000-000-55 Total	\$1,400,000.00	\$530,327.22	\$1,164,645.08	\$34,689.92	\$0.00
301-000-000-594-22-60-00	Fire Hall Land Purchase	\$0.00	\$384,445.96	\$0.00	\$0.00	\$0.00
	301-000-000-59 Total	\$0.00	\$384,445.96	\$0.00	\$0.00	\$0.00
	Fund Total	\$3,800,000.00	\$1,966,808.00	\$3,132,920.09	\$34,689.92	\$0.00

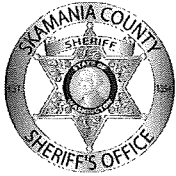
Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
302-000-000-597-04-00-00	Transfer Out to 300 Cap Imp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	302-000-000-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-595-10-41-00	Quad Gates - Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-595-64-63-00	Quad Gates - Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305-000-000-597-04-00-00	Transfer Out to 300 Capital Imp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	305-000-000-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
306-000-000-508-10-00-00	Kanaka Creek Ending Cash	\$0.00	(\$71,434.76)	\$0.00	\$0.00	\$0.00
	306-000-000-50 Total	\$0.00	(\$71,434.76)	\$0.00	\$0.00	\$0.00
306-000-000-595-10-41-00	Kanaka Creek Rd - Engineering	\$10,000.00	\$62,048.37	\$0.00	\$0.00	\$0.00
306-000-000-595-20-61-00	Kanaka Creek Rd - Right of Way	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
306-000-000-595-30-63-00	Kanaka Creek Rd - Contracted Labor	\$750,000.00	\$569,411.70	\$62,000.00	\$62,782.46	\$0.00
306-000-000-595-30-63-01	Kanaka Creek Rd - Contingency	\$31,672.00	\$0.00	\$0.00	\$0.00	\$0.00
	306-000-000-59 Total	\$791,672.00	\$631,460.07	\$62,000.00	\$62,782.46	\$0.00
	Fund Total	\$791,672.00	\$560,025.31	\$62,000.00	\$62,782.46	\$0.00
307-000-000-595-10-41-00	Engineering Cascade Avenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
307-000-000-595-10-41-01	Engineering Stevenson Landing (Cascade)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
307-000-000-595-30-41-00	Advertising/Permitting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
307-000-000-595-30-63-00	Roadway Contracted Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	307-000-000-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
308-000-000-508-10-00-00	Gropper-Ending Balance	\$0.00	(\$20,497.70)	\$0.00	\$0.00	\$0.00
	308-000-000-50 Total	\$0.00	(\$20,497.70)	\$0.00	\$0.00	\$0.00
308-000-000-595-10-41-00	Gropper Sidewalk - Engineering	\$80,000.00	\$60,965.18	\$0.00	\$0.00	\$0.00
308-000-000-595-61-63-00	Gropper Sidewalk - Construction	\$250,000.00	\$200,766.58	\$12,000.00	\$10,566.66	\$0.00
308-000-000-595-61-63-01	Gropper Sidewalk - Contingency	\$70,395.00	\$0.00	\$0.00	\$0.00	\$0.00
	308-000-000-59 Total	\$400,395.00	\$261,731.76	\$12,000.00	\$10,566.66	\$0.00
	Fund Total	\$400,395.00	\$241,234.06	\$12,000.00	\$10,566.66	\$0.00
310-000-001-594-35-49-00	Value Planning Hosting Costs	\$0.00	\$0.00	\$0.00	\$607.48	\$0.00
	310-000-001-59 Total	\$0.00	\$0.00	\$0.00	\$607.48	\$0.00
	Fund Total	\$0.00	\$0.00	\$0.00	\$607.48	\$0.00
400-000-000-508-10-00-00	Construction Cash Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-000-508-10-00-01	WS Reserve Ending - Water	\$306,209.00	\$132,479.17	\$313,209.17	\$0.00	\$0.00
400-000-000-508-10-00-02	WS Reserve Ending - Sewer	\$16,380.33	\$132,380.00	\$36,380.33	\$0.00	\$0.00
400-000-000-508-10-00-03	WS Reserve Ending - Sewer Outfall Debt	\$32,670.00	\$32,670.00	\$32,670.00	\$0.00	\$0.00
400-000-000-508-80-00-00	Unreserved Cash Carryover	\$20,323.80	\$94,259.50	\$59,088.80	\$0.00	\$0.00
	400-000-000-50 Total	\$375,583.13	\$391,788.67	\$441,348.30	\$0.00	\$0.00
400-000-000-534-10-10-00	Administrative Salary	\$12,000.00	\$10,585.35	\$12,000.00	\$5,142.12	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
400-000-000-534-10-20-00	Administrative Benefits	\$2,000.00	\$2,959.60	\$2,000.00	\$2,443.25	\$0.00
400-000-000-534-10-41-22	Audit Fee	\$3,000.00	\$2,278.36	\$3,000.00	\$0.00	\$0.00
400-000-000-534-10-49-01	Dues & Membership/Filing Fees	\$2,000.00	\$991.80	\$2,000.00	\$450.09	\$0.00
400-000-000-534-10-51-00	Op. Permit(DOH)/Other Fees	\$3,000.00	\$4,735.50	\$3,000.00	\$3,034.00	\$0.00
400-000-000-534-20-10-00	Administrative Planning WA - Sal	\$2,000.00	\$0.00	\$2,000.00	\$1,569.50	\$0.00
400-000-000-534-20-20-00	Administrative Planning WA - Ben	\$1,000.00	\$0.00	\$1,000.00	\$945.10	\$0.00
400-000-000-534-20-41-00	Admin Planning Water - Consulting	\$2,000.00	\$6,061.89	\$2,000.00	\$32.94	\$0.00
400-000-000-534-20-45-99	Eq Rental - Administrative Planning WA	\$0.00	\$0.00	\$0.00	\$562.34	\$0.00
400-000-000-534-40-43-00	Travel	\$2,000.00	\$1,639.76	\$2,000.00	\$657.40	\$0.00
400-000-000-534-40-49-01	Training	\$2,000.00	\$3,254.50	\$2,000.00	\$690.00	\$0.00
400-000-000-534-50-35-00	Small Tools/Minor Equipment	\$2,500.00	\$6,277.35	\$2,500.00	\$199.42	\$0.00
400-000-000-534-50-41-00	Professional Service - Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-000-534-50-48-00	Repair-Contracted Labor	\$20,000.00	\$20,001.42	\$20,000.00	\$5,973.08	\$0.00
400-000-000-534-54-10-00	Maintenance-Trtmnt Plant Salaries	\$8,000.00	\$1,733.73	\$8,000.00	\$2,604.52	\$0.00
400-000-000-534-54-20-00	Maintenance-Trtmnt Plant Benefits	\$4,000.00	\$1,059.87	\$4,000.00	\$1,391.51	\$0.00
400-000-000-534-55-10-00	Maint.-Trans & Distr. Salary	\$30,000.00	\$26,792.13	\$33,000.00	\$21,208.34	\$0.00
400-000-000-534-55-20-00	Maint.-Trans & Distr. Benefits	\$15,000.00	\$16,565.37	\$16,000.00	\$12,090.02	\$0.00
400-000-000-534-70-10-00	Customer Services Salary	\$38,000.00	\$43,053.84	\$53,000.00	\$20,778.55	\$0.00
400-000-000-534-70-20-00	Customer Services Benefits	\$15,000.00	\$14,658.47	\$20,000.00	\$7,446.15	\$0.00
400-000-000-534-70-31-00	Office Supplies and Postage	\$2,250.00	\$1,554.09	\$2,250.00	\$625.08	\$0.00
400-000-000-534-70-41-00	Computer Services/Repair	\$3,000.00	\$6,059.18	\$8,000.00	\$904.37	\$0.00
400-000-000-534-70-41-01	EBPP Fees Water	\$1,000.00	\$1,208.07	\$1,000.00	\$694.16	\$0.00
400-000-000-534-80-31-00	Operating Supplies	\$25,000.00	\$17,715.51	\$25,000.00	\$13,615.95	\$0.00
400-000-000-534-80-33-00	Well Water for Resale	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
400-000-000-534-80-41-00	Testing	\$4,000.00	\$5,352.00	\$4,000.00	\$1,233.63	\$0.00
400-000-000-534-80-42-00	Water Telephone	\$750.00	\$790.91	\$750.00	\$379.32	\$0.00
400-000-000-534-80-45-00	Telemetry Pole Contact	\$0.00	\$1,601.04	\$0.00	\$0.00	\$0.00
400-000-000-534-80-45-99	Eq Rental - Water	\$50,000.00	\$46,430.41	\$50,000.00	\$25,902.41	\$0.00
400-000-000-534-80-46-00	Insurance	\$10,000.00	\$12,405.66	\$10,000.00	\$0.00	\$0.00
400-000-000-534-80-47-00	Electricity	\$22,000.00	\$21,249.54	\$22,000.00	\$7,781.61	\$0.00
400-000-000-534-81-41-00	Prof Services - Water Op General	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-000-534-84-10-00	Operations Plant Salary	\$60,000.00	\$53,181.09	\$60,000.00	\$20,256.45	\$0.00
400-000-000-534-84-20-00	Operations Plant Benefits	\$35,000.00	\$32,956.12	\$35,000.00	\$12,124.77	\$0.00
400-000-000-534-84-31-00	Chemicals Plant	\$10,000.00	\$9,144.16	\$10,000.00	\$3,586.85	\$0.00
400-000-000-534-84-41-00	Consultant Services - Plant	\$1,500.00	\$0.00	\$1,500.00	\$1,667.00	\$0.00
400-000-000-534-85-10-00	Operations T & D Salary	\$45,000.00	\$36,122.94	\$45,000.00	\$17,773.07	\$0.00
400-000-000-534-85-20-00	Operations T & D Benefits	\$25,000.00	\$21,219.47	\$25,000.00	\$10,316.61	\$0.00
400-000-000-534-85-49-00	Op T&D Permitting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-000-534-90-53-00	Water Taxes	\$30,000.00	\$25,918.82	\$30,000.00	\$11,837.71	\$0.00
	400-000-000-53 Total	\$489,000.00	\$455,557.95	\$518,000.00	\$215,917.32	\$0.00
400-000-000-591-34-78-00	Base Res PWF Loan Principal	\$23,273.00	\$23,273.39	\$23,273.00	\$23,273.39	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
400-000-000-592-34-83-00	Base Reservoir PWTf Loan Interest	\$1,164.00	\$1,163.67	\$1,164.00	\$1,047.30	\$0.00
	400-000-000-59 Total	\$24,437.00	\$24,437.06	\$24,437.00	\$24,320.69	\$0.00
400-000-006-594-34-10-00	Water Connections - Salary	\$5,000.00	\$1,978.82	\$5,000.00	\$1,994.04	\$0.00
400-000-006-594-34-20-00	Water Connections - Benefits	\$2,500.00	\$1,343.49	\$2,500.00	\$1,224.71	\$0.00
400-000-006-594-34-45-99	Eq Rental - Water Connections	\$1,000.00	\$2,777.00	\$1,500.00	\$1,220.00	\$0.00
	400-000-006-59 Total	\$8,500.00	\$6,099.31	\$9,000.00	\$4,438.75	\$0.00
400-000-010-594-34-45-99	Eq Rental - #29 Kanaka Creek Waterline	\$0.00	\$0.00	\$0.00	\$31.90	\$0.00
400-000-010-594-34-48-00	#29 Kanaka Creek Waterline - Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	400-000-010-59 Total	\$0.00	\$0.00	\$0.00	\$31.90	\$0.00
400-000-011-594-34-48-00	#68 Hegewald Well Roof - Contr Labor	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	400-000-011-59 Total	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-012-594-34-10-00	#42 Loop Rd Waterline Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-012-594-34-20-00	#42 Loop Rd Waterline Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-012-594-34-41-00	#42 Loop Rd Waterline - Prof Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-012-594-34-48-00	#42 Loop Rd Waterline ContrLbr	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	400-000-012-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-013-594-34-10-00	#46 WA System Plan - Sal	\$0.00	\$4,177.87	\$0.00	\$0.00	\$0.00
400-000-013-594-34-20-00	#46 WA System Plan - Ben	\$0.00	\$2,454.58	\$0.00	\$0.00	\$0.00
400-000-013-594-34-41-00	#46 WA System Plan - Engineer	\$66,559.00	\$61,954.95	\$0.00	\$3,172.50	\$0.00
400-000-013-594-34-45-99	#46 WA System Plan - EQ Rental	\$0.00	\$109.06	\$0.00	\$0.00	\$0.00
	400-000-013-59 Total	\$66,559.00	\$68,696.46	\$0.00	\$3,172.50	\$0.00
400-000-015-594-34-48-00	Base Reservoir Improv.- Contracted Services	\$0.00	\$0.00	\$70,000.00	\$23,350.00	\$0.00
	400-000-015-59 Total	\$0.00	\$0.00	\$70,000.00	\$23,350.00	\$0.00
400-000-051-594-34-64-00	Fixed Assets to Capitalize	\$0.00	\$569.72	\$0.00	\$0.00	\$0.00
	400-000-051-59 Total	\$0.00	\$569.72	\$0.00	\$0.00	\$0.00
400-000-101-535-10-10-00	Administrative Salary	\$14,000.00	\$10,585.35	\$22,000.00	\$5,142.12	\$0.00
400-000-101-535-10-20-00	Administrative Benefits	\$3,000.00	\$2,959.60	\$7,000.00	\$2,443.25	\$0.00
400-000-101-535-10-41-22	Audit Fee	\$4,000.00	\$2,278.36	\$4,000.00	\$0.00	\$0.00
400-000-101-535-10-44-00	WW Advertising	\$0.00	\$0.00	\$0.00	\$34.32	\$0.00
400-000-101-535-10-49-01	Dues & Membership/filing Fees	\$5,000.00	\$977.00	\$5,000.00	\$201.90	\$0.00
400-000-101-535-10-51-00	Sewer Permit Fees/DOE	\$3,000.00	\$2,201.04	\$3,000.00	\$1,134.00	\$0.00
400-000-101-535-20-10-00	Administrative Planning Sewer - Sal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-101-535-20-20-00	Administrative Planning Sewer - Ben	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-101-535-20-41-00	Admin Planning Sewer - Consulting	\$0.00	\$3,501.54	\$0.00	\$5,696.94	\$0.00
400-000-101-535-20-45-99	Eq Rental - Administrative Planning Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-101-535-40-43-00	Travel	\$1,250.00	\$1,170.35	\$1,250.00	\$26.93	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
400-000-101-535-40-49-01	Training	\$1,250.00	\$531.50	\$1,250.00	\$1,206.00	\$0.00
400-000-101-535-51-10-00	Maintenance T&D Salary	\$6,000.00	\$5,214.84	\$6,000.00	\$22,669.29	\$0.00
400-000-101-535-51-20-00	Maintenance T&D Benefits	\$3,000.00	\$2,816.75	\$3,000.00	\$12,256.07	\$0.00
400-000-101-535-51-31-00	Maintenance Supplies	\$2,500.00	\$10,139.04	\$2,500.00	\$9,670.27	\$0.00
400-000-101-535-51-48-00	Repair (Contract Serv) T&D	\$5,000.00	\$21,184.11	\$30,000.00	\$65,265.50	\$0.00
400-000-101-535-51-48-01	Solids Hauling & Disposal	\$0.00	\$20,737.73	\$0.00	\$9,855.54	\$0.00
400-000-101-535-54-10-00	Plant Maintenance Salary	\$6,000.00	\$4,107.69	\$61,000.00	\$2,531.67	\$0.00
400-000-101-535-54-20-00	Plant Maintenance Benefits	\$3,000.00	\$2,636.18	\$44,000.00	\$1,580.66	\$0.00
400-000-101-535-64-41-00	Operations Contract (OMI)	\$124,000.00	\$130,729.70	\$124,000.00	\$67,545.85	\$0.00
400-000-101-535-70-10-00	Customer Service Salary	\$38,000.00	\$43,053.84	\$53,000.00	\$20,778.55	\$0.00
400-000-101-535-70-20-00	Customer Service Benefits	\$15,000.00	\$14,658.47	\$20,000.00	\$7,446.15	\$0.00
400-000-101-535-70-31-00	Office Supplies & Postage	\$2,500.00	\$1,250.55	\$2,500.00	\$600.85	\$0.00
400-000-101-535-70-41-00	Computer Services/Repair	\$2,000.00	\$4,500.05	\$2,000.00	\$317.72	\$0.00
400-000-101-535-70-41-01	EBPP Fees Sewer	\$0.00	\$1,207.98	\$0.00	\$694.13	\$0.00
400-000-101-535-80-31-00	Operating Supplies	\$2,500.00	\$2,447.24	\$2,500.00	\$2,794.88	\$0.00
400-000-101-535-80-41-00	Sewer Operations Testing	\$1,000.00	\$2,334.00	\$1,000.00	\$855.00	\$0.00
400-000-101-535-80-42-00	Sewer Telephone	\$2,000.00	\$1,446.91	\$2,000.00	\$706.45	\$0.00
400-000-101-535-80-45-99	Eq Rental - Sewer	\$13,000.00	\$17,040.10	\$13,000.00	\$16,372.05	\$0.00
400-000-101-535-80-46-00	Sewer Insurance	\$6,000.00	\$8,690.15	\$6,000.00	\$0.00	\$0.00
400-000-101-535-81-10-00	Operations T&D Salary	\$12,000.00	\$12,165.38	\$12,528.00	\$4,447.50	\$0.00
400-000-101-535-81-20-00	Operations T&D Benefits	\$6,000.00	\$6,525.87	\$6,264.00	\$2,390.92	\$0.00
400-000-101-535-84-10-00	Operations Plant Salary	\$17,000.00	\$30,727.14	\$27,000.00	\$14,923.98	\$0.00
400-000-101-535-84-20-00	Operations Plant Benefits	\$9,000.00	\$15,684.32	\$13,500.00	\$7,545.44	\$0.00
400-000-101-535-90-44-00	Sewer Taxes	\$10,500.00	\$9,139.81	\$15,750.00	\$6,231.34	\$0.00
	400-000-101-53 Total	\$317,500.00	\$392,642.59	\$491,042.00	\$293,365.27	\$0.00
400-000-101-591-35-72-00	Sewer Outfall - USDA RDA Principal	\$20,120.00	\$21,542.11	\$20,120.00	\$10,552.08	\$0.00
400-000-101-592-35-83-00	Sewer Outfall - USDA RDA Interest	\$12,551.00	\$11,127.89	\$12,551.00	\$5,782.92	\$0.00
400-000-101-594-35-64-00	Sewer Collection Lining	\$0.00	\$0.00	\$60,000.00	\$0.00	\$0.00
	400-000-101-59 Total	\$32,671.00	\$32,670.00	\$92,671.00	\$16,335.00	\$0.00
400-000-102-535-85-10-00	WW Sampling Salary	\$0.00	\$0.00	\$0.00	\$7,934.98	\$0.00
400-000-102-535-85-20-00	WW Sampling Benefits	\$0.00	\$0.00	\$0.00	\$4,191.77	\$0.00
400-000-102-535-85-41-00	WW Sampling Professional Services	\$0.00	\$0.00	\$0.00	\$4,844.12	\$0.00
400-000-102-535-85-45-00	WW Sampling Equipment Rental	\$0.00	\$0.00	\$0.00	\$3,564.34	\$0.00
	400-000-102-53 Total	\$0.00	\$0.00	\$0.00	\$20,535.21	\$0.00
400-000-102-594-35-61-00	Easement Purchase Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	400-000-102-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400-000-111-594-35-41-00	#38 Sewer Plan - Prof Serv	\$214,469.67	\$187,431.14	\$50,000.00	\$10,771.95	\$0.00
400-000-111-594-35-48-00	#38 Sewer Plan - Contr Labor	\$0.00	\$2,818.75	\$0.00	\$0.00	\$0.00
	400-000-111-59 Total	\$214,469.67	\$190,249.89	\$50,000.00	\$10,771.95	\$0.00
400-000-112-594-35-48-00	#64 Cascade Ave Force Main - Contrlabr	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	400-000-112-59 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Account Number	Description	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget
400-000-113-594-35-51-00	#65 Sewer Plant Upgrade - Permitting	\$0.00	\$200.00	\$0.00	\$150.00	\$0.00
	400-000-113-59 Total	\$0.00	\$200.00	\$0.00	\$150.00	\$0.00
400-000-151-594-35-64-00	Capitalized Equipment Purchase	\$0.00	\$941.03	\$0.00	\$0.00	\$0.00
	400-000-151-59 Total	\$0.00	\$941.03	\$0.00	\$0.00	\$0.00
	Fund Total	\$1,533,719.80	\$1,563,852.68	\$1,696,498.30	\$612,388.59	\$0.00
500-000-000-508-80-00-00	Unreserved Cash Carryover	\$55,538.00	\$67,484.41	\$26,862.00	\$0.00	\$0.00
	500-000-000-50 Total	\$55,538.00	\$67,484.41	\$26,862.00	\$0.00	\$0.00
500-000-000-548-65-10-00	Maintenance Salary	\$26,000.00	\$22,204.28	\$26,000.00	\$15,818.46	\$0.00
500-000-000-548-65-20-00	Maintenance Benefits	\$16,000.00	\$14,073.13	\$16,000.00	\$10,000.85	\$0.00
500-000-000-548-65-25-00	Medical Physicals-Required	\$2,000.00	\$2,185.67	\$2,000.00	\$195.96	\$0.00
500-000-000-548-65-31-00	Tires	\$2,000.00	\$1,742.59	\$2,000.00	\$0.00	\$0.00
500-000-000-548-65-32-00	Gas and Oil	\$20,000.00	\$16,283.58	\$20,000.00	\$6,724.51	\$0.00
500-000-000-548-65-46-00	Insurance	\$20,000.00	\$27,248.63	\$22,000.00	\$0.00	\$0.00
500-000-000-548-65-47-00	Heat & Lights	\$1,500.00	\$1,766.52	\$1,500.00	\$758.07	\$0.00
500-000-000-548-65-48-00	Repairs/Supplies Contracted	\$15,000.00	\$19,228.17	\$16,000.00	\$10,333.48	\$0.00
500-000-000-548-65-49-00	Training	\$500.00	\$0.00	\$500.00	\$45.00	\$0.00
	500-000-000-54 Total	\$103,000.00	\$104,732.57	\$106,000.00	\$43,876.33	\$0.00
500-000-000-591-48-78-00	RDA Facilities (Sweeper) Principal	\$2,980.00	\$2,979.59	\$3,042.00	\$0.00	\$0.00
500-000-000-592-48-83-00	RDA Facilities (Sweeper) Int	\$264.00	\$263.41	\$134.00	\$0.00	\$0.00
500-000-000-594-48-64-00	Equipment Purchase	\$40,000.00	\$32,175.95	\$40,000.00	\$300.00	\$0.00
	500-000-000-59 Total	\$43,244.00	\$35,418.95	\$43,176.00	\$300.00	\$0.00
	Fund Total	\$201,782.00	\$207,635.93	\$176,038.00	\$44,176.33	\$0.00
	Grand Total	\$10,520,033.70	\$8,577,849.07	\$8,375,552.94	\$1,483,676.42	\$0.00



Skamania County Sheriff's Office

Law Total Incident Report, by Date, Nature

Date: 06/01/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Lost Property	1
Medical Emergency	1
Information Report	1
Traffic Stop	1
Hit & Run Accident	1
Citizen Dispute	1
Total Incidents for This Date	6

Date: 06/02/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Citizen Dispute	1
Harrass	1
Total Incidents for This Date	2

Date: 06/03/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Disorderly Conduct	1
Request Traffic Enforcement	1
Medical Emergency	2
Total Incidents for This Date	4

Date: 06/04/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Parking Problem	1
Medical Emergency	1
Theft Other Property	1
Violation Court Orders	1
Juvenile Problem	1
Medical Emergency	1
Total Incidents for This Date	6

Date: 06/05/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Information Report	1
Trespassing	1
Medical Emergency	1

<u>Nature of Incident</u>	<u>Total Incidents</u>
Trespassing	1
Harrass	1
Medical Emergency	1
Total Incidents for This Date	7

Date: 06/06/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Unsecure Premise	1
Request Traffic Enforcement	1
Theft Other Property	1
Bruglary Residence Unlaw Entry	1
Citizen Dispute	1
Hit & Run Accident	1
Total Incidents for This Date	6

Date: 06/07/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Found Property	1
Vandalism/Mailic Misch	1
Total Incidents for This Date	2

Date: 06/08/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Business Establishment Alarm	1
RSO address verification	1
Juvenile Problem	1
Suspicious Person/Circumstance	1
RSO address verification	1
Suspicious Person/Circumstance	1
Total Incidents for This Date	6

Date: 06/09/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Found Property	1
Wanted Person - Warrant	1
Medical Emergency	1
Fish & Game Violation	1
Total Incidents for This Date	5

Date: 06/10/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Found Property	1

<u>Nature of Incident</u>	<u>Total Incidents</u>
Total Incidents for This Date	1

Date: 06/12/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
RSO address verification	6
Alarms oth than	1
Patrol Request	1
Medical Emergency	1
Parking Problem	1
Traffic Stop	1
Information Report	1
Total Incidents for This Date	13

Date: 06/13/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Business Establishment Alarm	1
Problems with Dogs	1
Information Report	1
Juvenile Problem	1
Vagrancy	1
Total Incidents for This Date	5

Date: 06/14/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Wanted Person - Warrant	1
Total Incidents for This Date	2

Date: 06/15/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Business Establishment Alarm	1
Theft Other Property	1
Citizen Assist	2
Vicious Animals	1
Total Incidents for This Date	5

Date: 06/16/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Traffic Collision Prop Damage	1
Request Traffic Enforcement	1
Wanted Person - Warrant	1
Total Incidents for This Date	3

Date: 06/17/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Abuse of animals except Dogs	1
Domestic Violence	1
Total Incidents for This Date	2

Date: 06/18/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
DUI Alcohol or Drugs	1
Civil Standby	1
Medical Emergency	1
Total Incidents for This Date	4

Date: 06/19/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Business Establishment Alarm	3
Patrol Request	1
Theft Other Property	1
Welfare Check	1
Wanted Person - Warrant	1
Domestic Violence	1
Traffic Stop	1
Total Incidents for This Date	9

Date: 06/20/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Abuse of animals except Dogs	1
Juvenile Problem	1
Domestic Violence	1
Total Incidents for This Date	4

Date: 06/21/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Civil Standby	1
Medical Emergency	2
Problems with Dogs	1
Traffic Collision Prop Damage	1
Medical Emergency	1
Alarms oth than	1
Total Incidents for This Date	8

Date: 06/22/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Abuse of animals except Dogs	1
Medical Emergency	2
Information Report	1
Total Incidents for This Date	5

Date: 06/23/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Vandalism/Mailic Misch	1
Theft Other Property	1
Suspicious Person/Circumstance	1
Child Abuse or Neglect	1
Intoxicated Person	1
Request Traffic Enforcement	1
Total Incidents for This Date	6

Date: 06/24/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Violation Court Orders	1
Total Incidents for This Date	1

Date: 06/25/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Theft Automobile	1
Medical Emergency	2
Information Report	2
Suspicious Person/Circumstance	1
Medical Emergency	1
Total Incidents for This Date	7

Date: 06/26/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Smoke sighting, smell, etc	1
Wanted Person - Warrant	1
Theft Other Property	1
Fish & Game Violation	1
Mental Health Problems	1
Traffic Stop	1
Total Incidents for This Date	7

Date: 06/27/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Structure/Building Fire	1
Violation Court Orders	1
Trespassing	1
Medical Emergency	1
Total Incidents for This Date	4

Date: 06/28/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Theft Automobile	1
Suspicious Person/Circumstance	1
Medical Emergency	1
Total Incidents for This Date	3

Date: 06/29/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Problems with Dogs	1
Medical Emergency	1
Information Report	1
Citizen Assist	1
Medical Emergency	1
Smoke sighting, smell, etc	1
Medical Emergency	1
Total Incidents for This Date	7

Date: 06/30/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Patrol Request	1
Violation Court Orders	1
Total Incidents for This Date	2

Total reported: 142

Report Includes:

All dates between `00:00:00 06/01/18` and `00:00:00 07/01/18`, 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 Date, Nature

Date: 06/03/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Suspicious Person/Circumstance	1
Total Incidents for This Date	1

Date: 06/05/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Traffic Collision Prop Damage	1
Total Incidents for This Date	1

Date: 06/15/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Total Incidents for This Date	1

Date: 06/24/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Abuse of animals except Dogs	1
Mental Health Problems	1
Total Incidents for This Date	2

Date: 06/27/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Medical Emergency	1
Total Incidents for This Date	1

Date: 06/30/18

<u>Nature of Incident</u>	<u>Total Incidents</u>
Shooting Noise	1
Total Incidents for This Date	1

Total reported: 7

Report Includes:

All dates between `00:00:00 06/01/18` and `00:00:00 07/01/18`, 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

Total Traffic Citation Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Total</u>
10.99.040	VIO NO CONT ORDER	1
26.50.110	VIO PROTECT ORDER	1
46.16.010.1	EXP VEH TAB OV 2 MON	1
46.16A.140.4	Fail To Register Vehicle	1
46.20.015	NVOL With I.D.	1
46.20.342	DR W/LIC PRIV SUSP	2
46.61.135	WRG WAY ONE WAY ST	1
46.61.400	SPEEDING	6
46.61.502	DWI	1
9A.48.090	MAL MISCH 3RD DGREE	1

Report Totals

16

Report Includes:

All dates of issue between `00:00:00 06/01/18` and `00:00:00 07/01/18`, All agencies matching `SCSO`, All issuing officers, All areas matching `21`, All courts, All offense codes, All dispositions, All citation/warning types

Stevenson Municipal Court
 Summary of Cases Filed 2018
 Updated 01/09/2018

<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	-	1	-	1	-	-	-	-	-	-
Bail Jumping	-	-	-	-	1	-	-	-	-	-	-	-
Disorderly Conduct	-	-	-	-	-	-	-	-	-	-	-	-
Malicious Mischief III	-	-	-	-	-	1	-	-	-	-	-	-
Minor in Possession (Marijuana)	-	-	-	-	-	-	-	-	-	-	-	-
No Contact/Protection/Antiharass Order Vio	-	1	-	-	-	2	-	-	-	-	-	-
Resisting Arrest	-	-	-	-	-	-	-	-	-	-	-	-
Theft 3	1	1	-	2	-	1	-	-	-	-	-	-
Other Criminal Non-Traffic	-	-	-	-	-	-	-	-	-	-	-	-
Total Criminal Non-traffic	1	3	0	3	1	5	0	0	0	0	0	0
Criminal Traffic												
DUI/Physical Control	1	2	2	1	1	1	-	-	-	-	-	-
Operate Vehicle w/o Ignition Interlock	-	-	1	-	-	-	-	-	-	-	-	-
No Valid Op License or Driving While Suspended	6	4	2	2	3	2	-	-	-	-	-	-
Hit & Run	-	-	-	-	-	-	-	-	-	-	-	-
Reckless Driving	-	-	-	1	-	-	-	-	-	-	-	-
Total Criminal Traffic	7	6	5	4	4	3	0	0	0	0	0	0
Non-Traffic Infraction												
Dog Running at Large	-	-	-	-	1	-	-	-	-	-	-	-
Open/Consume Alcohol Public Place	-	1	-	-	-	-	-	-	-	-	-	-
Open/Consume Marijuana Public Place	-	-	-	-	-	-	-	-	-	-	-	-
Outdoor Burning Violation	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Traffic Infraction	0	1	0	0	1	0	0	0	0	0	0	0
Traffic Infraction												
Vehicle Registration (Fail to Register/Expired)	2	2	6	1	-	2	-	-	-	-	-	-
Fail to Signal	-	-	-	-	-	-	-	-	-	-	-	-
Fail to Yield Right of Way	-	-	1	-	1	-	-	-	-	-	-	-
Following too Close	-	-	-	-	-	-	-	-	-	-	-	-
Improper Passing on Left	-	-	1	-	-	-	-	-	-	-	-	-
Leaving Unattended Veh on Roadway	-	-	-	1	-	-	-	-	-	-	-	-
Negligent Driving 2nd Degree	-	-	1	-	-	-	-	-	-	-	-	-
No Motorcycle Endorsement	-	-	-	-	1	-	-	-	-	-	-	-
No Valid Operator's License	-	1	-	-	2	2	-	-	-	-	-	-
Open Alcoholic Container	-	-	1	-	-	-	-	-	-	-	-	-
Op Motor Vehicle w/o Headlights when Req'd	-	-	-	-	1	-	-	-	-	-	-	-
Op Motor Vehicle w/o Insurance	2	2	2	-	1	2	-	-	-	-	-	-
Speeding	3	7	5	5	5	6	-	-	-	-	-	-
Wrong Way on One-Way Street	-	1	-	-	-	1	-	-	-	-	-	-
Total Traffic Infractions	7	13	17	7	11	13	0	0	0	0	0	0
Parking Infractions												
Illegal Parking, Standing, Stopping	-	2	2	-	-	-	-	-	-	-	-	-
Total Traffic Violations & Citations:	14	21	24	11	15	16	0	0	0	0	0	0
2018 Monthly Total Violations & Citations	15	25	24	14	17	21	0	0	0	0	0	0
2018 Year-to-Date Total Violations & Citations	15	40	64	78	95	116						
YTD Traffic related 2018 YTD:	14	35	59	70	85	101	101	101	101	101	101	101
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

CITY OF STEVENSON PROFESSIONAL SERVICE CONTRACT MONTHLY REPORT and INVOICE

Contractor:	Skamania County Chamber of Commerce	
Reporting Period:	June 2018	
Amount Due:	\$ 7,500.00	Monthly Contract Amount
	1,020.00	Promotional Projects Management Time
	<u>8,975.57</u>	Monthly Reimbursables
	\$ 17,495.57	

VISITOR STATISTICS

	<u>Stevenson Office</u>	<u>Outpost</u>
Walk-In Visitors:	1,028	611
Telephone Calls:	65	
E-Mails:	49	
Business Referrals:	1,544	792
Tracked Overnight Stays:	244	51
Mailings (student, relocation, visitor, letters):	39	
Large Quantity Mailings (guides, brochures, etc.)	1,370	
Chamber Website Pageviews	4,909	
COS Website Pageviews	11,694	

CHAMBER BUSINESS

Chamber Board Meeting: The June Board meeting included discussion about upcoming summer events, visitation numbers, Outpost operations, etc.

Chamber Membership: We had one new member in June and 10 renewals.

“Columbia Currents” Monthly Electronic Newsletter: The June 2018 issue was deployed on Thursday, May 31 to over 1,000 recipients. Individuals continue to sign up for the e-newsletter via the website.

“Under Currents” Weekly E-Blast: The e-blast, consisting of three sections – Activities & Events, Announcements and Updates and New Members - is delivered weekly on Thursday afternoons.

“Chamber Break” Morning Networking Session: The June Chamber Break was hosted by Columbia Gorge Interpretive Center Museum with 10 people in attendance.

Chamber Happy Hour: The June Happy Hour was hosted by Mt. Pleasant Iris Farm with approximately 25 in attendance. Attendees enjoyed tours of the farm.

Chamber Facebook Page: Posting updates several times per week including sharing of member events and activities. Currently at 1,530 followers. Create new posting for each new member.

Chamber Marketing, Projects, Action Items:

- Delivered Skamania County Visitor Guides to Mount St. Helens National Volcanic Monument Headquarters in Amboy, Pine Creek Information Station and Eagle Cliff Store.
- Attended Columbia Gorge Orchestra Association’s performance of CHICAGO.
- Participated in discussion with GPNF District Ranger, Emily Platt, about visitor services in Skamania County and Carson specifically, USFS resources and other topics.
- Assisted associate producer of National Geographic documentary working on site locations in the Columbia River Gorge, specifically the Washington side. Provided contact information, websites, photographs, etc.
- Assisted member with content for business postcards.
- Created postcards with information about Chamber Outpost such as hours, services, etc. for distribution at Bridge of the Gods tollhouse.
- Assisted City of North Bonneville with Gorge Days planning including sponsoring liquor license for beer garden. Also loan cash register for use over the weekend.
- Updated kiosk at Cape Horn Trailhead and continue to fill with Skamania County Visitor Guides.
- Maintained office coverage while staff member was on medical leave for two weeks.

COUNTY ORGANIZATIONAL & PROMOTIONAL SUPPORT

Event Promotion/Assistance:

- All Stevenson Events
- Gorge Blues & Brews Festival
- GorgeGrass
- Skamania County Fair
- Bigfoot Bash at Logtoberfest

LOCAL/REGIONAL/STATE MEETINGS AND PROJECTS:

Wind River Business Association (WRBA): Continue to serve as treasurer for WRBA – pay monthly bills and reconcile bank statements. Did not attend monthly meeting due to schedule conflict. Other WRBA activity included:

- Continue to work with Umpqua Bank to set up WRBA/CEKC checking account.

Stevenson Business Association (SBA): Composed and distributed agenda for SBA meeting. Discussion items include Stevenson Downtown Association news, Gorge Blues & Brews Festival updates, business updates, etc.

Stevenson Downtown Association (SDA): Attended monthly SDA board meeting. Promotion Committee planned dedication of new water fountain in Walnut Park.

Columbia Gorge Tourism Alliance (CGTA):

- Serve as treasurer paying bills, reconciling bank statements, completing treasurer reports.
- RARE Placement: Supervising RARE member's daily activities.
- Gorge Tourism Alliance:
 - Participated in CGTA Summit planning meeting by ZOOM.
 - Receiving CGTA partner applications and payments.
 - Managing CGTA Facebook page. Currently at 2871 followers.

Skamania County Board of Commissioners: Provided quarterly update on behalf of Skamania County Chamber of Commerce.

Skamania County Fair Board: Attended monthly Fair Board meeting.

Stevenson Lodging Tax Advisory Committee: Participated in meeting to review mid-year tourism proposals.

(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:

- Worked with graphic designer on updates to Stevenson tear-off maps and kiosk maps. Picked up new maps from printer in Hood River and scheduled installation of large maps in downtown kiosks.
- Composed schedule for diebond sign installations during summer months.
- Renewed display ad in Skamania Lodge Magazine.
- Working with technicians on weather station replacement. Secured new software connecting with website.
- Composed and distributed press release about 4th of July activities, created and distributed poster, created display ad and placed in Skamania County Pioneer. Confirmed food vendor, band and set-up.
- Gorge Blues & Brews Festival planning including, but not limited to:
 - Finalized design with sponsor and ordered stickers.
 - Finalized t-shirt designs and placed order.
 - Created GBBF counter cards.
 - Mailed posters to all participating breweries.
 - Created Facebook campaign.
 - Followed up with volunteers confirming schedules and placement.
 - Updating event Facebook page, currently at 4339 followers.

- Held final meeting of GBBF working group.
- Executed event with over 1,000 in attendance Friday night and over 1,600 on Saturday. Online sales of 600+ tickets.
- Continuing to pay final invoices and reconcile finances.
- Posted updates and announcements on Stevenson Facebook page. Currently at 3237 fans.

2018 CITY OF STEVENSON PROMOTIONAL PROGRAMS REIMBURSABLES

Program 1	Stevenson Street Enhancement	
P1A	Kiosk – Tall Maps	\$ 180.40
Program 2	Promotional Products and Projects	
P2A	Stevenson Map – Updates	69.00
P2B	Stevenson Map – Printing	407.11
P2-D1	Website	1,290.25
P2-D2	Marketing	2,095.00
P2E	Wind River Publishing Advertisements	275.00
P2F	Skamania Lodge Cooperative Projects	245.00
Program 3	Stevenson Business Association Events	
P3A	Gorge Blues & Brews Festival	<u>4,413.81</u>
		\$ 8,975.57

2018 CITY OF STEVENSON PROMOTIONAL PROGRAMS MANAGEMENT TIME

Program 1	Stevenson Street Enhancement		
P1A	Kiosk – Tall Maps	3 hours	\$ 90.00
Program 2	Promotional Products and Projects		
P2A	Stevenson Map – Updates	2 hours	60.00
P2B	Stevenson Map – Printing	2 hours	60.00
P2-D1	Website	3 hours	90.00
P2-D2	Marketing (print, social media, press releases, etc.)	3 hours	90.00
Program 3	Stevenson Business Association Events		
P3A	Gorge Blues & Brews Festival	15 hours	450.00
P3C	4 th of July Fireworks	<u>6 hours</u>	<u>180.00</u>
		34 hours	\$1,020.00



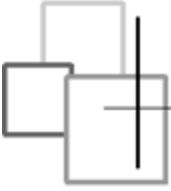
A/P Check Register

Fiscal : 2018
 Period : 2018 - Jul
 Council Date : All
 Bank Account: General Checking Umpqua
 System Types : FinancialsCheck Numbers : All

Number	Vendor Name	Account Description	Amount
12620	A&J Select	WW Sampling Supplies	\$22.78
12621	Aramark Uniform Services	Household Supplies/Repairs	\$54.82
		Repairs/Supplies Contracted	\$144.20
		Check Total:	\$199.02
12622	Avista Utilities	Electricity	\$38.86
		Fire Hall Heat And Lights	\$11.95
		Heat & Lights	\$19.58
		Check Total:	\$70.39
12623	BSK AddyLab,LLC	Testing	\$239.00
		WW Sampling Professional Services	\$2,370.00
		Check Total:	\$2,609.00
12624	CenturyLink	Central Services Telephone	\$190.54
		Fire Telephone	\$105.31
		Sewer Telephone	\$103.50
		Water Telephone	\$48.17
		Check Total:	\$447.52
12625	Centurylink Comm Inc	Central Services Telephone	\$55.14
		Sewer Telephone	\$3.25
		Water Telephone	\$0.59
		Check Total:	\$58.98
12626	CH2MHILL OMI	Operations Contract (OMI)	\$10,829.17
12627	Chevron & Texaco Card Service	Fire Truck Fuel	\$98.28
		Fire Truck Fuel FDII	\$240.08
		Gas and Oil	\$1,684.70
		Check Total:	\$2,023.06
12628	City of Stevenson	City Hall Water/Sewer	\$69.31
12629	City of Vancouver	Solids Hauling & Disposal	\$6,600.00
12630	Coburn Electric, Inc.	Repair-Contracted Labor	\$4,738.37
12631	Columbia Hardware, Inc.	Fire Supplies	\$12.09
		Fire Supplies FD II	\$12.09
		Household Supplies/Repairs	\$55.33
		Operating Supplies	\$263.99
		Parks Supplies	\$479.86
		Repairs/Supplies Contracted	\$319.13
		Supplies	\$15.00
		Check Total:	\$1,157.49
12632	Columbia River Disposal	Litter Clean-Up	\$170.05
12633	Consolidated Supply Co.	Operating Supplies	\$1,157.61
12634	Correct Equipment	Repair (Contract Serv) T&D	\$20,128.27
12635	Day Wireless/CSI Communication	Fire Supplies	\$221.75
		Fire Supplies FD II	\$221.76
		Check Total:	\$443.51
12636	Discover Your Northwest	Discover Your Northwest	\$1,023.11
12637	Fritz Cutting & Coring, Inc	Parks - Contracted	\$625.00
12638	Grainger	WW Sampling Supplies	\$110.18

Number	Vendor Name	Account Description	Amount
12639	Jacobs' Services Inc.	Custodial Services	\$250.00
12640	Klein & Associates, Inc.	Admin Planning Sewer - Consulting	\$1,921.75
		Russell Ave - Engineering	\$2,781.25
		Check Total:	\$4,703.00
12641	Lance D. Fitzjarrald	Indigent Defense	\$435.00
12642	MCEDD	MCEDD Services	\$806.00
12643	Melissa Elliott Landscape & Construction	Parks - Contracted	\$3,044.80
12644	NAPA Auto Parts	Fire Equipment Repair	\$47.39
		Repairs/Supplies Contracted	\$587.98
		Check Total:	\$635.37
12645	Northern Safety Co., Inc.	Repairs/Supplies Contracted	\$135.52
12646	Office of State Treasurer - Cash Mgmt Division	Agency Disbursement - Court	\$1,049.02
		Agency Remittances - State Bldg Code	\$22.50
		Check Total:	\$1,071.52
12647	One Call Concepts, Inc.	Dues & Membership/filing Fees	\$17.12
12648	Optimist Printers	Office Supplies	\$136.99
12649	Petty Cash	Miscellaneous - Postage	\$11.63
		Office Supplies & Postage	\$79.13
		Office Supplies and Postage	\$79.14
		Check Total:	\$169.90
12650	PUD No 1 of Skamania County	Dewatering Electricity Chesser	\$100.14
		Electricity	\$1,767.70
		Electricity - Street Lights	\$2,784.76
		Fire Hall Heat And Lights	\$145.95
		Heat & Lights	\$335.92
		Parks Electricity	\$45.50
		Check Total:	\$5,179.97
12651	Pumptech, Inc.	Operating Supplies	\$1,217.08
12652	Radcomp Technologies	Computer Services	\$25.12
		Computer Services/Repair	\$152.97
		Office Equip Repair& Maintenance	\$115.63
		Check Total:	\$293.72
12653	Ricoh USA, Inc	Office Equip Repair& Maintenance	\$45.13
12654	Six Robbles' Inc.	Repairs/Supplies Contracted	\$257.40
12655	Skamania County Chamber of Commerce	Consultant Services, Chamber	\$7,500.00
		SBA Consultant Services	\$9,995.57
		Check Total:	\$17,495.57
12656	Skamania County Pioneer	Legislative Publishing	\$99.66
		Planning Publication	\$137.28
		Check Total:	\$236.94
12657	Skamania County Probation	Agency Disbursement - Court	\$220.64
12658	Skamania County Prosecutor	Prosecuting Attorney County Contract	\$1,333.00
12659	Skamania County Sheriff	Jail Services	\$375.00
		Sheriff Warrant Service Charge	\$90.00
		Check Total:	\$465.00
12660	Skamania County Treasurer	Agency Disbursement - Court	\$21.44
		Municipal Court Contract	\$1,667.00
		Police Services	\$13,613.00
		Substance Abuse/Liquor Profits	\$64.63
		Check Total:	\$15,366.07
12661	Staples -Dept 11-05417944	Office Supplies	\$488.81
12662	Stevenson Downtown Association	Main St Program Coordinator (SBA)	\$2,500.00
12663	Traffic Safety Supply, CO	Traffic Devices	\$345.29

Number	Vendor Name	Account Description	Amount
12664	Tribeca Transport LLC	Solids Hauling & Disposal	\$2,982.21
12665	US Bank	Legislative Publishing	\$371.00
		Office Supplies	\$294.21
		Repairs/Supplies Contracted	\$34.95
		Sewer Operations Testing	\$636.31
		Training	\$315.00
		Training/Tuition - Financial/Records	\$700.00
		Website - General Fund	\$20.00
		Check Total:	\$2,371.47
12666	US Bank Safekeeping	Fiduciary Fees/VISA	\$28.00
12667	US Postmaster	Office Supplies	\$72.00
12668	Verizon Wireless	Building Department Telephone	\$56.16
		Sewer Telephone	(\$0.97)
		Water Telephone	(\$0.97)
		Check Total:	\$54.22
12669	Wallis Engineering, PLLC	WW Sampling Professional Services	\$2,181.40
12670	Wave Broadband	Central Services Telephone	\$75.00
12671	WGAP Washington Gorge Action Program	Food Bank Support	\$2,000.00
12672	Woodrich, Kenneth B PC	Advisory Board Services	\$1,662.00
071804	InvoiceCloud	EBPP Fees General Fund	\$9.13
		EBPP Fees Sewer	\$114.56
		EBPP Fees Water	\$114.56
		Check Total:	\$238.25
071805ACH	Department of Revenue	Fire Department Training	\$3.98
		Fire Training FD II	\$3.98
		Sewer Taxes	\$958.14
		Supplies	\$54.87
		Water Taxes	\$1,557.32
		Check Total:	\$2,578.29
Grand Total			\$123,575.50
Total Accounts Payable for Checks #12620 Through #071805ACH			



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2018 - Jul - Jul 2018
System Types: Cash Management, Financials, Resources, Utility Billing

Fund Number	Description	Amount
001	General Fund	\$32,230.69
100	Street Fund	\$3,548.44
103	Tourism Promo & Develop Fund	\$21,030.10
309	Russell Ave	\$2,781.25
400	Water/Sewer Fund	\$60,746.19
500	Equipment Service Fund	\$3,238.83
	Count: 6	\$123,575.50