

AGENDA
CITY OF STEVENSON COUNCIL MEETING
January 18, 2024
6:00 PM, City Hall and Remote

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or 301-715-8592, Meeting ID 889 7550 7011, Zoom link <https://us02web.zoom.us/j/88975507011> or via YouTube at <https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjJvA/>

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

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

2. PUBLIC COMMENTS: *[This is an opportunity for members of the audience to address the Council. If you wish to address the Council, please sign in to be recognized by the Mayor. Comments are limited to three minutes per speaker. The Mayor may extend or further limit these time periods at his discretion. The Mayor may allow citizens to comment on individual agenda items outside of the public comment period at his discretion. Please submit written comments to City Hall in person at 7121 E. Loop Rd, via mail to PO Box 371, Stevenson, WA 98648 or via email to leana@ci.stevenson.wa.us by noon the day of the meeting for inclusion in the council packet.]*

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

a) *1/18 changes include:

- Added minutes from 1/17/24 meeting (item 4c)
- Added Parks Plan Presentation (item 6a)
- Added Rate Study Presentation (item 7a)
- Added sewer committee memo and documents (item 8a)
- Updated proposed traffic ordinance with minor changes (item 9c)
- Added Approval of Interlocal Agreement with Fire District 2 (item 9d)
- Added Vouchers for approval (item 12a)

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

consent agenda and considered separately after approval of the remaining consent agenda items.]

- a) **Water Adjustment** - Joanne Marquis (meter No. 900026) requests a water adjustment of \$24.82 for a water leak which they have since repaired.
- b) **Liquor License Renewal** - Backwoods Brewing Company
- c) ***Minutes** of December 21, 2023 and January 17, 2024.

MOTION: To approve consent agenda items a-c.

5. SHERIFF'S OFFICE REPORT:

- a) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month is presented for council review.

6. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) ***Park Plan Presentation** - Marina French from DCG Watershed will present the parks planning effort and initial findings. This is being paid for through a 100% grant from the Recreation and Conservation Office (RCO). The final plan will be presented at the February council meeting for final approval to meet a deadline of March 1st for the 2024 RCO grant funding cycle.

7. PUBLIC HEARINGS:

- a) ***Utility Rates and System Development Charges** - Brooke Tacia, FCS Group Project Manager, will present information on the utility rate study and restructuring for monthly rates and system development charges. This is the first of two scheduled public hearings on the topic and there will be a special council workshop on January 25th as well.

8. SITUATION UPDATES:

- a) ***Sewer Committee Update** - Staff will present an update on the results of the committee and a revised proposal for council discussion and consideration. Meeting documents from the committee are being uploaded to the website: <https://www.ci.stevenson.wa.us/publicworks/page/committee-proposed-sewer-ordinance> .

9. COUNCIL BUSINESS:

- a) **Discuss City Hall Friday Closure** - City Hall began closing the office on Fridays in October 2022 as a tool to improve productivity. These tools were prioritized during the strategic planning process. Staff is in the office, meetings are held, and the phones ring to direct

extensions. Prior to the closure, City Hall was open Monday-Friday from 7:30am-5pm (47.5 hours). It is now open Monday -Thursday 7:30am-5pm (38 hours).

- b) Approve Committee Appointments** - Mayor Scott Anderson presents the attached 2024 draft committee and board appointments for council discussion and approval.

MOTION: To approve the committee appointments with changes as discussed.

- c) Ordinance Amending Title 10-Vehicles and Traffic-First Reading** - Public Works Director Carolyn Sourek presents the attached ordinance amending Title 10-Vehicles and Traffic for council discussion and consideration.

MOTION: To approve ordinance 2024-1206 an ordinance amending Stevenson Municipal Code Title 10-Vehicles and Traffic; establishing a purpose, policy and definitions; assigning duties; removing redundant clauses; and establishing procedures to modify speed limits; and repealing sections of ordinances 996 and 1080.

OR No motion and the ordinance moves to the February 15th meeting for a second reading.

- d) *Approve Interlocal Agreement with Skamania County Fire District 2** - There have been multiple joint meetings with Skamania County Fire District 2 to update the interlocal agreement last approved in 1989. The attached agreement represents changes discussed at the January 17th meeting and is presented for council consideration.

MOTION: To approve the fire protection services interlocal agreement with Skamania County Fire District 2 as presented.

10. INFORMATION ITEMS:

- a) Financial Report** - The Treasurer's Report and year-to-date revenues and expenses for 2023 year end will be presented for council review in February.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

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

12. VOUCHER APPROVAL:

- a)** *December 2023 payroll, final December 2023 and January 2024 AP checks have been audited and are presented for approval. December payroll checks 17412 thru 17494 total \$146,901.80 which includes EFT payments. Final December 2023 AP checks 17495

thru 17557 total \$672,905.84, which includes EFT payments. January 2024 AP checks 17558 thru 17579 total \$248,773.32, which includes EFT payments. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

13. MAYOR AND COUNCIL REPORTS:

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

- a) **Code Enforcement Discussion** requested at the December 21, 2023 will take place at the February 15th council meeting.

15. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- Monday, January 22nd, 6pm, Planning Commission Meeting
- Thursday, January 25th, 6pm, Special City Council Workshop
- Monday, February 12th, 6pm, Planning Commission Meeting
- Thursday, February 15th, 6pm, City Council Meeting
 - Second Public Hearing on Utility Rates and System Development Charges
 - First Public Hearing on Proposed Changes to the Sewer Ordinance

MINUTES
CITY OF STEVENSON COUNCIL MEETING
December 21, 2023
6:00 PM, City Hall and Remote

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

Elected Officials Attending: Mayor Scott Anderson; Councilmembers David Cox, Kristy McCaskell, Michael Johnson, Pat Rice.

Staff Attending: City Administrator Leana Kinley; Public Works Director Carolyn Sourek; Ben Shumaker, Community Development Director

Guests Attending: Tracy Wyckoff, Undersheriff, Skamania County Sheriff's Office; Seth Otto from Maul Foster Alongi; representatives from FCS Group

Public Attending: Dave Prosser, Laura Prosser, Stan Roth, Wesley Houston, Lucy Lauser.

2. **PUBLIC COMMENTS:**

>Dave Prosser provided comments on road paving projects and requested the city revoke the sewer/septic moratorium, and further on plans for the courthouse lawn and the waterfront area. He had questions regarding the high-density zoning of his property.

>Laura Prosser commented on road projects, the sewer moratorium, the density zoning, and the cost of hooking up to the city's sewer system.

Mayor Anderson replied with information on the comprehensive plan's zoning history. He also noted there have been a series of workshops regarding the sewer issue with a committee made up of a cross section of stakeholders to develop recommendations.

City Administrator Leana Kinley shared there will be an informational flyer distributed and two public hearings scheduled to provide property owners an opportunity to be heard regarding sewer connections. She pointed out that notes and minutes from the sewer workshops are available on City's website for the public to review.

3. **CHANGES TO THE AGENDA:**

- a) *12/19 changes include:
-Added Wallis Engineering Contract Amendments (items 4j & 4k)
-Addition of vouchers (item 12a)
- b) **12/20 changes include:
-Added additional public comments received (item 2a)
-Added Documents for 2024 Budget Amendment (item 7c)
-Added Fire Mobilization Interagency Agreement (item 9b)

-Added Wellhead Grant Agreement (item 9c)

Councilmember Rice requested item 4e be removed from the consent agenda for further discussion. It was moved to item 9d.

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

- a) **Approve Resolution 2023-423 Updating New Post Office Box Custodians** – Former Utility Clerk Mary Corey retired in September. This resolution updates the custodian to Kaitlyn Conrath, the new Utility Clerk.
- b) **Water Adjustment** - Deborah Zabel (meter no. 705400) requested a water adjustment of \$68.70 for a water leak which they have since repaired.
- c) **Liquor License Renewals** - Big River Grill and Skamania Lodge
- d) **Liquor and Cannabis License Renewal** - High-5 Cannabis
- e) **Moved to agenda item 9d.**
- f) **Approve 2024 Transportation Improvement Board (TIB) Chipseal Contract in the amount of \$71,268** - **Public Works Director Carolyn Sourek** presented the attached contract for chipsealing multiple locations as outlined in the attached segment list. This project is included in the 2024 budget.
- g) **Approve Contract for Farmers' Market Support in the amount of \$10,000 – City Administrator Leana Kinley** presented the attached contract with the Stevenson Downtown Association to provide \$10,000 to support the Farmers' Market as allocated in the 2024 budget. The contract is the same as as previous years.
- h) **Approve 2024 Tourism Funding Award Contracts in the amount of \$466,760 – City Administrator Leana Kinley** presented the contracts for Tourism funding approved at the November 16th council meeting for council approval for a total amount of \$466,760 (the total awarded amount of \$799,012 less \$332,252 for the City of Stevenson Park Plaza project).
- i) **Minutes** of November 16, 2023 regular city council meeting.

MOTION to approve consent agenda items a-i, less item e was made by **Councilmember Johnson**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Cox, Johnson, McCaskell, Rice.**

5. SHERIFF'S OFFICE REPORT:

- a) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month was presented for council review. **Councilmember Cox** received information from Undersheriff Wyckoff regarding when new trainees would join the Sheriff's Office.

6. PRESENTATIONS:

- a) **Columbia Avenue Realignment Feasibility Study Report**- Seth Otto from Maul Foster Alongi presented a summary slide show of the Columbia Avenue Realignment Feasibility Study Report, paid for through an Integrated Planning Grant from the Department of Ecology. A copy of the full report was attached. He provided an overview of the study, noting the Downtown Plan for Success was a catalyst towards initiating the study as a component of revitalizing downtown Stevenson. Project design concepts, public input and response, potential funding sources, and the discovery of on-site soil and groundwater contamination were all discussed.

Councilmembers received information on additional items, including the need for an intermediary for any property acquisition; what traffic studies were considered, and alternative options, including leaving the site as is.

7. PUBLIC HEARINGS:

- a) **Utility Rates and System Development Charges** – The planned presentation with representatives from FCS Group on updated utility rates and system development charges for both the water and sewer departments was postponed to January 18th or January 25th, 2024.

Councilmember Rice clarified the January meetings will be for learning and asking questions. **City Administrator Kinley** advised that direction from council will be needed prior to developing an ordinance, and at least two public hearings will take place.

- b) **Proposed 2023 Budget Amendments-First Reading** – **Mayor Anderson** opened the public hearing at 6:47p.m.. **City Administrator Leana Kinley** presented proposed changes to the 2023 budget as outlined in attached documents for council consideration. The changes are time-sensitive and need to be approved by the end of the year. She provided information on where the increased costs and revenue were within the budget.

Public comments: None received

The public hearing closed at 6:49 p.m.

MOTION to approve ordinance 2023-1204 amending the 2023 budget as presented was made by **Councilmember Rice**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Cox, McCaskell, Rice, Johnson**.

- c) **Proposed 2024 Budget Amendments-First Reading** – **Mayor Anderson** opened the public hearing at 6:51 p.m.. **City Administrator Leana Kinley** presented and explained proposed changes to the 2024 budget as outlined in the attached documents for council consideration. The changes are time-sensitive and need to be approved in order to move forward with the First Street Overlook Project.

Public comments: None received

Public Hearing closed at 6:52 p.m.

During Council discussion it was explained the budget amendment is for the \$663K in federal funds designated for the First Street Overlook project. These funds have already been approved and the city has signed a contract to receive the funds. The estimate came in \$20k more than originally estimated and the total project cost needs to be obligated before the First Street Project could move forward.

Revised agenda item 9d Approve Fuel Tax Grant Agreement for First Street Overlook in the amount of \$221,186 is a separate issue, but related, as non-passage of the budget amendment would affect usage of the Transportation Improvement Board matching funds. **City Administrator Kinley** advised the Council the city would have to refund \$130K [corrected later in the meeting] to the federal government if the First Street project did not take place.

MOTION to approve ordinance 2023-1205 amending the 2024 budget as presented was made by **Councilmember Johnson**, seconded by **Councilmember McCaskell**.

Voting aye: **Councilmembers Cox, McCaskell, Johnson**.

Voting nay: **Councilmember Rice**.

8. SITUATION UPDATES:

- a) **Sewer Ordinance Update** – Staff presented an update on the status of the sewer ordinance committee and timeline for presenting a revised proposal for council consideration. Meeting documents from the committee have been uploaded to the website: <https://www.ci.stevenson.wa.us/publicworks/page/committee-proposedsewer-ordinance>. January 8th is tentatively planned for the next sewer committee meeting. Any further information from the committee will be provided to property owners.
- >Wesley Houston spoke as a member of the sewer/septic committee and the work performed.
 - >Stan Roth confirmed the current code in place regarding septic systems would remain following the moratorium being rescinded.
 - >Laura Prosser verified when the rescinding of the moratorium would take effect. City Administrator Kinley shared it would likely be January 2 due to the holiday and newspaper publication schedules. It was noted building permits are issued by the city, septic permits are issued by the county.
- b) **Approve Rescinding Private Sewer System (Septic) Moratorium Ordinance – City Administrator Leana Kinley** presented and explained ordinance 2023-1203 rescinding the moratorium on further new construction, expansion, or replacement of private sewage disposals systems in the urban reserve on the City of Stevenson comprehensive plan future land use map and on property lines within 300 feet of public sewer for council consideration.

MOTION to approve ordinance 2023-1203 rescinding ordinance 2023-1198 related to a moratorium on further new construction, expansion, or replacement of private sewage disposals systems in the urban reserve on the City of Stevenson comprehensive plan future land use map and on property lines within 300 feet of public sewer as presented was made by **Councilmember Johnson**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Cox, McCaskell, Johnson, Rice**.

9. COUNCIL BUSINESS:

- a) **Set Date for Council Retreat** - As part of the budget process, council holds a retreat at the beginning of the year to review and establish future goals. Proposed dates for a four-hour session on a Saturday are: 1/27, 2/3, 2/10, 2/17 and 2/24. Councilmembers agreed the 17th or the 24th would work.

- b) ****Approve Fire Mobilization Interagency Agreement with Washington State Patrol - City Administrator Leana Kinley** presented the interagency agreement on behalf of **Fire Chief Rob Farris** for council consideration. This contract will allow the department to be reimbursed for state mobilized fires. A number of Stevenson fire personnel responded to the Tunnel 5 fire in July 2023 but were unable to be reimbursed for their time due to the absence of a contract.

MOTION to approve the fire mobilization interagency agreement between the State of Washington, Washington State Patrol, and the City of Stevenson Fire Department was made by **Councilmember Cox**, seconded by **Councilmember McCaskell**.

Voting aye: **Councilmembers Cox, McCaskell, Johnson, Rice**.

- c) ****Approve Wellhead 106 Grant - Public Works Director Carolyn Sourek** presented and explained the draft scope of work for the 2023 Wellhead 106 Grant Program through the Department of Health. This will pay for an analysis to determine if Hegewald Well is sufficient to act as the city's primary water source. This is in response to failures at the Rock Creek Intake and reduction of surface water sources, as well as further follow-up to the recommendation in the Water System Plan to evaluate the groundwater supply.

MOTION to Authorize the Mayor to sign the agreement between the Washington State Department of Health and the City of Stevenson for the 2023 Wellhead 106 Grant Program in the amount of \$27,500 with approval from the City Attorney was made by **Councilmember McCaskell**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Cox, McCaskell, Johnson, Rice**.

- d) **Approve Fuel Tax Grant Agreement for First Street Overlook in the amount of \$221,186 - Public Works Director Carolyn Sourek** presented the attached grant agreement with the Washington State Transportation Improvement Board in the amount of \$221,186 for matching funds on the First Street Overlook project. The federal funds for this project have been approved and this project is included in the 2024 budget.

Councilmember Rice stated objections with the project.

MOTION to approve the Fuel Tax Grant Agreement for First Street Overlook in the amount of \$221,186 was made by **Councilmember Cox**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Cox, McCaskell, Johnson**.

Voting nay: **Councilmember Rice**

10. INFORMATION ITEMS presented to the Council:

- a) **Planning Commission Minutes** from the November 2024 Planning Commission meeting.
b) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month were presented.
c) **Housing Programs Report** for services provided by Washington Gorge Action Programs in Skamania County was enclosed.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

a) **Ben Shumaker, Community Development Director:**

- i) The Planning Department is working on developing a master parks plan along with the Port, School District, County, and Pool District. The project is being funded from the state Department of Recreation and Conservation. Over 200 responses were received from the online requests asking for input on recreational preferences. A follow-up charette took place with the coalition members. **Councilmember Cox** commented on the positive nature of the meeting. A list of projects for the next six years is being prepared as part of the master plan. It will be useful to help with future budgeting.
- ii) **Shumaker** provided an update to the parking study. A December parking survey was conducted to show the difference in parking needs/availability from summer to winter. Data will be crunched and presented to the parking advisory committee.
- iii) Permitting applicants are seasonally low. The cloud-based permitting system is speeding up permit review. Applications can be reviewed simultaneously between departments.
- iv) The Planning Commission will hold a work planning session in January 2024. Some zoning changes will likely come before the City Council in 2024.

b) **Carolyn Sourek, Public Works Director:**

- i) The 2023 Wellhead 106 Grant Program funds were authorized to be accepted earlier in the meeting.
- ii) A recent sanitary survey of the water system was performed by the Department of Health. No deficiencies were noted, several recommendations were made.
- iii) Water facilities inventory was submitted to DOH.
- iv) The sewer project is continuing. A January 10th pre-construction meeting for Pump Station work is scheduled.
- v) Burlington-Northern Santa-Fe buried several manholes down on Railroad Avenue during the recent bridge work, as well as the city outfall to the Columbia. Public Works is working with them to uncover them and undo the damage. **Councilmember Cox** advised tracking staff time and expenses to submit to BNSF for reimbursement.
- vi) **Sourek** is working with Stevenson High School to attain an intern to work at the sewer plant.
- vii) Inspections of city restaurants showing some need fat/oil/grease traps installed.
- viii) Ditches are being cleared to assist with stormwater drainage.
- ix) Five separate DNR applications will be submitted for various tree projects.
- x) Public Works has reached out to Lakeview Road residents regarding planned paving projects.
- xi) Kanaka Creek/Rock Creek load ratings reduced, new crossing signs will be installed.
- xii) A recent Asbestos-Concrete pipe training took place. Seventeen trainees participated, with six from Stevenson. Over \$3k in travel was saved by doing in-house training.
- xiii) The new vac truck was deployed to clean storm drains in Stevenson during a recent storm.

Councilmember Rice commented he has reached out to visit the WWTP, and a date and time is being arranged. Wednesday's are the best days to arrange a visit.

c) **Leana Kinley, City Administrator:**

- i) Office Staff recently held a brief staff strategic planning session due to recent staff changes. Projects were ranked for priority and alignment with the Council's strategic plan. This session recognized digitization as a clear need.

12. VOUCHER APPROVAL:

- a) *November 2023 payroll, and December 2023 AP checks were audited and presented for approval. November payroll checks 17395 thru 17397 total \$127,482.35 included EFT payments. December 2023 AP checks 17394 and 17398 thru 17411 and 17433 thru 17493 total \$716,056.97 included EFT payments. The AP check register with fund transaction summary was attached for review.

MOTION to approve the vouchers as presented was made by **Councilmember McCaskell**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Cox, McCaskell, Johnson, Rice**.

13. MAYOR AND COUNCIL REPORTS: None.

14. ISSUES FOR THE NEXT MEETING:

- a) **Councilmember Cox** asked for a future review of the nuisance ordinance to clarify as to how better enforcement can be attained.
- b) **Councilmember Rice** would like to hold a discussion on the Friday closures of City Hall to walk-in traffic, and have the public included.

15. ADJOURNMENT - Mayor Anderson adjourned the meeting at 7:44 p.m.

Scott Anderson, Mayor

Date

MINUTES
SKAMANIA COUNTY FIRE DISTRICT 2 JOINT AND CITY OF STEVENSON COUNCIL WORKSHOP
January 17, 2024
6:00 PM, City Hall and Remote

1. CALL TO ORDER: Mayor Anderson called the meeting to order at 6:07 pm.

PRESENT

Councilmembers Dave Cox, Michael D. Johnson, Pat Rice, and Lucy Lauser. Commissioners Tom Delzio and Greyson Rudd. Fire Chief Rob Farris and City Administrator Leana Kinley.

ABSENT

Councilmember Kristy McCaskell and Commissioner Howard Hoy.

Members of the public: Andrew Taylor, Josh Barstow and Mary Repar

2. UNFINISHED BUSINESS:

- a) **Discuss Interlocal Agreement Changes (Task 4A2)** - A copy of the current Interlocal Agreement from 1989 and draft revisions are attached for discussion.

Council and Commissioners discussed the contract. Clarification was added regarding the vote required to dismiss the Fire Chief under section 5g. The recommended language from Greyson Rudd under sections 1b and 1c was also used and replaced the original proposed language. A clean copy of the contract will be presented at the next City Council meeting on January 18th and the next Fire District 2 Board meeting on February 12th for approval.

3. ADJOURNMENT - Mayor Anderson adjourned the meeting at 6:31 pm.

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Scott Anderson, Mayor

Date



Summer N. Scheyer
SHERIFF

OFFICE OF THE SKAMANIA COUNTY

SHERIFF

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Tracy Wyckoff
Undersheriff

Rob Itzen
Chief of Corrections

Steve Minnis
Chief Civil Deputy

December 2023

City of Stevenson

Service Hours

Calls/Patrol

105

410.75 Hrs.

3 Court Hrs.

Milage

1,442

01/03/24
13:33

Skamania County Sheriff's Office
Incident Audit Report

5059
Page: 1

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
23-08273	Citizen Dispute	CDIS	21	INFORMATION
23-08276	Medical	AMAS	21	Active
23-08277	Citizen Dispute	CDIS	21	Unfounded
23-08278	Medical	AMAS	21	Active
23-08281	Medical	AMAS	21	Transferred to Other A
23-08296	Medical	AMAS	21	Transferred to Other A
23-08299	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
23-08301	Medical	AMAS	21	Transferred to Other A
23-08309	Theft Prop Oth	TPOT	21	Investigation Complete
23-08315	Information	INFO	21	INFORMATION
23-08322	Medical	CITA	21	INFORMATION
23-08327	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
23-08330	Trespassing	TRES	21	Investigation Complete
23-08332	Traffic Stop	TOFF	21	Cleared Adult Arrest
23-08341	Medical	AMAS	21	Transferred to Other A
23-08355	Domestic Viol	DOMV	21	Cleared Adlt Exception
23-08364	RSO Verify	RSOV	21	Cleared Adlt Exception
23-08369	Theft Prop Oth	TPOT	21	Unfounded
23-08380	Theft Prop Oth	TPOT	21	Investigation Complete
23-08383	Dog Call	ANDC	21	Investigation Complete
23-08399	Threatening	THRE	21	Investigation Complete
23-08400	Theft Prop Oth	INFO	21	INFORMATION
23-08402	Medical	AMAS	21	Transferred to Other A
23-08404	Traffic Hazard	INFO	21	INFORMATION
23-08405	Harrassment.	INFO	21	Investigation Complete
23-08411	Mental Subject	INFO	21	Settled By Contact
23-08415	Medical	AMAS	21	Transferred to Other A
23-08418	Medical	AMAS	21	Transferred to Other A
23-08419	Medical	AMAS	21	Transferred to Other A
23-08423	Vio Court Order	INFO	21	Investigation Complete
23-08424	Citizen Assist	CITA	21	INFORMATION
23-08425	Medical	AMAS	21	Transferred to Other A
23-08429	Domestic Viol	MENT	21	Investigation Complete
23-08430	PD Collision	TANR	21	INFORMATION
23-08435	Traffic Stop	TOFF	21	Investigation Complete
23-08436	Information	INFO	21	INFORMATION
23-08439	Found Property	LFPR	21	Settled By Contact
23-08443	Threatening	THRE	21	Investigation Complete
23-08457	Utility Problem	INFO	21	Transferred to Other A
23-08459	Theft Prop Oth	INFO	21	INFORMATION
23-08462	Dog Call	ANDC	21	Transferred to Other A
23-08463	Utility Problem	UTPB	21	Transferred to Other A
23-08466	Trespassing	TRES	21	Active
23-08468	Req Traff Enf	RTEN	21	Active
23-08477	Threatening	THRE	21	INFORMATION
23-08483	Medical	AMAS	21	Transferred to Other A
23-08487	Medical	AMAS	21	Transferred to Other A
23-08493	Utility Problem	UTPB	21	Transferred to Other A
23-08496	Medical	AMAS	21	Transferred to Other A
23-08497	Domestic Viol	DOMV	21	Unfounded
23-08515	Medical	AMAS	21	Transferred to Other A
23-08518	Medical	911T	21	Transferred to Other A
23-08519	Trespassing	TRES	21	Unfounded
23-08528	Medical	AMAS	21	Transferred to Other A
23-08537	Medical	AMAS	21	Transferred to Other A

01/03/24
13:33

Skamania County Sheriff's Office
Incident Audit Report

5059
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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
23-08544	Req Traff Enf	INFO	21	INFORMATION
23-08546	Burg Res Unl En	BRUE	21	Investigation Complete
23-08549	Wanted Person	WANT	21	Investigation Complete
23-08555	Burg Res Unl En	INFO	21	Investigation Complete
23-08559	Domestic Viol	DOMV	21	INFORMATION
23-08571	Sex Offense	CITA	21	INFORMATION
23-08572	Found Property	INFO	21	INFORMATION
23-08577	Trespassing	ASIM	21	Active
23-08577	Trespassing	RIPO	21	Active
23-08577	Trespassing	TRES	21	Active
23-08578	Theft Prop Oth	TPOT	21	INFORMATION
23-08579	Alarm, Other	ALAO	21	Unfounded
23-08585	Vandalism	INFO	21	Unfounded
23-08590	Welfare Check	WELF	21	Cleared Adlt Exception
23-08592	PI Collision	TAPI	21	Investigation Complete
23-08593	Found Property	LFPR	21	Investigation Complete
23-08610	RSO Verify	RSOV	21	Cleared Adlt Exception
23-08611	RSO Verify	RSOV	21	Cleared Adlt Exception
23-08614	Citizen Assist	INFO	21	INFORMATION
23-08627	RSO Verify	RSOV	21	Cleared Adlt Exception
23-08632	Traffic Stop	TOFF	21	Investigation Complete
23-08635	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
23-08637	Traffic Stop	TOFF	21	Investigation Complete
23-08643	Medical	AMAS	21	Transferred to Other A
23-08644	Traffic Stop	TOFF	21	Investigation Complete
23-08660	Suspicious	PSC	21	Trnsported
23-08675	Trespassing	TRES	21	UNABLE TO LOCATE
23-08687	Traffic Stop	TOFF	21	Investigation Complete
23-08692	Medical	AMAS	21	Transferred to Other A
23-08699	Sex Offense	SOFF	21	Active
23-08701	Traffic Stop	TOFF	21	Cleared Adlt Exception
23-08715	Business Alarm	ABLA	21	Investigation Complete
23-08719	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
23-08721	Traffic Stop		21	Active
23-08725	VIN Inspection	VIIN	21	INFORMATION
23-08731	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
23-08733	Theft Prop Oth	TPOT	21	Cleared Adlt Exception
23-08735	Dog Call	ANDC	21	Cleared Adlt Exception
23-08738	Animal Other	ANPR	21	INFORMATION
23-08745	Public Nuisance	PNUI	21	INFORMATION
23-08759	Robbery	ROBK	21	Cleared Adult Arrest
23-08768	Medical	AMAS	21	Transferred to Other A
23-08771	Fish & Game	FGO	21	Transferred to Other A
23-08777	Motorist Assist	MRVP	21	Settled By Contact
23-08786	Domestic Viol	DOMV	21	Investigation Complete
23-08787	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
23-08857	Found Property	LFPR	21	Active
23-08868	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
23-08879	Welfare Check	WELF	21	Settled By Contact
23-08891	Patrol Request	PATR	21	INFORMATION

Total Incidents: 105

Report includes:

All dates reported between `00:00:00 11/30/23` and `00:00:00 01/01/24`

01/03/24
13:33

Skamania County Sheriff's Office
Incident Audit Report

5059
Page: 3

All agencies matching `SCSO`
All nature of incidents
All offenses observed
All offenses reported
All offense codes
All dispositions
All responsible officers
All locations matching `21`

*** End of Report /tmp/rptbIicNF-rplwiar.r1_1 ***

December 2023		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Totals		
Mileage																																			
County	441.00	198.00			644.00				1593.00	647.00		130.00	1193.00		1511.00	2064.00	632.00	780.00	1805.00	2595.00	1288.00														15863.00
Stevenson	41.00	0.00			190.00				77.00	0.00		0.00	185.00		114.00	296.00	743.00	31.00	49.00	290.00	92.00													1442.00	
N. Bonneville	26.00	0.00			95.00				29.00	0.00		86.10	63.00		45.00	60.00	18.00	0.00	0.00	0.00	51.00													635.00	
USFS	118.00	0.00			65.00				0.00	0.00		0.00	0.00		20.00	0.00	0.00	0.00	44.00	0.00													247.00		
Title 3	0.00	0.00			0.00				100.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												100.00		
P.R.L.	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
TOTAL	626.00	198.00			944.00				1879.00	747.00		1566.00	1441.00		1468.00	2338.00	1133.00	823.00	1811.00	2648.00	1429.00												15287.00		
Hourly Report																																		0.00	
Vacation	0.00	0.00			61.50				0.00	36.00		8.00	0.00		0.00	0.00	0.00	10.25	0.00	102.50	0.00												309.50		
Sick Leave	0.00	0.00			0.00				0.00	0.00		13.50	0.00		0.00	0.00	0.00	10.25	0.00	0.00	0.00												143.75		
Training	0.00	0.00			0.00				0.00	2.80		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												2.80		
Administration	0.00	174.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												174.00		
Payroll/Investigations																																	0.00		
Schools/Com Svc	31.50	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												31.50		
K 9	0.00	0.00			0.00				0.00	0.00		22.50	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												22.50		
County	80.50	0.00			32.00				78.75	131.00		0.00	70.00		41.25	88.00	68.00	18.00	54.50	48.00	24.50												845.50		
Stevenson	1.75	0.00			42.75				62.75	0.00		52.00			21.25	20.00	40.00	9.50	41.50	86.25	25.00												410.75		
Slur Court	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												3.00		
N. Bonneville	2.00	0.00			12.75				14.00	0.00		22.50			9.50	9.50	13.50	4.00	27.25	24.25	18.75												159.00		
N. Born Court	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
District Court	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Superior Court	4.00	0.00			0.00				3.75	0.00		0.00	0.00		1.50	0.00	2.00	0.00	0.00	0.00	5.50												16.75		
USFS	0.00	0.00			15.25				0.00	0.00		18.00			12.00	30.00	1.50	12.00	61.25	0.00	5.50												168.50		
George Senne	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00											3.00			
P.R.L.	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Dud	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Special Contracts	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Eradication County	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
County Traffic Enforce.	0.00	0.00			16.50				13.00	0.00		22.00			17.00	5.25	28.75	18.00	0.00	5.50	28.50													155.50	
SAR County	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
TOTAL 3	118.75	174.00			624.00				122.24	624.00		624.00	122.24		122.24	133.64	624.00	22.28	184.58	624.00	122.24												1992.00		
Title 3 Subtotal																																		1.00	
SubTotal Reg																																		1992.00	
OV Time																																		0.00	
Schools/Com Svc	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												71.75		
County	0.00	0.00			24.00				0.00	3.00		0.00	12.00		0.00	0.00	0.00	0.00	2.00	0.00	9.50												4.00		
Stevenson	0.00	0.00			3.00				0.00	0.00		0.00	0.00		1.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
N. Bonneville	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
N. Bonneville Court	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00													0.00	
District Court	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00													3.00	
Superior Court	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
USFS	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Training	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Marine Patrol	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Dug	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
P.R.L.	0.00	0.00			0.00				0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00												0.00		
Endicott County	0.00	0.00			0.00				0.00																										

2023 Overall		January	February	March	April	May	June	July	August	September	October	November	December	Totals
Mileage														
County	20280.00	21135.00	22895.00	19984.00	24409.00	22509.00	22142.00	21956.00	16800.00	19566.00	18804.00	15865.00	131132.00	
Stevenson	2606.00	3025.00	3138.00	2161.00	2181.00	1921.00	1980.00	2664.00	1960.00	1862.00	1941.00	1442.00	26936.00	
N. Bonneville	1088.00	1071.00	1307.00	893.00	743.25	680.00	755.00	947.00	655.00	689.00	726.00	635.00	10189.25	
USFS	1703.00	1570.00	568.00	206.00	401.00	1008.00	487.00	906.00	548.00	364.00	353.00	247.00	8369.00	
Title 3	85.00	0.00	0.00	223.00	335.00	50.00	472.00	233.00	856.00	540.00	363.00	100.00	3257.00	
PP&L	10.00	180.00	480.00	0.00	725.00	1898.00	1320.00	1521.00	2580.00	3053.00	1241.00	0.00	13008.00	
TOTAL	25772.00	26981.00	28382.00	23384.00	28784.25	27734.00	27067.00	28227.00	25229.00	26104.00	23428.00	18887.00	309399.25	
Hourly Report														
Vacation	189.50	133.25	81.00	154.50	96.75	128.25	308.25	216.25	181.50	176.00	71.00	309.50	2044.75	
Sick Leave	126.50	38.75	190.50	346.75	366.00	351.50	450.75	433.00	327.75	149.75	165.25	143.75	2992.25	
Training	32.00	82.00	160.50	171.50	75.00	37.50	0.00	143.00	83.25	56.00	19.25	2.00	862.00	
Administration	170.00	170.00	181.00	156.00	164.50	173.00	169.00	150.00	163.00	184.50	157.00	174.00	2018.00	
Patrol/Investigations														
Schools/Com Svc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	3.00	13.00	4.00	31.50	55.50	
K 9	38.50	31.50	38.25	64.25	37.75	32.50	28.25	32.50	31.50	16.00	25.25	22.50	398.75	
County	1140.75	972.75	1037.50	888.75	954.00	1082.00	986.00	1152.50	833.50	950.50	1005.25	845.50	11849.00	
Stevenson	550.00	497.25	575.25	473.00	514.75	478.00	502.50	519.75	410.75	400.75	413.25	410.75	5746.00	
Stev Court	0.00	21.00	62.00	7.00	1.75	0.00	0.00	0.00	0.00	0.00	0.00	3.00	94.75	
N. Bonneville	167.75	139.00	178.25	171.50	163.50	156.75	170.50	187.25	157.25	173.25	157.25	159.00	1981.25	
N. Bonn Court	0.00	0.00	21.00	0.00	0.00	0.00	3.25	0.00	0.00	0.00	0.00	0.00	24.25	
District Court	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Superior Court	10.00	17.50	17.50	0.00	20.00	4.75	0.00	2.00	15.00	0.00	4.50	0.00	73.75	
USFS	150.00	130.50	25.75	22.25	36.00	49.25	38.50	39.00	47.50	75.00	20.50	16.75	651.00	
George scenic	83.50	172.00	190.25	160.00	223.50	176.75	188.25	189.25	148.25	147.50	165.00	168.50	2012.75	
PP&L	0.00	0.00	0.00	0.00	32.75	118.75	87.25	105.50	191.50	228.25	88.50	0.00	855.50	
Drug	0.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	
Special Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Eradication County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
County Traffic Enforce.	293.50	324.25	320.50	288.00	249.75	224.25	176.00	187.75	173.00	182.00	186.25	155.50	2761.75	
SAR County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.75	0.00	0.00	0.00	4.75	
Title 3														
Emergency Response	2.00	0.00	0.00	11.50	10.00	3.00	10.50	17.50	7.00	0.00	0.00	0.00	61.50	
SAR Missions	4.00	0.00	1.50	1.50	32.00	28.50	13.00	8.00	13.25	8.00	3.00	1.00	113.75	
Schools/Com Svc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
County	43.25	39.25	36.25	24.00	15.00	13.50	37.75	37.65	59.25	44.00	33.00	71.75	454.65	
Stevenson	7.00	0.00	0.75	0.00	3.00	1.25	0.00	2.00	6.50	0.00	12.25	4.00	36.75	
Stevenson Court	0.00	0.00	4.50	0.00	9.00	4.50	0.00	0.00	0.00	0.00	0.00	0.00	16.50	
N. Bonneville	0.00	0.00	0.00	0.00	0.00	2.50	0.00	3.00	1.00	0.00	2.25	0.00	8.75	
N. Bonneville Court	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	
District Court	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.25	0.00	0.00	0.00	5.00	
Superior Court	13.00	5.00	0.00	0.00	7.75	0.00	0.00	0.00	1.25	0.00	2.50	0.00	29.50	
USFS	1.50	0.00	0.00	0.00	0.00	8.50	9.75	1.50	15.50	0.00	0.00	0.00	36.75	
Training	0.00	0.00	0.00	30.00	5.00	0.00	0.00	0.00	2.75	0.00	0.00	0.00	37.75	
Weyer/Col Timber	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	5.00	
Drug	10.75	11.25	26.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.25	
DNR	0.00	0.00	0.00	0.00	3.25	5.25	0.00	3.00	0.00	3.00	0.00	0.00	14.50	
Eradication County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
County Traffic Enforce.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00	0.00	4.00	
Special Contracts	3.00	0.00	0.00	41.00	0.00	0.00	60.25	0.00	0.00	0.00	0.00	0.00	104.25	
SAR County	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.50	4.50	
SAR Title 3	16.25	2.00	10.00	29.50	16.00	13.50	48.50	25.25	41.25	60.50	67.00	5.75	335.50	
Total Overtime	80.50	58.50	68.25	99.00	44.00	35.50	107.75	47.15	88.25	47.00	57.00	80.25	809.15	
Total Title 3	22.25	2.00	11.50	42.50	59.00	48.50	69.50	50.75	61.50	68.50	70.00	6.75	511.75	
TOT HRS	3054.75	2795.25	3148.50	3042.00	3040.00	3093.75	3281.25	3359.65	2921.25	2868.00	2661.25	2548.25	35813.90	



City of Stevenson Parks, Recreation and Open Space Plan

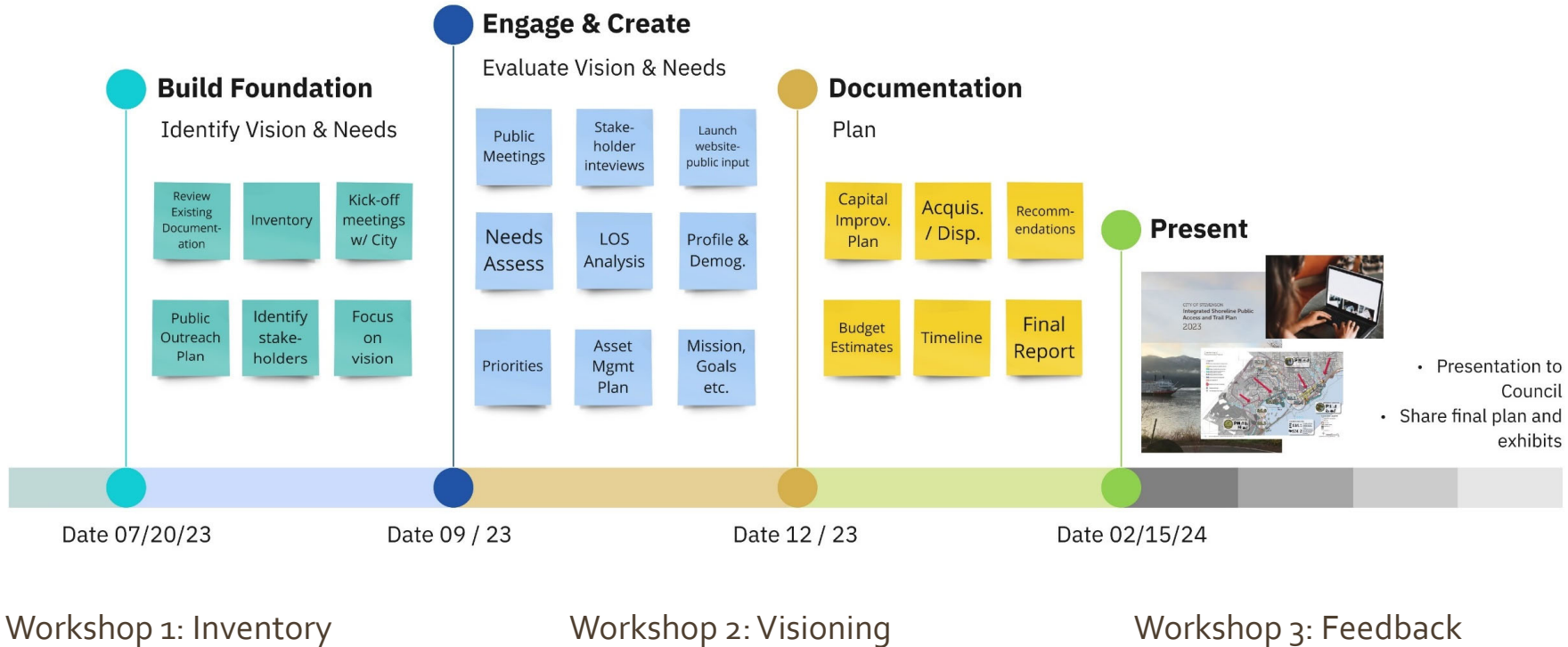
Presentation to City

What is a Parks Master Plan?

- A plan describing:
 - What the City vision for providing parks/facilities is,
 - What parks/facilities the City of Stevenson has,
 - Current capacity
 - Current condition
 - What parks/facilities the City needs,
 - Desires for the future
 - Analysis of community profile, population growth, level of service
 - Public input
- A plan to identify and implement projects.
 - Asset management plan with timeline
 - Prioritizations
 - Funding
- Short-term and Long-term process

Schedule

Work-flow / Process & Timeline



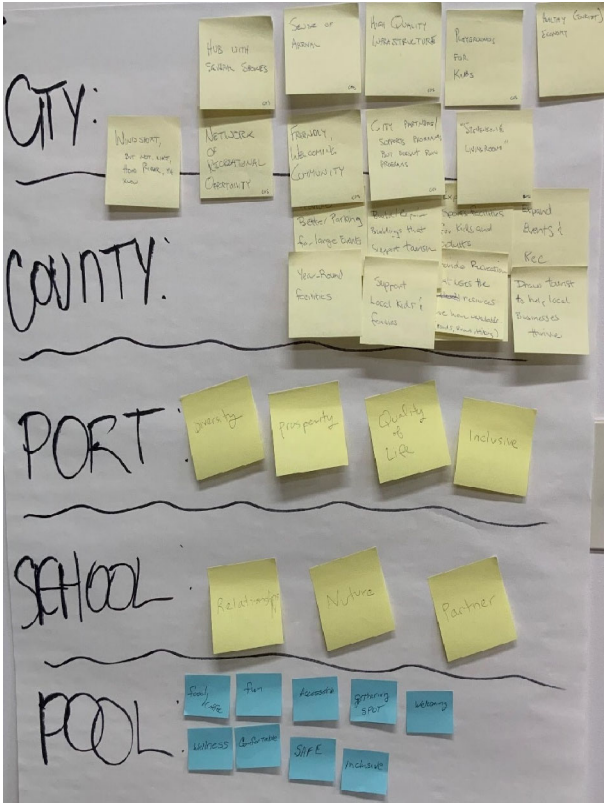
Community Feedback Overview

• Public Outreach Plan

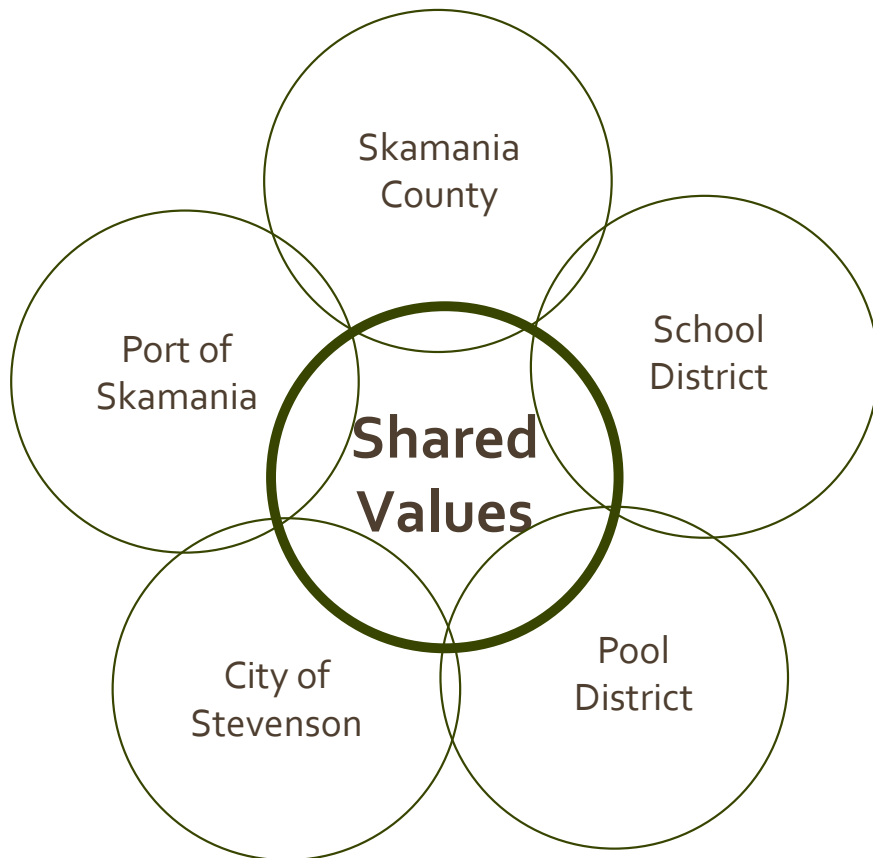
- Use a focus group for special workshops and charrette engagement. Focus group members should represent the interests of a greater community group.
 - Formation of Advisory Committee of local public entities currently providing parks and recreation opportunities.
- Conduct one-on-one interviews with stakeholders and active members of special interest groups
 - Stakeholder Interviews of community members representing local entities, downtown association, wind-sport community, running club, small business owners, active parents, and landowners, etc.
- Solicit General Public Feedback through an online survey
 - Promote online survey using outreach graphics and social media. Keep survey live for a minimum of one month. Provide hard-copy version upon request.
- Presentations to city Planning Commission and City Council
 - Provide updates and preliminary findings for input and comment.

Advisory Committee Process

- **Workshop #1:** Discuss goals and vision for a parks master plan.
- **Workshop #2:** Discuss survey results and break into small groups to discuss how existing or proposed projects could serve community needs and priorities.
- **Workshop #3:** Discuss Draft Goals and Recommendations and discuss whether they are in line with all previous discussions.



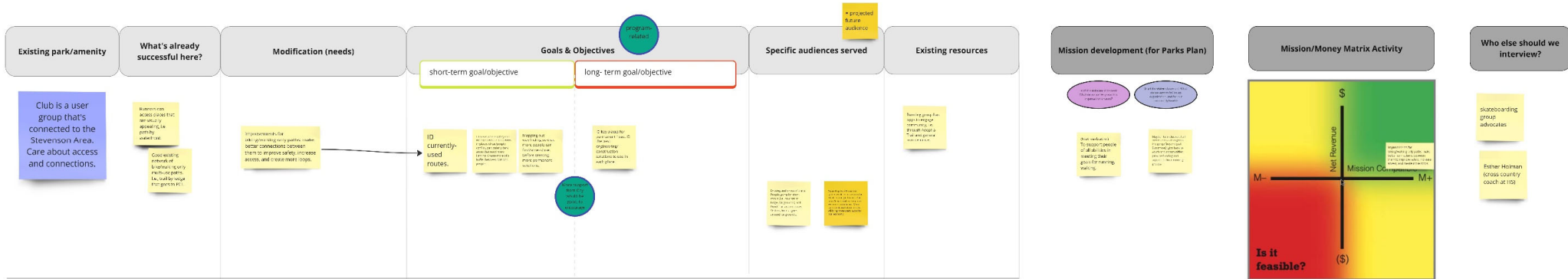
Advisory Committee Feedback



- Identify Overlapping Project needs and prioritize partnership and funding opportunities. Leverage each others expertise through collective marketing.
- Explore opportunities to address shared need and demand for basic maintenance and updates of existing sites.
- Capitalize on common desire to increase accessibility and ADA improvements.
- Collaborate on need to provide space for and promote gathering spaces.
- Agree to focus on serving both locals and tourists alike.
- Work towards a common goal to improve connections between parts of town and communicate to the public about the availability and locations of park and recreation resources and programs.

Stakeholder Interview Process

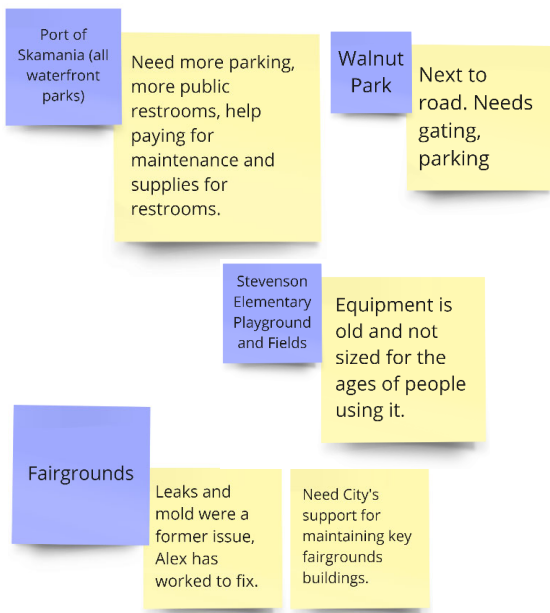
- Conducted 15 one-on-one interviews
- Goals:
 - Understand local parks and amenities' **needs and goals**
 - Understand visitors' motivations, and how to better serve **current and future audiences**
 - Gather information to inform a **Mission and Vision**



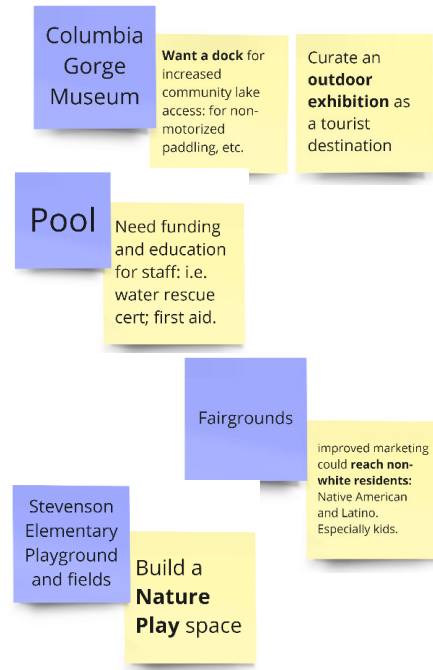
Stakeholder Interview Results

Needs and goals were unique to each site/organization, but commonalities include:

Basic maintenance, updates, and operational needs



Site-specific project goals



The need to activate "dead" and underutilized spaces



Goals to better serve locals, increase tourism, and facilitate community gathering



Community Survey Process

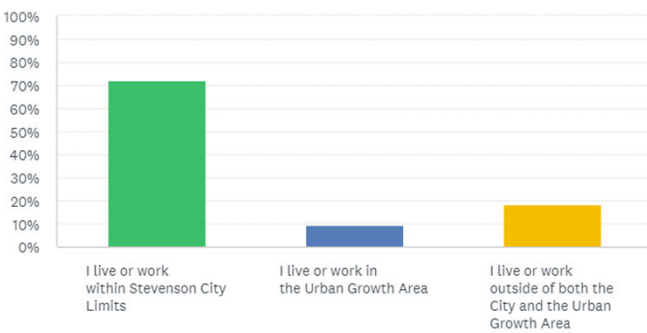


- Created online survey using Survey Monkey. 12 questions, average response time of 10 minutes.
- Survey was live for 5 weeks and available as a hard-copy. Outreach was online and using posters and postcards around town.
- Goals:
 - Gather information to inform a **Mission and Vision**
 - Understand local parks and amenities' **existing conditions and needs and priorities**
 - Understand visitors' motivations, and how to better serve **current and future audiences**

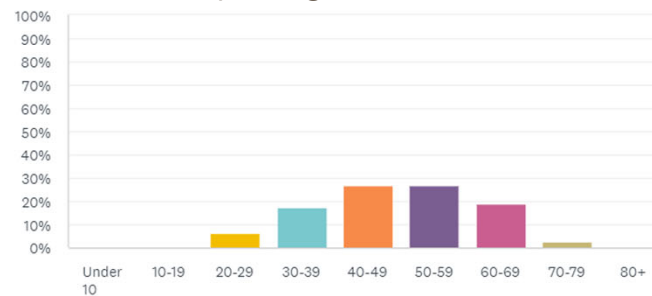
Community Survey Responses

Who did we hear from? 203 Responses

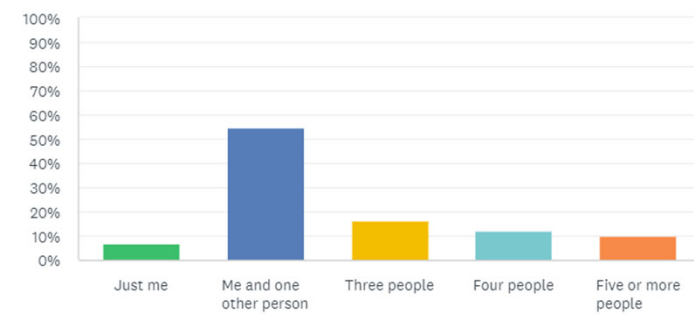
Where do you live?



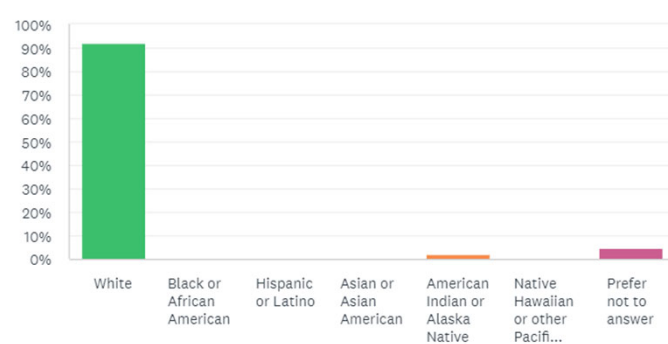
What is your age?



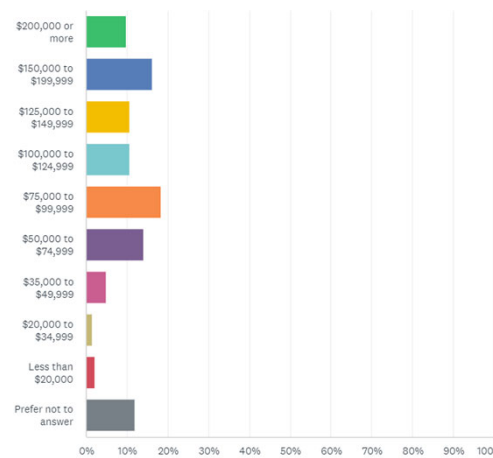
How many people live in your household?



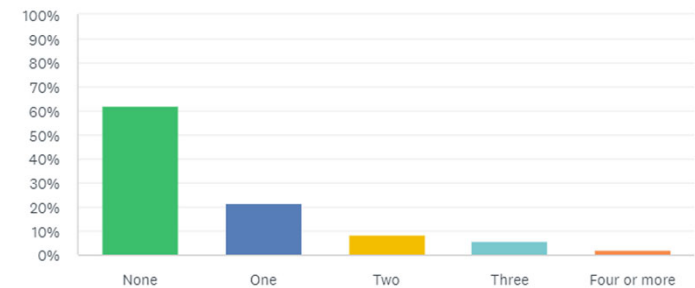
What is your race or ethnicity?



What is your household income?



How many people under 18 live in your household?



Community Survey Responses

- Most respondents spend time outdoors to **connect with nature or observe wildlife, for fitness or exercise, or to enjoy solitude or peace and quiet.**
- **The Port Waterfront, County Fairgrounds, and Rock Creek** are the most visited local recreational areas.
- Some parks that have low visitation because mostly because respondents **didn't know it was a park or it doesn't have park amenities**

Park Improvement Priorities:

- Respondents wanted **more restrooms** in local recreation areas.
- There is strong interest in **more outdoor concerts and live music events.**
- Provide **family-friendly improvements** to increase opportunities for intergenerational audiences and for children of **all ages and abilities.**
- **Basic amenities need to be provided** at parks (seating, trash, restrooms, landscaping, etc.)
- **Increased maintenance** was frequently suggested as a means of improving local parks and recreational areas.

Mission

DRAFT Mission Statements for the Stevenson Parks Master Plan

To enhance Stevenson's recreational and gathering spaces in ways that increase access to the area's natural beauty and cultural heritage, for residents and visitors alike.

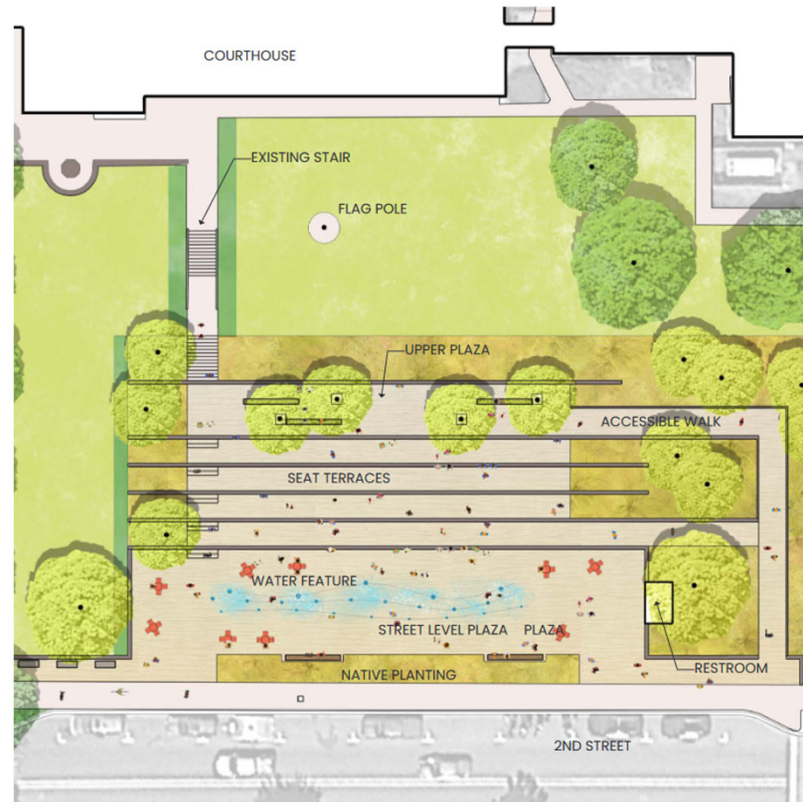
Goals

DRAFT Goals for the Stevenson Parks Master Plan

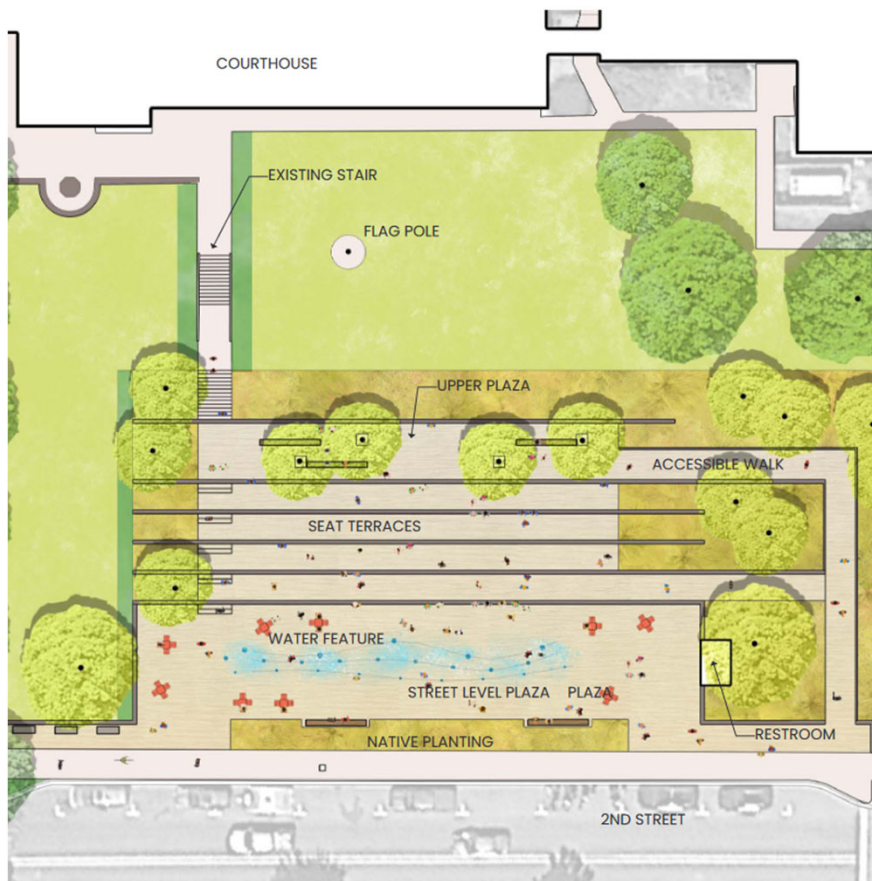
1. **Establish and Sustain Well Maintained Parks**
 - Increase maintenance.
 - Explore alternative management approach or landscape types to maximize efficiency and aesthetics.
2. **Enhance Community Access to Parks by Increasing Visibility and Awareness**
 - Develop an online platform to provide a centralized location for information on parks and recreation areas and facilities. Consider centralizing program calendar and facility rentals.
 - Expand upon the existing wayfinding plan to create a cohesive physical character for parks and open spaces city-wide.
3. **Improve Proximities to and Connectivity Between Parks**
 - Develop a comprehensive trail, streetscape and utility improvement plan that can capitalize on utility projects to also make phased improvements to the pedestrian experience.
 - Explore opportunities for new park developments or expansions in areas with identified park gaps.
4. **Provide Inclusive Spaces to Meet Diverse Community Needs**
 - Identify opportunities for partnerships in project development and funding.
 - Support projects that include features, programs, facilities or amenities that were identified in this plan.

Recommended Capital Improvement Projects

- Stevenson Courthouse Plaza
- West end waterfront easement purchase and temporary trail
- County fairgrounds kayak launch
- Piper Road Trail easement purchase and trail plan
- Gateway landscape improvements
- 1st Street sidewalk trail connection

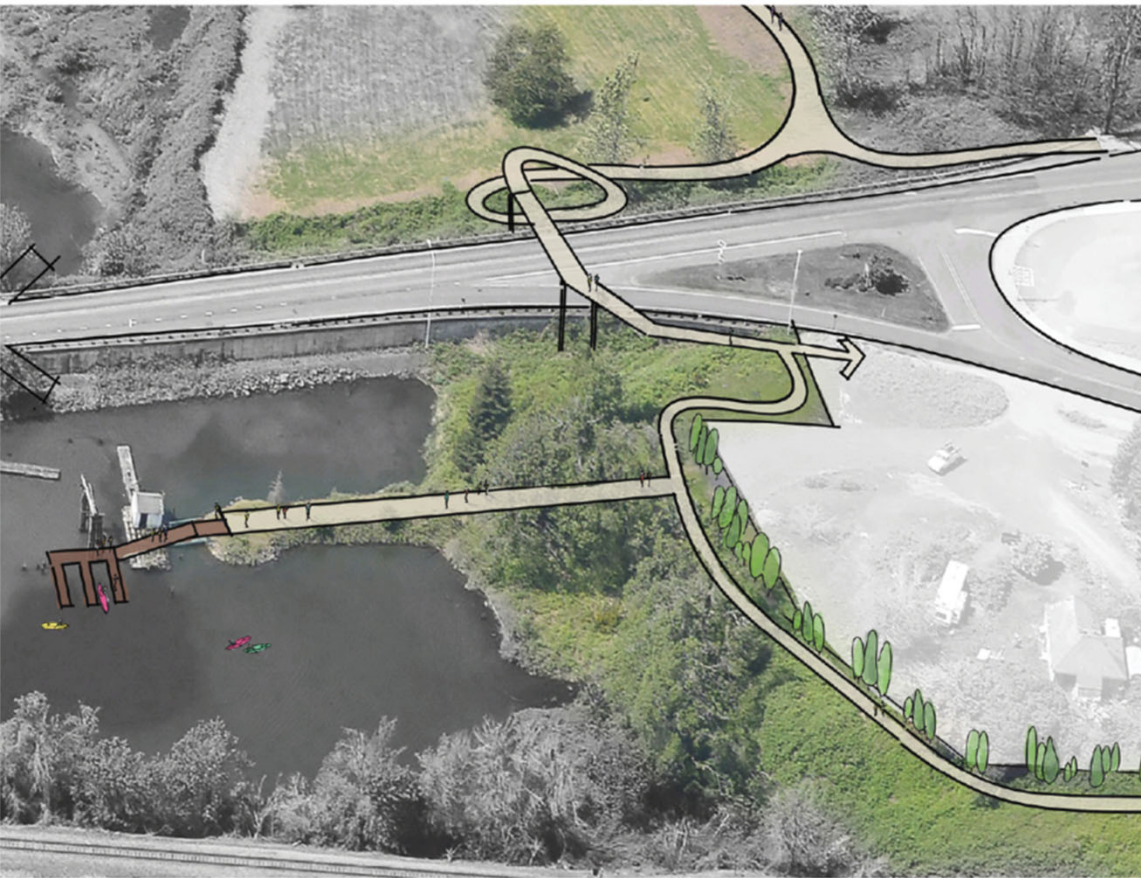


PROJECTS	2025-2030 EXPENDITURES
Stevenson Park Plaza	\$3,200,000
West Waterfront Trails	\$585,000
County Fairgrounds Kayak Launch	\$53,500*
Piper Road Trails	\$65,673
Gateway Landscape Improvements	\$TBC
1st Street Sidewalk Trail Connection	\$18,000
	\$3,922,173



Stevenson Park Plaza

- Estimated Cost: \$3.2 million development, \$275,000 design
- Survey Ranking: #4
- Gaps Addressed: Addition of core amenities (bathroom, seating), improves existing system
- City role: Stevenson would lead this project funding and management. The City would also take responsibility for ongoing maintenance. Property would remain under County ownership.



West Waterfront Trail

- Estimated Cost: \$585,000 (easement estimate)
- Survey Ranking: #1
- Gaps Addressed: Expanded trail network, Address LOS gaps, adds 400 LF of trail and visual water access.
- City role: Stevenson would finance the easement purchase, build a temporary trail, and assume responsibility for ongoing maintenance. Private owner would develop the permanent trail and public water access.



County Fairground Kayak Launch

- Estimated Cost: \$53,500*
- Survey Ranking: #3
- Gaps Addressed: Improves existing system. Increase shoreline access.
- City role: Support role – County would lead project and Stevenson would support by partnering on a grant application or via fund matching (*half the cost of total estimate).



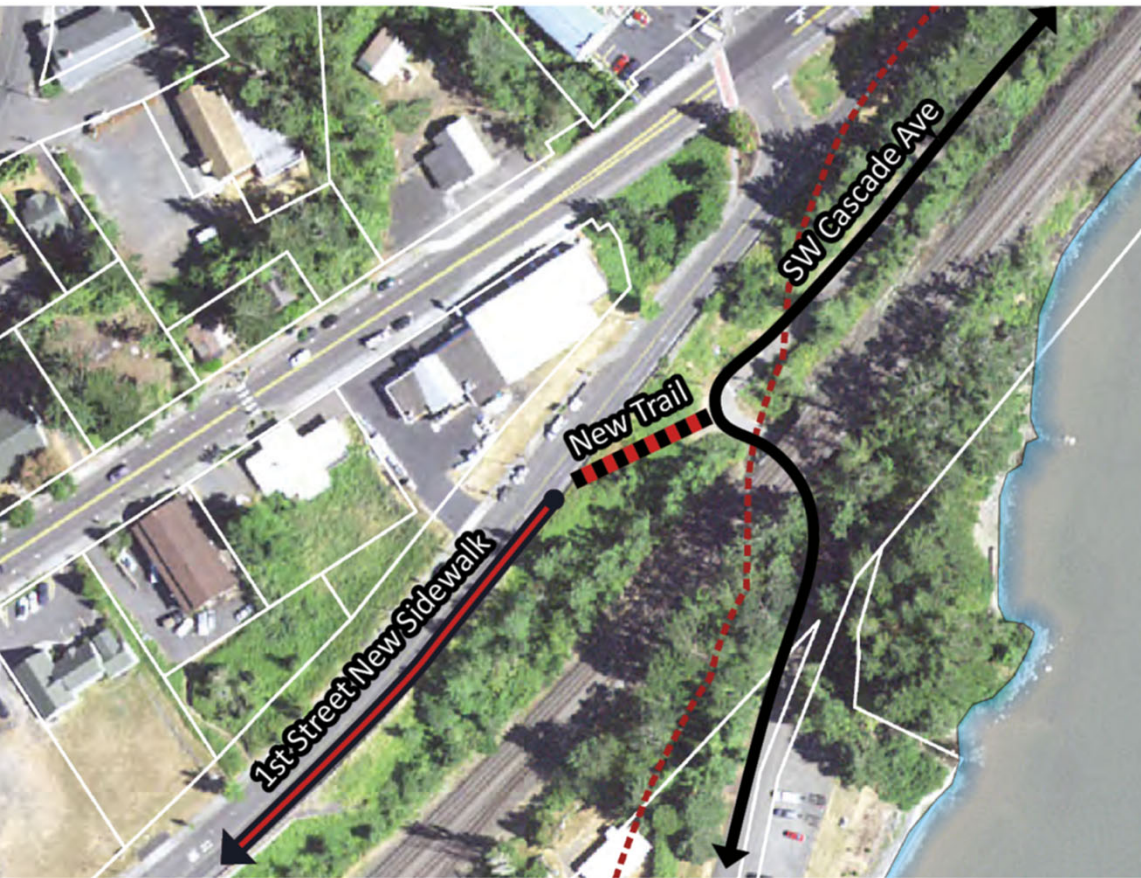
Piper Road Trail

- Estimated Cost: \$65,673
- Survey Ranking: #7
- Gaps Addressed: Expanded trail network, Expand watershed access, Address LOS gaps
- City role: Stevenson would finance the easement purchase (\$5,673) and 70% Design Plans for off-road trail facility that would be used for grant applications (\$60K).



Gateway Landscape Improvements

- Estimated Cost: \$TBC
- Survey Ranking: n/a
- Gaps Addressed: Improve existing system
- City role: Stevenson would lead this project and take responsibility for ongoing maintenance.



1st Street Sidewalk Trail

- Estimated Cost: \$18,000
- Survey Ranking: n/a
- Gaps Addressed: Expanded trail network, Address LOS gaps
- City role: Stevenson would lead this project and take responsibility for ongoing maintenance.

TASKS	HOURS (ANNUAL)	PROPOSED
Waste Removal	52	104
Christmas décor	300	300
Tree planting	100	100
Tree trimming & Lanscaping	300	750
Mowing	800	600
Irrigation repair	2	2
Fountain maintenance	10	10
Bathroom maintenance	0	500*
Total Hours	1,564	2,366
ESTIMATED COST	\$100,000	\$130,000*

Maintenance and Operations

The table details a maintenance schedule that could improve site conditions by doubling waste removal and integrating more landscaping services such as weed removal and maintaining native ground cover that reduces mowing needs. The addition of bathroom maintenance is the most significant change to the current schedule. Hours are estimated based on year-round operation. Implementing this maintenance plan would increase annual costs by 30%.

Funding Options and Opportunities

- Intergovernmental Grants: RCO, LWCF, WWRP-Recreation. With the adoption of this plan, more projects will be eligible
- Development Agreements: Master planned developments must provide a designated ratio of park space.
- Enhanced Local Funding
 - Parks and Recreation Bond
- Volunteer Efforts and Donations
 - Volunteers can be quite effective in terms of contributing cash, materials and labor. Examples include park clean-up days, community tree planting events, or sponsoring high school community service projects.
 - City may need to update their policy to support additional options for sponsorships and donations.
- Public-Private Partnerships
 - Explore revenue sharing agreements with concessionaires and vendors at parks and recreation facilities. Revenue can be used to pay for capital improvements.
 - Other examples include corporate sponsorships, health organization grants and conservation stewardship programs.
- Explore formation of a Park District
 - A junior taxing district formed for the purpose of providing permanent dedicated parks, recreation, and open space funding both within the City or also include areas outside the City.

Discussion / Reflection

- First Parks Master Plan for the city
 - Community-driven focus
 - 20-year Goals
- Process:
 - Engage
 - Collaborate
 - Get Results: higher quality, better funded, and wider serving parks.
- Adoption means funding.
- Advisory Committee:
 - Form foundation
 - Share a Vision
 - Share a Solution





Utility Rate Study



Presented by
Brooke Tacia, Project Manager

January 18, 2024



Agenda

- **Background / Scope**
- **Overview of the rate setting process**
- **Key assumptions**
- **Fiscal policy targets**
- **Summary of findings**
- **Next steps**



Background / Scope

- **FCS Group initially contracted with the City in late 2022**

- **Scope of Services**

- » Collect and validate relevant utility financial data
- » Develop rate plans to achieve policies and objectives
- » Evaluate equity between sewer customer classes
- » Provide rate design alternatives to achieve City objectives
- » Update System Development Charge (SDC) calculation

Status

Completed

Presented today

Presented today

Presented today

Presented today



Rate Setting Process



Overview of Rate Setting Process

Financial Policies – Set the Management Foundation

Step 1:
Revenue Requirement
(defining overall needs)

Revenue

O&M

Economic
Factors

Capital

Reserves

Step 2:
Cost of Service
(equity evaluation)

Sewer Only

Define Customer Classes

Allocate Costs

Step 3:
Design Rates
(collect target revenue)

Fixed Charges

Variable Charges



Step 1: Revenue Requirement Overview

- **Determine the amount of annual revenue necessary**
 - » Operating and maintenance expenses
 - » Debt service (principal & interest)
 - » Capital costs
- **Meet financial parameters and targets**
 - » Debt service coverage ratios
 - » Maintain reserve balances
- **Evaluate revenue sufficiency over multi-year period**
- **Develop rate plan to balance financial needs and minimize customer impacts**



Step 2: Cost of Service Overview

- **An equitable distribution of cost shares that considers utility specific data:**
 - » Measures of usage and demand
 - » Planning, engineering and design criteria
 - » Facility requirements
- **Total cost by class (equity)**
- **Fundamental question: Do cost differences exist to serve different customer classes?**



Step 3: Rate Design Overview

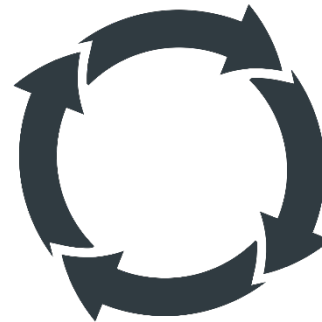
- **Development of fixed and variable charges assessed to customers**



Aligns fixed and variable costs with fixed and variable revenue sources



Generates sufficient revenue to meet utility requirements



Meet goals and objectives of the utility (e.g., conservation)



Evaluate monthly rate impact for different levels of use



Key Assumptions and Policies



Key Assumptions

- **Rate setting period 2024-2028**
 - » Financial model will evaluate twenty-year timeframe
- **Rate revenues forecasted based on 2020-2022 customer data plus the adopted 2023 rate increase**
- **Customer growth**
 - » ~1% system-wide; different growth rates applied to different classes
- **Expenses based on 2023 budget and staff input**
 - » Costs escalated by various inflationary factors (~3.1% average increase)
- **In process loan draws and recently awarded low-interest loans forecasted**



Fiscal Policy Targets

- **Help guide the financial management of the City**

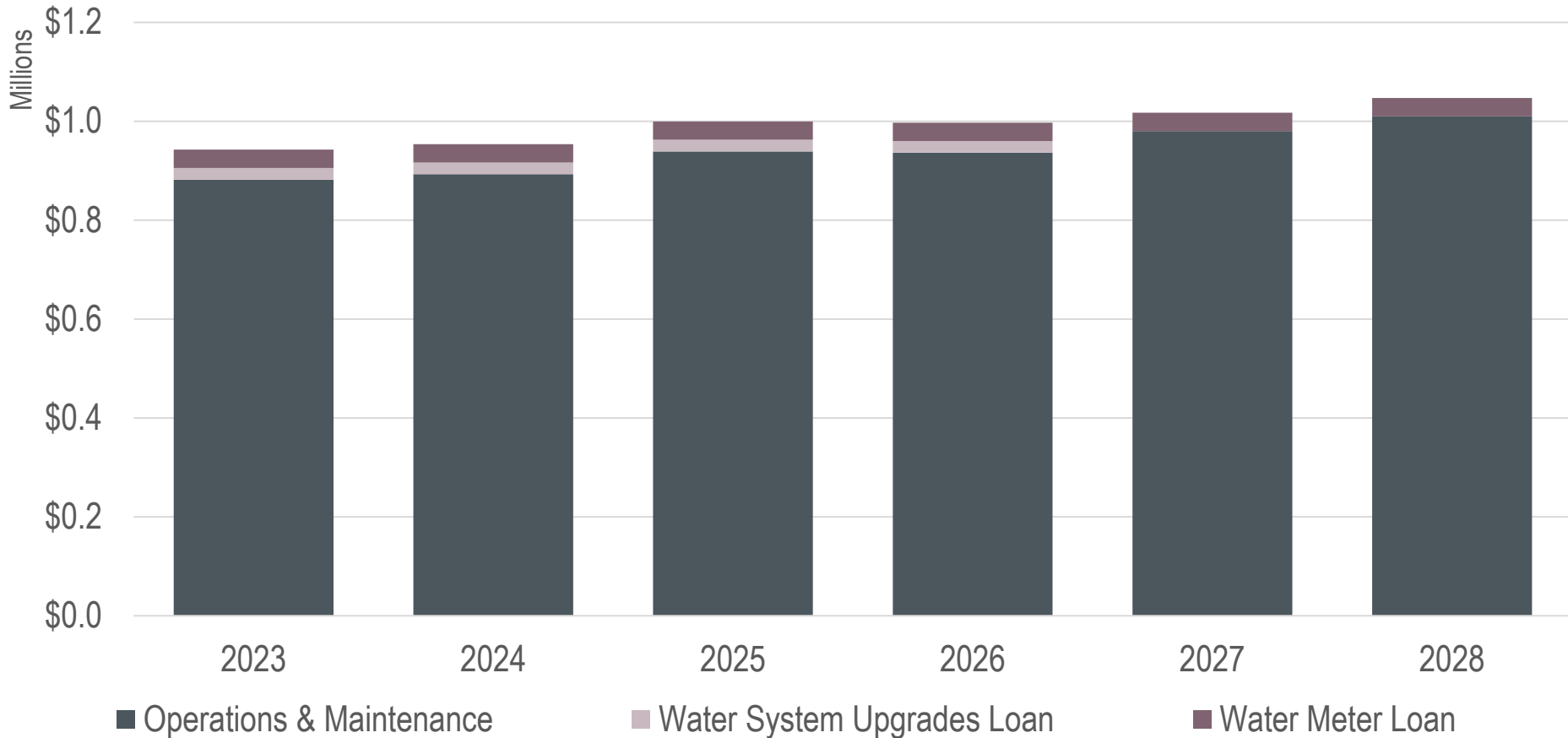
Policy	Purpose	Target
Operating Reserve	To provide sufficient cash flow to meet daily operating expenses (short-term, annual revenue cycles)	Water: 60-90 days of O&M Sewer: 45-60 days of O&M
Capital Reserve	To provide a source of funding for emergency repairs, unanticipated capital, and project cost overruns.	Minimum Target: greater of \$100,000 or 1% of assets in service
Debt Service Coverage	To ensure compliance with existing loan/debt covenants and maintain credit worthiness for future debt issuance.	Minimum Bond Covenant Requirement 1.25



Water Findings



Water Operating Forecast – Current Obligations



- **O&M Expenses**

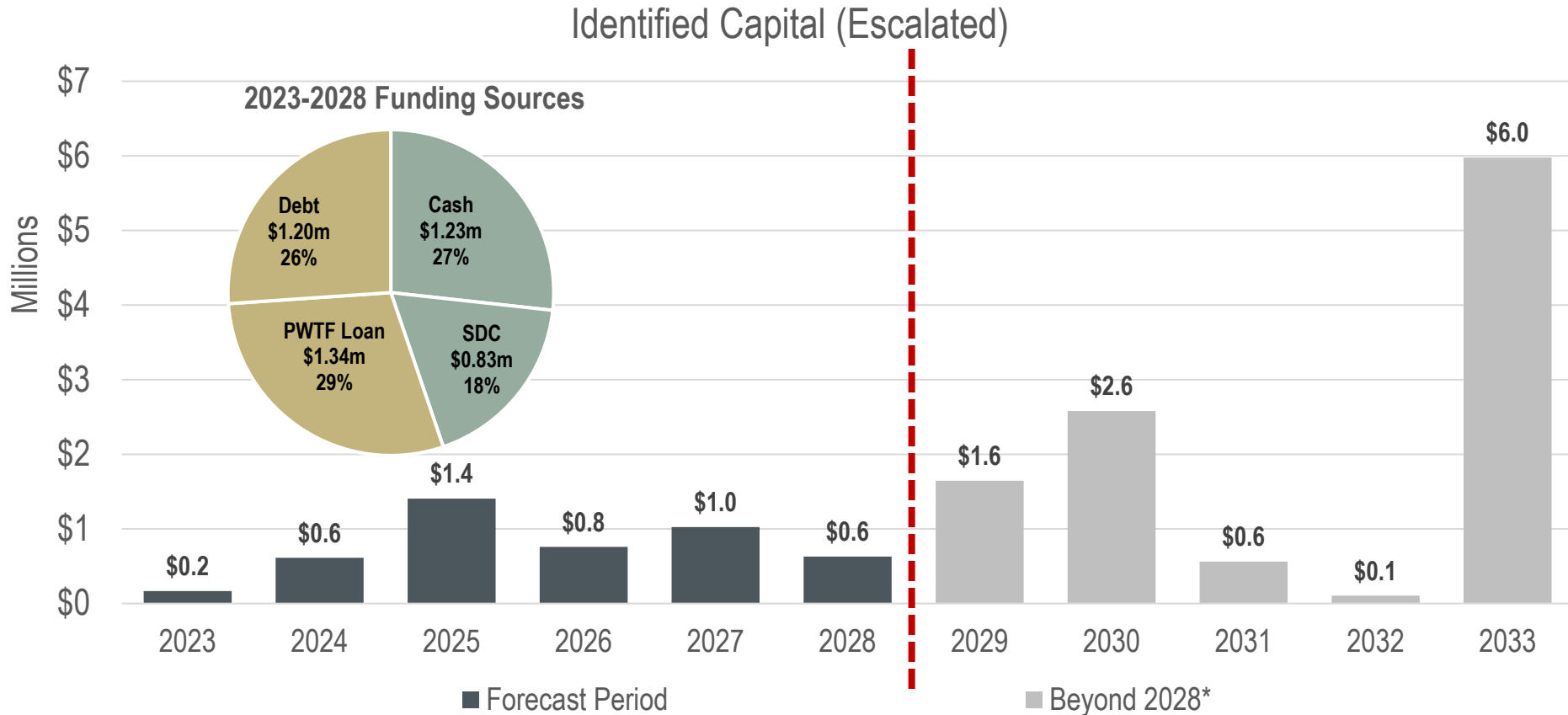
- » \$880,000 in 2023
- » \$1.0 million by 2028

- **Existing Debt Service**

- » \$61,000 annually from 2023-2026
- » \$37,000 annually in 2027 & 2028



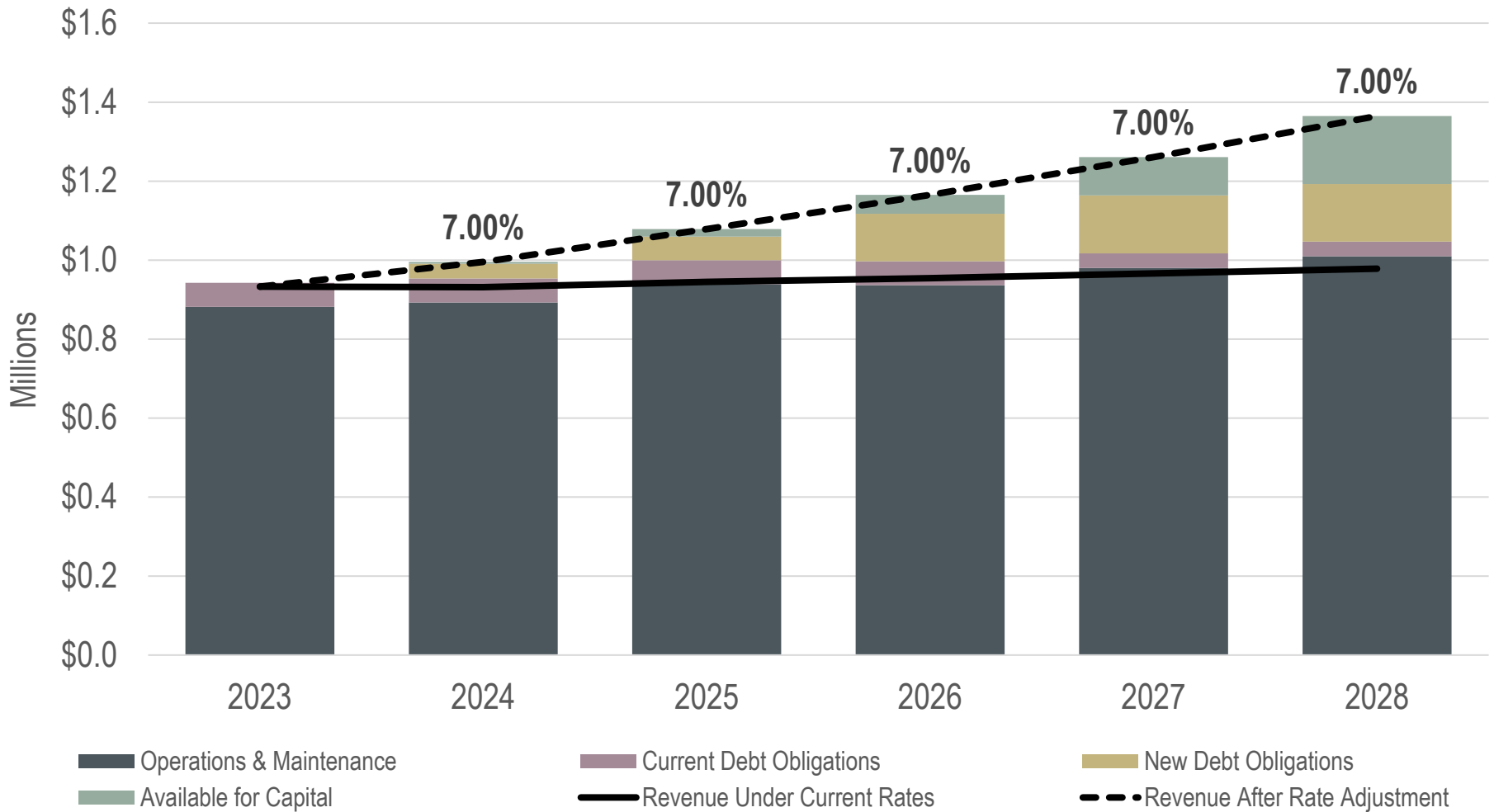
Water Capital Funding Strategy



- **\$14.5 million in capital projects identified from 2023-2033**
 - » 30% (\$4.6m) projected during the rate setting period
 - Rates set in preparation for capital beyond 2028



Water Revenue Requirement Summary



- **Annual 7% increases required to fund the capital program**



Current Water Rates

Charge	2023 Rate
Fixed Charge	
3/4"	\$37.04
1"	\$60.79
1 1/2"	\$146.72
2"	\$282.98
3"	\$508.52
4"	\$610.12
6"	\$1,625.27
per Unit*	\$37.04
Variable Charge (after 400* cf Allowance)	
per cf	\$0.047

*half for transient lodging

- **Fixed Charge**

- » Base fee is charged to all customers
- » Charge scales based on capacity available to the customer

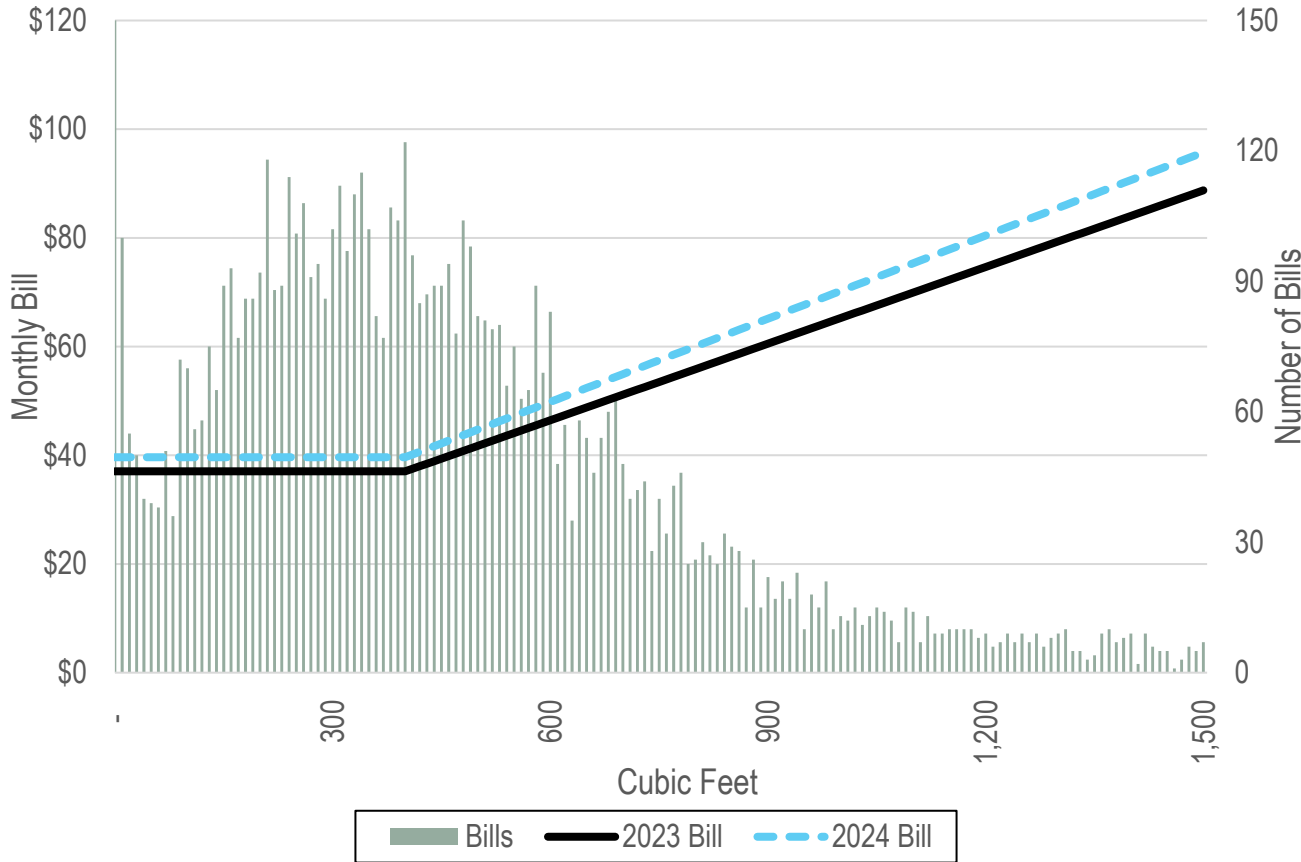
- **Variable Charge**

- » No charge for first 400 cf (\approx 3,000 gallons) of usage
- » Uniform charge per cf for all usage above allowance



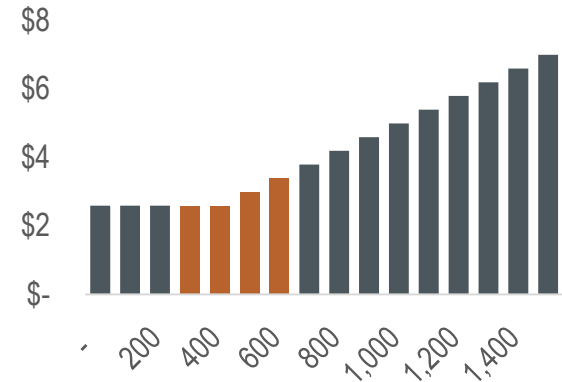
Across The Board (ATB) Bill Comparisons

Single Family Bill Comparison



Charge	2023	ATB
Base	\$37.04	\$39.63
per cf after allowance	\$0.047	\$0.051

Change in Monthly Bill Black Line - Blue Line





Water Rate Design Options

Scenario 1

- **Fully Remove Allowance**
 - » Customers billed for all usage
- **Advantages:**
 - » Users have more control over bills
- **Things to Consider:**
 - » Utility revenue relies more on usage rates
 - » Lower users charged for usage not previously billed

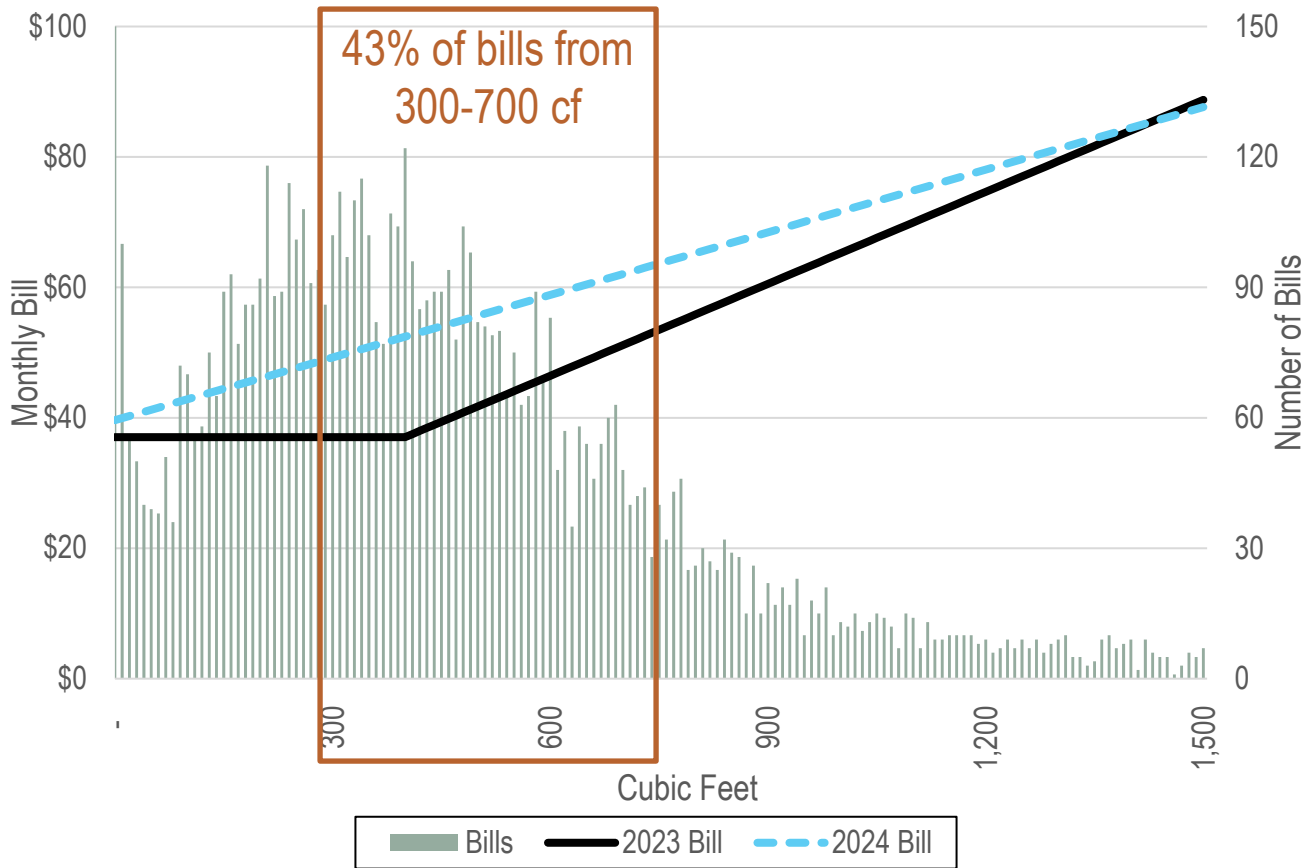
Scenario 2

- **Cut the allowance in half**
 - » Monthly allowance now 200 cf*
- **Advantages:**
 - » Finds a balance between current rate design and Scenario 1
- **Things to Consider:**
 - » Customers near original allowance now paying for half their usage



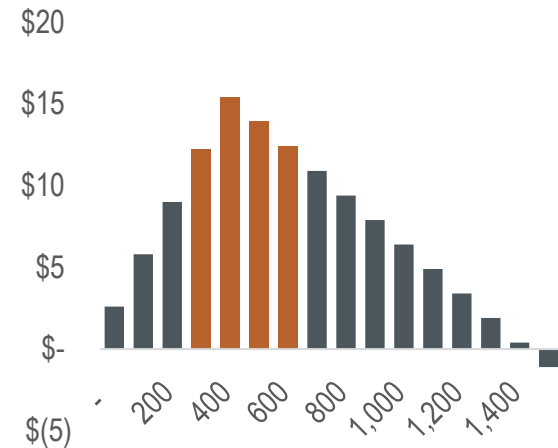
Scenario 1: Fully Removed Allowance

Single Family Bill Comparison



Charge	2023	Scenario 1
Base	\$37.04	\$39.63
per cf for all usage	\$0.047	\$0.032

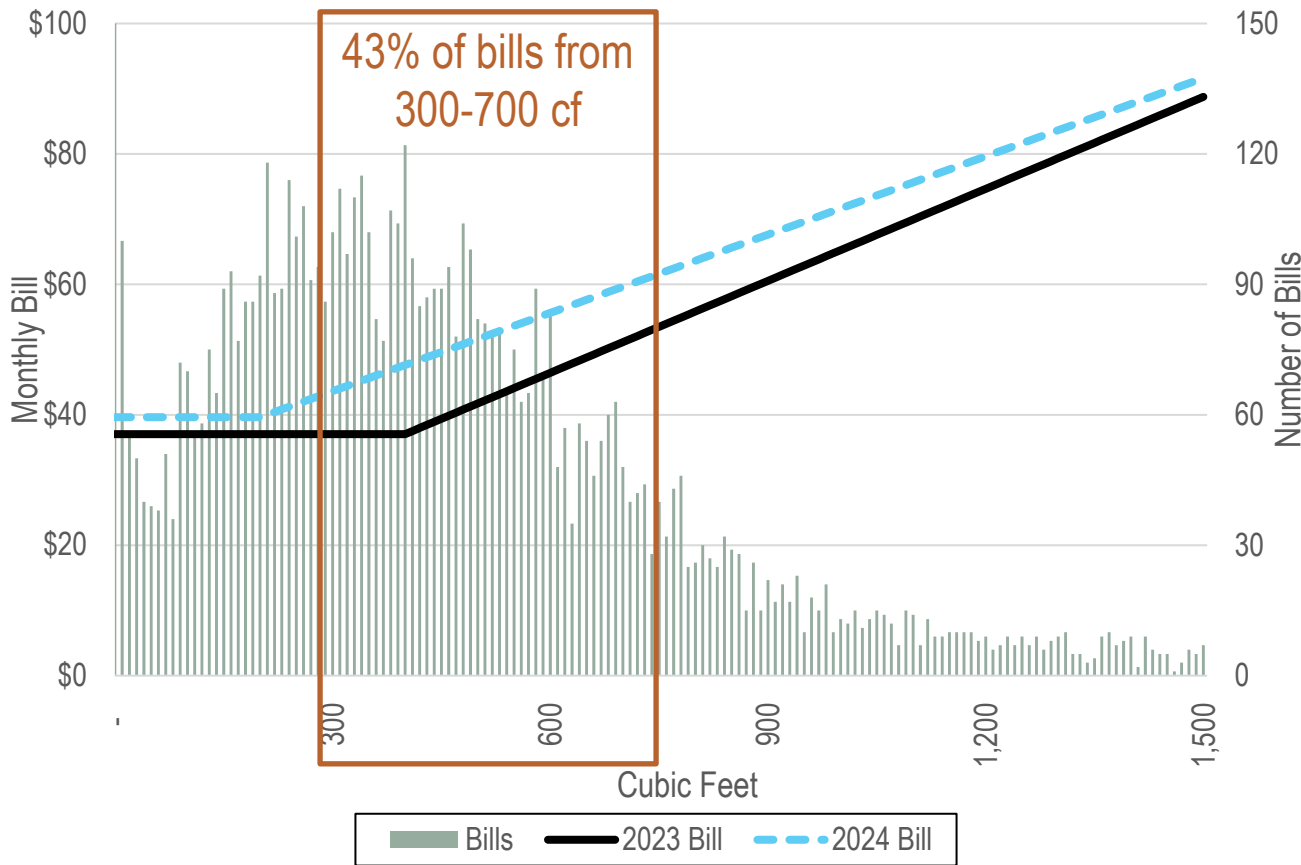
Change in Monthly Bill





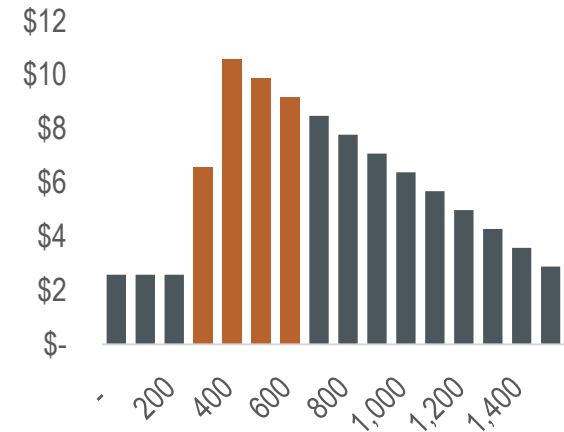
Scenario 2: Remove Half of Allowance

Single Family Bill Comparison



Charge	2023	Scenario 2
Base	\$37.04	\$39.63
per cf after allowance	\$0.047	\$0.040

Change in Monthly Bill





Single Family Bills by Usage

Usage (cf)	2023	ATB	\$ Change	Scenario 1	\$ Change	Scenario 2	\$ Change
0	\$37.04	\$39.63	\$2.59	\$39.63	\$2.59	\$39.63	\$2.59
300	\$37.04	\$39.63	\$2.59	\$49.23	\$12.19	\$43.63	\$6.59
600	\$46.44	\$49.83	\$3.39	\$58.83	\$12.39	\$55.63	\$9.19
750	\$53.49	\$57.48	\$3.99	\$63.63	\$10.14	\$61.63	\$8.14
900	\$60.54	\$65.13	\$4.59	\$68.43	\$7.89	\$67.63	\$7.09
1200	\$74.64	\$80.43	\$5.79	\$78.03	\$3.39	\$79.63	\$4.99
1500	\$88.74	\$95.73	\$6.99	\$87.63	(\$1.11)	\$91.63	\$2.89

- **Average Usage Statistics:**

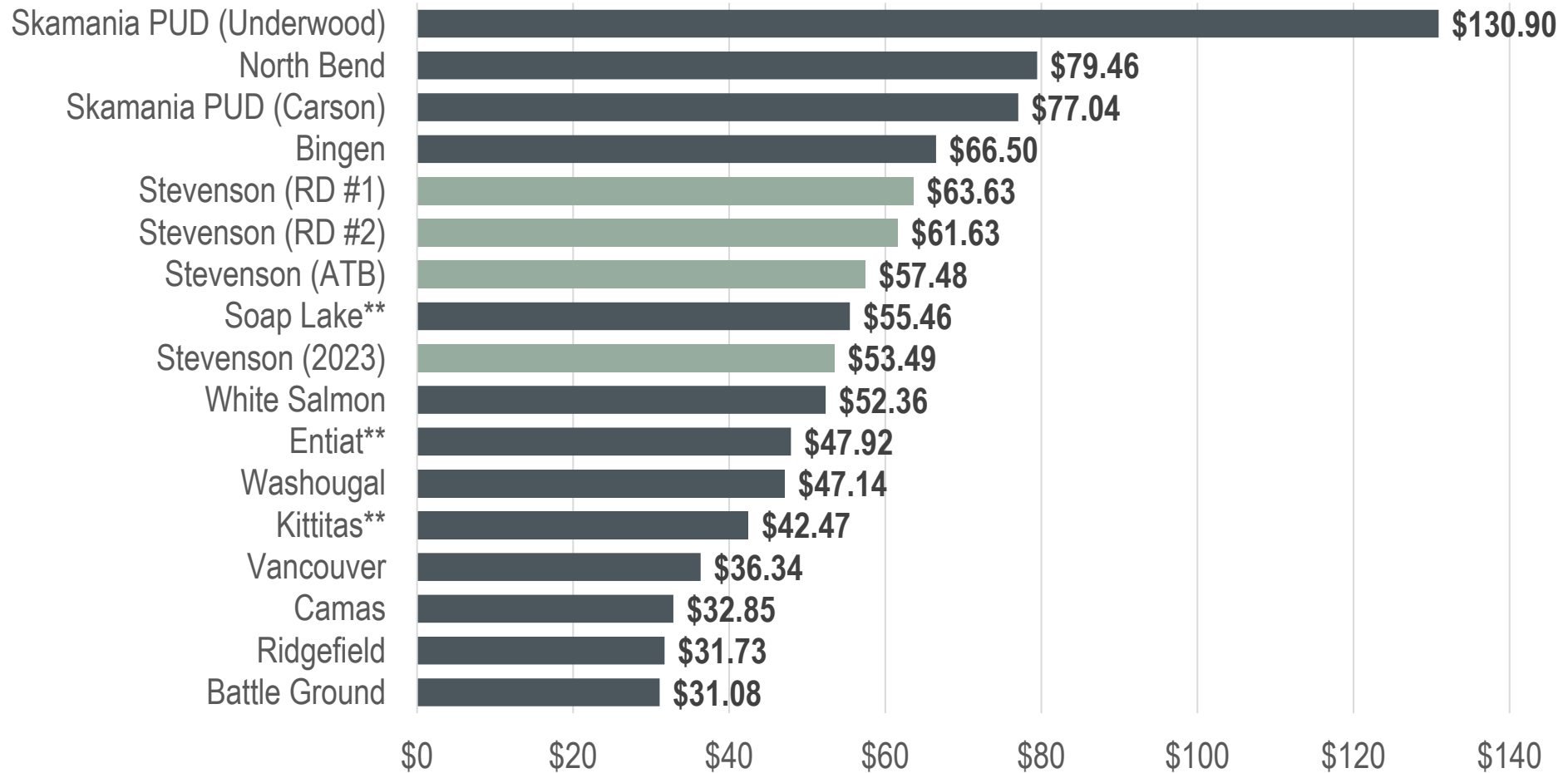
- » Winter: 470 cf
- » Summer: 960 cf

- **Median Usage Statistics:**

- » Winter: 380 cf
- » Summer: 580 cf



Residential Water Monthly Rate Comparison*



*Assumes 750 cf monthly usage

**Similar sized population



Water Summary

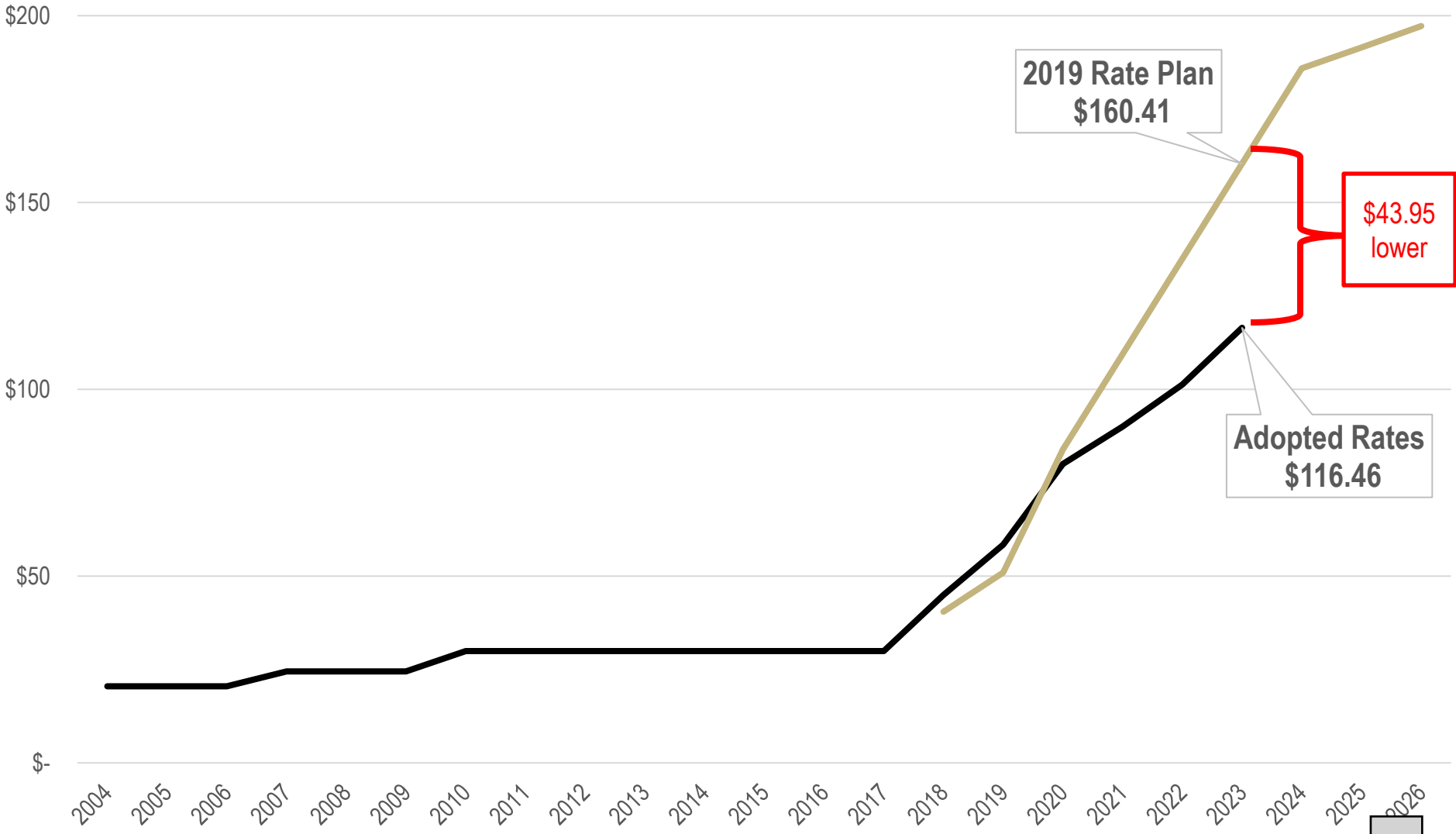
- **Water Rate Increases:**
 - » 7% annual revenue increases for 2024-2028
- **Rate Design Options:**
 - » Across the Board rate increases
 - » Scenario 1: Fully eliminate the usage allowance
 - » Scenario 2: Reduce the usage allowance
 - » Other options to be explored?



Sewer Findings

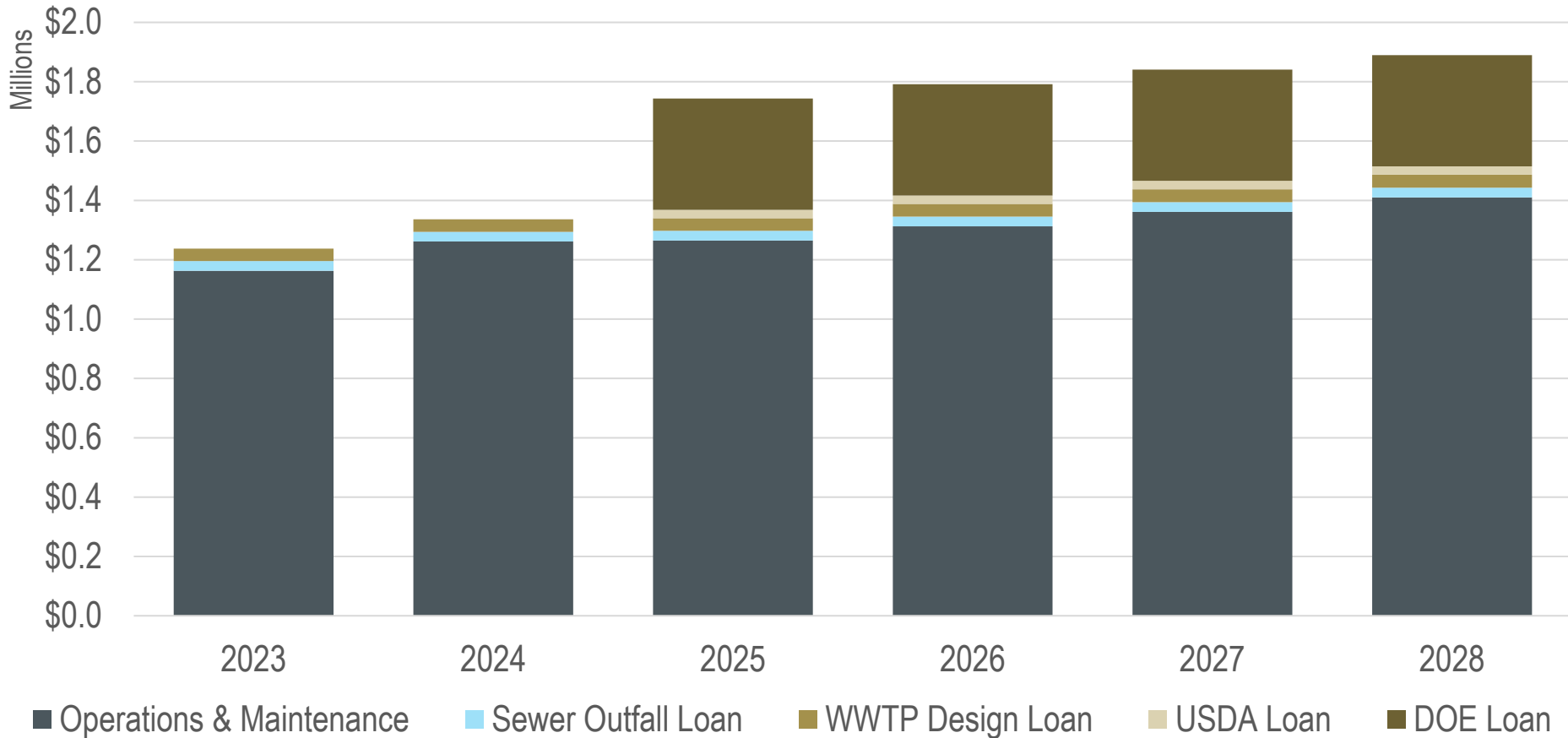


Historical vs Forecasted Residential Rates





Sewer Operating Forecast – Current Obligations



- **O&M Expenses**

- » \$1.2 million in 2023
- » \$1.4 million by 2028

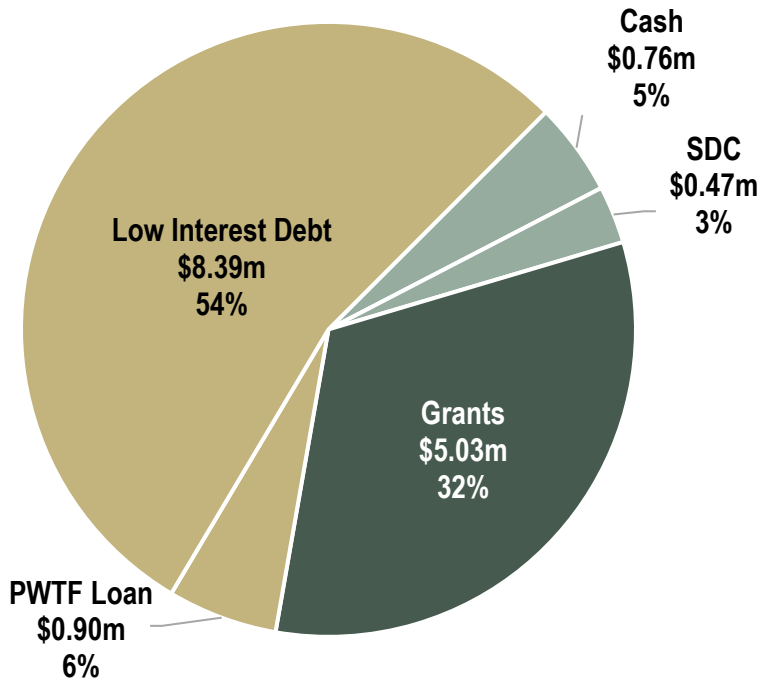
- **Existing Debt Service**

- » \$75,000 annually from 2023 and 2024
- » \$475,000 annually in 2025-2028

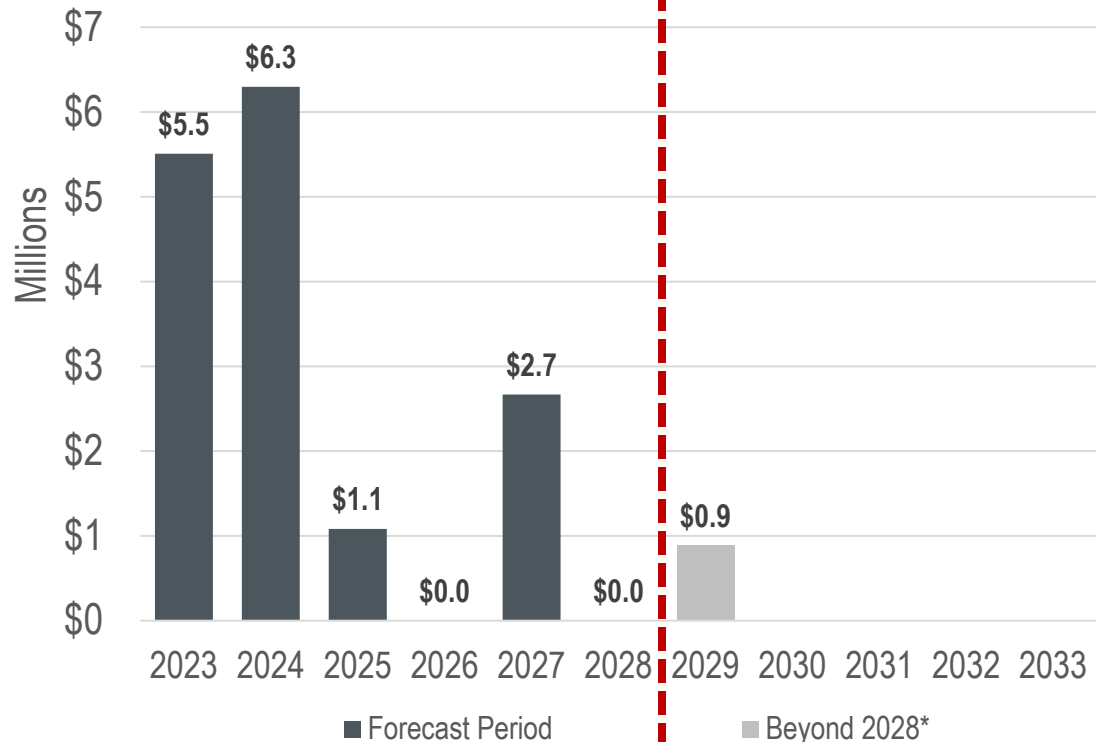


Sewer Capital Funding Strategy

2023-2028 Funding Sources



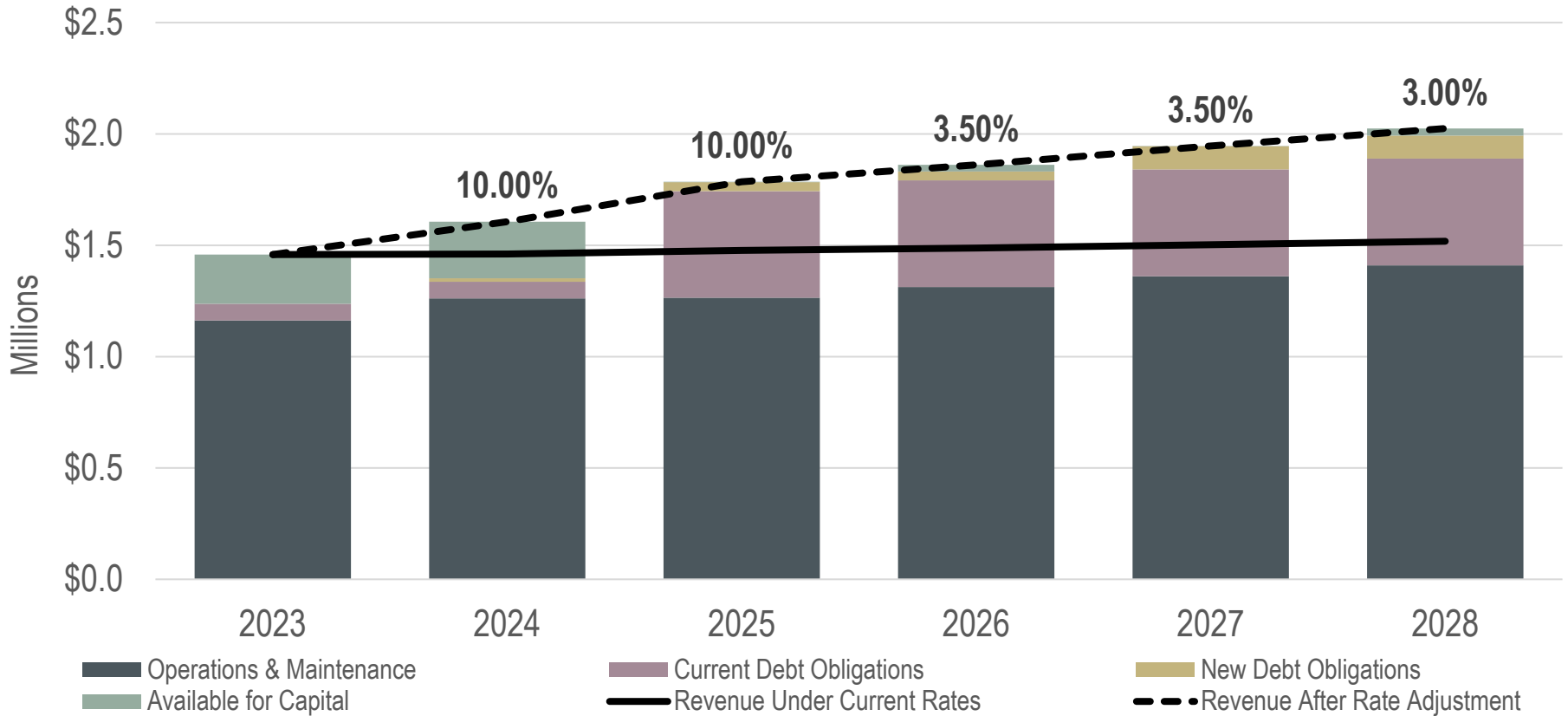
Identified Capital (Escalated)



- **\$16.4 million in capital projects identified from 2023-2029**
 - » 95% (\$15.5m) projected during the rate setting period
 - 32% of remaining capital needs funded through grants
 - 60% of remaining capital through 2028 funded through low interest loans



Sewer Revenue Requirement Summary



Sample Bill	Existing	2024	2025	2026	2027	2028
Proposed Increases		10.00%	10.00%	3.50%	3.50%	3.00%
Sample Residential Bill*	\$ 116.46	\$ 128.11	\$ 140.92	\$ 145.85	\$ 150.95	\$ 155.48
\$ Difference		\$ 11.65	\$ 12.81	\$ 4.93	\$ 5.10	\$ 4.53

2019 Rate Update = **\$197.23**
\$51.28 lower



Alternative Rate Scenarios

- **Extend sewer collections lines to areas currently not served by the City**
- **Project costs:**
 - A. Scenario 1: City rate-payers fund the extensions
 - B. Scenario 2: Developers fund the extensions
- **Major Assumptions:**
 - » All identified customers connect when sewer service is available
 - » No SDC revenues charged to septic conversion customers



Rate Scenarios

» Additional Customers:

	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Additional Customers	20	-	27	-	20	-	26	-	17	-	10

» Additional Cost (escalated):

	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Millions	\$0.8	\$ -	\$2.8	\$ -	\$3.1	\$ -	\$4.6	\$ -	\$2.1	\$ -	\$4.4

» Result

Scenario	2024	2025	2026	2027	2028
Status Quo Rate Plan	10.0%	10.0%	3.5%	3.5%	3.0%
City Rate-Payer Funded	10.0%	10.0%	4.5%	4.5%	4.5%
Developer Funded	10.0%	10.0%	3.0%	3.0%	3.0%

- **City rate-payer funded extensions would require 1.5% higher annual increases from 2026-2037**

» This analysis is independent of any capital beyond 2029



Cost of Service Process

- **Step 1: Allocate total utility costs to cost pools**

Sewer Utility Functions*
<ul style="list-style-type: none">• Customer• Collection• Treatment (Flow)• Treatment (BOD)

- **Step 2: Develop allocation factors using class specific information**
- **Step 3: Allocate costs to customer classes**

* Industry Standard Methodologies; Water Environment Federation Financing and Charges for Wastewater Systems Manual 27

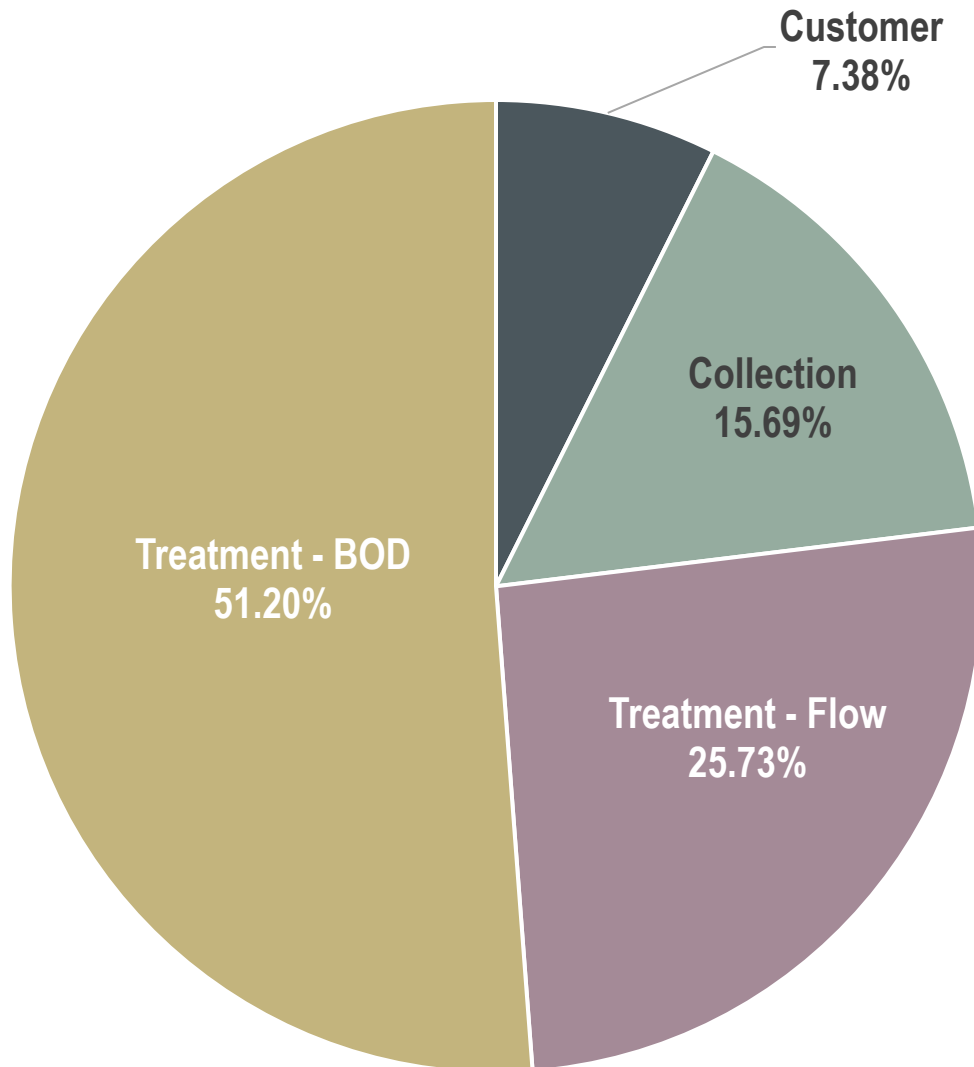


Customer Class Designations

- **Single Family**
 - » Single Family Residential
 - » Seniors
- **Multi-Family**
 - » Multi-Family Residential
 - » Multi-Family Transient
- **Commercial – Low**
 - » Public Facilities
 - » General Retail
 - » Offices
- **Commercial – Medium**
 - » Schools
 - » Laundromat
- **Commercial – High**
 - » Coffee Shop
 - » Bakery
 - » Restaurant
- **Commercial – Very High**
 - » Brewery
 - » Dairy
 - » Industrial w/ Process Discharge



Step 1: Allocate Sewer Costs to Cost Pools



Customer:
Administrative, billing
and customer service costs

Collection:
Maintenance of collection lines
and pumping to transport
sewage to treatment plant

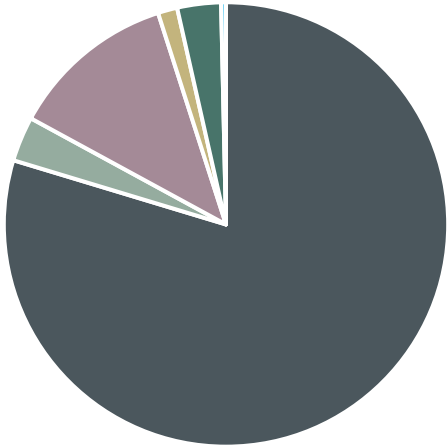
Treatment - Flow:
Cost related to treating the
flow component at the
treatment plant

Treatment - BOD:
Cost related to treating the
BOD component at the
treatment plant

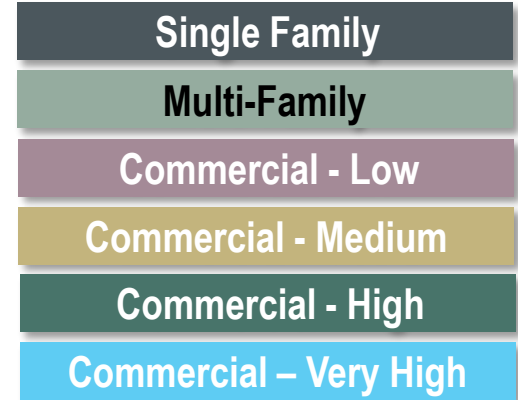
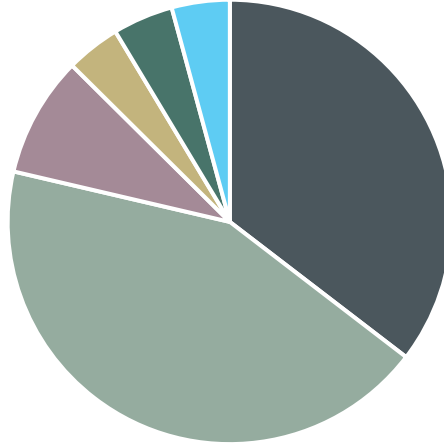


Step 2: Develop Allocation Factors

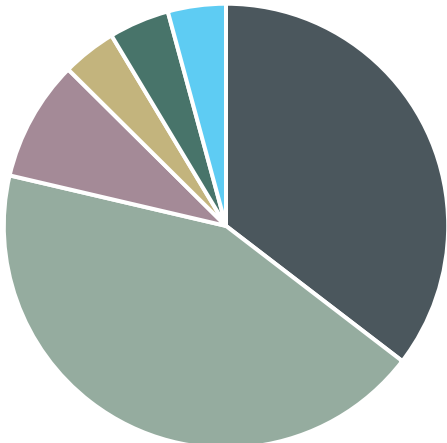
Customer - Accounts



Collection – Sewer Flow



Treatment Flow – Sewer Flow



Treatment BOD – BOD Contribution



- **Single Family has 80% of accounts but only 35% of sewer flow**
- **Multi-Family is only 3% of the accounts but contributes over 40% of the sewer flow**
- **Commercial High and Very High has less than 4% of accounts and only 9% of sewer flow but contributes 38% of the BOD to the treatment plant**



Step 3: Allocate Costs to Customer Classes

Class	2025 Rates at ATB	2025 Cost of Service	\$ Difference	% Difference
Single Family	\$ 752,844	\$ 573,113	\$ (179,731)	-23.9%
Multi-Family	622,185	576,776	(45,409)	-7.3%
Comm - Low	223,317	132,122	(91,195)	-40.8%
Comm - Medium	74,976	77,460	2,484	3.3%
Comm - High	69,528	209,140	139,612	200.8%
Comm - Very High	31,277	205,516	174,239	557.1%
Total	\$ 1,774,128	\$ 1,774,128	\$ -	0.0%

Note: ±5% of average is within cost of service

Paying More

- » Single Family
- » Multi-Family
- » Commercial - Low

Within Cost of Service

- » Commercial - Medium

Paying Less

- » Commercial - High
- » Commercial – Very High



5 Year Phase-In Scenario

System-Wide Increase	10.00%	10.00%	3.50%	3.50%	3.00%
Constraint Maximum	20.00%	20.00%	7.00%	7.00%	6.00%
Class	Annual Class Specific Rate Increase				
	2024	2025	2026	2027	2028
Single Family	9.90%	9.90%	3.50%	3.50%	3.00%
Multi-Family	9.90%	9.90%	3.50%	3.50%	3.00%
Comm - Low	5.00%	5.00%	1.50%	1.50%	1.00%
Comm - Medium	12.50%	12.50%	3.50%	3.50%	3.00%
Comm - High	20.00%	20.00%	7.00%	7.00%	6.00%
Comm - Very High	20.00%	20.00%	7.00%	7.00%	6.00%

- **Scenario constraints:**

- » Maximum increase twice ATB increase
- » Single Family and Multi-Family balance the revenue requirement

- **Results:**

- » Begins increasing equity between classes
- » Focuses on increasing costs for higher BOD customer classes



Current Sewer Rates

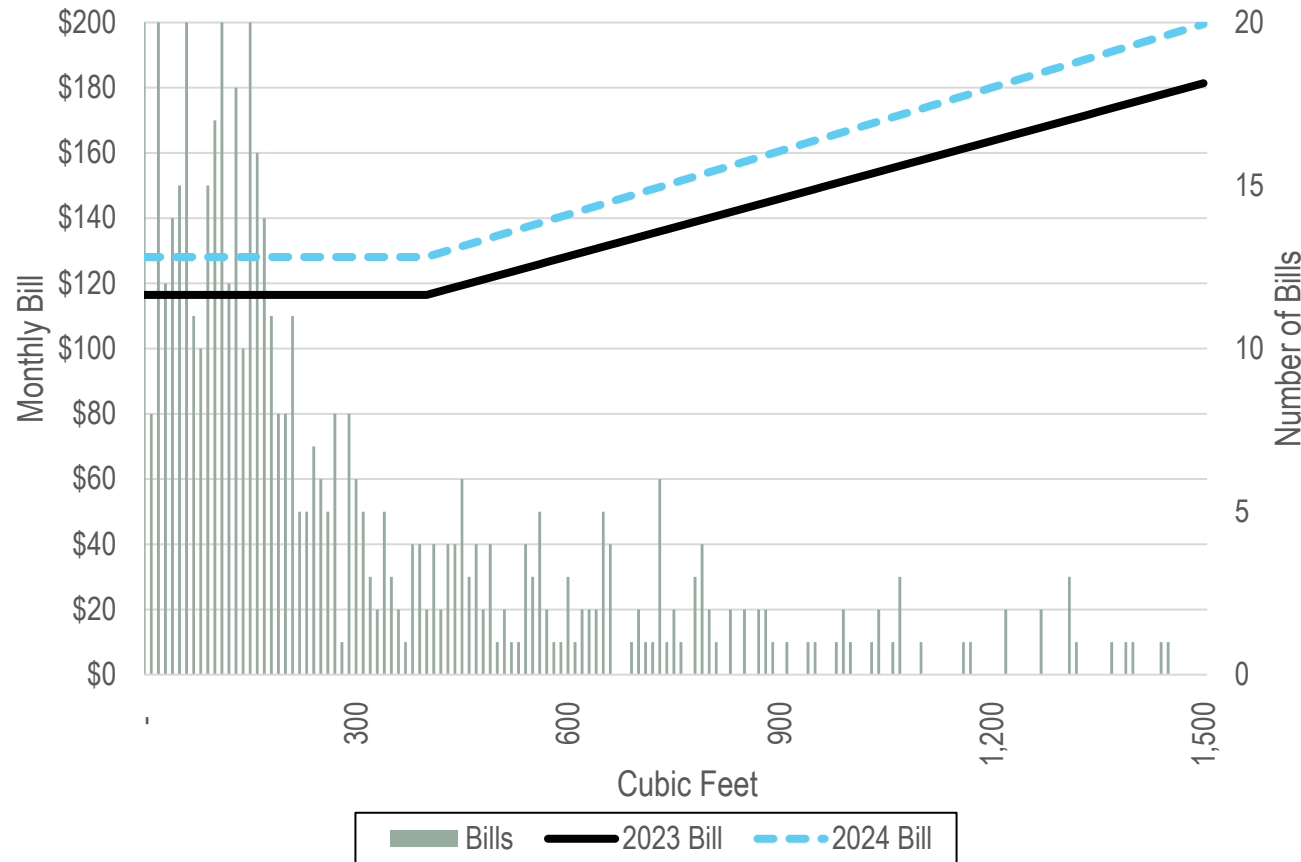
Charge	2023 Rate
Fixed Charge	
Single Family	\$116.46
Multi-Family (per unit)*	\$116.46
Non-Residential	
3/4"	\$116.46
1"	\$242.05
1 1/2"	\$360.65
2"	\$545.54
3"	\$782.72
4"	\$1,019.90
6"	\$1,684.03
Variable Charge (after 400* cf Allowance)	
Flow per cf	\$0.059
BOD Concentration (charge per cf)	
Medium	\$0.023
High	\$0.047
Very High	\$0.092

- **Fixed Charge**
 - » Base fee is charged to all customers
 - » Charge scales based on capacity available to the customer using water meter size
- **Variable Charge**
 - » Only applies to non-residential
- **BOD Charge**
 - » Based on commercial use category



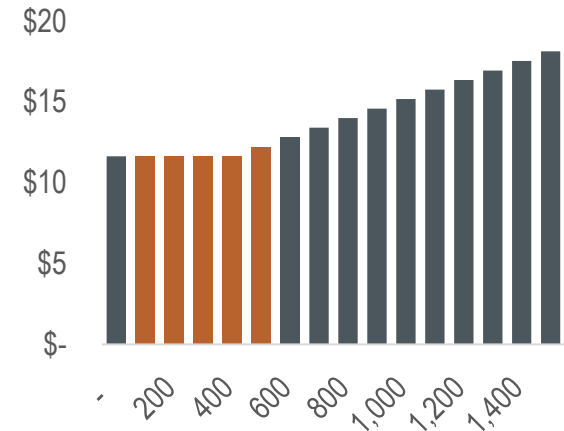
Across the Board Rate Increases

3/4" Commercial – Low* Bill Comparison



Charge	2023	ATB
Base	\$116.46	\$128.11
per cf after allowance	\$0.059	\$0.065

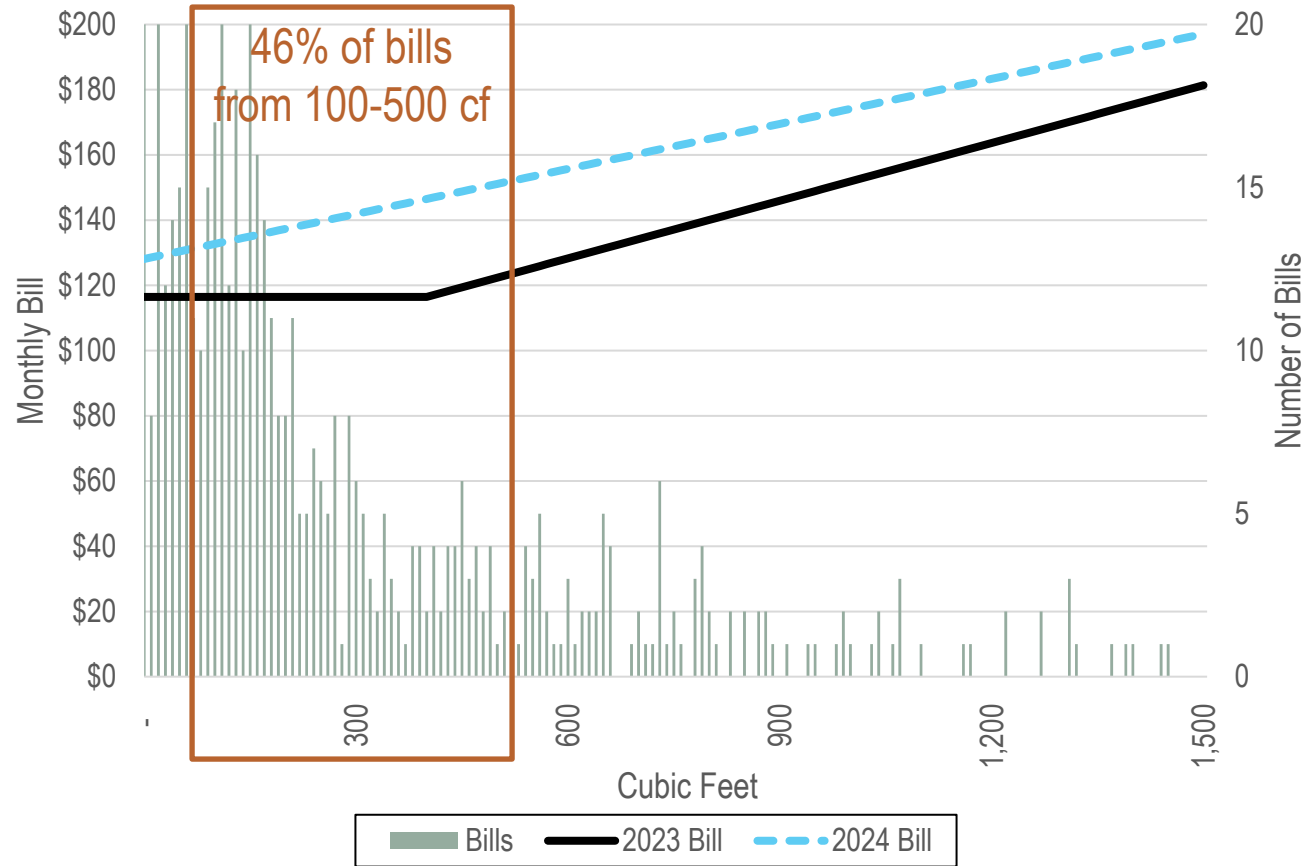
Change in Monthly Bill





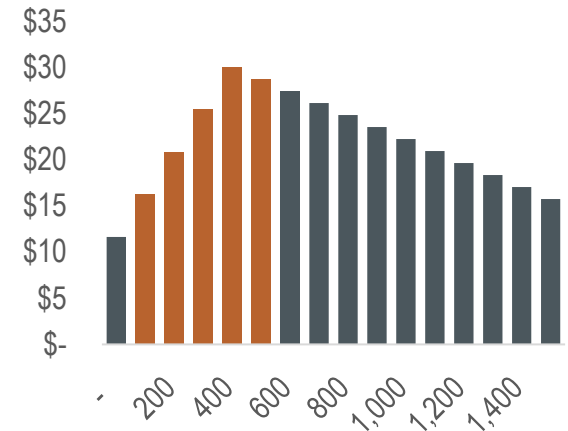
Scenario 1: Fully Remove Allowance

3/4" Commercial – Low* Bill Comparison



Charge	2023	Scenario 1
Base	\$116.46	\$128.11
per cf for all usage	\$0.059	\$0.046

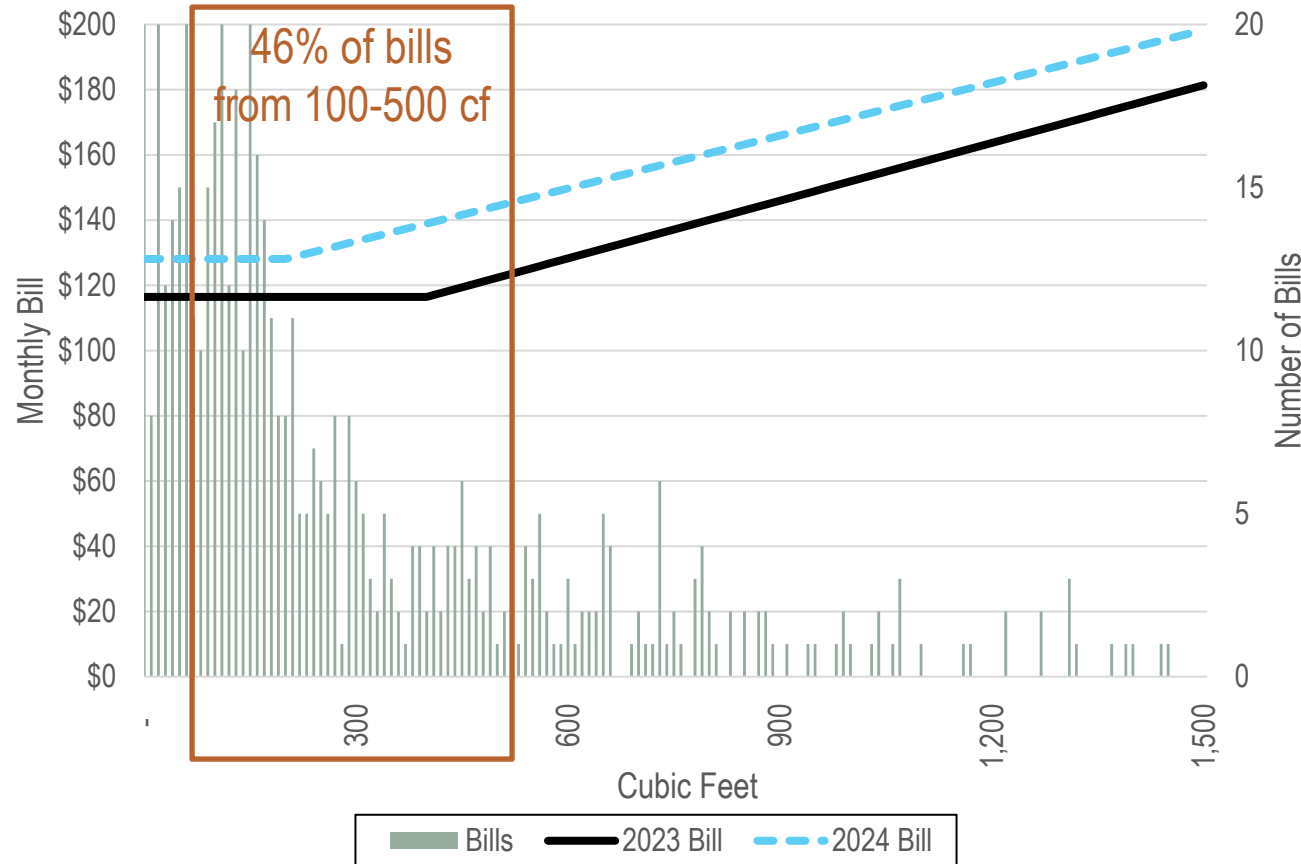
Change in Monthly Bill





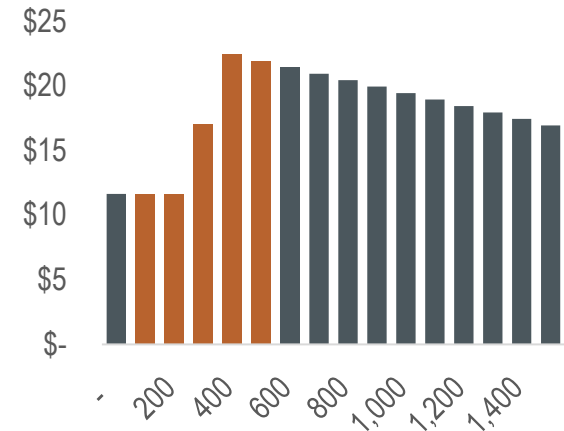
Scenario 2: Half Removal of Allowance

3/4" Commercial – Low* Bill Comparison



Charge	2023	Scenario 2
Base	\$116.46	\$128.11
per cf after allowance	\$0.059	\$0.054

Change in Monthly Bill





3/4" Commercial – Low Bills by Usage

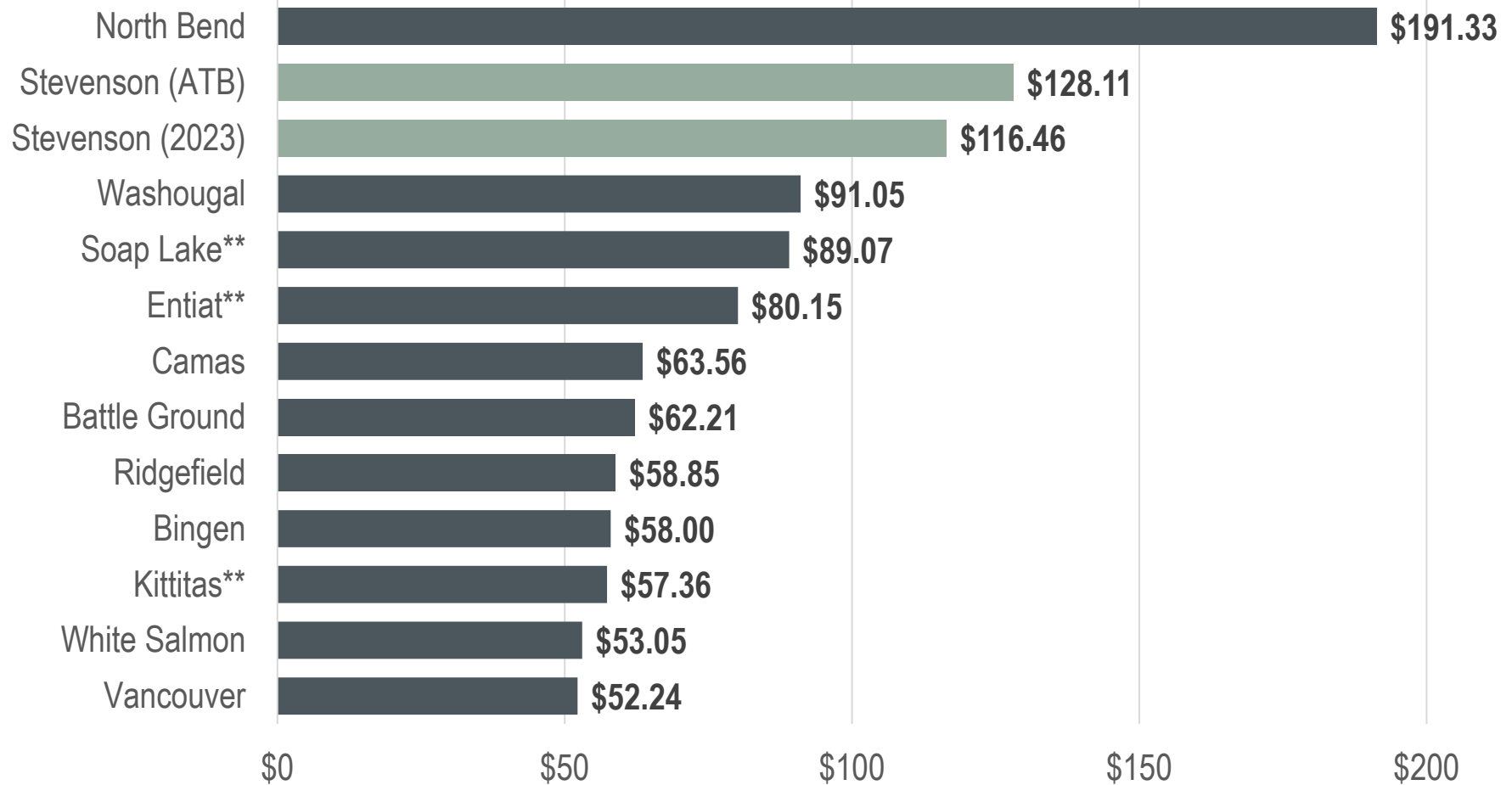
Usage	2023	ATB	\$ Change	Scenario 1	\$ Change	Scenario 2	\$ Change
0	\$116.46	\$128.11	\$11.65	\$128.11	\$11.65	\$128.11	\$11.65
300	\$116.46	\$128.11	\$11.65	\$141.91	\$25.45	\$133.51	\$17.05
600	\$128.26	\$141.11	\$12.85	\$155.71	\$27.45	\$149.71	\$21.45
750	\$137.11	\$150.86	\$13.75	\$162.61	\$25.50	\$157.81	\$20.70
900	\$145.96	\$160.61	\$14.65	\$169.51	\$23.55	\$165.91	\$19.95
1200	\$163.66	\$180.11	\$16.45	\$183.31	\$19.65	\$182.11	\$18.45
1500	\$181.36	\$199.61	\$18.25	\$197.11	\$15.75	\$198.31	\$16.95

- **City Hall Statistics:**

- » Winter: 235 cf
- » Summer: 440 cf



Single Family Sewer Monthly Rate Comparison*





Sewer Summary

- **Water Rate Increases:**
 - » 10% annual rate increase for 2024-2025
 - » Re-evaluate rates for 2026 depending on developer extension decision
- **Cost of Service Options:**
 - » Explore options to improve equity between class
 - Define duration and constrains of phasing in results
 - » Apply rates on a system-wide basis
- **Rate Design Options:**
 - » Across the Board rate increases
 - » Scenario 1: Fully eliminate the usage allowance
 - » Scenario 2: Reduce the usage allowance
 - » Other options to be explored?



System Development Charges



Overview

- **Revised Code of Washington (RCW) 35.92.025 grants Cities the authority to fix rates and charges for connecting to water & wastewater systems**
- **One time charge imposed on new development or expanded connection to system**
- **Represents a prorated share of the cost of providing system capacity**
- **Based on cost of system infrastructure investment**
 - » Allows for both existing and future costs
- **May not be used to fund operation and maintenance costs**



General Methodology

$$\text{SDC} = \frac{\text{Existing Cost Basis} + \text{Future Cost Basis}}{\text{Total System Capacity}}$$

Existing Costs

- Existing assets (original cost)
- Less: Contributions (developer/grants)
- Less: Net debt principal
- Plus: Interest (maximum 10 years)

Future Costs

- Future capital
- Less: Repair and replacement projects



Water SDC Calculation

$$\begin{array}{c}
 \$12,334 \\
 \text{per MCE}
 \end{array}
 =
 \frac{
 \begin{array}{c}
 \text{Existing Cost Basis:} \\
 \$9.5 \text{ million}
 \end{array}
 +
 \begin{array}{c}
 \text{Future Cost Basis:} \\
 \$11.4 \text{ million}
 \end{array}
 }{
 \begin{array}{c}
 \text{Total System Capacity:} \\
 1,695 \text{ MCEs}
 \end{array}
 }$$

- **Maximum \$12,334 per Meter Capacity Equivalent (MCE*)**

Fixture Units	Residential Charge
5/8" : < 25 Fixture Units	\$8,223
3/4" : < 55 Fixture Units	\$12,334
1" : < 130 Fixture Units	\$20,556

Meter Size	Charge
3/4"	\$12,334
1"	\$20,556
1 1/2"	\$41,113
2"	\$65,781
3"	\$123,339
4"	\$205,565
6"	\$411,130



Sewer SDC Calculation by Component

Flow SDC: \$5,966 per ERU*	=	Existing Cost Basis: \$4.0 million	+	Future Cost Basis: \$6.1 million
		Total System Capacity: 1,681 ERUs		

BOD SDC: \$2,944 per ERU*	=	Existing Cost Basis: \$5.0 million	+	Future Cost Basis: \$5.0 million
		Total System Capacity: 3,403 ERUs		

House Size	Residential Charge
< 1,500 SqFt	\$6,683
1,500 – 2,599 SqFt	\$8,910
>2,600 SqFt	\$11,607

Component	Non-Res Unit Charge
Flow (gallon)	\$14.88
BOD (pound)	\$5,666



Non-Residential Examples

- **Medium – Laundry Mat – 4,100 cf per month**
 - » 1,000 gallons and 3.76 pounds of BOD per day
 - » \$36,184 (\$14,880 flow, \$21,304 for BOD)

- **High – Restaurant – 2,000 cf per month**
 - » 500 gallons and 5.42 pounds of BOD per day
 - » \$38,150 (\$7,440 flow, \$30,710 for BOD)

- **Very High – Brewery – 10,150 cf per month into the sewer system**
 - » 2,500 gallons and 52.16 pounds of BOD per day
 - » \$332,739 (\$37,200 flow, \$295,539 for BOD)



SDC Summary

- **Water**
 - » Maximum \$12,334 per MCE
 - » Lower charge?

- **Sewer**
 - » Maximum \$8,910 per ERU
 - \$5,966 per flow ERU
 - \$2,944 per BOD ERU
 - » Lower charge?

- **Establish scalable residential options?**



Input

Discussion

Next Steps

Thank you!

Brooke Tacia, Project Manager

(425) 502 - 6225

BrookeT@FCSGroup.com

www.fcsgroup.com



City of Stevenson

Leana Kinley, City Administrator

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

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

To: City Council
From: Leana Kinley, City Administrator
RE: Sewer Ordinance Committee Update
Meeting Date: January 18, 2024

Executive Summary:

After presenting an initial set of proposed sewer ordinance changes at the September 21st City Council meeting to address issues related to enforcement of the current ordinance, a committee was formed including members of the community, local business owners, elected officials, and city employees to gain greater understanding of these issues and brainstorm alternative solutions. The committee met five times in the past three months. The themes of these meetings are included in the attached report by Tracy Grotto. One result of committee discussions is that the ordinance regulations alone are insufficient to address underlying issues and a more comprehensive program is necessary. Commitment to the regulatory changes should spur commitment to the other (capital improvement, rate setting, etc.) aspects of the program also.

Additional notes and presentations are available on the city website at:

<https://www.ci.stevenson.wa.us/publicworks/page/committee-proposed-sewer-ordinance>

Overview:

Reason for the change:

Staff looked at the current sewer ordinance requirement to connect to public sewer to address the following goal elements within the current council strategic plan:

- Vision: "...natural beauty...high quality infrastructure...location on the Columbia River...recreation along the waterfront."
- Mission: "...improved infrastructure, stewardship..."
- Housing
 - Reduce System Development Charges
- Financial Health
 - System Development Charge and Rate Restructuring
- Utilities (Maintenance of current & new growth)
- Strategic Land Use Planning and Development
 - Develop Infrastructure Investment Areas

Summarizing these perspectives, the overarching goal is to provide equity of service, including availability of public sewer to all lots within city limits, in a fiscally responsible manner. The existing

code, codified in 1972 and with the burden solely on developers to fund new public sewer extensions, has not been successful in facilitating the extension of public sewer to city limits. To achieve the overarching goal of equity of services and effect change for the next 50 years, policy updates are necessary.

Committee Recommendations on Sewer Triggers:

Action	Potential Impact
Definition of “available” – Public sewer is “available” if a lot can connect without further extension of the public sewer.	Does not allow/require developer to extend public sewer, unless through specific actions further described below. City-led and funded extension projects will increase the financial burden on rate payers. WAC 246-272A-0025 requirement for sewer connection falls under the jurisdiction of the Health Department.
Existing Single-Family Residence on Septic	
System Development Charge (SDC) waived if connected within 3 years of public sewer becoming available.	May not legally be allowed to implement – confirmation requested. May need to be a tiered discount for incentive. WA State Law prohibits the gifting of public funds, except for the benefit of the poor and infirm. Able to implement for low-moderate income property owners.
If/when public sewer is available, 50% of the monthly base sewer fee is charged if not connected.	Penalty for not complying with a requirement to connect is allowable. Consideration should be provided for how this fee is determined. One idea is to calculate the monthly sewer base fee without the usage/flow component. The percentage (50% of monthly base sewer fee) may change.
After 3 years of public sewer becoming available, 100% of the monthly rate is charged whether connected or not.	May not legally be allowed to implement – confirmation requested.
Existing Multi-Family Residence on Septic	
System Development Charge (SDC) waived if connected within 3 years of public sewer becoming available.	May not legally be allowed to implement – confirmation requested. May need to be a tiered discount for incentive. WA State Law prohibits the gifting of public funds, except for the benefit of the poor and infirm. Able to implement for low-moderate income property owners.

<p>If/when public sewer is available, 50% of the monthly rate is charged if not connected.</p>	<p>Penalty for not complying with a requirement to connect is allowable.</p> <p>Consideration should be provided for how this fee is determined. One idea is to calculate the monthly sewer base fee without the usage/flow component.</p> <p>The percentage (50% of monthly base sewer fee) may change.</p>
<p>After 3 years of public sewer becoming available, 100% of the monthly rate is charged whether connected or not.</p>	<p>May not legally be allowed to implement – confirmation requested.</p>
<p>New Construction Single-Family Residence</p>	
<p>Connect to Public Sewer if available, septic if not available.</p>	<p>Does not allow/require developer to extend public sewer, unless through specific actions further described below.</p> <p>City-led and funded extension projects will increase the financial burden on rate payers.</p> <p>Creates a difference in public infrastructure funding requirements based on development type. Because this development type requires the least investment, it may be the most often pursued by a developer.</p> <p>May depress overall housing supply.</p>
<p>When sewer becomes available, same requirements as existing SFR.</p>	
<p>New Construction Multi-Family Residence</p>	
<p>Connect to Public Sewer if available, septic if not available.</p>	<p>Does not allow/require developer to extend public sewer.</p> <p>City-led and funded extension projects will increase the financial burden on rate payers.</p> <p>Creates a difference in public infrastructure funding requirements based on development type. Because this development type requires less investment, it may be more often pursued by a developer.</p> <p>May depress overall housing supply.</p>
<p>When sewer becomes available, same requirements as existing MFR.</p>	
<p>Remodel with Addition</p>	
<p>All remodels with addition on septic must have the septic system inspected and approved for condition and capacity before permitting.</p>	<p>Ensures functioning septic system.</p>

<p>If septic is in poor condition or undersized for addition, sewer connection becomes mandatory provided it is available.</p> <p>Public sewer system development charge paid for by owner.</p> <p>Septic system may be expanded if sewer is not available.</p>	<p>Does not allow/require developer to extend public sewer.</p> <p>City-led and funded extension projects will increase the financial burden on rate payers.</p> <p>Incentivizes connection when available.</p> <p>Allows the continuation of existing septic.</p>
New Short Plat Development	
<p>Treat all lots as new construction.</p> <p>If sewer is available to any portion of the property, the plat will require all lots to connect.</p> <p>Septic when sewer is not available.</p>	<p>Does not allow/require developer to extend public sewer.</p> <p>City-led and funded extension projects will increase the financial burden on rate payers.</p> <p>Creates a difference in public infrastructure funding requirements based on development type. Because this development type requires less investment, it may be more often pursued by a developer.</p> <p>May depress overall housing supply.</p>
New Long Plat Development	
<p>Treat all lots as new construction.</p> <p>Developer funded line extension required to make public sewer available.</p>	<p>Creates a difference in public infrastructure funding requirements based on development type. Because this development type requires the greatest investment, it may be the least often pursued by a developer.</p> <p>May depress overall housing supply.</p>
Commercial	
<p>Same as Long Plat. Developer funded line extension required to make public sewer available.</p>	<p>Public sewer is widely available in the commercial zones, minimal impact.</p>

The above triggers have been put into the attached table which will be part of the revised ordinance. There are some areas included which were not part of the committee decisions above and further direction is needed.

Additional Ordinance Change Clarification Needed

Appeal Process guidelines - State law requires an appeal process to address the following at a minimum (from MRSC article <https://mrsc.org/stay-informed/mrsc-insight/september-2015/administrative-appeal-process-must-now-be-offered>):

- Whether it is cost-prohibitive to require the owner to connect to the public sewer system.
- The public health or environmental impacts from allowing the replacement or repair of the septic system, particularly on surface water and groundwater.
- The impacts on public sewer system performance or financing from the replacement or repair of the septic system.

- If there are financial assistance programs or latecomer agreements available to the owner by the town, city, county, or state.

Are there additional items council wants to include when evaluating appeal requests?

Do these appeals go through the Public Works Director or the City Council?

Action Needed:

Direction on proposed changes and areas needing clarification.

Table 13.08.070-1: Sewage and Wastewater Disposal Options		
New Development	Public Sewer Available	Public Sewer Not Available
Commercial or Industrial	Connect to public sewer	Extend and connect to public sewer
Subdivision	Connect to public sewer	Extend and connect to public sewer
Short Plat Subdivision	Connect to public sewer	Install OSS ^{1,2,3} or Extend and connect to public sewer ^{4,5}
Multi-Family	Connect to public sewer	Install OSS ³ or Extend and connect to public sewer ^{4,5}
Two-Family	Connect to public sewer	Install OSS ³
Single-Family	Connect to public sewer	Install OSS ³
Alteration of Existing Development	Public Sewer Available	Public Sewer Not Available
Alteration of any Commercial, Industrial, or Multi-Family development type which necessitates expansion of existing OSS	Connect to public sewer	Continue use of existing OSS ³
Alteration of any Single-Family or Two-Family development type which necessitates expansion of existing OSS	Continue use of existing OSS ⁵ or Connect to public sewer ⁵	Continue use of existing OSS ³
Conversion of any Single-Family development to a Two-Family development which necessitates expansion of existing OSS	Continue use of existing OSS ⁵ or Connect to public sewer ⁵	Continue use of existing OSS ³
Alteration of any development type which does not necessitate expansion of existing OSS	Continue use of existing OSS ⁵ or Connect to public sewer ⁵	Continue use of existing OSS
Existing Development	Public Sewer Available	Public Sewer Not Available
All Development Types	Continue use of existing OSS ⁵ or Connect to public sewer ⁵	Continue use of existing OSS
<p>1 – Lots shall be proportioned to facilitate future land divisions. [Drafter’s Note: This statement currently exists with the 1977 subdivision code for lots served by septic. A similar statement has been drafted to amend the 1993 short plat code. As an alternative to this footnote, the short plat code could be amended to provide alignment.]</p> <p>OR</p> <p>All short plats shall demonstrate how public sewer service can be made available to all lots within the division.</p> <p>2 – When sewer becomes available to any lot within a short plat subdivision approved after the effective date of this ordinance, it shall be deemed available to all lots within said short plat subdivision.</p> <p>3 – Installation or expansion of an OSS will not be approved unless the lot owner waives their right to “Something about SDC waivers/monthly bills/phase-in”</p> <p>OR</p> <p>...agrees to pay a proportionate share of the cost to make sewer available to the property.</p> <p>4 – Connection to public sewer is the only option when, according to the Capital Facilities Plan adopted and periodically amended by the City Council, public sewer will be available in the calendar year a complete development application is submitted or within the subsequent calendar year.</p> <p>5 – The lot is eligible for a Phase-in Allowance under SMC 13.08.074-----Something about SDC waivers/monthly bills/phase-in (50% of base rate for first 3 years. 100% of base rate thereafter)</p>		

Stevenson City Council
Report on Sewer Ordinance Committee
January 12, 2024
Submitted by: Tracy Gratto Consulting, Committee Facilitator

This document outlines the goals, main themes expressed and final recommendations of the Sewer Ordinance Committee. Additionally, it provides details about the process, evaluation results, notable challenges encountered and next steps.

Process

During the council meeting on September 21, 2023, an ad-hoc committee was formed to examine potential amendments to the sewer ordinance. Comprised of 15 members carefully chosen to represent diverse perspectives on the issue, including three Councilmembers, the committee convened four times. City staff provided background information on the topic, actively seeking input during these sessions. The final recommendation comprises elements or “triggers” that would inform the updated sewer ordinance and will be presented by committee member Wes Huston on January 18, 2024. City staff will also present a policy and legal analysis of those recommendations, potentially offering alternatives for consideration. Additionally, the survey findings and proposed edits to the Financial Policy will be presented by city staff.

Charter: Goals of Committee

1. Create a shared understanding of the sewer and septic trends in our community.
2. Validate or identify the need to alter the 1972 Sewer Ordinance assumptions/decisions, 2013 Land Use/Development assumptions/decisions and 2019 Rate assumptions/decisions.
3. Surface the potential impacts of proposed changes to the 1972 Sewer Ordinance.
4. Recommend a proposal with the least negative impacts.

Results

1. Fair Infrastructure Improvement and Expansion

A significant majority endorsed the necessity of expanding sewer lines within the city boundaries by 2040. Success entails ensuring a fair distribution of financial implications that avoids imposing excessive costs on residents transitioning from septic to sewer and extending sewer lines. The emphasis was on addressing the needs of low-income property owners and individuals interested in small-scale private development was noted. "Equitable" has been defined to encompass the financial contributions of all residents living within Stevenson city limits.

2. Final recommendations for triggers related to the sewer ordinance

Method: Two meetings were conducted to gather input regarding the criteria for mandatory connection to the city sewer system and the associated financial expectations. Next, the committee was asked to participate in an online survey addressing "triggers" to inform the development of an ordinance and proposed edits to the Finance Policy. On December 18, 2023, two committee members hosted an informal

meeting with an attempt to reach consensus on a set of "triggers" and a definition of "Available." Following the meeting, the identified triggers were circulated via email to members who were not in attendance, accompanied by an invitation to meet with Wes Huston.

The method of collecting final votes was unconventional yet deemed necessary. Seven members voted in person during the January 8, 2024 meeting, with an additional proxy vote included. Three members submitted their votes through email. As of now, one member has not yet cast their vote. 11 of 12 members voted.

Next steps: City staff will conduct a policy and legal evaluation of all recommendations, specifically noting areas of alignment and potential concerns. To foster transparency, this document will be publicly available throughout the entire process, ensuring documentation of the committee's recommendations in comparison to the final decisions made by the Council. A revised sewer ordinance will be presented to the Council on January 18, 2024.

The committee requested increased public awareness and education. Suggestions were social media, posters, fliers in businesses, committee members sharing information and ads in the newspaper are all methods the city should use to inform the public about the upcoming changes and hearings.

3. Financial Policy Recommendation

Method: Numerous efforts were made to gather opinions and ideas for modifying the existing Financial Policy, both through discussions in meetings and using a [Financial Survey](#). The survey remained open for a month and received three responses. Additional input was collected in the final meeting. Unfortunately, due to limited participation, staff couldn't present and collect votes on conclusive recommendations for the final meeting. As of January 9, 2024 we have 6 of 12 responses.

Next Steps: Staff will advance their recommendations to Council on January 18, 2024. The committee members who attend the Listening Session will have a chance to comment at that time.

4. Themes from the Committee's discussion and member presentations

- Stevenson should have a standard level of wastewater services and extend sewer lines to all city limits using a phased approach with a majority of the extensions being grant funded.
- Spread the cost to "everyone" and aim for a "fair share" approach.
Individual recommendations: rates, GO Bond, assessing fees, property tax, business tax, majority grants, commercial fair share, etc. There is concern about the negative financial impacts on property owners, including lower-income and those developing single-family homes or smaller developments.

- Hire a grant writer. Staff clarified grants can only fund a certain percentage of the cost of the lines, and the City has access to grant writers.
- Change the “available” definition of 300 feet. Recommend “immediately available,” or 0 feet.
- Failure of septic with no repair options available should result in hook-up to sewer lines.
- When the sewer is immediately available, hook-up is the ultimate goal. Assess fees if property owners choose not to connect and consider waiving System Development Charge (SDC) fees to encourage connection.
- The moratorium was not viewed positively and staff responded swiftly to concerns. Note: Moratorium lifted by City Council at the December 21, 2023 meeting.
- Development in Stevenson - there is a lack of consensus on the assumptions, approaches and processes related to development. Individual comments: no desire for growth, growth is coming and we should be planning better, people developing vacant lots need easier processes and regulations, development is not friendly in Stevenson, growth is not coming.

Facilitator Note and Challenges

Scope: The financial aspects related to financing the current and future needs related to wastewater infrastructure in Stevenson is a complex issue with an intricate array of solutions, as evident in the education offered by staff and witnessed in discussions at the meetings and survey outcomes. The group frequently tried to expand beyond the committee's initial scope on defining the city's financial policy to alleviate the impact on individuals compelled to connect. There was strong interest to identify the funding mechanisms for line extensions. It was communicated that financing solutions for sewer line extensions would be formulated as the lines are prioritized in the Capitol Improvement Program (CIP).

Who will pay: A key challenge emerged in striking a balance between addressing the concerns of individuals burdened by sewer line extensions within the city limits and the potential rise in rates if individuals are not expected to contribute. While there was limited discussion about the effects of Stevenson's rates on low-income individuals, it was acknowledged as a concern.

Assumptions: The methodology of promoting hook-ups to mitigate rate increases was considered invalid. Frustration was noted about the limited availability of information regarding the rate study.

Disruptions: Unfortunately, one committee member and her husband, who is now an elected official, made multiple attempts to disrupt and undermine the committee. For example, there were numerous out-of-scope public records and data requests, which not only confused committee members but also necessitated staff to provide extensive documentation to address straightforward inquiries. On December 4, 2023, the newly elected councilmember expressed concerns in an email, stating, "The fact that this committee operated in secrecy taints whatever

conclusion or recommendation it makes." Following this email, several committee members discontinued their involvement. There were two committee members who voted against an open meeting format, and all meeting notes were consistently posted after each meeting.

Evaluation Results Six of thirteen members filled out the evaluation, indicating mostly positive feedback. Opportunities for improvement were less process, more clarity on the financial aspects and uncertainty in identifying the need to alter the 2019 rate assumptions/decisions. Please review the results and comments.

Committee-specific materials are online [here](#).

Thank you for the opportunity to support this important committee process.

Facilitator hours:

Paid: 33 hours
 Volunteer: 58 hours
 Total: 91 hours

Appendix 1

Members of the Committee

Staff: City Administrator Leana Kinley, Public Works Director Carolyn Sourek, Community Development Director Ben Shumaker

Facilitator: Tracy Gratto

Name	Perspective
Adam Miller	Extended line/Former septic
Brian McKenzie	Developer
Chuck Oldfield	Sewer
Dave Cox	Councilmember-Sewer
Gail Collins	Former PWD/Septic
Jeff Breckel	Sewer/PC Chair/Environmental Aspect
Jenny Taylor	Sewer/Septic/Former Council Member/Port Commissioner
Karen Rutledge	Sewer/Septic conversion cost concern
Mark Peterson	Septic/History of issue
Michael Johnson	Councilmember-Sewer
Rick Jessel	Septic
Rick May	Former Septic/Sewer/Developer
Scott Anderson	Mayor-Sewer
Shawn Van Pelt	Septic/Developer/Business Owner
Wes Houston	Property Owner-Septic

Appendix 2: Stevenson Wastewater Clarifiers January 8, 2024 Meeting

Final Vote for Recommendations on Sewer Triggers

The assumptions...

With cooperation between the City of Stevenson Council, Staff and its Residents, all properties within city limits can add enjoying sewer connection availability to the already long list of amenities being enjoyed by those who live, work and play here. This is assuming the following.

1. Current estimated extension benchmarks are provided with dates and associated costs when adopting any of the following.
2. Future financial goals are met, aimed at eliminating the need to raise to system development charges and causes for spikes in rates for current and new rate payers with regards to the funding of current sewer treatment plant upgrades, future sewer line extensions as well as regular maintenance of the entire system.
3. There will be a future public process with respect to these future extension costs and the effects on rates.

The triggers...**red indicates edits made during January 8, 2024 meeting**

- Available defined

Public sewer to which a lot can connect without further extension of the public sewer.

Same as "Immediately Available" definition that has been previously used.

(7) As Is

- Existing Single Family Residence on Septic

System Development Charge (SDC) waived if connected within 3 years of public sewer becoming available.

If public sewer is currently available or when available, 50% of the monthly rate is charged.

After 3 years of public sewer becoming available, 100% of the monthly rate is charged whether connected or not.

(5) As Is

(2) More Flexible

- Existing Multi Family Residence on Septic

System Development Charge (SDC) waived if connected within 3 years of public sewer becoming available.

If public sewer is currently available or when available, 50% of the monthly rate is charged.

After 3 years of public sewer becoming available, 100% of the monthly rate is charged whether connected or not.

(7) As Is

- New Construction Single Family Residence

Public sewer if available.

Septic if not available.

When public sewer becomes available then same as Existing Single Family Residence.

(7) As Is

- New Construction Multi Family Residence

Public sewer if available.

Septic if not available.

When public sewer becomes available then same as Existing Multi Family Residence.

(7) As Is

- Remodel with Addition

All remodels with addition on septic must have the septic system inspected and approved for condition and capacity before permitting. If septic is in poor condition or undersized for addition, sewer connection becomes mandatory provided it is available. Public sewer system development charge paid **for by owner.** **Septic system may be expanded if sewer is not available.**

(7) As Is

- New Short plat development

Treat all lots as new construction. If sewer is available to any portion of the property, the plat will require all lots to connect. **Septic when sewer is not available.**

(7) As Is

- New Long plat development

Treat all lots as new construction. Developer funded line extension required to make public sewer available.

(7) As Is

- Commercial development

Same as Long Plat. Developer funded line extension required to make public sewer available.

(7) As Is

+++

Voters...

January 8, 2024 in-person vote: Wes Houston, Rick Jessel, Karen Rutledge, Jenny Taylor, Jeff Breckel, Chuck Oldfield, Adam Miller Jenny acted as Gail Collins proxy

Verbal: Brian McKenzie

Email: Rick May, Shawn Van Pelt emailed full consensus

No vote: Mark Peterson

The process...

Choose your preference on the following proposed triggers.

Choose “As Is” when you feel the trigger needs no alterations.

Choose “More Flexible” when you feel the trigger should come in to play more slowly or with less financial impact to users than described. Or a lighter touch.

Choose “Less Flexible” when you feel the trigger should come in to play sooner than or with more financial impact to users than described. Or heavier handed.

The results...

When “As Is” receives consensus vote, trigger passes as a recommendation.

When “As Is” receives majority vote with “More Flexible” as runner up, trigger passes as a baseline recommendation with further recommendation to explore options with more flexibility in timeline and or less financial impact to users in the final ordinance.

When “As Is” receives majority vote with “Less Flexible” as runner up, trigger passes as a baseline recommendation with further recommendation to explore options with a more aggressive timeline and or more financial impact to users in the final ordinance.

When “More Flexible” receives majority vote, trigger is open for discussion and adjustment by majority.

When “Less Flexible” receives majority vote, trigger is open for discussion and adjustment by majority.

Submitted by Wes Huston 1/10/24

Sewer Ordinance Committee Evaluation

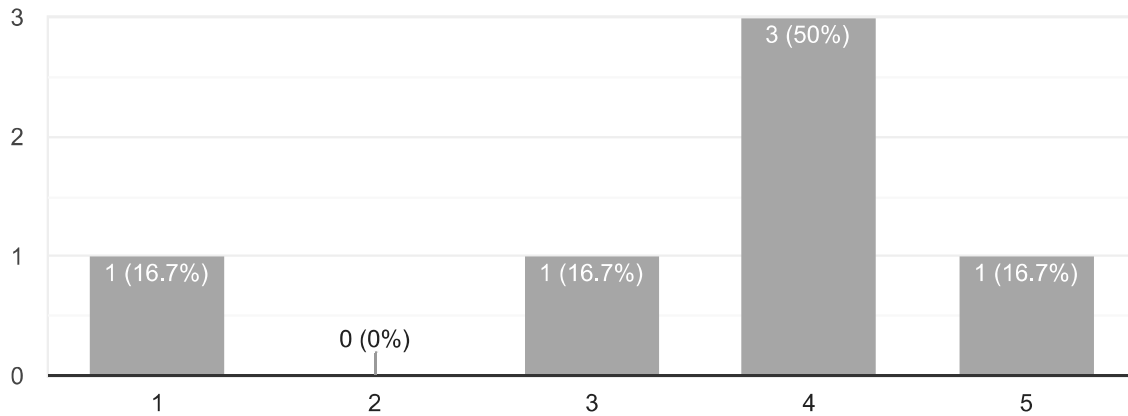
6 responses

Publish analytics

How well did the Committee create a shared understanding of the sewer and septic trends in our community.

 Copy

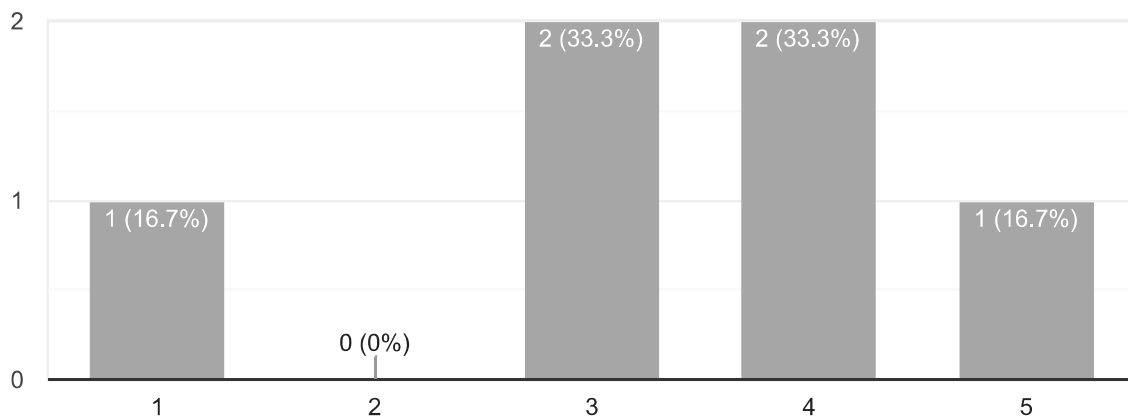
6 responses



The engineering information presented:

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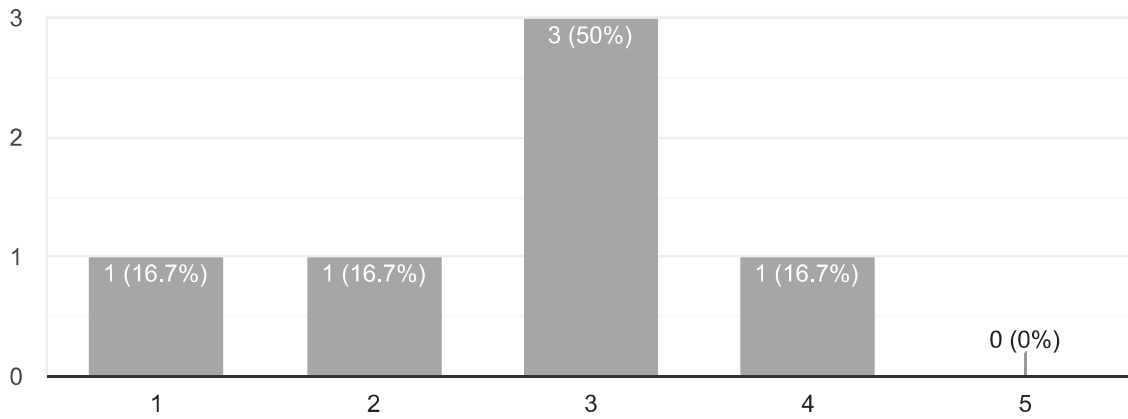
6 responses



The financial information presented:



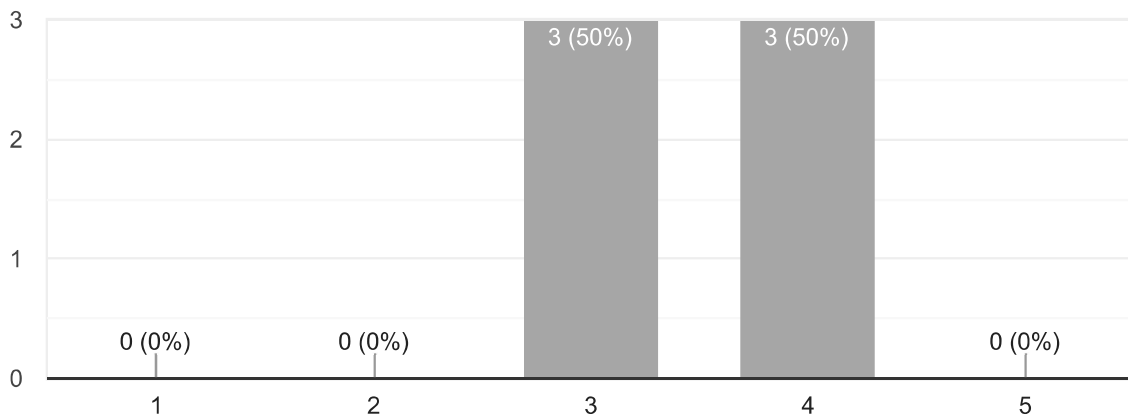
6 responses



How well did we surface the potential impacts of proposed changes to the 1972 Sewer Ordinance?



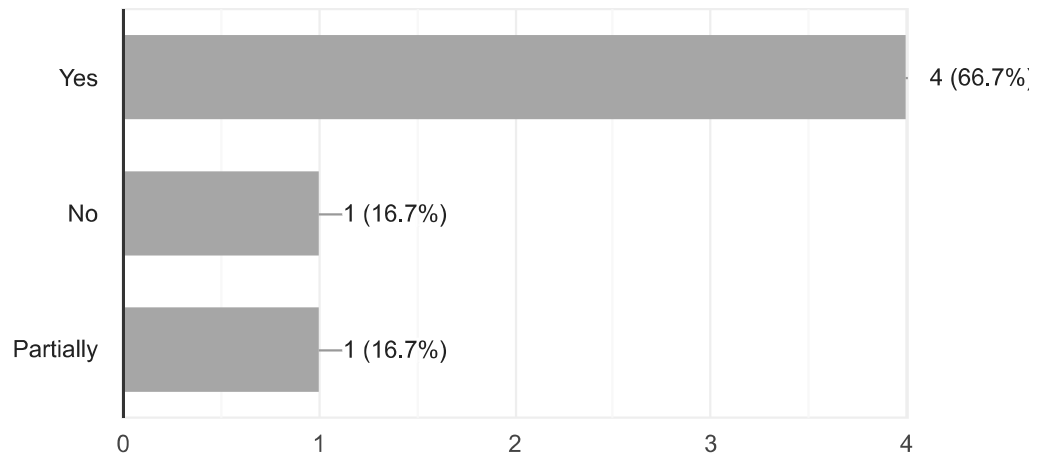
6 responses



Did we validate or identify the need to alter the 1972 Sewer Ordinance assumptions/decisions.



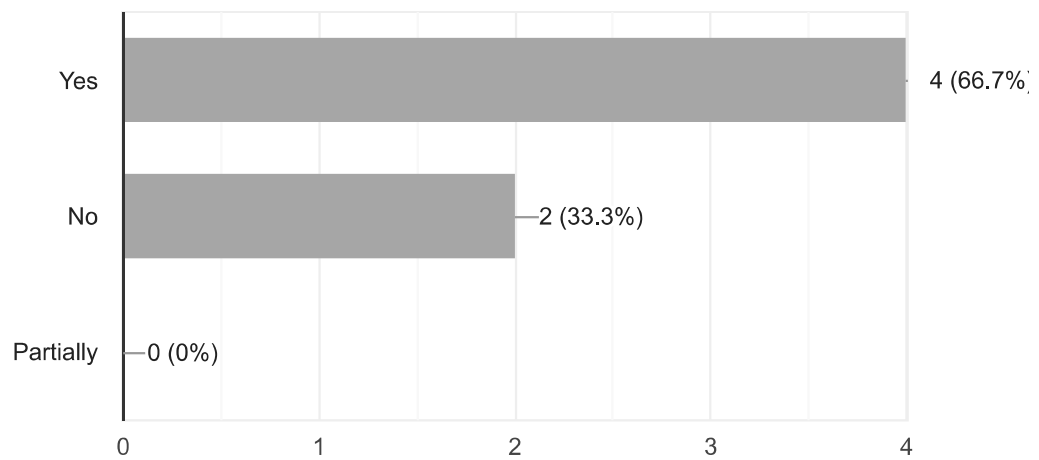
6 responses



Did we validate or identify the need to alter the 2013 Land Use/Development assumptions/decisions.



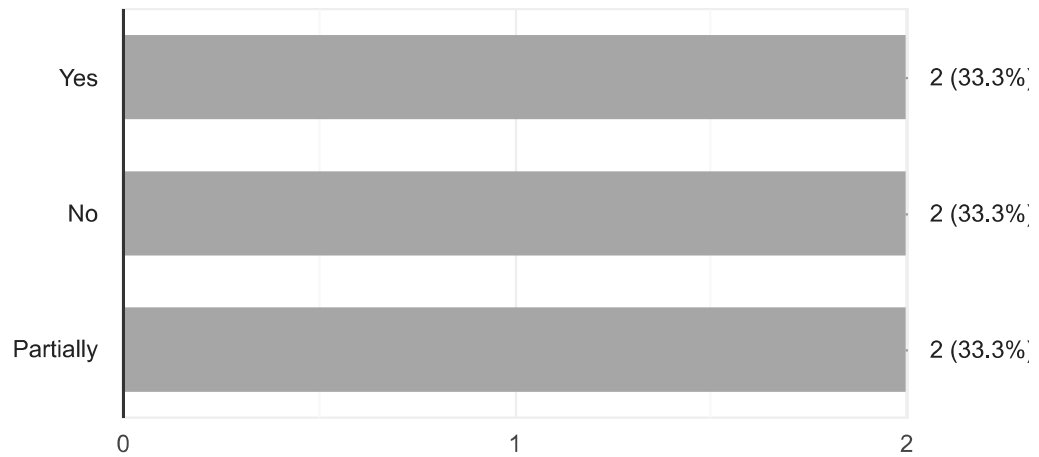
6 responses



Did we validate or identify the need to alter the 2019 Rate assumptions/decisions.



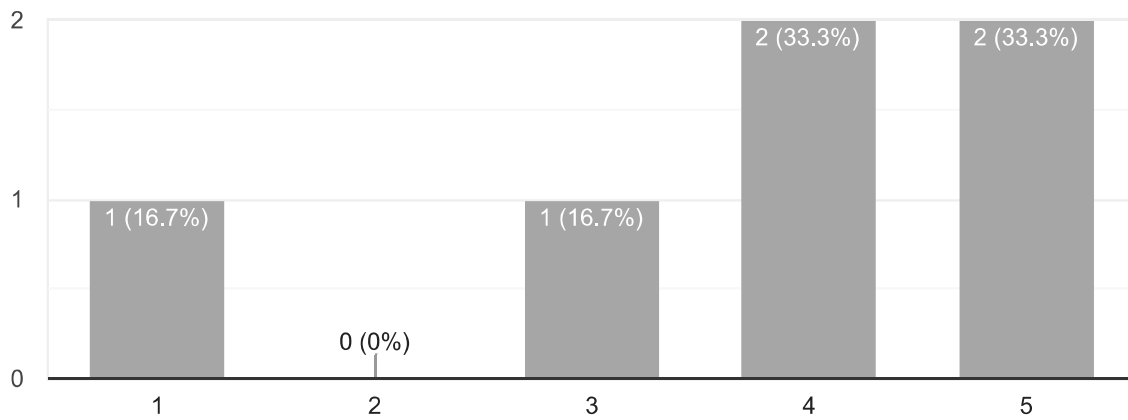
6 responses



How confident are you that city staff will use your input to recommend a proposal with the least negative impacts for all those impacted by the Sewer Ordinance (ratepayers, vacant lot builders, septic owners?)



6 responses

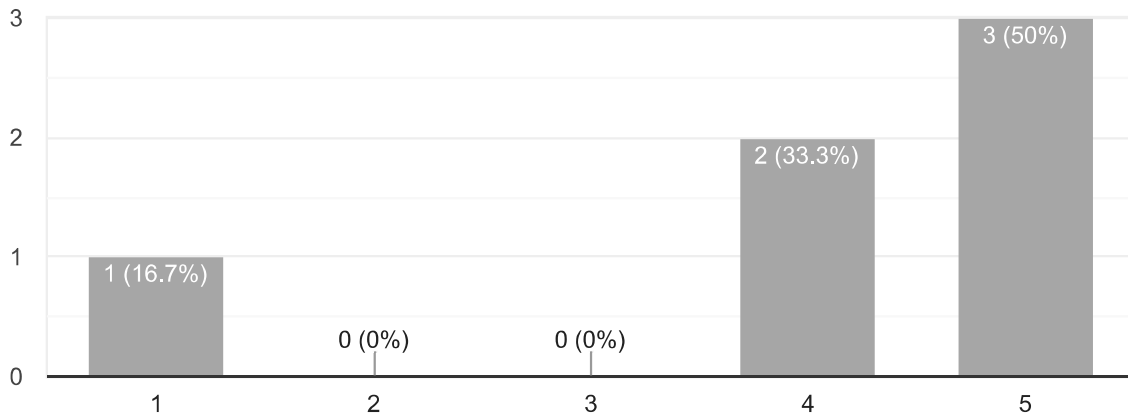


The engagement opportunities offered through this Committee Process



were:

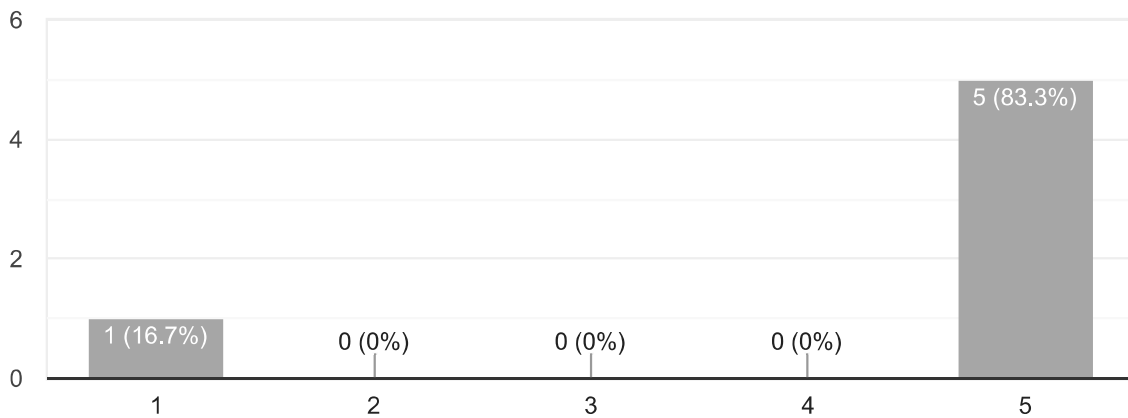
6 responses



My personal engagement with the opportunities offered was:



6 responses



The following factors contributed to my personal engagement in the committee process:

6 responses

Lack of trust of city staff, mayor and council. This was not about a Septic/Sewer issue.

Great meeting facilitator/organization

I felt change would come from work done.

Financial, environmental

small group discussions

care for my community

Please share what you think worked best in this Committee process.

6 responses

I don't feel like it worked great, however IF the recommendations are taken by council and staff, the process was worthwhile.

In my mind this is a very big if as I felt like the whole thing from the beginning was falsely brought forth in an effort to stop one persons development. I don't agree with the Council and Mayors history of using moratoriums to push their personal agendas. Moratoriums should be reserved for emergency situations. Ie: if we don't do something immediately, catastrophic consequences will entail. The moratorium here was used for no purpose as additional connections or septic installs during the 3 month process would not have had any significant affect on the sewer/septic issue, however the loss of potential developers, new home buyers/builders, business owners and general negative impacts of public opinion of the City in general and the Mayor, council, and staff in particular were a much greater and longer lasting effect.

Having friendly and engaged city staff available and part of work groups. Tracy kept meetings on tract and encouraged sharing/listening by all participants.

Education then brainstorming

open discussion

opportunities to share our personal thoughts

allowing citizens to form group and work on issues



Please share what you think needed to be improved in this Committee process.

5 responses

The city staff were not forthcoming with important information that was repeatedly asked by the committee members. When basic questions were asked that staff should have been able to answer given their position in this, ie: how many hookups does the new sewer plant support?, How many people are on septic/sewer? and most importantly Why do we need to do this now? the staff hid behind very embarrassing answers like "I don't know, I'll have to get back to you" and other vague responses to diffuse the question. Further when information was finally given at one point it came late, just before a meeting and in the form of 100's of pages of details to wade through, again presumed to create distraction from the real questions. If the staff and council desire to have committee type meetings, the expectation is that they come prepared to at least support their own proposal. If a business or developer came with such limited information and withheld vital details, the city staff would not look highly on their proposal. Same is true for the public looking at the city proposal.

I felt the finance end of the ordinance could have more detail.

I would expect more to do their homework

process: interesting word a little too much discussion of process and not enough substance

It feels like a lot of unnecessary words; it could be more focused.



What else would you like us to know?

5 responses

There is a great distrust and negative perception of the city personnel which really needs to be addressed. Many times I hear of clients who did not come away from their first interaction with staff feeling welcomed or like they were treated by helpful positive people. Generally I hear, 'can we even build here if we purchase this lot? Sounded like the city doesn't really want anybody to move here'. I can't disagree with that as all of my personal interaction over the past 4-5 years either for my own sake or my clients, has generally taken the same path, starting with a hard NO and working back from there rather than a "How can we make this work". It is definitely not a staff that makes anyone who deals with them feel anything other than an adversarial interaction even on the most minor issues. I don't believe this is something the staff can 'work on'. We just need to look at the possibility that the staff is not suited for the positions they hold in this small community. Quite possibly a much larger area where there is less or even no public interaction would be a better position for being so hard line, by the book, ruling type administration. Stevenson needs people who want to try to make things better for its residents and business rather than run people off and make those who can't leave wish they could. A complete reset of all positions in City leadership would inevitably result in fresh and new perspectives and remove the personal agendas that drive the current personnel.

Committee idea - start fund to generate revenue for sewer improvements.

thank you all

public information ordinance changes would be very helpful so every citizen knows whats going on and won't be surprised or confused.

thank you for including all of us

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Google Forms



2024 APPOINTMENTS

MAYOR PRO TEM: Dave Cox

PLANNING COMMISSION (6 Year Terms)

Position No. 1	Anne Keesee	2029
Position No. 2	_____	2029
Position No. 3	Charlie Hales	2027
Position No. 4	Auguste Zettler	2027
Position No. 5	Jeff Breckel	2029

BOARD OF ADJUSTMENTS (3 Year Terms)

(Ensures that the City's land use and development regulations are applied in a fair and consistent manner by hearing and deciding appeals of administrative actions made pursuant to the City's land use and development regulations and by hearing and deciding variance proposals for projects within the City)

Brian Riffel	12/24
Dan McGill	12/25
Marilyn Butler	12/25
Mary Repar	12/24
Ed Feeley	12/25

BOARD OF APPEALS (1 Year Terms)

(Hears appeals related to action taken by the building official under provisions of the constructions codes).

Jason Ledesma	12/21
Jim Joseph	12/21
Pat Price	12/21
Mark Peterson	12/21
Martin Hecht	12/21

EX-OFFICIO PLANNING COMMISSION

(non-voting position, except Mayor does legally authorize this appointment to have the power to vote for quorum issues as discussed by ordinance and outlined in RCW).

Paul Spencer, with Tony Lawson as alternate.

COUNCIL & STAFF COMMITTEE/BOARD APPOINTMENTS

The following organizations need representatives from the City to serve on their respective boards.

CITY OF STEVENSON FIRE DEPARTMENT

- Meets locally every Monday at the fire hall at 7:00 PM.
- Fire Chief Rob Farris (elected by the fire department members)
- City Staff contact – Gordon Rosander (fire department volunteer, asst to Chief)

CITY OF STEVENSON VOLUNTEER FIREMEN'S BOARD

- Meets on an as needed basis locally; membership set by RCW.
- Established to deal with accident claims.
- Mayor (Scott Anderson), Fire Chief (Rob Farris), City Administrator (Leana Kinley) and Councilmember Dave Cox.

EMERGENCY SERVICE COMPENSATION BOARD

- By statute the Mayor and one council member must serve.
- Meets on an as-needed basis to deal with claims. (Has never met).
- Mayor Scott Anderson and Councilmember Dave Cox.

SKAMANIA COUNTY EMERGENCY MANAGEMENT VOLUNTEER ORGANIZATION

- Meets bimonthly in the evenings.
- Coordinates various emergency management groups.
- Fire Chief Rob Farris currently serving with Gordon Rosander as alternate.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

- Meetings quarterly on various days of the month at 4:00 PM. Typically, meetings take place on the third Thursday of the month, conflicting with Stevenson council meetings.
- Appointment is joint with the City of North Bonneville for two-year terms that expire even numbered years.
- Deals with regional economic development, approves loans to small businesses, and deals with Federal Economic Development Administration.
- Stevenson City Administrator Leana Kinley currently appointed.

SKAMANIA COUNTY ECONOMIC DEVELOPMENT COUNCIL

- Meets quarterly in Stevenson.
- Twelve-member board with rotating appointments of 2 years.
- The EDC's mission is to coordinate agencies dealing with business and industrial development and actively recruit new industry and business into the community.
- Ben Shumaker for 2023/2024.

STEVENSON DOWNTOWN ASSOCIATION

- Meets the second Tuesday of the month @ 6:00 pm @ the Chamber Office.
- Works to create a vibrant downtown with a focus on economic and community prosperity, historic preservation and connection to the Columbia River waterfront.
- Scott Anderson currently serving.

SKAMANIA COUNTY FAIR BOARD

- Meets on the second Wednesday of the month @ 7:00 pm. at Rock Creek Center.
- Coordinates and sponsors county fair.
- 2-year appointments.
- **Kristy McCaskell** serving for 2023/2024

SOUTHWEST WASHINGTON CLEAN AIR AGENCY

- Afternoon meetings on the first Tuesday (@3:00 pm) of each month in Vancouver.
- Deals with enforcement & implementation of Clean Air Act.
- Annual joint appointments from City of North Bonneville and Stevenson.
- Ben Shumaker currently serving.

SKAMANIA COUNTY SOLID WASTE ADVISORY BOARD

- Meets on as needed basis.
- Appointments are annual.
- Deals with solid waste and garbage related nuisance issues.
- Carolyn Sourek serving for 2024.

SKAMANIA COUNTY REGIONAL TRANSPORTATION BOARD

- Meets during the afternoon of the 1st Wednesday of each month.
- Deals with the coordination of transportation planning regionally and reviews some Federal funding disbursements.
- Leana Kinley currently serving with Ben Shumaker and Carolyn Sourek as alternates.

SKAMANIA COUNTY LAW AND JUSTICE COUNCIL

- Mandated committee to establish a law and justice plan for the Skamania County community. Board membership is statutorily set.
- Appointment is annual, representing both city's courts
- Meets as needed, during the day.
- Leana Kinley currently representing the Cities.

SKAMANIA COUNTY DISABILITIES BOARD

- Meets locally on an as-need basis.
- Joint City appointment with City of North Bonneville
- Responsible for reviewing injury claims that are job related.
- Deanna Adams North Bonneville representative currently serving.

KLICKITAT-SKAMANIA UTILITIES COORDINATING COUNCIL

- Meets every other month in White Salmon during the day.
- Responsible for coordinating underground utilities.
- Carolyn Sourek currently serving.

COMMUNITY ACTION TEAM

- Meets on a quarterly basis.
- Sets priorities for community development projects for statewide grant prioritization.
- Leana Kinley currently serving.

SKAMANIA COUNTY BOUNDARY REVIEW BOARD

- Meets on an as needed basis.
- Debi Van Camp serves as staff person.
- Valerie Hoy appointed for 2021-2023

TOURISM ADVISORY COMMITTEE

This committee meets at least once a year to recommend Hotel/Motel awards to City Council. Membership is set by RCW and must have two members who pay the motel/hotel tax and two members who receive funding from the tourism tax.

- Skamania Chamber Director (Angie Waiss)
- Funding Recipient Representative (Chris Kellogg-Clark and Lewie's)
- Skamania Lodge (Kara Owen)
- Artbliss Hotel (Tom Sikora)
- Council Member (Dave Cox)
- City Administrator (Leana Kinley)

SKAMANIA COUNTY HOMELESS COUNCIL

- Meets monthly on the Third Wednesday at 1pm in the Hegewald Center.
- _____

LAW ENFORCEMENT CONTRACT COMMITTEE

- Meets bi-annually in June and December
- Responsible for reviewing and setting service level priorities, goals and metrics.
- Dave Cox.

AD HOC & TEMPORARY COMMITTEE APPOINTMENTS

(These are short term, special focus committees that will terminate with project completion.)

STEVENSON PUBLIC ART COMMITTEE (Functions as needed – whenever funding for projects becomes available)

- Marilyn Bolles
- Bill Yee
- Mark McCormick
- Mara Reynolds
- Pat Hood
- Laura Buchan
- Leana Kinley
- Michael D. Johnson

WATER INVENTORY RESOURCE INVENTORY AREA (WRIA)

This committee was created as part of a state water plan update. Stevenson is in section #29A. The other representatives on this committee consist of Skamania County, Skamania PUD and the Yakama Nation. Stevenson is on the committee as the largest city in the county. It meets as needed to assist with policy updates or to support a specific project.

- Ben Shumaker
- Leana Kinley (alt)

SWIM TEAM

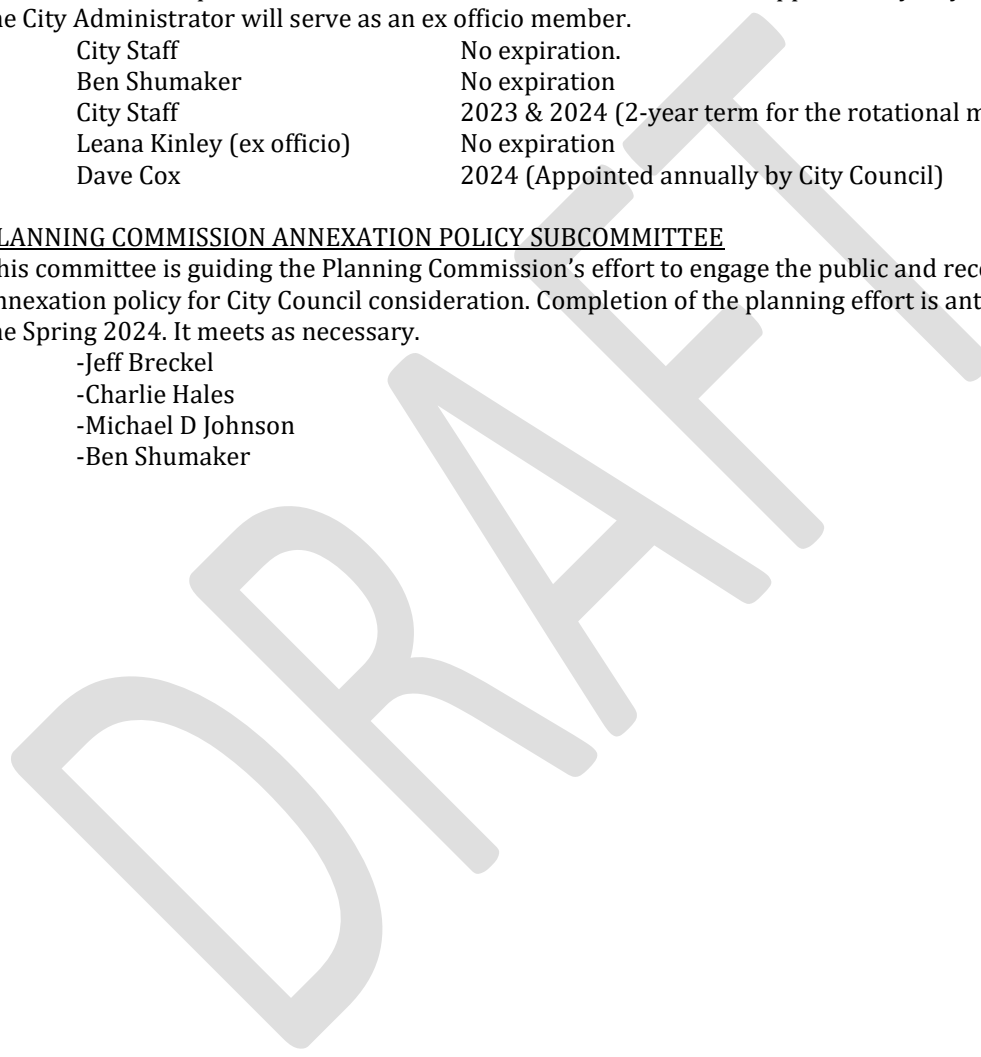
The SWIM (Stevenson Wellness Improvement & Maintenance) team consists of 3 members: one rotational and two permanent. In addition, a Councilmember will be appointed by City Council and the City Administrator will serve as an ex officio member.

- | | |
|---------------------------|---|
| City Staff | No expiration. |
| Ben Shumaker | No expiration |
| City Staff | 2023 & 2024 (2-year term for the rotational member) |
| Leana Kinley (ex officio) | No expiration |
| Dave Cox | 2024 (Appointed annually by City Council) |

PLANNING COMMISSION ANNEXATION POLICY SUBCOMMITTEE

This committee is guiding the Planning Commission's effort to engage the public and recommend an annexation policy for City Council consideration. Completion of the planning effort is anticipated in the Spring 2024. It meets as necessary.

- Jeff Breckel
- Charlie Hales
- Michael D Johnson
- Ben Shumaker



**CITY OF STEVENSON, WASHINGTON
ORDINANCE NO. 2024-1206**

AN ORDINANCE OF THE CITY OF STEVENSON, WASHINGTON, AMENDING STEVENSON MUNICIPAL CODE TITLE 10 – VEHICLES AND TRAFFIC; ESTABLISHING A PURPOSE, POLICY, AND DEFINITIONS; ASSIGNING DUTIES; REMOVING REDUNDANT CLAUSES; AND ESTABLISHING PROCEDURES TO MODIFY SPEED LIMITS; AND REPEALING SECTIONS OF ORDINANCES 996 AND 1080

WHEREAS, the statewide framework for regulating vehicles and traffic was established in the mid 1990’s, and the City’s embrace of that framework has been incomplete and inconsistent; and

WHEREAS, the City Council desires to amend SMC Title 10 – Vehicles and Traffic to create frameworks to better address community concerns and remove redundancies;

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

Section 1. Title 10 of the Stevenson Municipal Code Amended. The title of the Stevenson Municipal Code entitled "Vehicles and Traffic," codified as Stevenson Municipal Code (SMC) Title 10, is hereby amended to read as set forth on Exhibit “A” attached hereto and by this reference incorporated herein:

Key: ~~Strikethrough~~ means repealed. Underlined means new.

Section 2. Continuance. This ordinance affects SMC Title 10 only insofar as set forth herein. All provisions not amended shall remain in full force and effect and shall be interpreted as a continuation of those previous provisions and not as a new enactment.

Section 3. Repealer. Sections 2 and 3 of Ordinance 996, adopted July 21, 2005 and codified as SMC 10.24.020 and SMC 10.24.030; portions of Section 1 of Ordinance 1080, adopted September 18, 2014 and codified as SMC 10.40.090 and SMC 10.40.100; and a portion of SMC Section 1 of Ordinance 1081 and intended to be codified as SMC 10.40.090 are hereby repealed.

Section 3. Severability. 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.

Section 5. Effective Date. This ordinance shall become effective following passage and publication as provided by law.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2024.

Scott Anderson, Mayor

APPROVED AS TO FORM:

ATTEST:

Robert C. Muth
City Attorney

Leana Kinley, City Clerk

Title 10 VEHICLES AND TRAFFIC

Chapter 10.02 TRAFFIC ORDINANCE

10.02.010 Model Traffic Ordinance and other state statutes adopted by reference.

- A. The "Washington Model Traffic Ordinance," Chapter 308-330 WAC, as now constituted and as hereafter amended, is adopted by reference as the traffic ordinance of the [CityCity](#) as if set forth in full in this chapter.
- B. Sections 4, 5, 6, 7, 10, 11, 12 and 23 of Chapter 275, Laws of 1994, the "1994 Omnibus Drunk Driving Act," and RCW 46.20.730, as amended by Section 23 of Chapter 275, as now constituted and as hereafter amended, are adopted by reference.

Chapter 10.04 GENERAL REGULATIONS

10.04.005 Purpose—Policy.

- A. This Title is an exercise of the police power of the [CityCity](#) of Stevenson and is necessary for the protection of the public health, safety, and welfare through the regulation and control of vehicles and other devices operating within the corporate limits of the [CityCity](#) and the standing, parking and loading on public highways.
- B. It is the policy of the [CityCity](#) of Stevenson to:
 - 1. Manage the transportation system in a manner which contributes to community appearance and livability, recognizes and respects the characteristics of natural features, and minimizes the effects on abutting land uses.
 - 2. Prioritize the safety of non-motorized users of public highways within the corporate limits of the [CityCity](#).
 - 3. Facilitate and support safety at railroad crossings.
 - 4. Facilitate efficient short-term parking and manage on-street parking to permit the safe and efficient operation of the transportation system.

10.04.010 Definitions.

The following definitions shall apply to this Title, unless the context of the Title indicates otherwise:

- A. All definitions contained in Chapter 46.04 RCW, Definitions, as now existing and all future amendments, additions, and new sections, are hereby adopted by reference.
- B. All definitions contained in Chapter 308-330 WAC, Washington Model Traffic Ordinance, as now existing and all future amendments, additions, and new sections, are hereby adopted by reference.
- C. "Load" or "Loading" means the standing of a commercial vehicle, whether occupied or not, temporarily for the purpose of and while actually engaged in loading or unloading property or passengers.

10.04.020 Office of Traffic Engineer.

- A. The office of traffic engineer, as provided in the Washington Model Traffic Ordinance, shall be performed by the public works director of the [CityCity](#) of Stevenson. Any references to the traffic

engineer in the Model Traffic Ordinance or this Title shall be construed to mean the cityCity public works director.

- B. In addition to the duties listed in the Model Traffic Ordinance, it shall be the duty of the traffic engineer to install and maintain traffic control devices implementing this Title. Such devices shall give appropriate notice of the regulation, warning, or guidance contained herein. Such devices include, without limitation, signs, marks or lines upon the surface of the roadway, and painting or stenciling upon the surface of the roadway or curbs.

10.04.030 Violations – Penalty.

- A. Unless otherwise provided, violation of this Title shall be deemed a traffic infraction. Traffic infractions shall be punishable by a maximum penalty of \$250 per violation, exclusive of statutory assessments; provided, that conduct which constitutes a criminal traffic offense may be charged as such and is subject to the maximum penalties allowed for such offenses.

(RESERVED)

Chapter 10.06 SPEED LIMITS

10.06.010 Default Speed Limit, and Modification Procedures.

- A. Unless otherwise provided by local or state law, the maximum lawful speed for all public highways within the corporate limits of the CityCity shall be 25 miles per hour.
- B. Whenever the CityCity Council determines a need to advance the policy of this Title, it may, by ordinance, decrease the default speed limit of any nonarterial highway to 20 miles per hour.
- C. In all other cases, the CityCity Council may, by ordinance, modify the default speed limit pursuant to RCW 46.61.415, as now existing or hereinafter amended.

10.06.020 Decreased Speed Limits.

To promote the safety of non-motorized users, the maximum lawful speed on the following public highways within the corporate limits of the CityCity shall be 20 miles per hour:

- A. On any alleys designated as such by the Traffic Engineer pursuant to RCW 46.04.020, as now or hereafter amended.
- B. Within any School or playground speed zone established by the Traffic Engineer pursuant to RCW 46.61.440, as now or hereafter amended.
- C. On any street designated by the Traffic Engineer as having a driving surface of crushed rock or gravel.
- D. On any street designated by the Traffic Engineer as being a dead-end or cul-de-sac.

10.06.030 Increased Speed Limits.

On the basis of an engineering and traffic investigation into the reasonable and safe condition of travel thereon, the maximum lawful speed on the following public highways shall be as listed below:

- A. [Reserved].

Chapter 10.08 LOADING ZONES

10.08.010 Established-Purpose.

There shall be and are established loading zones along the curbs of any street for the purpose of facilitating the loading and unloading of merchandise and persons, preventing double parking and eliminating other hazards and impediments to traffic.

10.08.020 Establishment considerations-Hours and regulations-Signing required.

The cityCity is authorized and directed to establish such loading zones by reason of consideration to volume and nature of business within the blocks of the cityCity, the volume of normal traffic and normal parking, the width and surface of the streets, the relation between the needs for parking space for the general public and parking space for the loading and unloading of merchandise and relevant factors related thereto. The cityCity, through its duly authorized council, is further authorized to establish the hours of usage and other regulations in relation to such loading zones and the cityCity shall, by appropriate notices and signs, post notice of such loading zones and hours thereof.

10.08.030 Signing requirements.

The cityCity shall, upon passage of the ordinance codified in this chapter, cause to be erected by appropriate signs as provided in Section 10.08.020, the designation of such loading zones and hours thereof.

10.08.040 Use restricted during certain hours.

Loading zones, other than those adjacent to hotel entrances and exits, shall be reserved primarily for use by commercial vehicles in loading and unloading persons and commodities between the hours of eight a.m. and six p.m. on all days except Sundays and holidays, and no person shall stop, stand or park any vehicle other than a commercial vehicle therein between such hours; provided, however, that noncommercial vehicles may use such zones while actually engaged in the loading and unloading of persons or commodities only, but noncommercial vehicles shall upon demand give way to commercial vehicles whose drivers desire to use the zone for loading or unloading purposes. At all other times such zones shall be for general use under the parking regulations applicable to the district in which they are located.

10.08.050 Use by commercial vehicles restricted during certain hours.

Commercial vehicles using the loading zones established by this chapter may not stop, stand or park for any purpose other than for the purpose of using such zones for the loading and unloading of persons or commodities during the hours of eight a.m. and six p.m. on all days except Sundays and holidays. At all other times such commercial vehicles may use such loading zones for general use under the parking regulations applicable to the district in which they are located.

Chapter 10.12 PARKING PROHIBITED IN CERTAIN AREAS¹

10.12.010 Definitions.

As used in this chapter, the following words shall be defined as follows:

¹ For statutory provisions on powers of local authorities regarding parking, see RCW 46.61.575.

- A. "Parking" means the standing of a vehicle upon a street, whether such vehicle is occupied or not, and whether or not such vehicle is accompanied by an operator for a period of time in excess of two minutes.
- B. "Vehicle" means any device in, upon, or by which any person or persons, or property is or may be transported upon a public highway.

10.12.020 Parking near mail deposit receptacle restricted- -Exception- -Signing required.

- A. It is unlawful for any person to cause or permit to be caused a vehicle of any nature, kind or description to be parked within a linear proximity distance of ten feet from the location of any mail depository receptacle within the corporate limits of the [cityCity](#) for any period of time exceeding five minutes; and
- B. U.S. mail couriers are excepted from the provisions of this section; and
- C. Such mail depositories¹ areas as governed by this section shall be properly posted with appropriate signs relating to such limitations in accordance with this section.

10.12.030 Parking time on certain alleys and streets restricted.

No person, firm, company or corporation shall park any vehicles as described and defined in Section 10.0 8-.010, from the hours of two-thirty a.m. to five-thirty a.m. in any alley designated as such within the corporate limits of the [cityCity](#), nor within such hours on Second Street between the east and west corporate limits of the [cityCity](#), and on Russell Street from Vancouver Avenue to Cascade Avenue and on Vancouver Avenue from School Street to Strawberry Road.

10.12.040 Parking prohibited on certain streets-Signing required.

- A. From and after February 15, 1973, it is unlawful to park any vehicle whatsoever without regard to limitation as to time along the north side of the street commencing from the intersection of Vancouver Avenue and Columbia Street on the east boundary to the intersection of Vancouver Avenue and School Street on the west boundary.
- B. Such prohibition of parking as ordained in this section shall be continuous in nature and no exception thereto shall be permitted during any time of a twenty-four-hour period of any day.
- C. Motor vehicles shall be defined as including every device capable of being moved on a highway and in, upon, or by which any persons or property is or may be transported or drawn upon a public highway.
- D. The [cityCity](#) shall post in conspicuous places along such street within the boundaries as aforementioned, proper street signs effecting notice of prohibition of parking as set forth in this section.

10.12.050 Parking limitations and enforcement authorized.

The [cityCity](#), through its duly authorized council, is authorized and directed from time to time henceforth from the date of enactment of the ordinance codified in this section, to be empowered to designate by posting all proper parking limitation sites upon such streets, alleys and thoroughfares therein the [cityCity](#), parking limitations as to time limitations and area limitations within such corporate limits, and the [cityCity](#) is further empowered and directed to designate such areas and times and places as to parking limitations and authorize its enforcement agencies to enforce same by penalties prescribed in Section 10.12.070.

10.12.060 Provisions deemed exercise of police power.

This chapter is enacted as an exercise of police power for the protection of persons and property and to relieve the congestion of traffic in the [cityCity](#).

10.12.070 Violation-Penalty.

Each conviction for violation of any provision of this chapter shall constitute a traffic infraction and shall be punished by a fine in the amount of thirty-five dollars for each offense plus any applicable statutory assessments imposed by the state of Washington.

Chapter 10.16 RIDING OF ANIMALS AND SLEDS ON SIDEWALKS

10.16.010 Riding and sledding unlawful.

It is unlawful for any person to accompany, to lead, to drive, or to ride any domesticated animal other than cats or dogs, upon any public pathway or public sidewalk within the corporate limits of the [cityCity](#); it shall also be unlawful for any person to sled upon any public pathway or public sidewalk within the corporate limits of the [cityCity](#).

10.16.020 Violation-Penalty.

Each violation of this chapter shall constitute a Class 4 civil infraction and shall be punishable by a fine of not more than twenty-five dollars, plus statutory assessments, for each offense and upon conviction thereof.

Chapter 10.20 WATERCRAFT REGULATIONS

10.20.010 Definitions.

For the purposes of this chapter the following terms shall have the following meanings:

"Buoy" means a waterway marker designed to float on water while anchored in fixed position and used to convey an official message.

"No wake zone" means an area within which no person shall operate a vessel in other than a careful and prudent manner or at a speed that will produce a visible wake.

"Sign" means a device designed to carry on official message which is attached to another object, such as piling, buoy, pier, or the land itself.

"Vessel" means every watercraft used or capable of being used as a means of transportation on the water.

10.20.020 No wake zones designated.

It is unlawful for any person to operate a motorized vessel across the waters of Rock Cove within the hereinafter defined no wake zones in such a manner as to create a visible wake. No wake zones are defined to be:

- A. All of the area described as Rock Cove lying to the north of the State Route 14 Bridge;
- B. All of the area described as Rock Creek lying to the north of the State Route 14 Bridge.

10.20.030 Exemptions.

This provision shall not apply to watercraft operated for emergency or rescue purposes by the Skamania County sheriff's office, state of Washington, or [cityCity](#) of Stevenson.

10.20.040 Sign and regulatory markings installation.

The public works director will be authorized to install signs and buoys with regulatory markings identifying the "no wake zone"; the marking system will conform to chapter 352-66 WAC, Uniform Waterway Marking System.

10.20.050 Violation—Penalty.

Violation of this chapter shall constitute a Class 2 civil infraction punishable by a fine of one hundred twenty-five dollars, plus applicable state statutory assessments for a first violation. Any subsequent violations of this chapter is punishable as a misdemeanor.

Chapter 10.24 COMPRESSION BRAKES

10.24.010 Unmuffled compression brakes prohibited.

A. As used in this section, the term "compression brakes" means the use of an add-on engine brake or diesel exhaust brake to retard the forward motion of a motor vehicle by the compression of the engine. "Compression brakes" are sometimes referred to as "jake brakes."

- B. Except as provided in this section, no person shall use compression brakes within the cityCity limits of the cityCity of Stevenson unless the brakes are muffled by means of a mechanical muffling device.
- C. This section shall not apply to vehicles of any municipal fire department, whether or not responding to an emergency.
- D. It shall be an affirmative defense that such unmuffled compression brakes were applied in an emergency to protect persons and/or property.

~~10.24.020 Signing.~~

~~The public works department is authorized and directed to post at reasonable locations within the city signs indicating, "Unmuffled compression brakes prohibited" or substantially similar wording.~~

~~10.24.030 Penalty.~~

~~Any person violating the provisions of this chapter shall have committed a traffic infraction; violations of this section shall be punishable by a maximum penalty of two hundred fifty dollars per violation.~~

Chapter 10.40 WHEELED ALL-TERRAIN VEHICLES

10.40.010 Definitions.

When used in this chapter, the cityCity defines the words and phrases listed below as follows:

- A. "CityCity" means the cityCity of Stevenson, its elected officials, its employees, and its agents.
- B. "CityCity street" means every way, lane, road, street, boulevard, and every way or place in the cityCity open as a matter of right to public vehicular traffic inside the cityCity limits.
- C. "Motorcycle helmet" has the same meaning as provided in RCW 46.37.530.
- D. "Rules of the road" means all the rules that apply to vehicle or pedestrian traffic as set forth in state statute, rule or regulation.
- E. "Sidewalk" means that property between the curb lines or the lateral lines of a cityCity street and the adjacent property, set aside and intended for the use of pedestrians or such portion of private property parallel and in proximity to a cityCity street and dedicated to use by pedestrians.
- F. "Wheeled all-terrain vehicle" means:
 - 1. Any motorized nonhighway vehicle with handlebars that are fifty inches or less in width, has a set height of at least twenty inches, weighs less than one thousand five hundred pounds, and has four tires having a diameter of thirty inches or less; or

2. A utility-type vehicle designed for and capable of travel over designed roads which travels on four or more low-pressure tires of twenty psi or less, has a maximum width less than seventy-four inches, has a maximum weight less than two thousand pounds, has a wheelbase of one hundred ten inches or less, and satisfies at least one of the following:
 - a. Has a minimum width of fifty inches;
 - b. Has a minimum weight of at least nine hundred pounds; or
 - c. Has a wheelbase of over sixty-one inches.

A wheeled all-terrain vehicle is an off-road vehicle for purposes of Chapter 4.24 RCW.

10.40.020 Use of wheeled all-terrain vehicle on cityCity streets.

Subject to the restrictions and requirements set forth in this chapter, a person with a valid driver's license issued by the state of the person's residence may operate a wheeled all-terrain vehicle upon a cityCity street having a speed limit of thirty-five miles per hour or less including State Route 14.

10.40.030 Restrictions on use of wheeled all-terrain vehicle on cityCity streets.

- A. A person who operates a wheeled all-terrain vehicle must wear a securely fastened motorcycle helmet while the vehicle is in motion, including any passengers;
- B. A person may not operate a wheeled all-terrain vehicle upon a cityCity street with a speed limit in excess of ~~thirty~~thirty-five miles per hour; however, a person may cross a cityCity street with a speed limit in excess of thirty-five miles per hour at a controlled intersection if the crossing begins and ends on a cityCity street with a speed limit of thirty-five miles per hour or less and occurs at an intersection of approximately ninety degrees;
- C. A person may operate a wheeled all-terrain vehicle upon any cityCity street while being used under the authority or direction of an appropriate agency that engages in emergency management, as defined in RCW 46.09.310, or search and rescue, as defined in RCW 38.52.010, or a law enforcement agency as defined in RCW 16.52.011, within the scope of the agency's official duties;
- D. A person may only operate a wheeled all-terrain vehicle on cityCity streets with the appropriate current and proper on-road vehicle registration affixed to the rear of the wheeled all-terrain vehicle in compliance with RCW Ch. 46.09;
- E. A person may only operate a wheeled all-terrain vehicle on cityCity streets with the equipment required for wheeled all-terrain vehicle in compliance with SMC 10.40.040 and RCW Ch. 46.09; and
- F. Wheeled all-terrain vehicles are subject to Chapter 46.55 RCW.

10.40.040 Equipment requirements of a wheeled all-terrain vehicle.

A wheeled all-terrain vehicle operated on a cityCity street must comply with all equipment requirements of RCW Ch. 46 including, but not limited to, headlights, tail lamps, stop lamps, reflectors, turn signals, mirrors, windshields, horns, brakes, spark arresters, and muffling devices. An adequate and operating muffling device must be installed and must comply at all times with RCW 46.09.470.

10.40.050 Registration requirements of a wheeled all-terrain vehicle.

A wheeled all-terrain vehicle operated on a cityCity street must comply with the registration requirements of Chapter 46.09 RCW.

10.40.060 Duty to obey traffic-control devices and rules of the road.

Unless a law enforcement officer directs otherwise, a person operating a wheeled all-terrain vehicle must obey all rules of the road applicable to vehicle or pedestrian traffic and must obey the instructions of official traffic-control signals, signs and other control devices applicable to vehicles. A person operating a wheeled all-terrain vehicle upon a ~~city~~City street is subject to all of the duties Chapter 46.61 RCW et seq. imposes on an operator of a vehicle, except those provisions which by their nature have no application.

10.40.070 Prohibited uses.

- A. No person may operate or ride a wheeled all-terrain vehicle in a negligent or unsafe manner, but must operate it with reasonable regard for his or her own safety and for the safety of others.
- B. Passengers are only allowed in wheeled all-terrain vehicle designed for two or more passengers. No passengers under the age of five are allowed. No wheeled all-terrain vehicle operator may tow other devices or persons behind a wheeled all-terrain vehicle. All passengers must wear a securely fastened motorcycle helmet while the vehicle is in motion.
- C. No operator may operate a wheeled all-terrain vehicle parallel to another wheeled all-terrain vehicle in a single lane of traffic.

10.40.080 Prohibited areas.

- A. It is unlawful to operate a wheeled all-terrain vehicle on a sidewalk.
- B. It is unlawful to operate a wheeled all-terrain vehicle in a park, except on a park drive or in a designated parking lot.

~~10.40.090 Violation—Penalty.~~

~~A person who violates a provision of this chapter is guilty of a traffic infraction and will be punished by the imposition of a monetary penalty not to exceed two hundred fifty dollars, exclusive of statutory assessments; provided, that conduct which constitutes a criminal traffic offense may be charged as such and is subject to the maximum penalties allowed for such offenses.~~

~~10.40.100 Severability.~~

~~Each separate provision of this chapter is independent of all other provisions. If any provision of the chapter, or any part thereof, is declared invalid, all other provisions, or parts thereof, remain valid and enforceable.~~

Chapter 10.42 UNMANNED AIRCRAFT SYSTEMS

10.42.010 Definitions.

For the purposes of this chapter:

"Unmanned Aircraft" shall mean an aircraft, including, but not limited to, an aircraft commonly known as a drone, that is operated without the possibility of direct human intervention from within or on the aircraft.

"Unmanned Aircraft Systems" shall mean an unmanned aircraft and associated elements, including, but not limited to, any communication links and components that control the unmanned aircraft.

"Person" shall mean any individual, firm, trust, partnership, public or private association or corporation.

"Model Aircraft" shall mean an unmanned aircraft or unmanned aircraft system operated by any person strictly for hobby or recreational purposes.

10.42.020 Use of unmanned aircraft prohibited.

- A. No person shall use an unmanned aircraft to record or transmit any visual image or audio recording of any person or private real property located in the [cityCity](#) under circumstances in which the subject person or owner of the subject real property has a reasonable expectation of privacy (including, but not limited to, inside a private residence or office, and inside an enclosed yard).
- B. This section shall not prohibit the use of any model aircraft, which is flown in compliance with section 336 of the FAA Modernization and Reform Act of 2012 and which does not transmit or record visual images or audio recordings of any person or real property located in the [cityCity](#).
- C. This section shall not prohibit the use of any unmanned aircraft by law enforcement or public safety agencies:
 - 1. If a warrant is issued authorizing the use of an unmanned aircraft; or
 - 2. For the purpose of providing emergency management, fire, or police protection services in response to a life-threatening emergency, or for surveying the condition of person or property during a duly declared state of emergency;
 - 3. Under circumstances where a warrant would not otherwise be required by law.

10.42.030 Violation.

Violation of this section as a first offense shall constitute a misdemeanor. Repeated violations shall be charged as a gross misdemeanor.

**FIRE PROTECTION SERVICES INTERLOCAL AGREEMENT
BETWEEN SKAMANIA COUNTY FIRE DISTRICT 2 AND THE CITY OF STEVENSON**

THIS AGREEMENT FOR FIRE PROTECTION SERVICES (“Agreement”) is made and entered into by and between Skamania County Fire Protection District No. 2 of Skamania County, State of Washington (“District”), and the City of Stevenson, a municipal corporation of the State of Washington (“City”), hereinafter also collectively referred to as the “Parties.”

Recitals

Whereas, the District was created, and by virtue of the laws of the State of Washington, is organized for the purpose of protection of property against loss by fire within its boundaries outside of the incorporated city limits, and

Whereas, the City operates a fire department for the provision of fire prevention and suppression services and for the protection of life and property within the City, and

Whereas, the Parties have cooperated with each other on service delivery for more than thirty-four years; and

Whereas, the Parties are currently operating under an existing Agreement dated May 18, 1989 whereby the City manages the volunteer firefighters and costs are shared between the District and City; and

Whereas, the Parties engaged a consultant to assist in developing a Fire Department Strategic Plan and a recommendation of the Plan was to review and revise the existing Agreement; and

Whereas, by cooperation, joint and mutual aid and assistance and by sharing certain equipment, personnel and facilities the parties hereto may continue to render more effective service to the residents of the City and District.

Now, therefore, in contemplation of a program of mutual aid and assistance, it is hereby agreed between the Parties as follows:

1) Purpose

- a) The purpose of this Agreement is to make possible the most efficient and effective delivery of fire protection services to the City and District.
- b) The parties agree that consolidation of resources will provide for economies of scale in delivering lasting fire protection services for communities within both the City of Stevenson and Fire District 2.
- c) The parties agree that consolidation includes sharing resources including personnel, equipment, staff, administration and fire halls, current and to be developed.
- d) No new separate legal or administrative entity is established by this Agreement

2) Term

- a) This Agreement shall be effective on January 1, 2024.
- b) The initial term of this Agreement shall expire on December 31, 2029.
- c) The term of the Agreement shall automatically renew for an additional five years unless otherwise terminated by one of the Parties.
- d) Notice of termination shall follow the provisions of Section 12 of this Agreement.

3) Services

- a) The City agrees to provide services to the District normally associated with a City fire department allowable under State and County laws and ordinances to include, but not limited to:
 - i) *Fire Prevention Education*. The City shall provide a program of public education activities within the District's jurisdictional boundaries. The program shall include, but is not limited to, annual fire safety education classes at elementary schools, fire safety education classes for special or targeted groups, participation in community events, and fire safety and first aid training.
 - ii) *Fire Suppression*. The City shall provide all services necessary for fire suppression, fire prevention, fire support, and rescue response to a service area covering the corporate limits of the District, including technical rescues involving low/high angle, confined space, trench, water, and surface water.
 - iii) *Hazardous Materials Incident Response*. The City shall provide all services necessary for hazardous material incident response.
 - iv) *Mutual / Automatic Aid*. Automatic and mutual emergency response to neighboring jurisdictions and in accordance with existing interlocal Agreements.
 - v) *Training and Education*. The City shall provide training and education to all Firefighter and emergency medical service personnel in accordance with applicable statutory provisions, regulations and standards of the Washington Administrative Code.
 - vi) *Public Information, Education, and Outreach*. The City shall provide public information, education, and outreach to a service area covering the corporate limits of the District.
- b) The City shall furnish all personnel, including clerical and administrative support required to perform the above-listed services. The Fire Chief or designee shall supervise, administer, and manage the day-to-day operations of the services, including, without limitation, the following:
 - i) Staffing levels, personnel assignments and other resource allocations.
 - ii) Implementation of Budget.
 - iii) Implementation of policies and procedures.
 - iv) Personnel management, including discipline. The Fire Chief shall manage all disciplinary actions consistent with existing personnel policies and procedures. All disciplinary actions shall follow the chain of command.
 - v) Oversee and manage all operations in the manner of, and subject to, the limitations specified herein.

For the purposes of enforcement of federal, state, and appropriate laws relating to the provision of fire services, and for the purposes of complying with federal and state grant programs or any other programs which relate to the provision of the services hereunder, the District hereby designates the Fire Chief of the City as its Fire Chief.

The Fire Chief shall report on administrative and operational matters to the District's Board of Commissioners and shall attend meetings when requested.

- c) Such services shall be provided to the District as presently constituted or as may be annexed to the District.
- d) All services provided pursuant to this Agreement shall be performed in a professional and competent manner pursuant to and within the timelines required of applicable codes, policies and procedures (including applicable customer service standards), and any state or federal laws

applicable to the performance of that work. Fire prevention personnel shall obtain and maintain all required certifications needed to perform the duties of these services.

- e) Such services shall be rendered on the same basis and in the same manner as such service is rendered to areas with the City and according to the performance measures stated in NFPA 1710 by the National Fire Protection Association. It is understood and agreed by the Parties that the dispatch of units during concurrent emergencies is determined by protocols of the dispatch centers and automatic and/or mutual aid Agreements. The Parties recognize responses to concurrent emergencies shall be determined by the City based upon the City's operational judgment and without regard to where the concurrent emergencies occur.
- f) The City, through the Fire Department, shall provide administrative services in support of the District's business activities. The District and Fire Chief shall jointly establish the proper level of support. Both parties shall meet quarterly to determine if the level of administrative support is meeting the District's Business needs. This may include processing accounts payable, use of the City's credit card in line with the City's procurement policy, and other services as needed and agreed upon.

4) Personnel

- a) The Volunteers shall be volunteers of the City and subject to the City's Personnel Policy as applicable.

5) Fire Chief

- a) The Fire Chief shall be a City volunteer and subject to the City's Personnel Policy as applicable.
- b) The Chief shall be elected to office by the volunteer membership through a balloting process. Upon election of the Chief, the Chief shall notify the District and City.
- c) The appointment of the Fire Chief shall be subject to confirmation by a majority of the District Commissioners.
- d) The appointment of the Fire Chief shall be subject to confirmation by a majority of the Stevenson City Council as required by the Stevenson municipal code.
- e) The City shall convene a meeting with the Mayor, City Administrator, and a District Commissioner to review the Fire Chief's annual performance evaluation.
- f) If a suitable candidate cannot be put forth by the Volunteers then the Fire District and City Council agree to explore other means to fill the role of Fire Chief via a joint session.
- g) Dismissal of Fire Chief must occur via a joint session of the City of Stevenson City Council and Skamania County Fire District 2 Board of Commissioners by a majority vote of each governing body (minimum 3 Councilmembers and 2 Commissioners).
- h) The Fire Chief shall report to the City and District at least quarterly regarding operations, facilities, equipment, and budget items to provide a line of communications between members of the Fire Department, City and District.

6) Insurance

- a) The District shall provide adequate insurance coverage for District's property, buildings and equipment and shall include public liability, property damage and comprehensive coverage. The City shall provide adequate insurance coverage for the City's property and equipment and shall include public liability, property damage and comprehensive coverage. In addition, both the City

and District each agree to carry, at all times during the term of this Agreement, liability insurance coverage in the minimum amount of two million dollars (\$2,000,000) each occurrence with a five million dollar (\$5,000,000) general aggregate, covering the City and the District for all activities of the employees of the City relating to the performance of this Agreement.

- b) The insurance policies of each party shall name the other party and its officials, officers, employees, and volunteers, who are acting within the scope of this Agreement as additional named insureds for any and all actions taken by each party, its officials, officers, employees, and volunteers in the scope of their duties pursuant to this Agreement. The insurance policy or policies shall include a thirty (30) calendar days' prior notice of cancellation clause to be given to the other party, in writing, in the event of termination or material modification of the insurance coverage. The insurance shall be written on an "occurrence" basis, rather than a "claims-made" basis. In the alternative, each party may satisfy the requirements of this section by becoming or remaining a participant in an authorized self-insurance pool in the State of Washington if that party can demonstrate protection equal to or greater than that specified herein.

7) Liability

- a) Each of the Parties shall, at all times, be solely responsible and liable for the acts or failure to act of its personnel that occur or arise in anyway of the performance of Agreement. Agreement To the extent permitted by law, each party agrees to defend, indemnify, and hold harmless the other party and each of its employees, officials, agents, and volunteers from any and all losses, claims, liabilities, lawsuits, or legal judgments arising out of any negligent or willfully tortious actions or inactions by the performing party or any of its employees, officials, agents, or volunteers, while acting within the scope of the duties required by this Agreement. Each party shall be responsible for its own legal costs and attorneys' fees. This provision shall survive the expiration of this Agreement. This provision shall also survive and remain in effect in the event that a court or other entity with jurisdiction determines that this Agreement is not enforceable. It is further specifically and expressly understood that the indemnification provided herein constitutes each party's waiver of immunity under industrial insurance, Title 51 RCW, solely to carry out the purposes of this indemnification clause. The Parties further acknowledge they have mutually negotiated this waiver.

8) Property Ownership

- a) All property acquired by the District to enable it to perform the services required under this Agreement shall remain the property of the District.
- b) All property acquired by the City to enable it to perform the services required of this Agreement shall remain the property of the City.

9) Equipment

- a) All equipment purchased by the District shall normally be assigned to and stationed in the District, provided that such equipment may be used by the City when deemed necessary by the Fire Department Administration for proper protection when regularly assigned City equipment is out of service.
- b) In the event District equipment may be out of service, the City agrees to adding, on a temporary basis, comparable equipment to District station if deemed necessary by the Fire Chief for proper protection.

- c) The Fire Chief shall cooperate with the Board of Commissioners on the permanent assignment and location of all District equipment. The District and the City have entered into this Agreement to share resources in order to give the best overall protection to the citizens of the District and the City, and the use of District and City owned equipment and facilities is given due consideration as part of the compensation addressed in Section 11.
- d) The City shall be responsible for insurance, maintenance, repair and replacement expenses for all its assets.
- e) The District shall be responsible for insurance, maintenance, repair and replacement expenses for all its assets.

10) Facility Maintenance

- a) The District shall retain ownership of Stevenson Fire Hall during the term of this Agreement and shall make the Stevenson Fire Hall available for use by the City. The District shall provide use of Stevenson Fire Hall in “as-is” condition. The City acknowledges that the premises have been continuously used to provide fire services and that its current condition is acceptable for the City to continue providing fire services.
- b) No use charge shall be assessed to the City. The Parties agree the rights and contractual obligations contained within the Agreement constitute adequate consideration for the City’s use and possession of the Stevenson Fire Hall.
- c) The City will provide the cost of routine maintenance at the Stevenson Fire Hall. Routine maintenance is defined as janitorial services, seasonal facilities maintenance (i.e., gutter cleaning), etc. Routine maintenance does not include structural repairs, such as replacing the roofing or other structural repairs that are a result of a natural or man-made disaster. Consumable supplies utilized primarily by City personnel in the performance of the duties as required by this Agreement shall be furnished by the City. The Fire Chief shall establish a checklist and service request to ensure that janitorial services, seasonal maintenance items, rodent control, etc. are completed. Both parties shall meet quarterly to determine if the established checklist is being completed.
- d) The City shall provide and pay for all utility charges required for the operation of the fire station, including water, sewer, garbage, heating, air conditioning, electrical power, and telephone and information technology/system data lines.
- e) The District shall maintain fire insurance on the existing fire station now jointly occupied by the Parties within the City of Stevenson.
- f) No major capital improvements to the Stevenson Fire Hall are anticipated during the City’s use. In the event the Stevenson Fire Hall requires necessary capital improvements, the Parties will meet and confer in good faith in an effort to mutually agree upon a budget and timetable for completion of the improvements.
- g) The City shall be responsible to the District for any loss or damage to the Stevenson Fire Hall except to the extent caused by the negligence of the District.

11) Payment to the City

- a) The District agrees to pay to the City for services rendered as outlined below:
 - i) The cost of all gasoline, oil, lubricants, maintenance, and repair necessary for the proper and efficient functioning of all District equipment.

- ii) The cost of compensation for City Fire Department members answering fire calls outside the limits of the City at such rates as shall be agreed upon by the City and District from time to time.
 - iii) The cost of Administrative Services performed solely on behalf of the District. This does not include costs on behalf of the department as a whole, which will be split as outlined below.
 - iv) The following costs will be split on a pro-rata basis of 30% by the District and 70% by the City as determined by the average number of calls in the past five years and the assessed valuation distribution over the past five years.
 - (1) Heating
 - (2) Lighting
 - (3) Repairing and maintaining the Stevenson Fire Hall
 - (4) All fire drills
 - (5) Contributions made to the Board of Volunteer Fire Fighters Volunteer Fire Fighters' and Reserve Officers' Relief and Pension Principal Fund as outlined in WAC 491-03
 - (6) Firefighter Equipment including Personal Protective Equipment (PPE) and other shared resources
 - (7) Administrative Services performed on behalf of the fire department, such as annual payroll processing, reporting, or policy development and other paperwork support.
 - v) Mutual Aid calls will be split 50/50 between the City and District.
- b) Except as otherwise provided herein, for all payments provided hereunder, the City shall provide the District with quarterly invoices outlining the nature of the services provided. The District shall pay all invoiced amounts within 30 days of receipt.

12) Termination

- a) Either Party may terminate this Agreement by giving the other Party at least twelve (12) months' written notice of intent to terminate. However, in the event either Party defaults in the performance or condition of this Agreement, the other Party may give written notice of the deficiency. If the default is not corrected or resolved to the satisfaction of both Parties by written Agreement, the grieved Party may give written notice to terminate the Agreement within thirty (30) days or either Party may refer the question to arbitration as defined in Section 14 of this Agreement.
- b) Except as otherwise provided herein, the costs associated with terminating this Agreement shall be borne equally between the Parties, or in the event of a material breach, by the breaching Party, provided that in the following circumstances, the cost of termination shall be apportioned as provided below. In the event this Agreement is terminated due to a change in law or by mutual Agreement, each Party shall bear its own costs associated with the termination.
- c) The Parties have an affirmative duty to mitigate their respective costs of termination, irrespective of the Party who elects to terminate this Agreement and irrespective of the Party who must bear the costs of termination.

- d) If this Agreement is terminated for any reason, any assets owned by the District on the termination date shall be returned to the possession of the District, including the Stevenson Fire Hall as well as the District's apparatus, vehicles, and equipment.
- e) Within thirty (30) calendar days of the effective date of this Agreement's termination, the City shall submit to the District a final invoice consistent with the methods of invoicing required herein. Final payment and settlement of accounts shall occur within ninety (90) calendar days of the effective date of termination of the Agreement.

13) Modification

- a) This instrument constitutes the entire Agreement between the parties herein and supersedes all prior Agreements. No modification or addendums shall be valid unless evidenced in writing, property agreed to and signed by both parties, which shall then become a part of this Agreement. In the event either party shall desire to renegotiate any provision of the Agreement, such party shall notify the other party in writing of its intent. Such a request to negotiate shall not be considered a notice of termination as provided in Section 12.

14) Arbitration

- a) In the event of a disagreement between the parties relating to the interpretation of the terms of this Agreement or that the other is not in compliance with the terms of this Agreement, both parties agree to meet and negotiate in good faith at least twice. If Agreement is not attained, the parties agree such disputes shall be resolved by binding arbitration pursuant to the rules then promulgated by the Arbitration Services of Portland, Inc. ("ASP"). The arbitration shall be conducted in the City of Stevenson, Washington. Despite the amount in controversy the arbitration shall be conducted by a single arbitrator assigned by ASP.
- b) The Parties may agree on another arbitrator not appointed by ASP. In the event ASP is unable or unwilling to provide an arbitrator and the Parties cannot otherwise agree, then the presiding judge of the Skamania County Superior Court shall designate an arbitrator.
- c) The cost of the arbitrator shall be shared equally. Each party shall bear the cost of preparation and presentation, including attorneys' fees and expert witness fees, of its case before the arbitration.

15) Benefits

- a) This Agreement is entered into for the benefits of the Parties only and shall confer no benefits, direct or implied, to any third persons.

16) Severability

- a) If any provision of this Agreement or its application is held invalid, the remainder is not affected.

17) Annexation

- a) If any portion of the District is annexed by the City during the term of this Agreement, the pro rate allocation of costs in Section 11 will be renegotiated.

18) Interlocal Agreement Representations

- a) This is an interlocal Agreement pursuant to RCW Ch 39.34 and the parties make the following representations:

- i) Duration. This AGREEMENT shall terminate on December 31, 2029, or sooner as provided in Section 12, above. It may be renewed as outlined in Section 2, above.
- ii) Organization. No new entity will be created to administer this Agreement.
- iii) Purpose. The purpose is to enable the Skamania County Fire District #2 and City of Stevenson to contract with each other for fire protection services.
- iv) Manner of Financing. The Parties intend to finance this Agreement in cash as part of their general funds' budgets.
- v) Termination of Agreement. The Parties shall have the right to terminate this Agreement as provided in Section 12, above.
- vi) Other. All terms are covered by this Agreement. No additional terms are contemplated.
- vii) Selection of Administrator. The Fire Chief shall be the Administrator for this Interlocal Agreement.
- viii) Filing. Prior to its entry into force, this Agreement shall be filed with the Skamania County Auditor and/or listed by subject on each public agency's web site or other electronically retrievable public source.

19) Independent Municipal Governments

- a) The Parties recognize and agree they are independent governments. Except for the specific terms herein, nothing herein shall be construed to limit the discretion of the governing bodies of each Party.
- b) Each Party shall remain responsible for their own financial operation, the preparation of its budget, and the levying of its tax levy and other revenue sources. The Chief shall be responsible for preparing the draft of the District budget in consultation with the Board of Commissioners.
- c) Neither Party, except as expressly set forth herein or as required by law, shall be liable for any debts or obligations of the other.

20) Public Duty Doctrine

- a) This Agreement shall not be construed to provide any benefits to any third parties. Specifically, and without limiting the foregoing, this Agreement shall not create or be construed as creating an exception to the Public Duty Doctrine.

21) Further Assurances

- a) In addition to the specific actions described herein, the Parties agree to take such other actions, (e.g., payroll, records transfer and employee benefit coordination) and to reasonably cooperate with each other to effectuate this Agreement.

22) Non-Waiver of Breach

- a) The failure of either Party to insist upon strict performance of any of the covenants and Agreements contained in this Agreement, or to exercise any option conferred by this Agreement in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, Agreements, or options, and the same shall be and remain in full force and effect.

23) Assignment

- a) Any assignment of this Agreement by either Party without the prior written consent of the non-assigning Party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Agreement shall continue in full force and effect and no further assignment shall be made without additional written consent.

24) Compliance with Laws

- a) Each Party agrees to comply with all local, federal, and state laws, rules, and regulations that are now effective or in the future become applicable to this Agreement.

25) Agreement Counterparts

- a) This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement.

IN WITNESS WHEREOF, the **DISTRICT** has caused this contract to be duly executed on its behalf, and thereafter the **CITY** has caused the same to be duly executed on its behalf.

CITY OF STEVENSON
A Municipal Corporation,

SKAMANIA COUNTY FIRE PROTECTION DISTRICT NO. 2
Board of Commissioners

By: _____
Mayor

By: _____
Chairman

Attest:

Commissioner

City Administrator

Commissioner

Approved as to form only:

Attest:

_____: District Attorney

Clerk of the Board

Robert C. Muth, City Attorney, City of Stevenson

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City Of Stevenson

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3528	12/31/2023	Claims	1	EFT	Department of Revenue	5,676.74	December 2023 Taxes
3440	12/28/2023	Claims	1	17495	Raymond R Broughton	164.89	SCBA Annual Static Testing for Stevenson Fire Department Ray Broughton
3441	12/28/2023	Claims	1	17496	Chemtrac Systems Inc	645.00	Meter Maintenace Water Plant
3442	12/28/2023	Claims	1	17497	Coburn Electric Inc	234.25	Fairgrounds LS High Level Alarm Repair
3443	12/28/2023	Claims	1	17498	Columbia Gorge Museum	987.00	AC Pipe Training Venue
3444	12/28/2023	Claims	1	17499	DCG/Watershed, Inc.	19,083.44	Park Plan Grant (RCO)
3445	12/28/2023	Claims	1	17500	Green River Community College/WETRC	7,249.99	Training: AC Pipe in House
3446	12/28/2023	Claims	1	17501	PUD No 1 of Skamania County	2,263.35	Statement 12.18.2023; Statement 12.18.2023
3447	12/28/2023	Claims	1	17502	Skamania County Chamber of Commerce	25.00	Chamber Goverment Affairs Luncheon-Leana Kinley
3448	12/28/2023	Claims	1	17503	Tanninen Repair Services	902.81	Fire Vehicle Maintenance
3449	12/28/2023	Claims	1	17504	Sheri Terjeson	12,658.00	Fir Street Relocate
3450	12/28/2023	Claims	1	17505	Washington State Firefighters Assn	100.00	2024 Annual Membership
3451	12/28/2023	Claims	1	17506	Wave Division Holdings LLC	269.66	Statement 12.17.2023
3478	12/31/2023	Claims	1	17507	A&J Select	30.94	December 2023 Statement
3479	12/31/2023	Claims	1	17508	Aramark	230.56	Hi Vis Jacket for John Schulze; December 2023 Statement
3480	12/31/2023	Claims	1	17509	BSK Associates	2,123.25	Water Sampling December 2023; Sewers Ops Testing; Sewer Ops Testing-WW Samples
3481	12/31/2023	Claims	1	17510	Bits N Spurs	180.81	Hydrated Lime for WWTP
3482	12/31/2023	Claims	1	17511	Carson Hardware	204.62	December 2023 Statement
3483	12/31/2023	Claims	1	17512	CenturyLink	156.28	December 2023 Statement Kanaka Creek; December 2023 Statement WWTP Phone
3484	12/31/2023	Claims	1	17513	Centurylink Comm Inc	47.15	WWTP Telephone Statement 12.19.23
3485	12/31/2023	Claims	1	17514	City of Stevenson	9,280.06	November and December 2023 Utility Payments; November and December 2023 Utility Payments; November and December 2023 Utility Payments; November and December 2023 Utility Payments; November and Decembe
3486	12/31/2023	Claims	1	17515	Coburn Electric Inc	6,713.15	Street Light Poles Maintenance; Water Plant Maintenance
3487	12/31/2023	Claims	1	17516	Columbia Gorge Museum	60,000.00	2023 Hotel/Motel Tax Contract
3488	12/31/2023	Claims	1	17517	Columbia Hardware Inc	946.02	December 2023 Statement
3489	12/31/2023	Claims	1	17518	Columbia River Disposal	208.58	December 2023 Statement
3490	12/31/2023	Claims	1	17519	DCG/Watershed, Inc.	27,593.14	Park Plaza Grant
3491	12/31/2023	Claims	1	17520	DeVaul Publishing	1,100.00	Park Plaza Survey 12.13.2023; Park Plaza Survey 12.20.2023
3492	12/31/2023	Claims	1	17521	Drain-Pro Inc	1,798.60	BNSF TV Labor; BNSF TV Labor/Material
3493	12/31/2023	Claims	1	17522	Financial Consulting Solutions Group Inc	3,017.50	Water and Sewer Rate and SDC Study (2022)
3494	12/31/2023	Claims	1	17523	Gorge Auto Parts Inc	778.79	Statement 12.23.2023
3495	12/31/2023	Claims	1	17524	Tracy Gratto	5,000.00	October 2023-January 2024 Services
3496	12/31/2023	Claims	1	17525	Gregory Scott Cheney	2,240.00	December 2023 Statement
3497	12/31/2023	Claims	1	17526	H2Oregon	40.76	Drinking Water December 2023 December 2023 Cooler Rent

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3498	12/31/2023	Claims	1	17527	HD Fowler Company	745.41	Municipex Pipe, etc; Gaskets
3499	12/31/2023	Claims	1	17528	Jammie's Environmental Inc	4,846.50	Hauling Waste Water
3500	12/31/2023	Claims	1	17529	Jeffrey D Barrar PS	210.00	December 2023 Statement
3501	12/31/2023	Claims	1	17530	Kilmer, Voorhees & Laurick P.C.	350.63	Professional Services December 2023
3502	12/31/2023	Claims	1	17531	Main Street - Singh	2,228.20	December 2023 Statement
3503	12/31/2023	Claims	1	17532	Maul Foster Alongi	582.50	On-Call GIS Services
3504	12/31/2023	Claims	1	17533	Office of State Treasurer-Cash Mgmt Di	194.45	January Remittance for funds received in December
3505	12/31/2023	Claims	1	17534	One Call Concepts Inc	19.26	Statement 12.31.2023
3506	12/31/2023	Claims	1	17535	PUD No 1 of Skamania County	3,998.84	Statement 12.26.2023; Statement 12.26.2023; Statement 12.26.2023
3507	12/31/2023	Claims	1	17536	Petty Cash	254.63	December 2023
3508	12/31/2023	Claims	1	17537	RADCOMP Technologies	3,486.90	Decemeber 2023 Statement
3509	12/31/2023	Claims	1	17538	Ricoh USA Inc	134.87	December 2023 Statement
3510	12/31/2023	Claims	1	17539	Skamania County Building Division	4,069.53	December 2023 Building Permit Fees
3511	12/31/2023	Claims	1	17540	Skamania County Chamber of Commerce	38,502.14	December 2023 Chamber Expenses
3512	12/31/2023	Claims	1	17541	Skamania County Community Events & Recre	22,500.00	Skamania County Fair, Bluegrass Festival, & 4th of July Fireworks
3513	12/31/2023	Claims	1	17542	Skamania County Economic Development	13,242.50	2023 Second Half Contract/SBDC Representative/CFM Lobbyist
3514	12/31/2023	Claims	1	17543	Skamania County Probation	1,260.00	December 2023 Probation Fees
3515	12/31/2023	Claims	1	17544	Skamania County Sheriff	2,100.00	December 2023 Incarceration Fees
3516	12/31/2023	Claims	1	17545	Skamania County Solid Waste Department	62.35	December 2023 Statement Solid Waste
3517	12/31/2023	Claims	1	17546	Skamania County Treasurer	59.26	January Remittace for funds recieved in 2023
3518	12/31/2023	Claims	1	17547	Stellar J Corporation	342,574.60	Wastewater Treatment Plant Construction and Maintenance
3519	12/31/2023	Claims	1	17548	Tanninen Repair Services	958.86	Engine #26 1999 International 4900 Maintenance
3520	12/31/2023	Claims	1	17549	Timothy Charles Shell	1,535.50	Civil Engineering Consulting 12.04.2023; Civil Engineering Consulting Artbliss; Civil Engineering Consulting Cloudpermit/Bluebeam
3521	12/31/2023	Claims	1	17550	US Bank Safekeeping	32.00	December 2023 US Bank Safekeeping Fees
3522	12/31/2023	Claims	1	17551	US Bank Voyager Fleet Systems	68.00	December 2023 Statement
3523	12/31/2023	Claims	1	17552	US Bank	3,841.68	Statement 01/08/2024 Card 8023; December 2023 Statement
3524	12/31/2023	Claims	1	17553	Verizon Wireless	111.89	December 2023 Cell Phone Charges
3525	12/31/2023	Claims	1	17554	WGAP Washington Gorge Action Program	3,333.00	Decemeber 2023 Food Bank
3526	12/31/2023	Claims	1	17555	Wallis Engineering PLLC	44,365.85	Wastewater Treatment Plant Construction Phase Services; Wastewater Collection System Engineering
3527	12/31/2023	Claims	1	17556	Wave Division Holdings LLC	286.15	City Hall Internet; December 2023 Statement WWTP Phone; December 2023 Statement

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3477	12/31/2023	Claims	1	17557	CGTA	5,000.00	2023 Regional Tourism Advancement
		001 General Expense Fund				78,694.66	
		100 Street Fund				5,146.97	
		103 Tourism Promo & Develop Fund				126,176.48	
		313 Park Plaza Fund				1,100.00	
		400 Water/Sewer Fund				69,652.08	
		410 Wastewater System Upgrades				387,174.70	
		500 Equipment Service Fund				4,766.50	
		630 Stevenson Municipal Court				194.45	
						<u>672,905.84</u>	Claims: 672,905.84

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Stevenson, and that I am authorized to authenticate and certify to said claim.

Clerk Treasurer: _____ Date: _____

Claims Vouchers Reviewed By:

Signed: _____

Signed: _____

Signed: _____

Auditing Committee (Councilmembers or Mayor)

CHECK REGISTER

City Of Stevenson

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82	01/16/2024	Claims	1	17507	A&J Select		Correct dates
83	01/16/2024	Claims	1	17508	Aramark		Date correction
84	01/16/2024	Claims	1	17509	BSK Associates		Date correction
85	01/16/2024	Claims	1	17510	Bits N Spurs		Date correction
86	01/16/2024	Claims	1	17511	Carson Hardware		Date correction
87	01/16/2024	Claims	1	17512	CenturyLink		Date correction
88	01/16/2024	Claims	1	17513	Centurylink Comm Inc		Date correction
89	01/16/2024	Claims	1	17514	City of Stevenson		Date correction
90	01/16/2024	Claims	1	17515	Coburn Electric Inc		Date correction
91	01/16/2024	Claims	1	17516	Columbia Gorge Museum		Date correction
92	01/16/2024	Claims	1	17517	Columbia Hardware Inc		Date correction
93	01/16/2024	Claims	1	17518	Columbia River Disposal		Date correction
94	01/16/2024	Claims	1	17519	DCG/Watershed, Inc.		Date correction
95	01/16/2024	Claims	1	17520	DeVaul Publishing		Date correction
96	01/16/2024	Claims	1	17521	Drain-Pro Inc		Date correction
97	01/16/2024	Claims	1	17522	Financial Consulting Solutions Group Inc		Date correction
98	01/16/2024	Claims	1	17523	Gorge Auto Parts Inc		Date correction
99	01/16/2024	Claims	1	17524	Tracy Gratto		Date correction
100	01/16/2024	Claims	1	17525	Gregory Scott Cheney		Date correction
101	01/16/2024	Claims	1	17526	H2Oregon		Date correction
102	01/16/2024	Claims	1	17527	HD Fowler Company		Date correction
103	01/16/2024	Claims	1	17528	Jammie's Environmental Inc		Date correction
104	01/16/2024	Claims	1	17529	Jeffrey D Barrar PS		Date correction
105	01/16/2024	Claims	1	17530	Kilmer, Voorhees & Laurick P.C.		Date correction
106	01/16/2024	Claims	1	17531	Main Street - Singh		Date correction
107	01/16/2024	Claims	1	17532	Maul Foster Alongi		Date correction
108	01/16/2024	Claims	1	17533	Office of State Treasurer-Cash Mgmt Di		Date correction
109	01/16/2024	Claims	1	17534	One Call Concepts Inc		Date correction
110	01/16/2024	Claims	1	17535	PUD No 1 of Skamania County		Date correction
111	01/16/2024	Claims	1	17536	Petty Cash		Date correction
112	01/16/2024	Claims	1	17537	RADCOMP Technologies		Date correction
113	01/16/2024	Claims	1	17538	Ricoh USA Inc		Date correction
114	01/16/2024	Claims	1	17539	Skamania County Building Division		Date correction
115	01/16/2024	Claims	1	17540	Skamania County Chamber of Commerce		Date correction
116	01/16/2024	Claims	1	17541	Skamania County Community Events & Recre		Date correction
117	01/16/2024	Claims	1	17542	Skamania County Economic Development		Date correction
118	01/16/2024	Claims	1	17543	Skamania County Probation		Date correction
119	01/16/2024	Claims	1	17544	Skamania County Sheriff		Date correction
120	01/16/2024	Claims	1	17545	Skamania County Solid Waste Department		Date correction
121	01/16/2024	Claims	1	17546	Skamania County Treasurer		Date correction
122	01/16/2024	Claims	1	17547	Stellar J Corporation		Date correction
123	01/16/2024	Claims	1	17548	Tanninen Repair Services		Date correction
124	01/16/2024	Claims	1	17549	Timothy Charles Shell		Date correction
125	01/16/2024	Claims	1	17550	US Bank Safekeeping		Date correction
126	01/16/2024	Claims	1	17551	US Bank Voyager Fleet Systems		Date correction
127	01/16/2024	Claims	1	17552	US Bank		Date correction
128	01/16/2024	Claims	1	17553	Verizon Wireless		Date correction
129	01/16/2024	Claims	1	17554	WGAP Washington Gorge Action Program		Date correction

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130	01/16/2024	Claims	1	17555	Wallis Engineering PLLC		Date correction
131	01/16/2024	Claims	1	17556	Wave Division Holdings LLC		Date correction
140	01/18/2024	Claims	1	17558	ABC Forms LLC	334.27	Checks
141	01/18/2024	Claims	1	17559	AHart Associates Inc	2,875.00	Strategic Planning Reivew and Recalibration Deposit
142	01/18/2024	Claims	1	17560	Association of WA Cities	969.00	2024 AWC City Membership
143	01/18/2024	Claims	1	17561	Azteca Systems Holdings, LLC	8,000.00	City Works Contract 3/15/24-9/14/24
144	01/18/2024	Claims	1	17562	ClearGov Inc	10,231.50	Clear Plans Renewal 2024; ClearGov 2024 Contract
145	01/18/2024	Claims	1	17563	Consolidated Supply Company	95.29	Water Meter Cover
146	01/18/2024	Claims	1	17564	DeVaul Publishing	147.00	Notice of Ordinance Adoption 01/03/2024; Notice of Public Hearing 01/03/2024; Notice of Public Hearing 01/10/2024
147	01/18/2024	Claims	1	17565	Driver Records-Department of Licensing	90.00	Annual Driving Records Request
148	01/18/2024	Claims	1	17566	Farwest Portable Crushing Inc	1,159.61	Rock Delivery
149	01/18/2024	Claims	1	17567	Feenaughty Machinery Co	1,084.54	Pins for Mini X
150	01/18/2024	Claims	1	17568	J&R Dirdiggers Enterprises Inc	1,346.25	Care for 2023 Trees
151	01/18/2024	Claims	1	17569	Kimball Midwest	299.73	Equipment Services Supplies
152	01/18/2024	Claims	1	17570	SBRK Finance Holdings Inc	18,469.35	2024 Annual Subscriptions
153	01/18/2024	Claims	1	17571	John P Schulze	100.00	Reimbursement for DOT Phycal/exam
154	01/18/2024	Claims	1	17572	Sea-Western Inc	14,419.82	Liberty Coats and Pants; Rainier Coats and Pants
155	01/18/2024	Claims	1	17573	Skamania County Chamber of Commerce	200.00	2024 Membership Dues
156	01/18/2024	Claims	1	17574	Skamania County Prosecutor	1,500.00	January 2024 Prosecuting Attorney Fees
157	01/18/2024	Claims	1	17575	Skamania County Treasurer	22,628.22	January 2024 Municipal Court Contract; January 2024 Remittance for 2024 Police Services
158	01/18/2024	Claims	1	17576	US Bank	1,116.23	Statement 01.08.2024; Statement 01.08.2024
159	01/18/2024	Claims	1	17577	Understory Landscape Architecture, LLC	23,150.67	Park Plaza Design
160	01/18/2024	Claims	1	17578	Washington Cities Insurance Authority	140,197.00	WCIA Coverage 2024
161	01/18/2024	Claims	1	17579	Carson J Whitney	359.84	Boot Reimbursement Carson Whitney
						97,259.57	001 General Expense Fund
						22,913.05	100 Street Fund
						18,158.67	313 Park Plaza Fund
						96,886.71	400 Water/Sewer Fund
						13,553.35	500 Equipment Service Fund
						1.97	630 Stevenson Municipal Court
						248,773.32	Claims: 248,773.32
						248,773.32	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Stevenson, and that I am authorized to authenticate and certify to said claim.

Clerk Treasurer: _____ Date: _____

Claims Vouchers Reviewed By:

Signed: _____

Signed: _____

Signed: _____

Auditing Committee (Councilmembers or Mayor)