

AGENDA
CITY OF STEVENSON COUNCIL MEETING
August 12, 2021
6:00 PM, City Hall

*****Those attending in-person will be required to wear facemasks regardless of vaccination status and practice distancing.*****

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/UC4k9bA0IEvsF6PSoDwjJvA/>

Information in parentheses after the agenda item reference the 2021-2022 council goal the item relates to.
Items with an asterisk (*) have been added or modified after the initial draft publication of the Agenda.

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

2. 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) * 8/10 changes include:
 - Addition of Public Comments received (item 4a)
 - Addition of Discussion of Oath of Office (item 6a)
 - Addition of Sheriff's Office Report (item 7f)
 - Addition of Voucher information (item 9)
- b) ** 8/11 changes include:
 - Addition of Public Comments received (item 4a)
- c) *** 8/12 changes include:
 - Revision of the mask requirement
 - Addition of Public Comments received (item 4a)
 - Addition of Executive Session (item 12a)

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

- a) **Liquor License Application** - 77 Cork & Tap Bistro located at Hotel Stevenson
- b) **Liquor License Assumption** - 54 40 Brewing Company assuming the license of Andrew's Pizza
- c) **Water Adjustment** - Bruce Nissen (meter No. 804500) requests a water adjustment of \$147.55 for a water leak which they have since repaired.

d) **Water Adjustment** - Rock Creek Assisted Living (meter No. 706100) requests a water adjustment of \$169.33 for a water leak which they have since repaired.

e) **Minutes** of July 15, 2021 Council Meeting.

MOTION: To approve consent agenda items a-e.

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

a) *****Public Comments** - Enclosed in the packet are written public comments received ahead of the noon deadline on the council meeting date and requested to be included in the packet.

5. SITUATION UPDATES:

a) **COVID-19 Update** - Mayor Scott Anderson will provide an update on the city's response to the COVID-19 pandemic.

b) **Sewer Plant Update (1)** - City Administrator Leana Kinley will present the update from Public Works Director Karl Russell on the Stevenson Wastewater System and the Compliance Schedule.

6. COUNCIL BUSINESS:

a) ***Discussion of Oath of Office and Pledge of Allegiance** - The minutes of the February 20, 2020 meeting where council discussed the Pledge of Allegiance is included for information (item 8a). Reciting the Pledge is not a requirement and the chair of the meeting may include the Pledge if desired after calling the meeting to order. A copy of the current Oath of Office and council Rules of Procedure are also included to aid in the council discussion.

b) **2022 Budget Calendar** - City Administrator Leana Kinley presents the calendar for adopting the 2022 budget by year end for council review and discussion.

c) **Approve Feeley Short Plat Deferral Agreement (6)** - Community Development Director Ben Shumaker presents the agreement for deferral of frontage improvements for the Feeley Short Plat for council review and consideration.

MOTION: To approve the agreement for deferral of frontage improvements with Edward J. Feeley as presented/with changes as discussed.

d) **First Reading-Latecomers Ordinance (1 & 4)** - City Administrator Leana Kinley presents the enclosed ordinance revising the city code regarding Latecomer's Agreements due to changes in state law for council review and consideration.

MOTION: To approve the latecomer's ordinance as presented/with changes as discussed. OR No motion and the ordinance moves to a second hearing on September 16th.

- [e\)](#) **Discuss Noise Control Ordinance** - City Administrator Leana Kinley presents the enclosed staff memo about amending SMC 8.08 regarding noise control for council review and discussion.
- [f\)](#) **Discuss Camping in Public Places Ordinance (10)** - City Administrator Leana Kinley presents the enclosed memo regarding camping in public places for council review and discussion.

7. INFORMATION ITEMS:

- [a\)](#) **Chamber of Commerce Activities** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in July 2021.
- [b\)](#) **Planning Commission Minutes** - Minutes from the 7/12/21 Planning Commission meeting are presented.
- [c\)](#) **Financial Report** - City Administrator Leana Kinley presents the Treasurer's Report and year-to-date revenues and expenses through July 2021.
- [d\)](#) **Project Status Updates** - City Administrator Leana Kinley and city staff present updates on city projects in process.
- [e\)](#) **Risk MAP Project Update** - An update on the Skamania County Risk Mapping, Assessment and Planning (Risk MAP) project is included for information. This project includes updating the current paper only flood maps last approved in 1986 to an interactive GIS map to better determine exact risk locations. Outreach is planned for public input as well as to owners of properties impacted by any changes.
- [f\)](#) ***Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for July, 2021 is presented for council review.

8. CITY ADMINISTRATOR AND STAFF REPORTS:

- [a\)](#) Ben Shumaker, Community Development Director
- [b\)](#) Karl Russell, Public Works Director
- [c\)](#) Leana Kinley, City Administrator

9. VOUCHER APPROVAL:

- [a\)](#) *July 2021 payroll & August 2021 AP checks have been audited and are presented for approval. July payroll checks 15304 thru 15308 total \$100,734.26 which includes EFT payments. August 2021 AP checks 15309 thru 15359 total \$161,476.41 and includes EFT

payments and checks. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

10. MAYOR AND COUNCIL REPORTS:

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

12. EXECUTIVE SESSION:

- a) ***Council will convene in Executive Session under RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate.

13. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- August 18-21, 2021 Skamania County Fair
- August 21, 2021 (Saturday) 11:00am Fair Parade
- September 6, 2021 (Monday) Labor Day, City Offices Closed
- September 7, 2021 (Tuesday) 6-8pm Diversity, Equity and Inclusion Workshop
- September 13, 2021 (Monday) Planning Commission Meeting
- September 16, 2021 (Thursday) 6pm City Council Meeting
- October 4, 2021 (Monday) 6:30-8pm Town Hall on utility extension outside city limits

MINUTES
CITY OF STEVENSON COUNCIL MEETING
July 15, 2021
6:00 PM, City Hall and Remote

Those attending in-person were required to comply with current state guidelines for distancing. Others attended via virtual platforms.

Information in parentheses after the agenda item reference the 2021-2022 council goal the item relates to.
Items with an asterisk (*) were added or modified after the initial draft publication of the Agenda.

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.

In attendance were Mayor Scott Anderson; Councilmembers Amy Weissfeld, Dave Cox, Robert Muth and Annie McHale; City Administrator Leana Kinley, Community Development Director Ben Shumaker, and City Attorney Ken Woodrich. Public attendees included Pat Rice, Rick May, Mary Repar, and others unidentified.

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

- a) * 7/14 changes include: Addition of documents to ARPA discussion (item 7a); addition of documents to city services extension discussion (item 7b); addition of Walnut Park lease agreement document (item 8d); addition of Rock Creek Run-off Testing Discussion (item 8e); addition of Voucher information (item 11).

3. CONSENT AGENDA: The following items were 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** - The Kellogg Group (meter No. 509000) requests a water adjustment of \$262.69 for a leak they have since repaired.
- b) **Minutes** of June 17, 2021 Council Meeting.

MOTION to approve consent agenda items a-b as presented made by **Councilmember Muth**, seconded by **Councilmember Cox**.

- Voting aye: **Councilmembers Muth, McHale, Cox. (Councilmember Weissfeld was en route.)**

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

>Mary Repar spoke about two issues. The Gorge Commission vital signs (air, water, land and agriculture) project is being implemented. It is available to show how critical natural resources are

handling climate change. She recently viewed the film *The West is Burning* with the Gifford Pinchot Collaborative. There followed a discussion to form a local group to help Gorge communities learn how to prepare for and respond to fires. She suggested it would be a good group for the City Council to become a member of.

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Gorge Regional Transit Strategy** - Kathy Fitzpatrick, Mobility Manager for the Mid-Columbia Economic Development District, was introduced by **City Administrator Leana Kinley**. Ms. Fitzpatrick gave a presentation on the Gorge Regional Transit Strategy and current regional public transit initiatives. She highlighted areas of expansion that promote their mission of supporting thriving Gorge communities by providing access to public transit. Ridership and demand for services has increased. Skamania County transit will begin to have rides from Carson to Bingen this fall. There is finally a complete circuit for residents to make connections into Yakima or Portland. In November a marketing campaign to alert and educate residents on the GORge pass and the public transit services will begin.

In response to a question by **Councilmember Weissfeld**, **City Administrator Kinley** gave a brief update on the Bridge of the Gods. An engineering analysis is being done, with a report on bridge conditions due this fall. The pedestrian walkway project is still under consideration. It needs to go through both houses of Congress to obtain a waiver.

6. SITUATION UPDATES:

- a) **COVID-19 Update** - **Mayor Scott Anderson** provided an update on the city's response to the COVID-19 pandemic. Most restrictions are lifted, and restaurants can now seat 100% of their customer capacity. Some mask requirements are still in place in other areas for those not fully vaccinated. The recent shortage of chlorine needed for water systems due to a production breakdown has been resolved.
- b) **Sewer Plant Update** - **City Administrator Leana Kinley** presented the update from **Public Works Director Karl Russell** on the Stevenson Wastewater System and the Compliance Schedule. The wastewater collection system upgrades, Phase 1, which includes the Cascade Interceptor as well as the Rock Creek Lift Station, came in at \$300,000 over budget. Due to supply shortages, Crest-line Construction has proposed the work begin in late September or early October 2021, meaning excavation would likely take place during the rainy months of autumn. De-watering of the site could add costs and further delay the project. The city is in conversation with EDA and the contractor to see if the project can be delayed until 2022. The question is if that would necessitate having to go out to bid again. If the contract remains, so do the current prices. **City Administrator Kinley** is working on the loan contract with DOE for the WWTP and the sewer extension. The design phase contract is wrapping up and final reimbursements are being submitted.

7. UNFINISHED BUSINESS:

- a) **Discuss American Recovery Plan Act Fund Distribution** - **City Administrator Leana Kinley** presented the staff memo listing project options for ARPA funds for council discussion. She explained the list of projects ARPA funds could be used for. These include making utility payments for residents in arrears; water infrastructure improvements; broadband; business and economic development; and replacement of lost revenues due to reduction in sales tax stemming from

COVID-19 closures. The funds do not need to be obligated until 2024, and do not need to be spent until 2026.

Following an extensive discussion, no decisions were made. It was suggested and agreed to have Kelly O'Malley-McKee with the Stevenson Downtown Association present business development options at a future meeting.

- b) Discuss Extension of City Services - City Administrator Leana Kinley** presented a staff memo continuing the April 15, 2021 discussion of water and sewer services past city limits for council discussion and staff direction. She highlighted the issue of planning a deliberate growth strategy in order to provide services outside of city limits to encourage annexation.

She has been in conversation with Skamania County regarding the alignment of ordinances so areas in the urban growth boundary are developed under city codes. Three approaches are possible for the City: Maintain the status quo, (which allows new hookups only if the house existed before 1980, adjacent water lines are in place, and a petition for annexation was denied); allow new hook-ups to infill on the system by using existing lines only; or extend water lines for new service.

Community Development Director Ben Shumaker asked the Council to determine what they needed to come to a decision, and what involvement from the public would be needed. He pointed to the staff reporting detailing what the Planning Commission has been working on regarding increased public outreach and engagement, and expressed a desire to have the City Council discuss some of the options.

Following an extensive discussion that included historical perspective on past decisions regarding annexation, it was determined to hold an open workshop to gather public input and feedback on the issue and explain why the matter is under discussion. The date of October 4 from 6:30 to 8:00 p.m. was set for a Town Hall on the topic.

Councilmember McHale agreed to act as a liaison regarding the community engagement framework introduced by the Planning Commission sub-committee. **Community Development Director Ben Shumaker** noted this would be a 'dry run' of the public engagement process and asked the City Council to provide comments on the process.

8. COUNCIL BUSINESS:

- a) Discuss Parking Ordinance - City Administrator Leana Kinley** presented the staff memo regarding changes to the parking restrictions in downtown for council discussion and staff direction. She provided several examples of parking codes from similar sized cities for the Council to consider. The Council discussed a number of concerns, including overnight parking, street parking near residences, large vehicles blocking lines of sight, weather issues, permits, in-lieu fees, enforcement, and the possibility of developing a site for public parking. **Community Development Director Shumaker** explained the UW intern would only be providing baseline data on how to improve space and parking access. He is looking for volunteers to assist in reviewing parking usage and turnover in the downtown area. **City Administrator Kinley** noted that at a public hearing more specific options can be obtained.

- b) **Discuss Dude Solutions Capital Predictor Tool - City Administrator Leana Kinley** presented the staff memo regarding the Dude Solutions Capital Predictor software module for council discussion and staff direction. She explained Dude Solutions was not forthcoming earlier with all implementation costs. The Asset Essentials program already in use helps to schedule and track costs for maintenance. The Predictor Tool allows various scenarios to be projected and adjusted using multiple data points, and the Asset Essentials program works in conjunction with the Predictor Tool. She noted that the Department of Ecology contract requires a program that can perform similar functions. An Excel spreadsheet is acceptable but is cumbersome to run.

Councilmembers discussed several options. Questions were raised over the need for the capital predictor program and how much staff time was saved. It was pointed out that in the past when staff changes occurred the historical knowledge they had regarding programs, equipment and materials was often lost.

Mayor Anderson commented it supports the Capital Improvement Plan by overlaying all city departments, which aids in planning projects more efficiently. It also helps in determining if any set-asides will be needed for future projects. **City Administrator Kinley** noted the information would still need to be initially entered into an Excel spreadsheet, so she will start with that. She will check with similar sized cities to determine if comparable, less expensive tools are possible. No motion was put forward.

- c) **Approve Contract with Wallis Engineering - City Administrator Leana Kinley** presented the contract with Wallis Engineering for the Wastewater Treatment Plant Upgrade Project equipment bidding services for an amount not to exceed \$40,654 for council review and consideration. The loan with the Department of Ecology has been funded and will be used to procure equipment, with the costs being reimbursable. She provided further details on the project phases, deliverables and financing.

MOTION to approve the contract with Wallis Engineering for Wastewater Treatment Plant Upgrade Project equipment bidding services in the amount not to exceed \$40,654 made by **Councilmember Cox**, seconded by **Councilmember McHale**.

- Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox.**

- d) **Approve Walnut Park Lease Extension - City Administrator Leana Kinley** presented the addendum to extend the license agreement with Justin Gross of Big River Grill for leasing Walnut Park over the summer at a rate as identified in the agreement for council review and discussion.

MOTION to approve the addendum with Justin Gross, dba Big River Grill, for leasing Walnut Park made by **Councilmember Weissfeld**, seconded by **Councilmember McHale**.*

- Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox.**

*The license agreement was amended at 8:54 p.m. to assign the name **Bigger River Grill** to the contract and to include consent to the assigned change by Justin Gross and the City of Stevenson.

- e) ***Discuss Rock Creek Run-off Testing** – Community Development Director Ben Shumaker presented the summary report on the stormwater run-off at Rock Creek and Foster Creek Road for council discussion and staff direction. The results showed no major concern. No toxic levels were found. Twelve were grab samples, seven were composite, and two were blanks. The orange color is attributed to common iron-fixing bacteria. The complainant does not accept the results due to the lack of water currently flowing. **Shumaker** pointed out that DOE explained if it was flowing, the analysis would show lower levels of any substances due to dilution. He thanked the Underwood Conservation Council for their expertise in collecting the samples. The Council determined due diligence had been performed over and above any responsibility by the City Stevenson, and Skamania County was responsible for any further testing. **Shumaker** has been in contact with Department of Ecology regarding the issue. It was agreed the resident's initial concern was valid, but they would need to follow up with other agencies if they desired further tests.

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

- a) **The Skamania County Sheriff's** report for activity within Stevenson city limits for June 2021.
- b) **Financial Report** - City Administrator Leana Kinley presented the Quarterly Report, Treasurer's Report and year-to-date revenues and expenses through June 2021.
- c) **Skamania County Chamber of Commerce Activities** in June 2021
- d) **Project Status Updates** presented by **City Administrator Leana Kinley** and city staff.
- e) **Planning Commission Minutes from the 6/14/21** Planning meeting were presented.

Mayor Anderson called for a short recess at 8:50 pm. The meeting resumed at 8:55 pm.

10. ADMINISTRATOR AND STAFF REPORTS

- a) **Ben Shumaker, Community Development Director** shared information on the Chinidere development. Phase 4, which has an eight-lot approval, will likely not act on the upcoming September deadline. In doing so the owner relinquishes the right to further divide lots. Development of a through street to Fir and Spruce will not take place. Phase 2/3 will happen. Construction drawings have been signed by the city. There will be 49 lots available in that area. He is unsure of their construction schedule. Connections between Lutheran Church Road, Pine Street and Terry Street will take place.

An RFQ has been issued seeking a consultant for the Columbia Street realignment project. The consultant will help in writing the scope of work for the DOE grant to help bring the brownfield sites back into productive public use.

The Planning Commission is still working on the zoning amendments for increasing residential capacity. A subcommittee will be addressing solutions over the next two months using the new public engagement template, and then report back to the full Commission.

Prior to the next report **Councilmember McHale** asked to return to agenda item 9(a). She requested a representative from the Skamania County Sheriff's Office attend the August 2021 City Council meeting as called for in the contract with the City of Stevenson.

- b) **Karl Russell, Public Works Director** report was presented by **City Administrator Leana Kinley**. A number of projects have been discussed already in the meeting (First Street Overlook, Columbia Re-alignment, Rock Creek Lift Station and Interceptor project.) The Rock Creek storm drain has been cleared and flooding is not expected. The PWD is working with the Army Corps of Engineers for the final permit for storm drain repair in the water, which can only be done July through September.

PWD is working on the planting strip revitalization for the west side of Rock Creek Drive.

PWD is waiting on the city tree condition report now that the inventory has been completed.

Equipment bidding is set for the WWTP upgrades.

Recent water leaks caused by pipes shifting in dry soil have been repaired. Higher costs occur when a break is outside city limits, as the county has to do the road repair, rather than the city.

- c) **Leana Kinley, City Administrator** - The annual audit is underway. No entrance conference is planned. If two or more council members want to attend the exit conference **City Administrator Kinley** will schedule a special council meeting.

Traffic study cameras are out. They do not record license plates, nor face recognition, just documenting traffic patterns in different daily locations.

City of Stevenson website, all micro-sites are done; now reviewing template. Project slide deck will be moved into a more robust project tool.

A meeting with city and county officials and area fire chiefs is being planned to address a potential fireworks ban. It will be at least 2 years before it can be implemented due to Washington State's timelines on restrictive ordinances. **Councilmember Cox** volunteered to attend.

11. VOUCHER APPROVAL:

- a) *June 2021 payroll & July 2021 AP checks were audited and presented for approval. June payroll checks 15228 thru 15232 total \$97,873.91 which includes EFT payments. July 2021 AP checks 15233 thru 15303 total \$222,473.77 and includes EFT payments and checks. The AP check register with fund transaction summary was attached for review.

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

- Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox**.

12. MAYOR AND COUNCIL REPORTS: *Staff's attention on issues they would like to have addressed at the next council meeting.]*

Mayor Anderson announced a ribbon cutting at the new skate shop, ice cream shop, and tattoo shop in Stevenson. The new hotel will be opening soon. He highlighted the fact that no businesses in the

downtown core of Stevenson closed during Covid-19 and encouraged Stevenson to celebrate how well it has come through COVID.

Councilmember Weissfeld expressed concern about possible bridge and weight limits on the Bridge of the Gods. She pointed out the last weight restrictions significantly affected Stevenson's economy. She also asked about having a conversation with the Port of Cascade Locks regarding proper bridge maintenance and transit planning. **Mayor Anderson** reported economic repercussions from the last BOTG restrictions were felt in Yakima.

13. ISSUES FOR THE NEXT MEETING: None.

14. ADJOURNMENT - Mayor Anderson adjourned the meeting at 9:15 p.m.

Scott Anderson, Mayor

Date



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

Farmers' Market Signs

Stevenson Farmers Market <farmers.market.stevenson@gmail.com>

Thu, Jul 29, 2021 at 10:39 AM

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

When will these plans be discussed? I would like to be apart of this discussion.

I'd like what I said to be presented to the council, If I cannot make it.

Dear City Council Members, The Stevenson Farmers' Market would like to work with the city and solve this issue permanently. I, Pharaoh Skinner, think we need to build a large permanent greeter board for the city of Stevenson with space for our hosted events. We have many events going at the same time in the summer and we should allow for everyone to be seen.

The system in place is not working because there is only one space available, when the market is an ongoing event throughout the summer and we have many weekend events to advertise. It is worth investing in a space for all our events because tourism is huge for our economy. If you limit us to small signs to all fit in one space it will look unincorporated and unprofessional. Lets invest in a permanent aesthetic for the city of Stevenson.

Best regards, Pharaoh Skinner Market Manager

509)427-4707

<https://stevensonfarmersmarket.com/>

[Quoted text hidden]



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

Take 2 - regarding Annie McHale/Pledge

1 message

Angela Lindbo <alindbo93@gmail.com>
To: Leana Kinley <Leana@ci.stevenson.wa.us>

Mon, Aug 9, 2021 at 9:52 AM

resending from personal email account.

Than you!

August 8th, 2021

Dear Mayor Anderson and City Council Members,

Thank you for your service, you make Stevenson a better community. With that said, I strongly lend my support towards Annie McHale whom opted to not stand during the Pledge of Allegiance.

This should not be a requirement of a council member. Frankly, each member is an adult, not a grade-schooler being asked to stand and mumble through something they don't fully understand and that I find incredibly outdated and not a true representation of our One Now Nation.

I'm a firm believer in the separation of Church and State as was the original pen in 1892. "One Nation under God" was added in 1954. We are a nation of many religions, gods and those who have neither.

"Liberty and Justice for all" is also a dream but not a reality. Does saying it make it so or does protesting it show we need to work on true Liberty and Justice for all? I would argue the latter.

I have no idea why Ms McHale opted to not stand but her action leaves me confident in her ability to serve on the City Council. We need leaders, not followers. Ms. McHale may not stand for an outdated and inaccurate pledge but she clearly loves her country and city and is willing to serve which make her a very patriotic woman in my eyes.

I request you kindly include this in the council packet.

Kind regards,

Angela Lindbo

--

Angela Lindbo



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

Please include my response in the packet

1 message

Christi Morris <christi.morris01@gmail.com>
To: info@ci.stevenson.wa.us

Mon, Aug 9, 2021 at 10:21 AM

Good Morning Sirs and Ma'ams

I am a Stevenson resident and a US Veteran. While I believe that everyone has the freedom to choose how they believe and in what way they will be seen, now and in the future. I am a very large proponent of standing for the flag. If you choose to not salute or put your hand over your heart fine, but stand out of respect for the men and women that served and died for this country and for your right to choose. She is a representative of this city when she is in a council meeting and as such her "personal" bias should not be present.

Thank you for your time,
Christi Morris
971-209-0451
christi.morris01@gmail.com



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

Regarding the Pledge of Allegiance

3 messages

AE Reynolds <eizenija@gmail.com>
To: citycouncil@ci.stevenson.wa.us
Cc: Annie McHale <anniemchale64@gmail.com>

Mon, Aug 9, 2021 at 8:57 AM

Dear Stevenson City Council,

In 1940 the Supreme Court ruled that school children could be required to stand and recite the Pledge of Allegiance. In 1943 the Supreme Court overturned that ruling. Justice Robert Jackson wrote the majority opinion including the words:

"If there is any fixed star in our constitutional constellation, it is that no official, high or petty, can prescribe what shall be orthodox in politics, nationalism, religion, or other matters of opinion or force citizens to confess by word or act their faith therein."

This opinion was upheld in 2004.

While small rituals like standing and reciting a pledge can create a feeling of unity and strength, if there is not complete understanding and agreement the same ritual will drive division and resentment.

I have spoken with Councilor McHale and understand her choice not to participate in the pledge at the recent city council meeting to be motivated by the desire to call for a more inclusive America and City of Stevenson, where all citizens and residents are treated with respect for their basic human rights.

Events in recent years have shown us that there is a lot of pain—spiritual and economic—and that Americans need to take steps to understand each other better and to help each other thrive again. To recite the 19th century pledge that claims America is indivisible today can be seen as refusing to recognize the glaring divisions that exist.

To my mind Councilor McHale demonstrates her dedication to the community by giving her time and energy to the city council and by participating wholeheartedly. We should not silence respectful challenges but investigate them (as any successful CEO will tell you.)

More than in any other nation, the strength of democracy in America is based on the freedom to disagree. Imagine what a powerful nation America would be if we could forge a feeling of community in each municipality from the ground up.

We owe it to ourselves to try.

Sincerely yours,

Anna Reynolds
Stevenson resident

Leana Kinley <leana@ci.stevenson.wa.us>
To: AE Reynolds <eizenija@gmail.com>
Cc: citycouncil <citycouncil@ci.stevenson.wa.us>, Annie McHale <anniemchale64@gmail.com>

Mon, Aug 9, 2021 at 11:23 AM

Anna,

Do you want your comments included in the next update of the council packet to be recorded for the August 12th meeting?

Thanks,

Leana Kinley, EMPA, CMC

City Administrator
7121 E. Loop Rd/PO Box 371
Stevenson, WA 98648-0371
(509) 427-5970

[Quoted text hidden]

AE Reynolds <eizenija@gmail.com>

Mon, Aug 9, 2021 at 11:30 AM

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

Cc: citycouncil <citycouncil@ci.stevenson.wa.us>, Annie McHale <anniemchale64@gmail.com>

Yes, please do.

Best regards,

Anna

[Quoted text hidden]



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

To stand or not stand for the Pledge

3 messages

Debbie Taylor <debjotaylor@msn.com>

Sun, Aug 8, 2021 at 12:56 PM

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

Change is hard enough in our personal lives, but it is incredibly difficult in society when there is always pressured to maintain the status quo. How does one respectfully bring attention to the need for change? Sitting quietly while others stand for the pledge is one way. I do not know of one instance of a citizen respectfully suggesting there needs to be change without others responding in anger. Annie's quiet and respectful way of saying there needs to be change does not break any law nor is it a precursor to breaking any law such as not paying taxes. Standing for the pledge is the acceptable way of showing allegiance, but those who died for our country did so for much more than for the ceremony of standing and facing the flag during the pledge. They fought and died for freedom of speech and the right to protest injustice. They fought so some can sit, and some can stand when it comes to issues.

Annie is one of the most community minded people I know. Skamania County is blessed to have someone so committed to our community. I am grateful we have someone on the council willing to look at local issues through fresh eyes. Annie is anything but thoughtless or rude, but she is a woman that is unafraid and unapologetic when it comes to righting wrongs. Her courage is a welcomed addition to our county.

Respectfully,
Deborah Taylor

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

Mon, Aug 9, 2021 at 9:38 AM

To: Debbie Taylor <debjotaylor@msn.com>

Cc: "citycouncil@ci.stevenson.wa.us" <citycouncil@ci.stevenson.wa.us>

Debbie,

Do you want your comments included in the next update of the council packet to be recorded for the August 12th meeting?

Thanks,

Leana Kinley, EMPA, CMC

City Administrator
7121 E. Loop Rd/PO Box 371
Stevenson, WA 98648-0371
(509) 427-5970

[Quoted text hidden]

Debbie Taylor <debjotaylor@msn.com>

Mon, Aug 9, 2021 at 12:10 PM

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

Thanks for checking with me. Yes, please include them.

Debbie Taylor
Blackbird Design

On Aug 9, 2021, at 9:39 AM, Leana Kinley <leana@ci.stevenson.wa.us> wrote:

[Quoted text hidden]



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

Pledge

5 messages

Rick May <rick@mayandassociates.net>

Mon, Aug 9, 2021 at 10:47 AM

To: citycouncil@ci.stevenson.wa.us

Cc: Julie May <julie@creatingspirals.com>, "annie.mchale@ci.stevenson.wa.us" <annie.mchale@ci.stevenson.wa.us>

Dear City Council,

I am aware of Annie's written pledge. Annie's pledge deals directly with what it means to honorably serve on the Council. I believe it is an appropriate guide for our Council. Council has also already agreed to recite Annie's pledge. I suggest the Council honor its agreement. Thank you.

Rick May

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

Mon, Aug 9, 2021 at 11:35 AM

To: Rick May <rick@mayandassociates.net>

Cc: citycouncil <citycouncil@ci.stevenson.wa.us>, Julie May <julie@creatingspirals.com>, "annie.mchale@ci.stevenson.wa.us" <annie.mchale@ci.stevenson.wa.us>

Rick,

Do you want your comments included in the next update of the council packet to be recorded for the August 12th meeting?

Thanks,

Leana Kinley, EMPA, CMC

City Administrator
7121 E. Loop Rd/PO Box 371
Stevenson, WA 98648-0371
(509) 427-5970

On Mon, Aug 9, 2021 at 10:47 AM Rick May <rick@mayandassociates.net> wrote:

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Rick May

Robert Muth <robert.muth@ci.stevenson.wa.us>

Mon, Aug 9, 2021 at 11:56 AM

To: Rick May <rick@mayandassociates.net>

Cc: City Council <citycouncil@ci.stevenson.wa.us>, Julie May <julie@creatingspirals.com>, "annie.mchale@ci.stevenson.wa.us" <annie.mchale@ci.stevenson.wa.us>

Rick/Recipients of Email:

Just some background, for 8 years under Frank Cox (RIP), the Mayor never invited the Council or attendees to participate in the Pledge of Allegiance. Mr. Anderson when elected Mayor began the practice of inviting anyone to stand and recite the Pledge prior to council meetings. The invitation to open a meeting with the Pledge has no bearing on the Oath of Office taken by any elected official. The Oath requires the elected official to adhere to the US and Washington Construction and to faithfully execute the duties of the elected office.

During the February 2020 Council meeting, the Council discussed changes to the City Council Rules of Procedure. Section 4 of the draft as presented included a provision which recited the Mayor would open all meetings by inviting the Council and attendees to stand and recite the Pledge. Two Councilmembers objected to the draft language and offered an alternative to the recitation of the Pledge. After discussion, the Council removed any reference to the Pledge or the alternative statement offered by other members of Council from Section 4 of the Council Rules. The Council then approved the revised Rules of Procedure by a majority vote; not a unanimous vote as I voted No.

If you refer to Section 4 of the Rules, the Rules provide for the Mayor to call the meeting to order. The Rules do not prohibit the Mayor from inviting anyone to stand and recite the Pledge. Thus, this is a Mayor's choice in how the Council Meeting is opened.

I am providing background and not opining either way on a person's decision to stand, recite the Pledge or do something different during those few seconds before we begin City business.

As a reminder, Stevenson is a Mayor-council form of government. The oldest and most common in Washington. Under this form of government, the mayor is elected to serve as the city's chief administrative officer.

The council is separately elected and serves as the city's legislative body. This is a separation of powers based on the traditional federal and state models of government. As with the federal government, the executive branch cannot direct or control how the House and Senate operate; and vice versa.

The council has the sole authority to formulate and adopt city policies. The mayor is responsible for carrying out those policies. The mayor does not set a policy for the City of Stevenson. The mayor attends and presides over council meetings, but does not vote on any issue put to a vote, except in the case of a tie. The mayor does have veto authority of legislation passed by the council. This creates a "strong mayor" form of government.

Please be cool during this week's heatwave.

Thank you.

Robert C. Muth

On Mon, Aug 9, 2021 at 10:47 AM Rick May <rick@mayandassociates.net> wrote:

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Rick May

Rick May <rick@mayandassociates.net>

Mon, Aug 9, 2021 at 1:23 PM

To: Robert Muth <robert.muth@ci.stevenson.wa.us>

Cc: City Council <citycouncil@ci.stevenson.wa.us>, Julie May <julie@creatingspirals.com>, "annie.mchale@ci.stevenson.wa.us" <annie.mchale@ci.stevenson.wa.us>

Hello Robert,

Thank you for the pertinent background information. The additional information is appreciated.

Rick May

On Mon, Aug 9, 2021 at 11:56 AM Robert Muth <robert.muth@ci.stevenson.wa.us> wrote:

Rick/Recipetents of Email:

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Rick May

--
Rick May
Rick@mayandassociates.net
503-341-2932

Rick May <rick@mayandassociates.net>
To: Leana Kinley <leana@ci.stevenson.wa.us>
Cc: citycouncil <citycouncil@ci.stevenson.wa.us>, Julie May <julie@creatingspirals.com>, "annie.mchale@ci.stevenson.wa.us" <annie.mchale@ci.stevenson.wa.us>

Mon, Aug 9, 2021 at 1:24 PM

Yes please include. Thank you.

Rick

On Mon, Aug 9, 2021 at 11:35 AM Leana Kinley <leana@ci.stevenson.wa.us> wrote:

Rick,

Do you want your comments included in the next update of the council packet to be recorded for the August 12th meeting?

Thanks,

Leana Kinley, EMPA, CMC

City Administrator
7121 E. Loop Rd/PO Box 371
Stevenson, WA 98648-0371
(509) 427-5970

On Mon, Aug 9, 2021 at 10:47 AM Rick May <rick@mayandassociates.net> wrote:

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Rick May

--

Rick May
Rick@mayandassociates.net
503-341-2932



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

Pledge at meetings

3 messages

Kathleen Morrow <kmorrow1112@gmail.com>

Mon, Aug 9, 2021 at 3:14 PM

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

To the council,

A city council member can do a good job for her constituents even if she doesn't believe in the pledge of allegiance as it is written. I hear that someone has a problem with Annie not rising for the pledge and wants the issue resolved at the next meeting.

My thoughts:

1. It is not an issue and the council should not waste time discussing it.
2. If the council feels a resolution is needed, the best option is to stop saying the pledge during meetings. We didn't do it while I was on the council and we managed just fine.
3. If for some reason the council decides to continue saying the pledge, obviously people who don't want to say it have that right.

Please don't waste a lot of valuable time on this. I'm pretty sure it's settled law anyway. In the meantime, there are real issues to be discussed. Issues that have a direct impact on our lives.

Thanks for your service to the community.

Kathleen Morrow

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

Mon, Aug 9, 2021 at 3:22 PM

To: Kathleen Morrow <kmorrow1112@gmail.com>

Cc: "citycouncil@ci.stevenson.wa.us" <citycouncil@ci.stevenson.wa.us>

Kathleen,

Do you want your comments included in the next update of the council packet to be recorded for the August 12th meeting?

Thanks,

Leana Kinley, EMPA, CMC

City Administrator
7121 E. Loop Rd/PO Box 371
Stevenson, WA 98648-0371
(509) 427-5970

[Quoted text hidden]

Kathleen Morrow <kmorrow1112@gmail.com>

Mon, Aug 9, 2021 at 4:15 PM

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

Yes please. Thanks!

[Quoted text hidden]



Pledge of Allegiance - Annie McHale

1 message

Curt Gray <curt4nuke@gmail.com>
To: citycouncil@ci.stevenson.wa.us

Tue, Aug 10, 2021 at 12:38 AM

(Please include the email statement below in the council packet for the next meeting.)

Patriotism. I'm so fed up with being told what it is to be "patriotic". I'm tired of the cliches, the parroting, and mindless proclamations of people who haven't given one second of their life to serve this great country, our great democratic experiment – people who have strong opinions they foist upon others and judge the patriotic measure of their fellow citizens. Those who claim to define and exemplify all that is "patriotic" time and again only demonstrate their utter ignorance. I have known many foreigners who demonstrate a greater devotion and love for our free society, its tenets, its assurances, its promise.

The practices of true patriots during the traditional rituals of the playing of the national anthem, the passing of our stars-and-stripes, or the pledge of allegiance are the most common targets chosen by the "patriot jury". It has always been deeply mysterious to me how those who so vocally and forcefully object to someone who doesn't follow along with the crowd by taking a knee, failing to stand, or failing to regurgitate the pledge of allegiance fail to realize that they betray one of the most precious gems of our Constitution: the freedom of speech as given by our First Amendment – our Bill of Rights – rights that are not granted by our government but that are natural rights, birth rights, rights upon which the government and its citizens may not infringe.

I'm a sixth generation descendant of my pioneer family and veteran of this great nation's military. My father served in the South Pacific during WWII, then in Korea. He went on to a career as a State Policeman and as a U.S. Marshall. I devoted six years of my life during the Viet Nam War to military service. I swore a lifetime oath to our Constitution, to protect and defend it. At any time I could have been ordered to fulfill my duties which may include forfeiture of my life, if necessary. I have sweated and even bled for this nation. My family and loved ones have have suffered greatly during and since that time. When deployed, they worried about my safety during months of absolutely no contact from me. No letters. No phone calls. Nothing. My wife and children struggled to live on my meager earnings during my long absences. Our children cried when their soldier-fathers had to go away which added to our pain. They were ostracized by an ungrateful population. Ordinary people, young and old, spit on me and my brethren in airports, bus stations, and cafes. We quietly suffered these injustices not because we believed we were being treated fairly, but because it was and still is the right of our fellow Americans to exercise free speech. I resent anyone who dares tell me or my family or my loved ones or my friends and neighbors how to think, what should be said, or how to express our opinions on the matters of these United States of America so long as the rights of others are respected. To use a well known quote: "I may disapprove of what you say, but I will defend to the death your right to say it."

That brings me to the sad point of this treatise. I support Annie McHale's decision to sit out the Pledge of Allegiance when recited at the Stevenson City Council meetings at her discretion. To demand, to even suggest that she should apologize or abandon the office to which she was elected for exercising her right to free speech is outrageous and, by definition, utterly unpatriotic...and shameful. When Annie first took office, she gladly took the oath of office which also declares to uphold and defend the Constitution. The Pledge and the Council's expectations of participation were discussed as an agenda item in an early council meeting. The pledge of allegiance is not required of city council officers. As an honorably discharged veteran earning several commendations and as a citizen of Stevenson, I was in attendance during that council meeting and I testified that I had adequately demonstrated my patriotism and that requiring me or anyone else to declare allegiance to any flag is unnecessary and would be, in fact, offensive. Understand that our "red, white, and blue" is very dear to me. It covered my father's remains and was folded and handed to my mother by the presiding honor guard at his funeral. It covered the casket of my high school pal when his body came back from Viet Nam – an event repeated some 58,000 times during that war and even now as the dead of that war are identified and repatriated. During my time in the military, the flag marked safe territory, warmth and shelter, a source of food, a place to get some needed rest. It marked a place where I could find my military brothers and maybe a letter from home. It defined friend over foe, safety over fear. However it doesn't change my opinion that the entire ritual should be abandoned everywhere that it is practiced.

The Pledge of Allegiance is not what people think it is. It was made popular by a Baptist minister, a Christian socialist, with the cooperation of a popular children's magazine of the time. The ritual was intended to indoctrinate the largely immigrant children attending the schools then. The magazine marketed The Pledge and promoted the doctrine of flying our national flag at every schoolhouse exploiting a rare event, a centennial celebration of our Columbus Day observation.

This, of course, resulted in the sale of flags, one of the marketing goals, and only fueled the expansion of this ritual. This isn't patriotism; this is commercialism.

The fears of WWII followed by the post-war fear of Communism resulted in widespread use of The Pledge in schools as though it would protect us and ensure loyalty to our American way of life. It has done neither. The practice has slowly percolated up into widespread use outside of classrooms. Since that time, the U.S. Supreme Court has ruled that students cannot be compelled to stand, salute, or recite such an allegiance as an infringement on the freedom of speech. It made clear that citizens cannot be made to confess by word or act their faith. It also questions the value and ethics of requiring children who are too young to provide true consent to such an allegiance. Quite simply, it is impossible for children to fully understand what they are saying. Photographs of early rituals show children saluting the flag as instructed with their arms and hands extended straight up toward the flag, palms down. It is chillingly reminiscent of the Seig Heil salute.

Now, we have adults who have throughout their entire lives while attending school recited The Pledge over and over, day after day, year after year, believing it to be a proper demonstration of patriotism. I warn you. It is not. Many oppressive regimes around the world and throughout time have used this simple act of childhood indoctrination to plant the dangerous seeds of nationalism. Personally, I believe the most patriotic act available to the common citizen is in service to our communities – service on City Counsel, for example. A true patriot would inspire their children to serve in such a noble manner and worry less about the need to recite the pledge of allegiance. However, God knows that public service is a thankless job, where the elected are unfairly criticized by the ungrateful, challenged by the unqualified, expected to do the impossible by the self-righteous.

Curt Gray



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

Please include in packet

1 message

'garcia6g' via info <info@ci.stevenson.wa.us>

Mon, Aug 9, 2021 at 10:26 AM

Reply-To: garcia6g <garcia6g@yahoo.com>

To: info@ci.stevenson.wa.us

I am the child of a Navy Seabee, the grandchild of a Air Force Colonel, the mother of a Marine, the wife of a police officer and I will one hundred percent SUPPORT Annie McHale's constitutional right to not stand. You do not lose your constitutional rights when you become an elected official. Her form of protest is a protected constitutional right and if people do not recognize that, than they do not understand the 1st Amendment at all. Like my father always said, "I would never disrespect the American flag, but I will fight for another's constitutional right to do so! That's part of being an American!"

Sincerely,
Autumn Garcia

Sent from my Samsung Galaxy , an AT&T LTE smartphone

To the Members of Stevenson City Council,

If pressed, a majority of Americans consider their 1st amendment right of free speech their most precious. They would consider it our bedrock freedom and, any attempt to chip away at it, a danger to our democracy. Admittedly, it's easy to be free speech advocates until it's speech we don't agree with. That's why the 1st amendment is so important.

I am writing in regard to a recent incident at the last city council meeting. Ms. Annie McHale did not salute the American flag and a citizen took exception, considering it offensive and disrespectful. Ms. McHale has, since she first took office, been clear that she is NOT disrespectful of our country and has her own alternative pledge. There is nothing unpatriotic about that stance. Dissent is the highest tribute one can pay to our country since we have agreed to enshrine protections for it.

Let's start with basic civics. The Constitution is the supreme law of the land. Full stop. No arguments. Our government has three branches (legislative, executive, judicial) with separate responsibilities. It is the job of the judiciary to determine the constitutionality of laws that the legislative branch makes and the executive branch signs and delivers. The Supreme Court has the final say. Full stop.

So, it should interest this body (and all citizens) to be aware that compulsory flag salutes were deemed unconstitutional nearly eighty years ago in *West Virginia State Board of Education v. Barnette* (1943). It is instructive to consider Justice Robert Jackson's eloquence as he wrote for the majority in this landmark case:

Those who begin coercive elimination of dissent soon find themselves exterminating dissenters. Compulsory unification of opinions achieves only the unanimity of the graveyard. It seems trite but necessary to say that the First Amendment to our Constitution was designed to avoid these ends by avoiding these beginnings. . .

The case is made difficult not because the principles of its decision are obscure but because the flag involved is our own. Nevertheless, we apply the limitations of the Constitution with no fear that freedom to be intellectually and spiritually diverse or even contrary will disintegrate the social organization. To believe that patriotism will not flourish if patriotic ceremonies are voluntary and spontaneous instead of a compulsory routine is to make an unflattering estimate of the appeal of our institutions to free minds.

Free speech is a tricky animal. It requires us to accept speech we do not agree with, even speech some deem offensive. By NOT saluting the flag, Ms. McHale was within her rights as both a citizen and local representative. Her patriotism should not be in question for anyone who knows the multitude of humanitarian voluntary actions she has participated in on behalf of the citizens of Skamania County.

A final thought for those who would wish to eviscerate the 1st amendment: When the Nazis came to power they made salutes mandatory in Germany. Compulsory “patriotism” is best left to fascist regimes.

Sincerely,

Laura Paxson
Stevenson, WA



What the pledge of allegiance means to me

1 message

Pat Rice <easylivingpat@gmail.com>

Tue, Aug 10, 2021 at 11:57 AM

To: City Council <citycouncil@ci.stevenson.wa.us>

Dear Mayor and City Council,

I was recently falsely accused on Facebook by a Stevenson City Council member of inciting a citizen to raise the issue of the pledge of allegiance as a political maneuver against my opponent.

I am deeply troubled that I would be accused of using something as precious as our United States pledge of allegiance as a political weapon. These are the reasons such an accusation troubles me greatly, the reasons that go to the very core of the person I am:

First, I value deeply the ideals of what our flag and country aspire to. When I pledge allegiance to the flag and my country, I am not disavowing the mistakes we've made, but rather vowing to do my part to live up to higher ideals and principles.

Secondly, when I recite the pledge I do so out of respect for those who have died in the name of our country. I have been to the Vietnam Memorial and seen the 58,282 names on it. Like most normal humans, I too had a hard time keeping tears in check as I thought of all the loved ones who would never hug their husband again, or yes, in many instances, their wives again. I thought of all the children who would never see their fathers or mothers again. So yes, when I say the pledge of allegiance to the United States I am lucky enough to be a citizen of, I think of these men and women who are no longer with us. The pledge to me is my way of giving tribute to these people and everyone else who has suffered or died in defense of the ideals of our democracy.

Yes, our country is not perfect. As a country we have made bad and egregious mistakes. We have fought unnecessary wars, we have enslaved others, and we have discriminated and held some groups of our citizens back, so that others could prosper and be more enriched. So I agree that we have not been, nor are now, a perfect union. But when I say the pledge of allegiance it is to me anyway, my vow that I will do my part as a citizen to make our union, our country, a more perfect one.

Again, I am deeply offended a Stevenson City Council member would falsely accuse me of using something as important as our United States pledge of allegiance as a political weapon against my opponent. This is not who I am as a person.

Pat Rice

August 10, 2021

City of Stevenson

Attn: City Council, Mayor Anderson

7121 E. Loop Road

Stevenson, WA 98648

Honorable Elected Officials:

I am submitting this comment in regard to the recent kerfuffle surrounding Council Woman McHales choice to sit during the recitation of the Pledge of Allegiance prior to beginning the July 2021 council meeting.

As an individual, Council Woman McHale has the right to sit granted to her by not only the Constitution of the United States, but also by council action that occurred in previous meetings. More directly, the council voted to remove recitation of the pledge to convene meetings as a requirement and instead made it optional.

What I find troubling about this situation, and what really led me to send comment was the manner in which Council Woman McHale exercised her right. Rather than sit politely with arms at her side or excuse herself to another area of the meeting space, she took great measure to page through (what appears to be) a magazine. Quite honestly, it appears as though she went out of her way to be disrespectful and flippant to her colleagues and the constituents that did elect to recite the pledge.

Many times, I have attended or listened in on City Council meetings and have heard Council Woman McHale express that she wishes to bring people together, promote understanding and encourage discussion amongst our community. Regrettably, her actions appear to say otherwise and could be offensive to many who hold the recitation of the pledge and honor to those who sacrificed for our rights in high regard.

Additionally, yet in connection to this very topic, I was provided a copy of a post that was made on a local social media site titled "Let's Take Action Skamania County." This site, according to their narrative, is "...meant to hold ourselves accountable as well as our leaders;" and "...collective voices will stand for a better future that entails a inclusive, compassionate, and sustainable county,".

I would argue that Council Woman McHale was not promoting inclusiveness nor was she encouraging discussion to promote the understanding of different opinions as much as she was enticing divisiveness when she reached out, as a City Council Member on this private group asking people to help her as a "resident is demanding the Mayor hold me accountable..." Well, Council Woman McHale, you cannot have it both ways and require accountability for thee but not for me.

Is there or should there be a mechanism to hold you accountable for exercising your right, even though it could be offensive to some? No. Your right is your right, as much as my right is mine. Although you may say you had no intention of appearing flippant or disrespectful, perception (right, wrong or indifferent) is 110%, and as an elected official you would be wise to remember this.

In closing, I would kindly ask that you sit with respect for your colleagues while they recite the pledge, and if you are unable to do so, please consider excusing yourself until such time the pledge is done and the meeting convenes.

Ann Lueders
Stevenson



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

Submission for Council Packet

1 message

Stephannie Cleary <stephacleary@gmail.com>
To: citycouncil@ci.stevenson.wa.us

Wed, Aug 11, 2021 at 10:42 AM

Hello,

I'm emailing a message to be included in the Council packet to be read at the Council meeting on Thursday, August 12th.

This issue is absolutely one of respect-- but not for an inanimate flag that can represent different things. This is an issue of respect for the living, breathing people and those who died for this country that make up this community and country. Annie McHale is an elected representative who yes, represents constituents. But those constituents will never agree, and all of them are allowed to have different opinions on standing and stating the pledge. Just because one- or even more- constituents think she "should" stand is irrelevant. That is a value judgement, not something based upon law and fact. There is no law that requires American citizens-- citizens who are governed by a democracy, not an autocracy-- to stand for a pledge that in it's modern form only came to being in 1954.

If constituents believe in standing for the pledge, that is their right. If constituents believe in not standing for the pledge, in protest or otherwise, that is also their right. Attempting to bully someone into submission is not the "America" soldiers have died to defend, and as a city council you should *only* be concerned about "standing" if it is standing to protect our citizens from being persecuted or harassed for their beliefs, even if they are not shared by you. That is respect. That is being American.

Thank you for your time.

Sincerely,

Stephannie Cleary



Please include in council packet - thank you

1 message

Kim Puckett <kim.s.puckett@gmail.com>
To: citycouncil@ci.stevenson.wa.us

Wed, Aug 11, 2021 at 6:49 PM

Please include in council packet.

I am writing in regarding the topic of the pledge of allegiance in the City Council Meetings.

I have watched several Stevenson City Council meetings through covid that have been held virtually via zoom and then posted on YouTube. Maybe I arrived late or the zoom started late...or maybe some is cut out of the YouTube recording...but I don't remember ever seeing/hearing the pledge. I asked council member Annie McHale about this and she shared that the group agreed several months ago not to do the pledge at the meetings. I am curious as to why, all of a sudden, it is being done. I did some online checking with several city council groups and found that some do the pledge, some do not. It seems that if the group agreed to NOT do the pledge, then at the very least they should have a discussion (not an argument) about reinstating the pledge. And with this discussion, how about considering adding a Land Acknowledgement to the meeting **INSTEAD...as an act of reconciliation that involves making a statement recognizing the traditional territory of the Indigenous people who called this land home before we arrived**, and in many cases still do call it home.

As to the concern that has been raised about whether a council member must stand and place their hand on their heart...children in schools cannot even be forced to do this according to the Supreme Court so why would we force an adult who understands much more deeply WHY they are choosing not to participate. There are SO many reasons a person might choose not to stand, not to place hand on heart and/or not to repeat the words, many of which would have absolutely no bearing on their ability to serve the community.

And if the group previously agreed NOT to do the pledge...and bringing it back has caused such an uproar, why do it. It is difficult enough for you all to complete the important tasks and make the important decisions that you have to in the hours that you are given. If standing or not standing for the pledge takes important time away from city work, and the pledge is NOT a required part of the meeting...wouldn't it make sense to skip it?

Thank you for your time,
Kim Puckett

--

Peace,
Kim Puckett



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

Fwd: City Council Conduct

1 message

Scott Anderson <scott.anderson@ci.stevenson.wa.us>
To: Leana Kinley <leana@ci.stevenson.wa.us>

Wed, Aug 11, 2021 at 2:38 PM

Forwarding this on. I'm assuming the part for you is from ***Please include my email in the packet for Thursday's meeting.*** onwards. If you would like her to email you directly let me know.

----- Forwarded message -----
From: **Regi Taylor** <regi.fitz@gmail.com>
Date: Tue, Aug 10, 2021 at 1:44 PM
Subject: City Council Conduct
To: <scott.anderson@ci.stevenson.wa.us>
Cc: <oneeve777@yahoo.com>

Hello Scott,

Hope your day is going OK. I'm sure you are stuck in a hard place here,(the Annie McHale incident) and I feel for you on that. Perhaps there is another person I should be contacting about this ridiculous behavior? ***Please include my email in the packet for Thursday's meeting.***

I know I've voiced my opinion in person already, (and I also speak for those who won't speak out!) but I want to make sure I'm being clear:

Annie McHale should step down from her position. If she cannot represent our community, or our country, she cannot, then, do her job.

When Annie went on a rant on Facebook, her words have NOTHING to do with the pledge. How does the pledge, single out anyone? It doesn't, that's the point. See attached screenshot from Annie, for what I feel, is absurd & lunatic behavior for someone in her position. Also see the pledge below. Enough said.

12:50



Jake's Post



75 Comments 5 Shares



Let's Take Action Skamania County (LTASC)



Annie McHale · 14m ·

City Councilor here. I could use some support if you'd like to give it. A resident is demanding that

the Mayor hold me accountable for not standing for the pledge of allegiance at the last council meeting. If you, like me, find the representation of the pledge offensive to non-white, non-male, non-binary, non-hetero people please send an email to City Council and ask that it be included in the packet for next Thursday's meeting. For your reading pleasure is the person's email to the Mayor. FYI: it is not required by law or local ordinance that any elected official stand or recite the pledge. My veteran husband, 3 brothers, and sister support my decision. If you do, too, please let City Council know. Thank you!

Scott,

I was very alarmed at the last council meeting that Annie did not stand for the Pledge and sent her an email. She suggested we meet but I did not agree to a meeting. Annie may be able to sit as a private citizen but as my representative I believe she needs to stand to honor our country, flag and those who died defending those principles. If she chooses not to stand for the Pledge, as a council member representing this community, does she also choose not to pay her taxes because she doesn't agree with that or some other unknown



needs to stand to honor our country, flag and

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one **Nation under God**, indivisible, with liberty and justice for ALL."

Thank you for your time.

An outraged citizen,

Regi Taylor

--

Scott Anderson

Mayor, City of Stevenson

scott.anderson@ci.stevenson.wa.us

7121 E. Loop Rd/PO Box 371

Stevenson, WA 98648-0371

[\(509\) 427-5970](tel:(509)427-5970)

Find more at ci.stevenson.wa.us

and cityofstevenson.com



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

Please include in Council Packet

1 message

Sofia U-L <sofia.urrutialopez@gmail.com>

Thu, Aug 12, 2021 at 9:02 AM

To: City Council <citycouncil@ci.stevenson.wa.us>, Nick Hogan <leana@ci.stevenson.wa.us>

Hello all,

When did the Council meetings become a place to debate morals, beliefs, and standards? I have entrusted the City Council to come to each meeting ready to do their job as representatives with the knowledge of the topics at hand and to remain logical when speaking on important city matters. Instead community members (even those outside of Stevenson city limits) are judging and pressing their beliefs on a singled out council member. Why do they get to choose when it isn't right to wear masks and say "my body, my choice" and yet when someone sits for the Pledge of Allegiance, it becomes something that should be required. If that person doesn't stand, these community members ask for the singled out member to resign. This is a double standard. Council meetings are not courts. No one should be cross examined about their personal beliefs. Are we going to put every single council member on "trial" asking what their (very) personal beliefs and morals are?

This non-issue has become a problem causing a "war" on social media and within the council members. This is further causing a division that this community is already suffering. I've elected these City Council members to do their job and to leave the debate of personal beliefs at home.

Participating in the Pledge of Allegiance is not a requirement by law, it shouldn't be, so please get back to the heart and purpose of these meetings. Until this is a law, it is a non-issue.

Thank you for your time.

Cheers,
Sofia



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

Pledge of Allegiance

3 messages

Melissa Reglin <mlreglinpdx@gmail.com>

Wed, Aug 11, 2021 at 8:34 PM

To: Annie McHale <anniemchale64@gmail.com>, leana@ci.stevenson.wa.us

Hello City Council Members,

I stand by and support council member, Annie McHale, in her decision to stand or sit, participate in recitation or not, during a Pledge of Allegiance. Ms. McHale is a valuable and respectful citizen and member of this council. Her choice or any other council member's personal decision in this regard has no bearing on their ability to function, contribute or participate within City Council meetings.

Respectfully yours,
Melissa Reglin

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

Thu, Aug 12, 2021 at 8:21 AM

To: Melissa Reglin <mlreglinpdx@gmail.com>

Cc: Annie McHale <anniemchale64@gmail.com>

Melissa,

Do you want your comments included in the next update of the council packet as part of the public record for the August 12th council meeting?

Thanks,

Leana Kinley, EMPA, CMC

City Administrator
7121 E. Loop Rd/PO Box 371
Stevenson, WA 98648-0371
(509) 427-5970

[Quoted text hidden]

Melissa Reglin <mlreglinpdx@gmail.com>

Thu, Aug 12, 2021 at 9:11 AM

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

Hi Leana,

Yes please. Thank you!

Best,

Melissa

[Quoted text hidden]



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

(no subject)

1 message

Erik Castonguay <thatcash@gmail.com>

Thu, Aug 12, 2021 at 9:59 AM

To: citycouncil@ci.stevenson.wa.us, Erik Castonguay <thatcash@gmail.com>

Dear Mayor Anderson and City Council Members,

Thank you for your service, you make Stevenson a better community. With that said, I strongly lend my support towards Annie McHale whom opted to not stand during the Pledge of Allegiance.

There will be people writing letters who say that Annie McHale doesn't represent their opinions/thoughts/beliefs. She might not, but she does represent the opinions/thoughts/beliefs of some Stevenson residents...she was elected after all. People will say that not standing is illegal or unconstitutional. It's not. The closest is the US Flag Code, which does not have any civil or criminal penalties associated with it. Otherwise, it would be illegal for Kid Rock to wear his famous American flag poncho. Finally, there are people already calling Annie McHale a commie fascist socialist un-American. She has pledged to serve the city of Stevenson and its residents. I can't think of a finer person to represent the city and a requirement to stand for the Pledge should not be a requirement.

I request you kindly include this in the council packet.

Kind regards,
Erik Castonguay

August 12, 2021

Mayor Scott Anderson.
City Council Members

Re: Annie McHale

Dear Mayor Anderson,

I am writing in opposition to the city council member Annie McHale's decision to "kneel" for the Flag Salute, (city council meeting). I have a question for you, the council, and her. What are her ambitions for the job she holds? Are her goals to represent the citizens of Stevenson, or are her goals personal? The minimal job requirement would be to proudly represent the community of Stevenson. The bare minimum would be pride in our community. Our flag salute is a commitment of love for our country. Her actions, disrespecting the flag and the pledge, show me her own political aspirations take precedent, and it also tells me that she does not have the time, energy, enthusiasm, or commitment to be our representative. If her disruption to the order of the community meeting takes precedence, then I would say she has no "time" to do her job, and represent the community interests of Stevenson.

I do NOT care about her personal feelings, or her political agenda... nor do I care how she behaves in her own home, regarding her allegiance to this beautiful country.... I care that she does her job to REPRESENT the community proudly.... her personal feelings have no place...Either she does her job representing this community with pride, or she should resign, prior to the next election.

My husband and I moved from Portland, and saw a once beautiful city destroyed by people just like Annie McHale. We are not going to sit back and watch this gorgeous area go down a similar path. It appears she has one ambition, and that is her personal political goals.... with NO regard for this community, and no respect for the people that live here.

We have found the Stevenson community to be a welcoming, caring, respectful, and patriotic people. We have also seen first-hand government that actually "works" for the citizens.. this person is not working for me, or the community; she is working for herself.

I appreciate you reading this letter to the entire council...with her present.

Sincerely,

A Concerned Citizen.



Annie McHale

1 message

Charlalalala Ann <charlaschuman@gmail.com>
To: citycouncil@ci.stevenson.wa.us

Thu, Aug 12, 2021 at 12:40 PM

Mayor Anderson and Fellow Council Members,

I'm writing to show my support for Annie McHale, the council member who chose not to stand for the pledge of allegiance at the last council meeting. I've seen multiple posts going around on social media (where I heard of this nonsense in the first place) saying that Annie does not represent our community because she chose to sit, and that she needs to be "held accountable."

To that I would start by saying *those* few people do not represent our *entire* community. Annie represents what I stand for in many ways. I also believe the pledge of allegiance, and the supposed requirement to stand for it to be outdated, and I would even add laughable. Who are we reciting it for?

During the time it was written, the only people that mattered in the "one nation" were white, hetero (at least outwardly), American, men. And as described in an article in the Smithsonian Magazine about it's first edit, they even went so far as to "...change "my flag" to "the flag of the United States," lest immigrant children be unclear just which flag they were saluting." In my opinion, continuing to recite this pledge of white patriotism suggests to me that many would like things to stay the way they were back then. I hope you all do not agree.

Clearly the pledge, as described above, is not inclusive of all people, nationalities, genders, etc., and therefore should not be required at a meeting that is supposed to be for the community as a whole. Do we not have people in our community who have immigrated from other countries? How can you be okay with continuing to recite this, knowing it was written to exclude them?

I would also add, for those of you calling yourselves Christians, this is a textbook case of "putting other gods before Him" is it not? If you're more worried about someone standing for the pledge than you are about them being by you in church on Sunday, you're doing it wrong.

I would end by saying I'm curious to know what they mean by "held accountable." Do they feel she should be publicly scolded? Kicked off the council? Forced to stand lest her legs be chopped off?

The fact that anyone, including myself, would need to take time out of their busy day to write a letter to show support for someone who used her freedom as an American to sit when everyone else stood, is ludicrous. How old are we?

You would think with everything happening in the world right now that people would have better things to do than worry about something as innocuous as this, but unfortunately that doesn't seem to be the case. I hope you take my show of support, as well as the many others I'm sure you will receive, and make the right choice in this matter.

Please include this in the council packet.

Thank you,
Charla Schuman



City of Stevenson

Leana Kinley, City Administrator

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

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

To: Stevenson City Council
From: Karl Russell, Public Works Director and Leana Kinley, City Administrator
RE: Sewer Plant Update
Meeting Date: August 6th, 2021

Executive Summary:

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

Overview of Items:

Plant Operations:

The average monthly Influent BOD load has been:

2018

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

2019

- January 776 lbs/day – Solids washout from clarifiers on 29th and 30th, TSS and BOD Effluent Violations
- February 749 lbs/day – Solids washout from clarifiers on the 18th.
- March 803 lbs/day – Solids washout from clarifiers on March 13th, TSS Effluent Violation
- April 589 lbs/day – Solids washout from clarifiers on April 1st
- May 1,067 lbs/day – No Effluent Violations
- June 897 lbs/day – No Effluent Violations
- July 785 lbs/day – No Effluent Violations
- August 833 lbs/day – No Effluent Violations
- September 720 lbs/day – No Effluent Violations
- October 810 lbs/day – No Effluent Violations
- November 620 lbs/day – No Effluent Violations
- December 588 lbs/day- No Effluent Violations

2020

- January 417 lbs/day- No Effluent Violations
- February 270 lbs/day- No Influent/Effluent Violations, Inf Flow Total 7.532 Mil/Gal.
- March 324 Lbs/day No Influent/Effluent Violations, Inf Flow Total 4.223 Mil/Gal.
- April 389 lbs/day No Influent/Effluent Violations, Inf Flow Total 3.852 Mil/Gal.
- May 295 lbs/day No influent/Effluent Violations, Inf Flow Total 3.315 Mil/Gal.
- June 502 lbs/day No Influent/Effluent Violations, Inf Flow Total 4.788 Mil/Gal.
- July 427 lbs/day No Influent/Effluent Violations, Inf Flow Total 4.048 Mil/Gal.
- August 458 lbs/day No Influent/Effluent Violations, Inf Flow Total 3.941 Mil/Gal.
- September 427 lbs/day No Influent/Effluent Violations, Inf Flow Total 3.786 Mil/Gal.
- October 353 lbs/day No Influent/Effluent Violations, Inf Flow Total 4.786 Mil/Gal.
- November 417 lbs/day No Influent/Effluent Violations, Inf Flow Total 8.018 Mil/Gal.
- December 363 lbs/day No Influent/Effluent Violations, Inf Flow Total 9.252 Mil/Gal.

2021

- January 834 lbs/day Influent Violation, no effluent violations, Inf Flow Total 8.988 Mil/Gal.
- February 459 lbs/day No Influent/Effluent Violations, Inf Flow Total 8.618 Mil/Gal.
- March 415 lbs/day No Influent/Effluent Violations Inf Flow Total 4.68 Mil/Gal.
- April 444 lbs/day No Influent/Effluent Violations Inf Flow Total 3.977 Mil/Gal.
- May 533 lbs/day No Influent/Effluent Violations Inf Flow Total 5.139 Mil/Gal.
- June 420 lbs/day No Influent/Effluent Violations Inf Flow Total 5.534 Mil/Gal.
- July 510 lbs/day No Influent/Effluent Violations Inf Flow Total 5.39 Mil/Gal.

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

WWTP Design:

Final design of the WWTP has been completed. Bids for WWTP equipment are scheduled to go out in August 2021 and the project bid is scheduled for December 2021. Crestline Construction was awarded the contract for the Rock Creek Lift Station and Storm Outfall. Due to a shortage in certain construction supplies a start date of April 2022 has been established.

Funding:

The city's application for \$9.9M in construction funding through the Department of Ecology for the wastewater treatment plant and extension of the sewer line has been approved. It is for a \$931,946 grant, \$9,004,054 loan at 1.5% interest for 30 years (approx. \$375k annual payment). A contract will be in place in 3-4 months and costs can be incurred against the project for reimbursement.

Action Needed:

None.

OATH OF OFFICE

STATE OF WASHINGTON}
 } ss.
County of Skamania }

I, _____, do solemnly swear [or affirm] that I will support the Constitution of the United States and the Constitution and laws of the State of Washington, and all local ordinances, and that I will faithfully and impartially perform and discharge the duties of the office of _____ for the City of Stevenson, State of Washington according to the law to the best of my ability.

Subscribed and sworn to before me this _____ day of _____ 20_____.

By: _____

CITY OF STEVENSON



CITY COUNCIL

RULES OF PROCEDURE

**Adopted by Resolution 2020-352
February 20, 2020**

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Section 1 - Authority

The Stevenson City Council hereby establishes the following Rules of Procedure for the conduct of council meetings, proceedings and business. These rules shall be in effect upon adoption by the Council and until such times as they are amended or new Rules of Procedure adopted.

Section 2 - Council Meetings

Types of Meetings

Regular Meetings - The Council shall conduct regular council meetings on the third Thursday of each month beginning at 6:00 p.m. Meetings will be conducted in the Council Chambers, City Hall. The time and place of regular council meetings must be fixed by ordinance. Meetings will adjourn no later than 10:00 p.m. To continue past this time of adjournment will require concurrence of a majority of the Council. Minutes must be filed recording regular meetings.

Special Meetings – A special meeting is any Council meeting other than a regular council meeting. The Mayor or a majority of the Council Members may call a special meeting. Notice shall be given personally or by mail to all members of the governing body at least 24 hours in advance specifying the time and place of the meeting and the business to be transacted (an agenda). Whenever possible, notice of a special meeting shall be filed and/or published with the newspaper of record. The public shall be notified, 24 hours in advance, by posting at the main entrance of City Hall and on the City’s web site. Notice shall minimally include the agenda and time and place of the meeting. Only items on the agenda shall be acted upon or discussed. Minutes must be filed recording special meetings.

Study/Work Sessions – Study/Work Sessions may be held when a majority of the Council or the Mayor determines there is a need. These sessions are subject to the same notification requirements as a Special Meeting. Study/Work Sessions are informal meetings for the purpose of focusing on specific programs/projects. No final decisions are made at a study/work session. Special work sessions can be held with other agencies and jurisdictions or the City Planning Commission. Minutes must be filed recording Study/Work Sessions.

Executive Sessions – These are Council meetings that are closed to the public except for the Council and Mayor, authorized staff members, and consultants authorized by the Mayor. The public is restricted from attendance. Executive sessions may only be held during regular or special meetings (note there is no prohibition against holding a special meeting solely to consider one or more subjects in executive session, but the subject must be identified at least in general terms in the meeting notice). Prior to convening in to an executive session the Mayor must publicly announce the purpose of the meeting, reason for excluding the public, and anticipated time when the session will conclude. No minutes are taken during an executive session. Executive sessions can only be called to discuss the following items as per RCW 42.30.110:

1. To consider matters affecting national security
2. Real Estate: To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price
3. Real Estate: To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action of selling or leasing public property must be taken in a meeting open to the public

4. Public Bid Contract Performance: To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs
5. Personnel: To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge
6. Personnel: To evaluate qualifications of an applicant for public employment or to review the performance of a public employee. (Note: Final actions on salaries, wages, and other conditions of employment, hiring, disciplining or discharging must be taken in a meeting open to the public (RCW 42.30.140(4))
7. Elected officials: To evaluate the qualifications of a candidate for appointment to elective office. All interviews of such candidates must be conducted in a meeting open to the public
8. Litigation: To discuss with legal counsel representing the City in matters relating to enforcement actions or litigation or potential litigation

Emergency Meetings – An emergency meeting is a special council meeting called without the 24-hour notice. Generally, an emergency meeting is called to address an emergency involving injury or damage to persons or property or the potential thereof when time requirements of a 24-hour notice would make notice impractical or would increase the likelihood of further injury or damage. Emergency meetings may be called by the Mayor or the consent of a majority of the Council members. There may be occasions during emergent conditions (such as an epidemic declared by FEMA or the Health Department) that it will not be safe for the Council to assemble and conduct a meeting. The Mayor may direct staff to advertise a special emergency meeting that will be conducted via telephone conference call with a speaker phone available at City Hall for the public. Staff will tape and take minutes of all actions taken during such a meeting.

Attendance by Conference Call – Occasionally a council member will not be able to physically attend a meeting due to personal or work conflicts; the council member received a full council packet, is prepared to participate but cannot physically be present at the meeting, and is interested in and able to participate. The Mayor may determine the council member's participation is necessary (due to quorum issues, etc) and allow the council member to participate via "conference call" or similar electronic device. Minimally, the conference call will allow the physically missing council member to hear the discussions, allows the same member to express his/her opinions and vote on the issues, and allows the members attending the meeting to hear the council member's contributions over the telephone system or similar electronic device.

Section 3 – Quorum

At all meetings of the Council, three (3) Council Members, who are present and eligible to vote, shall constitute a quorum for the transaction of business. Two (2) or less Council Members and Mayor does not constitute a quorum for the transaction of business and that body may adjourn provided that written notice of said adjournment is posted on the exterior of City Hall door providing access to the Council Chamber per RCW 35A.12.120. Council meeting adjourned under these conditions shall be considered regular meetings for all purposes.

Section 4 – Agenda – Order of Regular Council Meetings

Agenda Preparation

The City Administrator will direct the preparation of agendas for each council meeting. The Agendas will specify the time and place of the meeting, and will briefly outline the items to be considered by the Council. Agendas will be provided to the Council in advance of the meeting to allow the Council members an opportunity to review prior to the meeting.

Items can be placed on the Council’s meeting agenda in the following ways:

1. A majority vote of the Council
2. Council consensus
3. By the City Administrator
4. By a Council Committee
5. By the Mayor

Notices of items to be placed on the agenda are due by the Thursday morning prior to the meeting. A draft agenda will be made available to the public by 5 pm the Friday before the meeting. Agendas will be finalized and made available by Tuesday at 10:00 AM of the week of the meeting. The agenda will be posted on the City’s website and at city hall.

The City Administrator or his/her assistant will schedule sufficient time between public hearings and other scheduled items to not keep the public waiting and provide the Council sufficient time to hear testimony and allow opportunity for deliberation. Legally required and advertised public hearings will have a higher priority over other agenda items that do not need to meet statutory or other legal regulations.

If an item needs to be placed on the agenda (other than the Voucher Packet) after the agenda is closed and notice published the Council will need to approve its addition by consensus of the Council.

Order of a Regular Meeting

1. Call to Order– The Mayor calls the meeting to order. The Mayor will announce the attendance and if a Council Member is not in attendance, council will vote on whether or not the Council Member has an excused absence.
2. Changes to Agenda - The Mayor, with the concurrence of the majority of the Council, may add agenda items or take agenda items out of order.
3. Consent Agenda – Consent Agenda items have either been fully considered by the City Council or are considered routine and non-controversial and may be approved by one motion. Items that may appear on the Consent Agenda may include but are not limited to meeting minutes, bid awards, previously authorized agreements, previously discussed resolutions, travel and training requests.

4. Citizen Comments – Special time set aside on the agenda for members of the audience to comment on items relating to any issue or matter. The City will have “Citizen Comment Sheets” available for any citizen wishing to make comments. (Ref. Citizens Comments Section).
5. Public Hearings – There are two kinds of public hearings – legislative and quasi-judicial. A public hearing may be scheduled at any point in the agenda to balance the needs of the audience and to ensure that proper time can be set aside if more than one public hearing has been scheduled for the same meeting day. Rules for conduct of a public hearing depend on the kind of hearing. Before each public hearing the Mayor will announce the purpose of the public hearing and state the procedural rules that will apply. (See Section 7 - Public Hearings). Citizens may comment on public hearing items.
6. Presentations from Outside Agencies/Proclamations/Recognitions – Periodically, outside agencies such as the Chamber of Commerce or Economic Development Council will present updates to council on their work.
7. Unfinished Business – These agenda items do not require public hearings, but do require council action or are policy issues requiring council discussion. These items have been discussed previously and are not resolved. It is not required to take citizens comment during this portion of the agenda.
8. Council Business – These agenda items do not require public hearings but do require council action or are policy issues requiring council discussion. It is not required to take citizens comment during this portion of the agenda.
9. Information Items – Items for council information only. Discussion may take place.
10. City Administrator and Staff Reports – This provides an opportunity for the City Administrator and other staff to update the Council members on current issues or items of Council interest.
11. Voucher Approval and Investments Update – Approval of the Claims and Payroll Vouchers and recognition of the City’s current investment sales and purchases.
12. Council and Mayor Reports – This provides council members an opportunity to report on significant activities since the last meeting.
13. Issues for the Next Meeting – This provides the Council Members an opportunity to focus the Mayor and Staff’s attention on issues they would like to have addressed at the next council meeting.
14. Executive Session – If needed an executive session may be called for the reasons outlined in RCW 42.30.110.
15. Adjournment – With no further business to come before the Council the Mayor adjourns the meeting. The minutes should reflect the time of adjournment.

Section 5 - Citizens Comments

Under the Open Public Meetings Act the public must be allowed to attend City Council meetings, but the Act does not require that the public be allowed to speak during the Council or Planning Commission meetings. It is up to the Council to determine its own rules about public participation.

The Council has determined that it is important to set aside a limited period of time during regular council meetings for public comment. This period 'Citizens Comments' will be scheduled for the beginning of each council meeting. Members of the audience may comment on items relating to any issue of concern or interest. Citizen comment sign-ups will be available at each regular council meeting for the use of those citizens wishing to address the Council. All speakers must sign in to be recognized. Comments are limited to three (3) minutes, except for a person speaking on behalf of a group; comments then are limited to five (5) minutes. The Mayor or Mayor Pro Tem may extend or further limit these time periods at his/her discretion. No speaker may convey or donate his or her time for speaking to another speaker.

Citizens with specific complaints or concerns will be encouraged to first refer to the appropriate City department. If issues cannot be satisfied in the normal course of work the staff will help the citizen schedule time on the next council agenda for a more formal review and discussion.

The Mayor may allow citizens to comment on individual agenda items at times during any regularly scheduled City Council meeting outside of the Citizens Comments section or scheduled public hearings.

Section 6 - Council Discussion and Motions

All Council discussion and motions may be guided by Roberts Rules of Order, Newly Revised at the Mayor's discretion. Approval of council motions are determined by a simple majority. The Mayor does not vote except to break a tie in matters other than: the passage of an ordinance, grant, or revocation of franchise or license, or any resolution for the payment of money (RCW 35A.12.100).

Vote is by voice. If the vote is split the Mayor may ask for a roll call to clarify actual outcome.

Although a quorum may be present, passage of most ordinances requires an affirmative vote of the majority of the council.

SECTION 7 VOUCHER CERTIFICATIONS AND APPROVALS FOR EXPENDITURES AND DISBURSEMENTS

All expenditures and disbursements made by the City to address claims against the City must follow procedures set forth by RCW 42.24.

City Staff Responsibilities

It is the responsibility of each Department Head to ensure that every claim presented to the City Council for payment for the furnishing of materials, rendering of services or performing labor, or for any other contractual purpose shall meet the following requirements:

1. An invoice is attached initialed by the responsible staff member. By initialing the invoice, the responsible staff member acknowledges that the product was received, the service delivered, or the contract obligations met.
2. The invoice clearly shows who provided the service or product.
3. The charges on the invoice clearly show what was purchased and/or provided so that the department head, the City's auditor the City Council can easily understand what was purchased.
4. If taxes need to be assessed the invoice should include the appropriate tax assessment or indicate that the taxes will be paid directly by the City to the Department of Revenue.
5. Vouchers are prepared by the accounting staff. Charges on the invoice are checked to ensure that charges were correctly transferred to the voucher.
6. The City Administrator or Deputy Clerk (the auditing officers) will review each voucher to determine that the BARS accounting code is correct and that funds are authorized and available to meet the obligation. The City Administrator or Deputy Clerk will certify (by signature) that the voucher has been reviewed and does not violate State or City policy.
7. Vouchers are assembled for presentation to the City Council at the next regularly scheduled public meeting. A listing of all vouchers scheduled for approval will be provided to each council member.
8. The City Council may stipulate that some expenditure claims may be paid in advance of a regular council meeting. This most frequently happens in large public works construction projects when contractual requirements require payments within a short time frame. Nevertheless, those payments will be included in the voucher packet for council approval at the next regularly scheduled council meeting.
9. Voucher packets are filed in the auditing office and stored for the period required by the State Law.

City Auditing Officer

The state requires that the vouchers pass through a formal certification process. The City uses a "blanket certification process" that includes the listing of vouchers being approved, the total amount expended by fund, the signature of the auditing officer. The certification statement is as follows:

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 the partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City and that I am authorized to authenticate and certify to said claim.

The City Administrator or in his/her absence, the Deputy Clerk, shall serve as the auditing officer.

City Council Responsibilities

It is the City Council's responsibility to ensure that the system of auditing and certifying vouchers is operating in a manner to provide the greatest possible protection for the City Council, for the City and for their citizens. The State Auditor BARS Manual does state that the members of the governing body do have responsibility and liability for each voucher approved. State law more specifically states:

Any person who knowingly approves or pays or causes to be approved or paid a false or untrue claim shall be guilty of a gross misdemeanor and, in addition, he shall be civilly liable on his bond to the municipal corporation or political subdivision, as the case may be, for the amount so paid or for three hundred dollars whichever is the greater. (RCW 42.24.110)

The key is of course knowingly approves.

The Council shall make certain that the City staff properly implemented the process described in "City Staff Responsibilities" and may want to spot check an invoice to make certain the invoices are signed and properly transferred to the voucher. The City Council member should be alert to changes in disbursement trends and question those trends.

Both state and city laws require special procedures for reimbursement claims filed by city employees and elected officials as set forth in Section 17 "Eating and Drinking at Public Expense" of this document. Special attention should be paid that these disbursements are valid and meet requirements.

Section 8 - Public Hearings

Types

There are two types of public hearings: legislative and quasi-judicial. The Mayor will ensure the appropriate hearing procedures are followed and will inform the council of the proper procedures. Citizens may comment on public hearing items.

Legislative Public Hearings

The purpose of a legislative public hearing is to obtain public input on the legislative decision on matters of policy. These could include (without limitation) council review of budgets, land use plans and utility rate adoptions.

Quasi-Judicial Public Hearings

The purpose of a quasi-judicial public hearing is to decide issues including the right of specific parties and include, without limitations, certain land use matters such as site-specific rezones, preliminary plats, and variances. The City Council's decision on a quasi-judicial matter must be based upon and supported by the "record" of the matter. The "record" consists of all testimony or comment presented at the hearing and all documents and exhibits that have been submitted. In quasi-judicial hearings, Council Members shall comply with all applicable laws including without limitations the appearance of fairness doctrine (Ref. Appendix B).

Note! The Appearance of Fairness Doctrine does not require establishment of a conflict of interest, but whether there is an appearance of conflict of interest to the average person. This may involve the Council Member of a Council Member's business associate, or immediate family. It could involve *ex parte* (outside the hearing) communications, ownership of property in the vicinity, business dealings with the proponents and/or opponents before or after the hearing, business dealings of the Council Member's employer with the proponents and/or opponents, announced predispositions, and the like. Prior to any quasi-judicial hearing, each Council member should give consideration to whether a potential violation of the Appearance of Fairness Doctrine exists. If so, no matter how remote, the Council Member should disclose the facts to the City Administrator who will seek the opinion of the City Attorney. The City Attorney's opinion will be communicated to the Mayor and Council Member.

Section 9 - Ordinances

No ordinance should be prepared for presentation to the Council unless requested by the Council and/or Mayor, City Administrator or City Attorney. The City Attorney shall review all ordinances prior to adoption.

Two readings of an ordinance are required, except when there is an urgent need. Ordinances regarding franchise agreements must be adopted at a regular meeting.

Prior to enactment the Ordinance shall be tracked by its title which should be read prior to voting. The Clerk to the Council shall assign a permanent ordinance number after enactment.

Upon enactment of the ordinance, the Clerk to the Council shall obtain the signature of the City Attorney and the signature of the Mayor. After obtaining both signatures the Clerk to the Council shall sign the ordinance.

Summaries of all ordinances shall be published in the official newspaper as a legal publication immediately following enactment.

Section 10 - Mayor and Mayor Pro Tem

The presiding officer at all meetings of the Council shall be the Mayor, and in the absence of the Mayor, the Mayor Pro Tem will act in that capacity. The Council shall designate a Mayor Pro Tem at the beginning of every calendar year. If both the Mayor and Mayor Pro Tem are absent, the Council Members present shall elect one of its members to serve as Presiding Officer until the return of the Mayor or Mayor Pro Tem.

It is the responsibility of the Mayor or Presiding Officer to:

- Preserve order and decorum in the Council Chambers
- Observe and Enforce the Council Rules of Procedure
- Conduct the meeting in an orderly manner and decide questions of order.
- Recognize council members in the order in which they request the floor.
- From time to time the Mayor shall appoint Council Members to serve on special City Council or ad hoc committees.

Section 11 – Filling City Council Vacancies

The purpose of this section is to provide guidance to the City Council when a Stevenson City Council Member position becomes vacant before the expiration of the official's elected term of office. Causes of vacancy as set forth in RCW 42.12.010 include resignation, recall, forfeiture, written intent to resign, or death of a Council Member. Pursuant to state law, a vacancy shall be filled only until the next regular municipal election, to serve the remainder of the unexpired term. If a vacancy occurs in the office of a Council Member, the Council will follow the procedures outlined in the following:

RCW 35A.12.050 Vacancies – Filling of Vacancies in Council/Mayor Form of Government

RCW 42.30.110(h) – Executive Session Allowed to Consider Qualifications of a Candidate for Appointment to Elective Office

RCW 42.30.060 – Prohibition on Secret Ballots

RCW 42.12 – Vacant Position

In order to fill the vacancy with the most qualified person available until an election is held, the Council shall direct the City Administrator's Office to prepare, distribute and publish a notice of the vacancy in the City's official newspaper with courtesy copies to other appropriate outlets. All applicants must be a registered voter of the City of Stevenson and have a one (1) year residency in the City of Stevenson. Interested applicants will be asked to submit an application form stating they meet the qualification requirements and a letter of interest. All applications received by the deadline date for the position will be copied and circulated to the Mayor and Council Members. The Council will conduct interviews of the applicants at a public meeting (regular or special). The City Administrator's Office shall notify applicants of the location, date and time of the City Council interviews.

The Mayor shall determine the order of appearance, amount of time allotted for each interview, and format for the interviews. The Council shall conduct all interviews during the open public session of the meeting. Upon completion of the interviews, Council Members may convene into Executive Session to discuss the qualifications of applicants. However, all deliberations, nominations and votes taken by the Council shall be in open public session. The Mayor shall call for nomination(s) and deliberation for selection. Following the close of discussion, the Mayor shall call for the vote. The nominee receiving the majority vote shall receive the appointment.

The City Administrator shall ensure that the new Council Member be sworn in to office prior to the next regularly scheduled City Council meeting.

Section 12 – Committees

From time to time the City Council will identify the need to form special advisory committees, task forces, or commissions to address issues on behalf of the City Council. Their advice on a wide variety of subjects aid the Mayor and Council Members in their various decision-making process. Effective citizen participation is an invaluable tool for local government.

Committees can be established by ordinance or by motion of the City Council. Occasionally Washington Law will require establishment by ordinance, more often it is at the discretion of the City Council as to which method is employed. Persons of wide-ranging backgrounds who are interested in participating in public service but not interested in competing for public office can be involved in advisory committees, task forces or commissions.

Advisory Committees

Advisory Committees are formed to address specific issues or functions. Every advisory committee will be re-examined periodically by the City Council to determine its effectiveness and whether it has completed its working functions. The size of the advisory group shall be determined by the Council in relation to its duties and responsibilities. Members and alternate members of all advisory bodies are appointed by a majority vote of the City Council during a regularly scheduled meeting. Vacancies may be advertised so that interested citizens may submit letters of interest and/or applications.

Advisory Committees will be responsible for adopting their operating policies consistent with any established resolutions or ordinances. All meetings of advisory committees are open to the public in accordance with the public meeting laws of the State of Washington which requires a minimum 24+ hour advance notice. The advisory chairperson will be responsible for coordinating meeting time, place and agenda with the appropriate City support staff. City staff will be responsible for properly advertising notice of all meetings. Minutes shall be kept of all meetings in accordance with the public meeting laws of the State of Washington.

Members may resign at any time their personal circumstances change to prevent effective service. Members may be removed from the advisory committee after three consecutive unexcused absences.

Section 13 - Council Relations with City Staff

The City Council serves as the City's policy makers, and the City staff serves as the implementers and/or administrators of the Council's policies.

All written informational material requested by individual Council Members shall be submitted by City staff to the City Administrator who will distribute to the Council member requesting the information as well as any other Council Members who express an interest in receiving a copy of the same information.

When mail of a general nature that is addressed to the Mayor or Council Member is received it shall be copied to all City Council Members with a copy saved to file. Mail addressed to Council Members that is marked personal and/or confidential shall not be opened by City Staff.

Council Members shall not attempt to coerce or influence City staff in the selection of personnel, the awarding of contracts, the selection of consultants, the processing of development applications or the granting of City permits. Nor shall any individual Council Member interfere with the operating rules and practices of any City Department.

No individual Council Member shall direct the City Administrator to initiate any action or prepare any report that is significant in nature, or initiate any significant project or study without the consent of a majority of the Council.

There will be mutual respect from both City Staff and Council Members of their respective roles and responsibilities. This same courtesy and respect will guide all comments and conduct in public meetings.

Section 14- Council Meeting Staffing

The City Administrator shall attend all regular meetings of the Council unless excused. If the City Administrator has an excused absence, a staff person shall be designated to attend in his/her absence. The City Administrator may make recommendations to the Council, may take part in the discussion, but shall have no vote. The City Administrator will ensure that appropriate staff (the recorder) is present to properly record (minutes) the meeting and departmental heads will be present to address issues and questions the Council Members may have with respect to agenda items.

The Public Works Director or his/her designee shall attend all regular meetings of the Council. The Public Works Director shall be prepared to answer questions, make recommendations and participate in discussions as needed.

The City Attorney shall attend all meetings of the Council unless excused, and shall upon request, give an opinion, either written or oral, as needed.

The Community Development Director or his/her designee shall attend all regular meetings of the Council. The Director shall be prepared to answer questions, make recommendations and participate in discussions as needed.

Section 15- Council Member Attendance at Meetings

Excused Absences

Excused absences are defined as follows:

1. Death of an immediate family member
An immediate family member would include spouse, child, parents, siblings, grandparents, father and mother-in-law or daughter or son-in-law.
2. Illness
Illness of either a Council Member or immediate family member, as defined above.
3. Accident, Bad Weather, other circumstances beyond the Council Member's control
4. Absences for Council Business
A Council Member who is absent because of their commitments representing the Council at other meetings or events/activities.
5. Prior Arranged Absences
The Council may, at their discretion, excuse an absence if arrangements are made prior to the absence.

All excused absences must be voted on and approved by a majority of council present.

Unexcused Absences

1. A council position shall become vacant if the Council Member fails to attend three consecutive regular meetings of the council without being excused by the council (Ref. RCW 35A.12.060). The minutes will show the Council Member as having an unexcused absence for each meeting not attended without an excused absence.

Section 16 - Council Representation

If a Council Member appears on behalf of the City before another governmental agency, a community organization, or through the media, for the purpose of commenting on an issue, the Council Member shall state the majority position of the council, if known, on such issues(s). Personal opinions and comments that differ from the council majority may be expressed if the Council Member clarifies that these statements do not represent the Council's position.

Council Members need to have the Mayor and/or other Council Members' concurrence before officially representing the other Council Members' views. And as a matter of courtesy, any letters to the editor, interviews or other communication by a Council Member of a controversial nature that do not reflect the City's majority opinion should be presented to the City Council prior to publication so that the Council Members may be prepared.

Section 17 – Confidentiality

Council Members shall keep confidential all written materials and verbal information, including but not limited to the topic(s) and/or the substance, provided to them during Executive Sessions, to ensure that the City’s position is not compromised. Confidentiality also includes information provided to Council members outside of Executive Sessions when the information is considered to be exempt from disclosure under exemptions set forth in the Revised Code of Washington (RCW 42.23.070).

If the Council, in Executive session, has provided direction or consensus to City staff on proposed terms and conditions for any type of issue, all contact with the other party should be done by the designated City staff representative handling the issue. Council Members should obtain the permission of the Mayor and/or City Administrator before discussing the information with anyone other than other Council Members, the City Attorney or City staff designated by the City Administrator. Any Council Member having any contact or discussion needs to make full disclosure to the City Administrator and/or the City Council in a timely manner.

Section 18 - Eating and Drinking at Public Expense

The objective of this policy is to provide clear direction for the reimbursement for City Council business related food and beverage costs incurred by the City Council and/or staff during non-travel periods (Ref. City Personnel Policy for reimbursements for travel related expenses). The policy will provide guidelines by which to determine whether or not expenditures by the City, City Council and/or staff may be allowed when refreshments and other related costs are made available at meetings involving City official and volunteers.

Staff and council members have the responsibility for becoming knowledgeable about authorized expenditures and the documentation requirements. Care should be taken to avoid unnecessary or excessive expenditures, and those not directly and reasonably related to the conduct of City business.

Food and Beverage Cost for City Meetings

Generally, the City **will not** incur costs for refreshments, and other related items, for meetings or functions held in the normal course of business or which are attended solely by City officials. However, when certain meetings or functions are scheduled during one or more meal times and the City Council **has expressly approved** the meeting as such, the City may incur such costs directly or as a reimbursement to employees who have incurred such costs on behalf of the City. Food and beverage costs may only be incurred wherein a municipal function, public purpose, or City program is served or furthered (Ref. AG Opinion dated May 14, 1987 “Eating and Drinking at Public Expense”). Refreshments purchased solely for personal entertainment are not a legitimate City expense.

Food and Beverage Costs for Ceremonies and Celebrations

Reasonable expenses, including food and beverage, associated with commemorating a dedication or an unveiling that is recognized as serving a public purpose are legitimate City expenditures. The public celebrations must be open to the general public. Support of a local “event” or celebration may not take the form of a gratuitous contribution of public funds to a private person, committee or organization. Expenditure of public funds on a publicly sponsored event requires the existence of a recognizable public purpose that relates to the City’s existence, proper authorization from the legislative authority for such public sponsorship, and a reasonable relationship between the amount of the City’s expenditure and the “public” nature of the event.

Reimbursable Expenses Incurred by a City Official at Other Meetings

Meals consumed by a City Official during a meeting or other function where the City Official is conducting City business or representing the City are reimbursable to the official.

Approval Procedures and Claims for Reimbursement

Approval for food and beverage expenses at a council meeting or for ceremonies and/or celebrations must be approved by the City Council in advance of any expenditure. Expenditures

for meal costs incurred by an official and/or employee at a meeting must be pre-authorized by their direct supervisor. (Council members are approved by the Mayor).

A claim for reimbursement shall be submitted as follows:

1. All claims must be submitted on a reimbursement form provided by the City Finance Department
2. The reimbursement form will identify the name of the person who consumed the goods for which reimbursement is requested, a description of the event, ceremony or meeting (including date, location and time) at which the food was consumed, and the public purpose served
3. Any claim for reimbursement must be accompanied by a bona fide vendor's receipt. Payment for table service at a restaurant (the tip) may be included at a rate of 15% of the price of the meal. No reimbursements will be made for liquor.
4. Reimbursements will be made by claims warrant only

Section 19 – Emergent Communications

Occasionally there are important or emergent happenings in the City when Council Members should receive briefings as quickly as possible and not wait until the next council meeting. The City Administrator or designee will contact the Mayor with a draft memo detailing the issue(s). After review approval the memo will be forwarded by email (or telephone) to all council members.

Appendix A-Sign in Sheet for Stevenson City Council

SIGN IN SHEET
FOR
STEVENSON CITY COUNCIL

DATE: _____

If you are planning on addressing the City Council on a specific issue during the Public Comment period please list your name and topic of concern. The Mayor will call on you during the Public Comment period. Please limit comments to three minutes.

Name: (please print)

Topic:

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Appendix B – Public Hearing Procedures Script for Quasi-Judicial Issues

The following represents a recommended procedure as a general instruction for the conduct of Quasi-Judicial hearings and may be followed or departed from in the Mayor’s discretion. Failure to follow this recommended procedure shall not constitute a *prima facie* failure of Due Process.

Opening

- The Mayor shall open the public hearing by stating the name of the application
- The Mayor shall direct any persons wishing to be heard to sign in at the sign-in table

Rules of Order Presented by the Mayor

- The Mayor shall explain that the public hearing will proceed in an orderly manner and ask that the members of the public respect the process
- The Mayor shall ensure that everyone will be given an opportunity to be heard. The Mayor shall ask that all comments be made standing or at a speaker’s rostrum if available. All speakers must first give his or her name and address for the officially recorded transcript of the hearing. The Mayor shall further explain that if there is an appeal the court must make its decision on the basis of what is said at this meeting
- The Mayor shall ascertain if anyone will require special accommodation in order to speak so that arrangements can be made
- In fairness to all in attendance, each person wishing to speak will be given an opportunity to address the Council. Depending on the number of people in attendance the Mayor may limit the initial period of time allowed. If additional time is needed the Mayor may allow additional time after all interested parties have had an opportunity to speak
- There should be no demonstrations (clapping, cheering, booing) during or at the conclusion of anyone’s presentation
- This public hearing is the time for presentation of testimony, not an opportunity for debate
- The City Council is interested in promoting an orderly public hearing to give all persons in attendance an opportunity to be heard

Appearance of Fairness and Conflicts of Interest Presented by City Attorney

- The hearing is quasi-judicial in nature, (especially in land use cases) and must comply with the appearance of fairness and conflict of interest rules. Quasi-judicial actions are defined as actions of the Council which determine legal rights, duties, or privileges of specific parties in a hearing. The public hearing must be fair in three respects: form, substance and appearance

- All Council members and the Mayor should give consideration as to whether they have:
 - 1) a demonstrated bias or prejudice for or against any party to the proceedings
 - 2) a direct or indirect monetary interest in the outcome of the proceedings
 - 3) a prejudgment of the issue prior to hearing the facts on the record, or
 - 4) *ex parte* contact with any individual, excluding administrative staff, with regard to an issue prior to the hearing, and whether the individual supports or opposes the project.
 Each Council Member must disclose whether any of the factors listed above are at issue and respond to the question: Do you have an Appearance of Fairness or Conflict of Interest issue or disclosure to make? (*Disclosures or questions of conflict directed to the attorney*).
- And finally, the members in the audience are asked if there are any objections to a Council Member or Mayor's participation in the proceedings. (*Again, refer any affirmative answers to the attorney*).

Order of Speaking – Mayor

- Staff presentation
- Request to staff (City Administrator) if there were any written materials submitted. City Administrator or Attorney to summarize the document
- Comments from applicant
- Comments from proponents
- Comments from opponents
- Comments from any others wishing to speak
- Comments from applicants in response/rebuttal. New material may not be introduced
- Response from Staff to any subjects raised by any of the speakers, or any additional clarifications
- Questions from Council Members to any speaker or staff person who made comment
- The Mayor may ask if anyone in the audience has any comments to clarify an item raised by a Council Member's questions. No new items can be presented nor should the speaker repeat his/her previous testimony. This is an opportunity for clarification

Council Discussion

- The Mayor making certain there is no further testimony closes the public testimony portion of the hearing
- Council discussion is held – Council should consider discussing issues in terms of findings and potential conditions
- Request for any further recommendations or comments from staff
- Mayor calls on the Council members to make a motion (take action) or postpone. If action taken Mayor directs staff to prepare findings and decision

Appendix B-1 Risk Management in the Land Use Context: A Primer on How to Avoid Being Sued

Local government actions related to the development of land, such as planning, zoning, and platting, are a frequent source of litigation. Land use decisions routinely affect, sometimes significantly, the value of land parcels, which tends to generate litigation from property owners seeking to maximize their properties' value.

Sometimes lawsuits cannot be avoided; however, the following information will help you to minimize your risk of having to defend against land use claims. Here are a few concepts that you need to know and follow, along with suggestions for avoiding land use lawsuits:

1. Involve Professional Staff and Consultants.

Guidance from planners, engineers, lawyers, and surveyors should be sought throughout the process. They will make sure you are up to date on industry and professional standards, and current laws. From the time that a land use application is filed to the final decision, the assistance of experts will help in creating a defensible record and a sound decision. The land use process has become too complex and technical to navigate without some professional assistance.

2. Stay Current.

Know the applicable laws and keep local codes and procedures current with appellate court decisions, Growth Management Hearings Board decisions, and state statutes. Promptly inform staff and decision makers of new decisions. Schedule yearly reviews of your land use code to make sure it meets any new requirements.

3. Timeliness and Notice.

Project permit applications are required to be processed within deadlines established by state statutes and local codes. Statutes and codes require that notice is given in a certain manner at certain times and usually that public hearings are held. Make sure all required notices are given and hearings held.

Develop checklists or summaries for the different types of applications you process. The checklists should identify the various deadlines and notices applicable to the particular application.

4. Legislative Hearings vs. Quasi-Judicial Hearings.

Decision-making bodies—boards, councils, and commissions—must understand when they are acting in a legislative role and when they are acting in a quasi-judicial role. The legal standards for what constitutes a valid decision differ depending upon which role applies. Quasi-judicial hearings require legal due process for the applicant. More leeway exists when acting in a legislative capacity. Hence, more lawsuits arise from quasi-judicial hearings than from legislative hearings.

Decisions of general applicability affecting the community at large are usually legislative in nature. The following land use actions are legislative:

Adoption, amendment, or revision of comprehensive plans;
Adoption of area-wide zoning ordinances;

Adoption of area-wide zoning amendments.

Quasi-judicial land use actions are defined in RCW 42.36.010 as those that “determine the legal rights, duties or privileges of specific parties in a hearing or other contested case proceeding.” The characteristics of matters that are quasi-judicial are the following:

- The decision applies an existing policy or law rather than creating a new one;
- The proceedings seek to reach a fact-based decision between two distinct alternatives;
- The decision has a greater affect on a limited number of specific persons and a lesser affect on the general community at large.

Examples of decisions that are quasi-judicial include subdivisions, preliminary plat approvals, conditional use permits, SEPA appeals, rezones of specific parcels of property, variances, and other types of discretionary zoning permits if a hearing must be held by statute or local ordinance. If a single proceeding combines both legislative and quasi-judicial functions, treat it as a quasi-judicial proceeding.

5. Fairness and Appearance of Fairness.

Government staff and decision makers should avoid making promises to applicants or project opponents. Furthermore, the decision makers and government staff should avoid prejudging applications and must not have a personal interest at stake in the matter. Personal interests include financial gain or ownership, family or social connections, associational or membership ties, and being employed by an applicant or interested party.

Washington is one of a few states that has the Appearance of Fairness Doctrine, which requires decision makers who act in a quasi-judicial role to not only be free from actual bias, but also the appearance of bias. To determine whether a violation of the Appearance of Fairness Doctrine has occurred, the question asked is this: Would a fair-minded person in attendance at this hearing say that everyone was heard who should have been heard, and that the decision maker was impartial and free from outside influences? To avoid violations of the Appearance of Fairness Doctrine, base decisions solely upon the record, allow everyone to be heard who wants to be heard, and give reasonable credit to all information presented, while according the information the weight, or lack thereof, that it deserves.

6. No *Ex Parte* Contacts in Quasi-Judicial Proceedings.

Ex parte contacts are those between a decision maker and one side in a controversy for which that decision maker will issue a ruling. Quasi-judicial decision makers are prohibited by RCW 42.36.060 from making *ex parte* contact with either side in a case. *Ex parte* contacts always should be avoided. If such contact occurs, however, it may be cured by publicly disclosing the substance of the *ex parte* contact, placing it into the record, and providing opportunity for rebuttal by opposing sides.

7. Follow Written Hearing Procedures.

Proper procedures are important to avoid due process violations, and written procedures are more likely to be followed than unwritten ones. Written procedures make everyone aware of the process in advance. Procedures, for example, may detail the order of the hearing, rules of respect and decorum, and urge those with common views to choose a spokesperson.

8. Base Decisions on the Record.

Quasi-judicial land use decisions must be based on and supported by the “record.” The record consists of testimony at the hearing and all documents submitted at the hearing, and those submitted outside the hearing but within a set timeframe. You should preserve quasi-judicial hearing testimony by either a tape recording or court reporter. The documents are typically letters making arguments, maps, staff reports, and drawings, which are numbered and admitted as official exhibits and entered into the record. Only hearing testimony and documents officially submitted into the record should be used to render a decision. Make sure tape recordings are audible and that all speakers, including the decision makers, state their names before speaking.

9. Consider All Relevant Facts in the Record and Apply Them to the Law.

Quasi-judicial decision making requires applying the law to the facts and coming to logically supportable decisions. However, not all facts are equal and it is the duty of decision makers to weigh facts and determine their probative value. A staff report is a good starting point because it should identify all relevant facts available at a given point in time. Neighborhood opposition to a project, standing alone without reference to facts relevant to the decision, is not a legitimate basis for denial of a land use application. Likewise, unsubstantiated opinions have little value. Quasi-judicial hearings are not popularity contests, but forums for gathering relevant facts that bear upon the decision criteria stated in state law and local codes.

10. Create a Written Statement of Findings.

A clear, written decision applying facts to the applicable law will help avoid lawsuits. The written finding should demonstrate that open, considered deliberation occurred, not a *pro forma* decision of a predetermined outcome. The written decision must be more than just an approval of the minutes of the hearings. It is appropriate to request staff to draft a final written decision and bring it to the next meeting for review and approval.

11. Identify Potential “Problem” Projects Early.

Recognizing those land use projects that are potential “problems,” such as an unclassified use, a novel or controversial development, or a contentious developer, early in the process may be helpful for avoiding liability and lawsuits. When you or your staff identify a potentially problematic project, it is crucial to seek guidance from professionals such as lawyers, planners, and engineers.

Prepared by Michael B. Tierney, Esq. The information provided herein is intended as a general overview and is not intended to guide decisions or provide legal advice in any particular instance. Application of the information in this article to specific situations should always be accompanied by advice from professionals in the land use field.

APPENDIX C CITY COUNCIL PUBLIC HEARING -

Legislative

TITLE: _____

Time Set For: _____

“I would like to open the public hearing at _____”

Staff/Consultant/Attorney Presentation

Public Comment Period

“Please state your name for the record and try to keep your comments to _____ minutes”

“Is there any more public comment? This is an opportunity to add new information not addressed in previous testimony. If none: *“I am closing the public hearing at _____”*”

Additional Council/Staff Discussion

Response from staff to clarify questions raised during the public hearing. Questions from council to public or staff to clarify questions raised during the hearing. Mayor makes certain there is no further testimony.

CLOSE PUBLIC HEARING

Council Discussion (Council can ask Mayor to see clarification from members of the audience or staff if an issue needs clarification).

Potential Action

MINUTES
CITY OF STEVENSON COUNCIL MEETING
February 20, 2020
6:00 PM, City Hall

1. CALL TO ORDER/PRESENTATION TO THE FLAG: Mayor Anderson called the meeting to order at 6:00 p.m. and led the Council in the Pledge of Allegiance. Councilmembers Annie McHale, Robert Muth, Matthew Knudsen and Paul Hendricks were present with Amy Weissfeld present via phone. City Administrator Leana Kinley, City Attorney Ken Woodrich and Community Development Director Ben Shumaker were also present with Public Works Director Karl Russell present via phone.

a) **Oaths of Office:** The oaths of office were administered to Councilmembers Hendricks, McHale and Knudsen by Mayor Anderson.

2. CHANGES TO THE AGENDA: Changes are noted with an asterisk. Additions were for a liquor license application, a request from Skamania County to waive fees for a warming shelter and a contract with the Department of Enterprise.

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

- a) **Liquor License Renewals-** Backwoods Brewing Company, A&J Select Market, Skunk Brothers Spirits
- b) **Water Adjustment** - Rodick Bennett (meter no. 613000) requested a water adjustment of \$941.53 for a leak on an outside faucet which has since been repaired.
- c) **Water Adjustment** - Amy Collins (meter no. 106600) requested a water adjustment of \$675.88 for a leak on the waterline to the house which they have since repaired.
- d) **Water Adjustment** - Robert & Meghan Perry (meter no. 1403900) requested a water adjustment of \$297.85 for a leak on the waterline to the house which they have since repaired.
- e) ***Liquor License Application** - Heathman's Kitchen located at 340 SW 2nd for beer and wine.
- f) **Minutes** of December 19, 2019 City Council Meeting, January 21, 2020 Special Joint Meeting with Skamania County Fire District 2, and February 4, 2020 Special Council Meeting.

MOTION to approve consent agenda items a-f made by Councilmember Hendricks, Seconded by Councilmember Muth.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale.

4. PUBLIC COMMENTS:

- Rick May spoke about an article in the recent AARP magazine highlighting Columbia River cruises. He noted many of the cruise passengers were likely older and well-to-do.

He urged the City of Stevenson to capitalize on the potentially large number of visitors by developing some form of transportation into the City from the docks. He was encouraged to attend Port meetings to share his suggestions.

- A short discussion followed by Councilmembers on the proposed plans for the cruise lines to access the docks operated by the Port of Skamania County.
- Bonnie Heemeier, owner of two businesses in downtown Stevenson asked what the Council/City would be doing to improve parking in the downtown area. She said the topic had been under discussion for years and was hopeful to finally have some action based on the visioning within the new Stevenson Downtown Plan. She noted the current parking ordinances are seen as a hindrance to business development.
- Andrea Byrd thanked the City Council for its past and current financial support of the local pool.

5. PUBLIC HEARINGS:

- a) **USDA RD Application Authorization** - City Administrator Leana Kinley presented Resolution 2020-354 authorizing the city to apply for USDA Rural Development funds for the wastewater project for public comment and council consideration. The USDA requires a hearing for applications for financial assistance.

Mayor Anderson opened the public hearing at 6:15 p.m. The hearing was regarding the application to the USDA for matching funds to support an EDA grant application for the Stevenson Wastewater Treatment plan.

No public comment was received. Mayor Anderson closed the public hearing at 6:17 p.m.

MOTION: To approve Resolution 2020-354 authorizing the city to apply for USDA Rural Development funds for the wastewater project as presented made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale.

- b) **Chinidere Development Agreement** - City Attorney Ken Woodrich advised Mayor Anderson that the hearing on the Chinidere Development Agreement be put off until the March 2020 Council meeting.

6. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Downtown Plan** – Don Arambula, from Crandall Arambula, presented the downtown plan and answered questions from council. Page 57 was highlighted as containing information related to the parking problem brought up during public comments. He related the plan offered several suggestions regarding changes to current parking regulations. He also noted the potential economic benefit of cruise ships was included in the plan.

Shumaker related the plan will be presented publicly at the March 10th, 2020 Chamber Break. He and Arambula shared details of the plan with the Council, including the goals and objectives of mobility, parking, urban design and land use. Shumaker related a marketing study had been performed with a 10-year projection of trends to help guide the plan.

Shumaker related he is looking to form a Stewardship Committee consisting of individuals from local agencies and businesses to help implement the plan over the next few years. Mayor Anderson noted it was great to have real data to use in planning and that it is easier to move plans forward in small phases rather than one large project. Councilmember Hendricks suggested Councilmembers review the plan and then bring any questions or comments to the upcoming Council retreat. Councilmember Knudsen asked if the information packet was publicly available and was informed it is on the City's website.

Bonnie Heemeier commented on traffic congestion during the summer months. She also asked what the next steps for the plan were. Shumaker related the plan will be presented to the public for review and final comments over the next month or so, and the council will then have to vote to approve the plan's implementation.

Julie May, audience member asked about public outreach and was advised of the Chamber break event, plus information in the Skamania Pioneer and opportunities to view the plan at City Hall.

7. UNFINISHED BUSINESS:

- a) **First Reading Ordinance 2020-1155 Regarding Changes to the Engineering Standards** - City Administrator Leana Kinley presented ordinance 2020-1155 requiring updates to the Engineering Standards be adopted by ordinance and referred to the Planning Commission on a case-by-case basis, as discussed at the December 19, 2019 council meeting.

Following a short discussion about what the changes would entail versus what is currently in place, the Council opted to hold a second reading at the March 2020 Council meeting to allow more time for public input. Attorney Woodrich advised the council there was no need to make a motion to hold a second reading.

- b) **Sewer Plant Update** – Stevenson PW Director Karl Russell provided the Council with details on the operations at the Wastewater Treatment Plant. He reported the consultant Ron Moeller is visiting the site just one day per week now, but maintains daily phone calls. As of March 1, Moeller will just be called as needed.

He reported there have been significant reductions in the hauling of bio-solids, with February's haulage anticipated to be reduced over 80%. When questioned by Councilmember Muth, Russell related it was due to a number of factors, including staff time, frequent tests, training, spending time overseeing the process and some new

equipment. He also gave kudos to the staff for their interest and diligence in performing the daily repetitive tests. Administrator Kinley shared the PW Department is significantly short staffed but is still achieving positive results. She directed the Council's attention to a chart that detailed the reduction of influent.

Councilmember Hendricks asked what the next benchmarks were for the WWTP and Russell related the influent BOD has to be reduced. He noted that anything over 85% of capacity results in a violation.

Mayor Anderson asked PW Director Russell to pass on congratulations to the staff and encouraged Councilmembers to tour the plant and see for themselves the improvements.

8. NEW BUSINESS:

- a) **Approve City Council Rules of Procedure** - City Administrator Leana Kinley presented resolution 2020-352 amending city council rules of procedure by resolution for council discussion and consideration. The revision of the 2009 adopted rules of procedure was based on discussion at the December 19, 2019 council meeting and other changes that have taken place.

MOTION by Councilmember Muth motioned to approve resolution 2020-352 amending the city council rules of procedure as presented, Councilmember Hendricks seconded the motion.

Councilmember Knudsen asked to discuss the section regarding the Pledge of Allegiance. He stated not all find the pledge appropriate and expressed concern around future councils being bound to it. Councilmembers Weissfeld and McHale agreed. Councilmember Hendricks suggested each person could privately edit the Pledge when performing. Attorney Woodrich advised the Council that under the First Amendment reciting the Pledge is not a requirement.

Following a discussion, a **motion** was made by Councilmember Knudsen to amend the resolution with language stating the Mayor leads the Pledge of Allegiance be struck. Councilmember McHale seconded the motion.

Councilmember Muth called for further discussion and clarification on what the amendment would mean. Attorney Woodrich noted the chair can include the Pledge if desired after calling the meeting to order.

Voting Yea: Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale

Voting Nay: Councilmember Muth

Voting on the resolution as amended:

Voting Yea: Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale

Voting Nay: Councilmember Muth

Mayor Anderson stated he had initiated the Pledge because of his sense of pride in being an American. Councilmember McHale proposed an Oath of Service as a suggested alternative to the Pledge of Allegiance. Councilmember McHale related her pre-meeting meal was intended to encourage social connections. Attorney Woodrich reminded the Councilmembers no official business was to be conducted during the pre-meeting meal.

Councilmember Hendrick cautioned the Council they could expect public pushback regarding the Pledge and Mayor Anderson agreed it could be a divisive issue. He also suggested Councilmembers send any proposals, comments or suggestions solely to Administrator Kinley to avoid violating Open Public Meeting Law.

- b) First Reading Ordinance 2020-1157 Regarding Changes to Zoning** - Community Development Director Ben Shumaker presented to the Council a staff report and ordinance 2020-1157 amending the Stevenson zoning code (SMC Title 17); modifying where single-family detached dwellings and townhomes are allowed; clarifying use categories within SMC 17.13.010; and incorporating zoning interpretations conducted under SMC 17.12.020. He provided information on what the amendment would change. He noted the changes had been reviewed by the Planning Commission and they had no recommendations for the Council as of yet.

Several methods of permitting murals were considered. Additional topics discussed included conditional siting of townhomes and cultural attractions.

A further concern over shipping/storage containers in the downtown core was raised. Councilmember Weissfeld asked if a second moratorium on their use should be approved by the Council. It was established some parameters needed to be set.

The Council agreed to ask the Planning Commission to develop standards for shipping containers. Setting maximum or minimum heights were considered. Mayor Anderson noted that sustainable standards were important and to ensure they were in line with the Downtown Plan recommendations.

The ordinance with any changes will be presented for a second reading at the March 19th City Council meeting.

- c) First Reading Ordinance 2020-1156 Revising SMC 13.04.060** -City Administrator Leana Kinley presented ordinance 2020-1156 allowing the city to enter into contracts with lessees, in addition to property owners as currently allowed, to regulate sewer discharge. She explained the current ordinance provides the City can contract only with property owners and not any beverage or industrial business that lease a building.

Councilmember Muth advised changing the ordinance language from 'whereas property owners have no control' to 'whereas property owners may not have direct control.' City Attorney Woodrich noted and agreed to the change. The ordinance will be presented with the changes noted for a second reading at the March 19th, 2020 City Council meeting.

- d) Approve Interlocal Agreement for Building Inspection Services** - City Administrator Leana Kinley presented an interlocal agreement with Skamania County for Building Inspection Services for council discussion and consideration. Because PW Director

Russell's workload has increased, the City will be contracting with the County Building Department to perform building inspections. Details of the services to be provided are contained in the agreement. The County will be compensated via the permit fees collected by the City.

Councilmember Weissfeld shared she had been contacted by two residents with serious complaints over the quality of the inspections being done by the County staff. She asked how the City can ensure inspections are done properly and in a timely manner.

Administrator Kinley and PW Director Russell noted the County was in the process of hiring an additional inspector. Community Development Director Shumaker relayed the County planning department has been having issues with permit slowness due to being extremely understaffed. He related things are now moving faster. He stated the contract with the County is based on the expectation another inspector will be hired.

Melissa Regland, audience member, spoke about problems she has encountered with the current inspection schedule.

Councilmember Weissfeld asked why the City was not hiring its own inspector. It was pointed out the reason was to save costs.

Additional questions were raised regarding the contract. Councilmember Weissfeld objected to terms stating the agreement was exclusive between the County and City. Having a five-year duration and 180 days' notice of termination were also highlighted as concerns. City Attorney Woodrich advised the Mayor has the authority to enforce and implement contracts. He suggested shortening the termination notice to 60 or 90 days. He also advised the Council it was important to have consistency in the inspection process.

Administrator Kinley related that hiring a part-time building inspector is difficult at best during a time of full employment. She suggested going to the County to discuss concerns with the terms and quality assurance. It was agreed that some form of performance standards are needed. Community Development Director Shumaker suggested having the County Public Works Department provide regular reports to the Council similar to the Chamber and Economic Development Council.

No action was taken.

- e) **Discuss Park Plaza Agreement** - City Administrator Leana Kinley presented a draft agreement with Skamania County regarding the operation and maintenance of the Skamania County Courthouse Plaza as it relates to the Park Plaza project for council discussion.

The Stevenson Downtown Association is still looking to hire a new Executive Director. No discussion took place and no action was taken on the draft agreement with Skamania County.

- f) **Approve Finance Letter of Intent** - City Administrator Leana Kinley presented a letter of intent from Opus Bank regarding a \$350,000 loan at 2.83% interest for 10 years and \$1,000 documentation costs to finance the matching funds needed for the energy grant. The project will replace all meters throughout the city with radio read meters and

modify the lighting in City Hall. The funds are for the remaining half of the water meter project.

MOTION: To approve the letter of intent from Opus Bank for an approximately \$350,000 loan at 2.83% for 10 years for the water meter and energy conservation project made by Councilmember Weissfeld seconded by Councilmember Muth.

Voting Yea: Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale, Councilmember Muth

- g) Approve Russell Avenue Construction Agreement** - Public Works Director Karl Russell presented the Russell Avenue construction agreement with NW Construction General Contracting, Inc. of Battle Ground, WA in the amount of \$712,957.65 for council approval.

Councilmember Knudsen expressed dismay over the delay in the start date of the project. He stated he understood the project was initially due to be completed before the busy tourist season. PW Director Russell explained there were complications with Right-of-Way acquisition. Staff explained the length of construction has not changed and the start date was moved from February to March. Knudsen stated council approved estimations in money with the expectation the project would be done in May.

Councilmember Weissfeld asked if the construction would affect water access via Russell and Railroad and was assured it would not. Councilmember Hendricks asked if this was the exact amount. It was noted change orders could occur during the project.

Bonnie Heemeier asked about unmarked utilities and the risk of a gas leak in downtown Stevenson. There had been one in the spring of 2019 and she was concerned about another occurrence. PWD Russell noted there are older utilities that are unmarked and there are possible situations when construction will dig up lines and pipes.

Councilmember Weissfeld asked about flaggers. Councilmember Muth reminded the audience the City is legally obligated to take the low bid.

MOTION: To approve the Russell Avenue construction agreement with NW Construction General Contracting, Inc. in the amount of \$712,957.65 made by Councilmember Hendricks, Seconded by Councilmember Muth.

Knudsen expressed his frustration when he asked the Mayor what happened and he got a shrug, it comes off as not paying attention. Mayor Anderson stated we had a Public Works Director that is no longer here that said he had it covered and clearly, he did not. Knudsen stated it is ultimately the Mayor's responsibility.

Councilmember McHale asked if we had to start the project now. Administrator Kinley noted the grant funds are only accessible through August 2020.

Voting Yea: Councilmember Weissfeld, Councilmember Hendricks, Councilmember Weissfeld, Councilmember McHale.

Voting Nay: Councilmember Knudsen

- h) Approve Personnel Policy Update** - City Administrator Leana Kinley presented the attached staff memo and resolution 2020-353 revising the personnel policy for council consideration. She explained that one change allows out of class pay for employees and

noted an employee at Public Works had been working the last 45 days in an out-of-class position. Another change was for certification pay.

MOTION to approve the Personnel Policy update was made by Councilmember Knudsen, Seconded by Councilmember McHale.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale

- i) **Approve Resolution Regarding a Ballot Proposition for Creation of a Metropolitan Park District** - City Administrator Leana Kinley presented a staff memo and resolution for 2020-356 regarding the ballot proposition for the creation of a Metropolitan Park District with revised boundaries for council discussion and consideration. She reported the boundary lines have been slightly altered as the Assessor did not approve of using the Urban Growth Area for boundary lines. Five precincts are included.

The cost of the election will be divided between the city and County and will vary depending on the final number of ballot measures. The intent is to run the proposition at the August 2020 election. If defeated then it can then be run on the November 2020 ballot. One of the downfalls of the later election means the tax cannot be levied and collected until 2022. There is a provision that allows the County to loan funds in anticipation of the tax revenue. Councilmember Weissfeld expressed concerns about having two levy propositions on the ballot may not be good to ask voter support for.

MOTION to approve resolution 2020-356 regarding a ballot proposition for creation of a metropolitan park district was made by Councilmember Weissfeld, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember McHale

Voting Nay: Councilmember Knudsen.

- j) **Approve Community Pool Support Agreement** - City Administrator Leana Kinley requested approval of the Interlocal Agreement with Stevenson-Carson School District in the amount of \$40,000, as approved in the 2020 budget, for support of the community pool.

A question was raised if the School District's possible reduction of hours for pool operations would affect the funds provided by the City of Stevenson. The funds will remain the same. Councilmember Weissfeld declared she considered the support an investment in the community.

MOTION to approve the community pool support agreement in the amount of \$40,000 made by Councilmember Hendricks, Seconded by Councilmember Weissfeld.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale

- k) ***Approve Funding and Agreement Amendment with Department of Enterprise Services** - City Administrator Leana Kinley presented a memo, funding approval letter and interagency agreement amendment with the Department of Enterprise Services for

council review and consideration. She noted there has been a significant time lag in getting the contract and the contractor is frustrated by the delay. There is close to a two-month time period between purchase of the meters and final installation.

MOTION: To approve the additional funding for the contract documents outlined in the letter from the Department of Enterprise Services in the amount of \$600,272 for the energy project made by Councilmember Knudsen, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale

MOTION: To approve the Interagency Agreement Amendment No. 1 with Department of Enterprise Services made by Councilmember Knudsen, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale

- l) *Approve Waiving Fees for Warming Shelter** - Administrator Kinley presented Council with a request from the County to waive the fees related to converting a county building into a warming shelter. The waiver request is for the \$25 application for improvement and the utility reconnect fee of 5 months base water fees.

Councilmember McHale asked if she needed to recuse herself from the vote as her partner is the WAGAP/Stevenson Shelter manager. Attorney Woodrich advised her there was a \$1,000 profit limit.

MOTION to approve waiving the \$25 application for improvement and the utility reconnect fee of 5 months base water fees for the county to establish a warming shelter made by Councilmember Hendricks, Seconded by Councilmember McHale.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale.

- m) Discuss Date for Council Retreat** - Councilmembers discussed a date for and agenda items for a Council retreat in the spring.

Councilmembers agreed to hold a retreat on March 28th, from 9 a.m. to 3 p.m.

- n) Approve Committee Assignments** - A discussion was held on who would serve on the Fair Board. PW Director Russell was tapped to serve on the Solid Waste Advisory Board. Several other committees or councils were noted as essentially inactive.

MOTION: To approve the committee appointments with changes as discussed made by Councilmember Knudsen, Seconded by Councilmember McHale.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen, Councilmember McHale.

- o) Discuss Fee Update** - City Administrator Leana Kinley presented information to Council for discussion updating the city's fee schedule to allow charging for electronic records per RCW 42.56.070(7) and RCW 42.56.120.

Councilmember Knudsen spoke against the resolution, stating he felt it would be a burden for low-income residents to have to pay fees for public record requests. Councilmember McHale agreed. She said she considered the need for transparency important and citizens should have access to learning about decisions made by the City Council without having to pay money.

Attorney Woodrich cautioned the Council regarding the possibility of 'records trolls'. Some people create a huge and costly burden on municipalities or other public agencies through extensive records requests that often lead to lawsuits if an audit determines an error was made in providing records. Often agencies will pay a settlement fee to end a lawsuit. He noted it is seen by many as a money-making scam. He suggested the City digitize as many records as possible and have them publicly available for citizens to access. The staff time to search and produce records, provide redactions if needed and fulfill requests in the time provided can be excessive. Administrator Kinley noted she is working on a local records grant to support digitizing public records.

Audience member Kurt Gray suggested waiving fees for citizens of Stevenson. Attorney Woodrich noted that if fees are waived for some people, they must be waived for all.

9. INFORMATION ITEMS:

- a) **Financial Report** - City Administrator Leana Kinley presented preliminary year-end summary report for revenues and expenses through 2019 and January 2020.
- b) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in December 2019 and January 2020.
- c) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for December 2019, January 2020 and the December newsletter were attached for council review.
- d) **Building Permits Issued** - A copy of recent building permits issued and other activity was attached for council review.
- e) **Planning Commission Minutes** - Minutes were attached from the 10/14/19, 11/11/19, 12/4/19, 12/9/19, and 1/13/20 Planning Commission meetings.
- f) **Fire Department Report** - A copy of the Stevenson Fire Department's report for January, 2020 was attached for Council review.

10. CITY ADMINISTRATOR AND STAFF REPORTS: Information was provided to Councilmembers in their meeting packets.

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a) December 2019 & January 2020 payroll & December 2019, January 2020, & February 2020 A/P checks have been audited and are presented for approval. December payroll checks 14019 thru 14113 total \$137,827.20 which includes thirty-three EFT payments. January payroll checks 14188 thru 14195 total \$88,061.51 which includes nineteen EFT payments. December 2019 A/P Checks 14114 thru 14158 total \$241,875.14 which includes one EFT payment. January 2020 A/P Checks 14159 thru 14187 total \$86,881.14 which includes one EFT payment. December 2019 A/P Checks 14196 thru 14243 total \$131,936.87 which includes one EFT payment. The A/P Check Register and Fund

Transaction Summary are attached for your review. Detailed claims vouchers will be available for review at the Council meeting. January 2020 investment activity: \$300,000 Callable Bond matured (FFCB @ 2.38 %), \$303,458.56 Noncallable Treasury Bond purchased @ 1.5%.

MOTION to approve the vouchers as presented was made by Councilmember Muth, seconded by Councilmember Hendricks. The motion passed unanimously.

12. MAYOR AND COUNCIL REPORTS:


Councilmember Weissfeld shared information on the upcoming Economic Development Council's annual luncheon. It will be held at the Skamania Lodge on March 25th. Dean Maldonado, a local developer will be the featured speaker. Representatives from Wind River Organics will also be speaking. Scott Bailey will not be presenting. The new EDC director is Kevin Waters.

13. ISSUES FOR THE NEXT MEETING: None provided

14. ADJOURNMENT - Mayor Anderson adjourned the meeting at 9:23 p.m.

=====

Approved _____; Approved with revisions X

 _____ Date 3/19/20

Minutes by Johanna Roe

AFTER RECORDING RETURN TO:

City of Stevenson
PO Box 371
Stevenson, WA 98648

AGREEMENT FOR DEFERRAL OF FRONTAGE IMPROVEMENTS

Grantor(s): Edward J. Feeley
Grantee: City of Stevenson
Legal Description: ***See below.***
Tax Parcel Number: 03-07-36-2-4-1502-00

THIS AGREEMENT is made and entered into this ____ day of _____, 20____, by and between the CITY OF STEVENSON, a municipal corporation of the State of Washington, hereinafter referred to as the “CITY,” and EDWARD J. FEELEY, hereinafter referred to as “OWNER.”

WHEREAS, OWNER is the recorded owner of the following described property located within the city of Stevenson, Washington:

Lot 2 of the Sharon Smith Short Plat, recorded in Book ‘T’ of Short Plats, Page 96, Skamania County Records

Which, after the Feeley Short Plat recording will be known as:

Lot 1 & Lot 2 of the Feeley Short Plat

WHEREAS, OWNER has sought approval of a short plat within the city of Stevenson pertaining to said property; and

WHEREAS, conditions of said approval include the construction of frontage improvements by the OWNER to NW Willard Street, as follows:

1. Installation of half-street frontage improvements including street, sidewalk, and/or drainage infrastructure pursuant to City of Stevenson standards ;
2. Engineering and surveying of said roadway prior to improvements.

WHEREAS, OWNER has requested a deferral of said frontage improvements, and the Director of Public Works for the CITY, has determined as follows:

1. The installation of frontage improvements required for the development could be more safely, efficiently and effectively implemented if done concurrently with the installation of downhill improvements along the same street frontage.

WHEREAS, as a condition of granting deferral of said frontage improvements, the OWNER agrees to participate in any local improvements, or the OWNER agrees to participate in any local improvement district, road improvement district, transportation benefit district, or other similar type of district formed by the CITY for the construction of the above mentioned improvements;

NOW, THEREFORE, it is hereby agreed between the parties as follows:

1. The CITY hereby defers the installation of frontage improvements for a short plat filed with the CITY OF STEVENSON under Permit Number SP2021-02.
2. In consideration therefore, and pursuant to RCW 35.42.182, OWNER hereby waives any and all right under RCW 35.42.180 to protest the creation by the CITY of a local improvement district, road improvement district, transportation benefit district, or other similar type of district to construct the above described improvements along NW Willard Street, insofar as said improvement districts include within its area the above described property and to the extent that said improvements benefit the property above described. OWNER further agrees that if the CITY includes within a project not supported by an improvement district the above described improvements, OWNER, its transferees and successors in interest, hereby agree to participate in said project by paying their fair share thereof. In the latter event, a contract will be developed and executed between the parties which outlines the level of participation by OWNER in said project and the manner in which payment is to be made. For the purposes of this Agreement, "right to protest" shall mean only those formal rights to protest contained within the local improvement district statutes, except, however, nothing herein shall constitute a waiver by the OWNER of the right to object to the OWNER's individual assessment amount or to appeal to the Superior Court the decision of the CITY affirming the final assessment role, which rights are specifically preserved.
3. As further consideration for the above, OWNER hereby grants, conveys to CITY, through its City Administrator a special power of attorney to exercise any and all rights held by OWNER, its heirs, assignees, transferees or successors in interest, including any purchaser, mortgage holder, lien holder or other persons who may claim an interest in said property described above, to commit said property to an improvement district which includes within its area the above described property and covers the improvements described above. For the purposes of this Agreement, the term "commit" includes the initiating and/or signing of an improvement district petition and the taking of any and all action necessary to reasonably complete all processes necessary to create said improvement district.
This power of attorney is granted in consideration of the approval hereby given by CITY described above, and shall be a power coupled with an interest which may not be terminated except at such time as the above approval be withdrawn or rescinded by the CITY.
Further, in the event that jurisdictional authority over NW Willard Street is transferred to another municipality, the CITY may assign its rights under this Agreement to such municipality.
4. This Agreement touches and concerns the real property described above and hereby binds OWNER and its assignees, heirs, transferees, donees, and/or successors in interest to said property. This Agreement shall be recorded in the Skamania County Auditor's Office.

5. This Agreement shall not be construed to waive any requirement under current ordinance, resolution, standards, Short Plat Approval Number SP2021-02, or other authority of the County or CITY for the immediate or deferred installation upon or in conjunction with the above described property of any improvements not included herein.
6. This Agreement shall be effective for a period of ten (10) years from the date of recording.
7. It is understood and agreed by the parties hereto that if any part, term or provision of this Agreement is held by the courts to be illegal, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

If it should appear that any provision hereof is in conflict with any statutory provision of the State of Washington, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform to such statutory provision.

[Signatures appear on next page. Remainder of page intentionally left blank.]

DRAFT

IN WITNESS WHEREOF the parties hereto have executed the Agreement on the day and year first above written.

CITY OF STEVENSON:

APPROVED AS TO FORM:

By: _____
Frank Cox
Mayor

By: _____
Ken Woodrich
City Attorney

OWNER:

By: _____
Edward J. Feeley

On this ____ day of _____, 20____, personally appeared before me _____ to me known to be the individual(s) and/or corporate officers described herein and who executed the foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed on behalf of themselves or as corporate officers of the named corporation with full authority, for the uses and purposes herein mentioned.

Notary Public in and for the State of Washington,
residing at _____
My commission expires: _____

**CITY OF STEVENSON, WASHINGTON
ORDINANCE 2021-XXXX**

**AN ORDINANCE OF THE CITY OF STEVENSON, WA RELATING TO AND
PROVIDING FOR THE ABILITY TO CONTRACT WITH OWNER OR NON-OWNER
SEWER CUSTOMERS FOR COST REIMBURSEMENT.**

WHEREAS, the Council has adopted SMC 13.08 which allows the city to enter into a reimbursement agreement, granted to the city by RCW 35.91, prior to commencement of construction; and

WHEREAS, SMC 13.04.040 only allows contracts for a period of fifteen years; and

WHEREAS, in 2013 the state revised RCW 35.91 to increase the reimbursement period to twenty years with possible extensions.

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

Section 1 – Amendment. Chapter 13.04 Public Utility Facility Contracts shall be amended as follows:

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

Chapter 13.04 PUBLIC UTILITY FACILITY CONTRACTS

13.04.010 Contracts for sewer facilities and cost reimbursement authorized.

~~The city is authorized;~~ At an owner’s request, the City must enter into a latecomer agreement under the conditions set forth in pursuant to RCW 35.91.020, as amended, and incorporated herein by this reference, to for the purpose of construction of public water facilities, stormwater facilities, sanitary or combination sewers facilities, pumping stations, disposal plants and appurtenances consisting of sewer facilities connecting same with the public sewer system to serve the area in which the real estate of such owners are situated, and further, the city is authorized to contract for the provisions of such owners for reimbursement therefrom such owners who do not contribute to the original costs of installation of such sewer facilities and who subsequently tap on or use the same on a fair prorated share of such installation costs including, but not limited to, those directly connected thereunto such facilities, but in addition, unto all users connected to laterals or branches connected thereto.

13.04.020 Provisions for regulations in contracts authorized.

Such contracts may provide reasonable rules and regulations with respect to such installations, facilities and usage thereof.

13.04.030 Connections—Contract recording prerequisite.

The provisions of such contracts, pursuant to statutory declaration, shall not be effective as to any owners of real estate not a party thereto unless such contract shall have been recorded in the office of the county auditor prior to the time such owner taps into or connects to such sewer facilities.

13.04.040 Contract to provide for prorated cost reimbursement.

Any such contract entered into by and between the city and such owner of real estate shall provide for reimbursement of the contractor's prorated costs for a period of ~~not to exceed fifteen~~ twenty years from date thereof.

13.04.045 Notice of contact information

The reimbursement agreement shall include a provision that requires that any party entitled to reimbursement under the agreement provide the City current contact information including name, address and telephone number. This contact information shall be provided every two years from the date of the agreement. If a party entitled to be reimbursed fails to notify the City of current contact information within 60 days of the due date for notification that party will no longer be entitled to reimbursement and the City will collect such fees owing and deposit those fees in the appropriate utility construction fund.

13.04.050 Construction—Supervision and contract approval required.

Such sewer facilities contracted under this chapter shall be constructed under the supervision of the city, its agents and officials, and such contracts shall be approved by the city attorney prior to execution thereof, or such longer period if extended according to RCW 35.91.020(4).

13.04.060 Contracts restricted to owners of real estate within city limits.

Such sewer facilities contracts shall be limited to owners of real estate within the city limits. This does not limit the authority for the city to enter into contracts with owner or non-owner sewer customers for regulating sewer discharge as provided in SMC Chapter 13.08.

13.04.070 Liens.

The city council shall have and reserve the right to file appropriate liens against the owners of such real estate, whether such owner be an owner in fee simple or an executory interest therein, and such lien rights reserved unto the city shall bear interest at the rate of eight percent per year from the date of filing such lien, and the city shall reserve its priority lien rights unto such facilities costs as against the owner of such real estate hereinabove specified.

13.04.080 Contracts binding.

The contracts specified in this chapter and authorized by the city shall be binding on the respective owners, their heirs, assigns, successors and personal representatives as if they were made a party thereto.

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

PASSED by the City Council of the City of Stevenson and approved by the Mayor this ____ day of _____, 2021.

Mayor of the City of Stevenson

ATTEST:

Clerk of the City of Stevenson

APPROVED AS TO FORM:

Attorney for the City of Stevenson



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: Noise Ordinance
Meeting Date: August 12, 2021

Executive Summary:

The city has received a recent complaint regarding the inability to enforce our noise ordinance. The current city ordinance for noise control is difficult to enforce in part because it relies on using tools to measure the level of noise as it is taking place. The expectation is to present a revision to the code which is reasonable and enforceable for public input at the September 16th council meeting.

Overview:

The current city code and referenced WACs are attached. The RCWs listed under section 8.08.010 have been moved and recodified and section 8.08.030 prohibiting train horns at the Russell Street Crossing predates the quiet zone and is no longer relative. The enforcement requires a person to take the measurement "only upon receipt of a complaint by a person who resides, owns property, or is employed in the area affected by the noise complained of..." This is challenging when a person complains of a barking dog which stops barking by the time an officer arrives as a recording of the noise would not be permissible for enforcement.

Skamania County recently updated their code which is based on an objective standard, such as 20 minutes continuous and/or incessant barking, rather than decibel levels. Adopting a similar code would aid in enforcement as the Skamania County Sheriff's Office enforces city code.

Other attached examples of city noise ordinances are the City of Lakewood, Chelan and Omak.

In the past the city has also received complaints about engine braking and this can be included in a draft revision for further discussion.

Action Needed:

Direction to staff on how to move forward:

- Closely mirror Skamania County's code
- Address engine braking
- Incorporate elements from other examples presented
- Leave as-is, correcting only recodified sections of 8.08.010
- Remove Russell Crossing reference

Chapter 8.08 - NOISE CONTROL

Sections:

Footnotes:

--- (2) ---

For statutory provisions on noise control, see RCW Ch. 70.107.

8.08.010 - Statutory provisions adopted.

The following sections of the Revised Code of Washington are adopted by reference, three copies thereof having heretofore been filed in the office of the clerk-treasurer for use and examination by the public:

- A. 9.27.020, Disturbance on Highway;
- B. 9.66.030, Maintaining or Permitting Nuisance;
- C. 9.66.040, Abatement of Nuisance;
- D. 70.107.050, Civil Penalties;
- E. 70.107.070, Rules Relating to Motor Vehicles—Violations-Penalties.

(Ord. 664 §1, 1975).

8.08.020 - State regulations adopted-Copies on file.

The following sections of the Washington Administrative Code (WAC) are adopted by reference, three copies thereof having heretofore been filed in the office of the clerk-treasurer for use and examination by the public:

- A. Motor Vehicle Noise Performance Standards.
 - 1. WAC 173-62-020 Definitions,
 - 2. WAC 173-62-030 Standards,
 - 3. WAC 173-62-040 Exemptions,
 - 4. WAC 173-62-060 Enforcements;
- B. Maximum Environmental Noise Levels.
 - 1. WAC 173-60-020 Definitions,
 - 2. WAC 173-60-030 Identification of Environments,
 - 3. WAC 173-60-040 Maximum Permissible Environmental Noise Levels,
 - 4. WAC 173-60-050 Exemptions,
 - 5. WAC 173-60-090 Enforcement Policy.

(Ord. 664 §2, 1975).

8.08.030 - Locomotive horns at Russell Street Crossing-Prohibited.

All persons, including corporations, are prohibited from sounding locomotive horns within one-half mile of the Russell Street crossing in the city, any hour of the day or night, except in exigent circumstances.

Exigent circumstances shall include but not be limited to the following:

- A. Another train or other railroad equipment on the same tracks, or preparing or appearing to switch over to the same tracks;
- B. The presence of persons and/or vehicles on the tracks but not within the Russell Street crossing boundaries;
- C. The presence of persons, and/or vehicles which appear to be in use, dangerously close to the tracks;
- D. The presence of persons or vehicles within the Russell Street crossing boundary after automatic crossing gates have dropped;
- E. The presence of persons or vehicles in or out of the Russell street crossing boundaries who appear to be moving toward the tracks with the apparent purpose of beating the train across the tracks, or with the apparent purpose of colliding with or being run over by the train, or persons or vehicles who appear to be attempting to drive, ride, walk, run or otherwise propel themselves around or through the crossing gates;
- F. Times when the engineer or other control persons perceive that the crossing gates are not going down in spite of the passage of the train across or in front of the switching mechanisms meant to put the gates into operation;
- G. Times when the engineer or other control persons are notified that the crossing gates are not going down, and thus are out of repair, in spite of the passage of trains across the switching mechanisms meant to put the gates into operation;
- H. Other situations in which users of the railroad tracks and the city jointly identify in writing as appropriate, and not inconsistent with the purpose of this section for the sounding of train horns.

Each sounding of a train whistle shall constitute a separate violation and shall be a class 1 civil infraction pursuant to Chapter 1.18 of this code.

(Ord. 902 §1, 1995).

Chapter 173-62 WAC MOTOR VEHICLE NOISE PERFORMANCE STANDARDS

Last Update: 9/30/80

173-62-010	Authority and purpose.
173-62-020	Definitions.
173-62-030	Standards.
173-62-040	Exemptions.
173-62-050	Implementation schedules.
173-62-060	Enforcement.
173-62-070	Effective date.

WAC 173-62-020 Definitions. As used in this chapter:

(1) "dBA" means the sound level in decibels measured using the "A" weighting network on a sound level meter as specified in the American National Standard Specification for Sound Level Meters S1.4-1971. A decibel is a unit of sound, based on a logarithmic scale, of the ratio of the magnitude of a particular sound pressure to a standard reference pressure of 20 micropascals;

(2) "Department" means the department of ecology;

(3) "Director" means director of the department of ecology;

(4) "Gross vehicle weight rating (GVWR)" means the value specified by the manufacturer as the loaded weight of a single vehicle;

(5) "In-use" motor vehicle is any motor vehicle which is used on a public highway, except farm vehicles as defined under RCW 46.04.181;

(6) "Motor vehicle" means any vehicle which is self-propelled, used primarily for transporting persons or property upon public highways and required to be licensed under RCW 46.16.010 (aircraft, water craft and vehicles used exclusively on stationary rails or tracks are not motor vehicles as that term is used herein);

(7) "Motorcycle" means any motor vehicle having a saddle for the use of the rider and designed to travel on not more than three wheels in contact with the ground, except farm tractors;

(8) "Muffler" means a device consisting of a series of chambers or other mechanical designs for the purpose of receiving exhaust gas from an internal combustion engine and effective in reducing noise to comply with the standards of this chapter;

(9) "New motor vehicle" means a motor vehicle manufactured after December 31, 1975, whose equitable or legal title has never been transferred to a person who, in good faith, purchases the new motor vehicle for purposes other than resale;

(10) "Off-highway vehicle" means any self-propelled vehicle not used primarily for transporting persons or property upon public highways nor required to be licensed under RCW 46.16.010;

(11) "Person" means any individual, corporation, partnership, association, governmental body, state agency or other entity whatsoever;

(12) "Public highway" means the entire width between the boundary lines of every way publicly maintained by the department of highways or any county or city when any part thereof is generally open to the use of the public for purposes of vehicular travel as a matter of right;

(13) "Sound level" means a weighted sound pressure level measured by use of a sound level meter using the "A" weighting network and reported as dBA.

WAC 173-62-030 Standards. (1) No person shall operate any motor vehicle or any combination of such vehicles upon any public highway under any conditions of grade, load, acceleration or deceleration in such a manner as to exceed the maximum permissible sound levels for the category of vehicle in Table I, as measured at a distance of 50 feet (15.2 meters) from the center of the lane of travel within the speed limits specified, under procedures established by the state com-

mission on equipment in chapter 204-56 WAC, "procedures for measuring motor vehicle sound levels."

Table I
IN-USE MOTOR VEHICLE NOISE PERFORMANCE STANDARDS
Measured @ 50 feet (15.2 meters)

Vehicle Category (type)	Effective Date	Maximum Sound Level, dBA Speed Zones		
		45 mph (72 kph) or less	Over 45 mph (72 kph)	Stationary Test
Motorcycles	July 1, 1980	78	82	N/A
Automobiles, light trucks and all other motor vehicles 10,000 pounds (4536 kg) GVWR or less	July 1, 1980	72	78	N/A
		35 mph (56 kph) or less	Over 35 mph (56 kph)	
All motor vehicles over 10,000 pounds (4536 kg) GVWR	June 1, 1977 1986 and after	86 Reserved	90 Reserved	86 Reserved

(2) Every motor vehicle operated upon the public highways shall at all times be equipped with an exhaust system and a muffler in good working order and constant operation to prevent excessive or unusual noise.

(3) No person shall operate a motor vehicle in such a manner as to cause or allow to be emitted squealing, screeching or other such noise from the tires in contact with the ground because of rapid acceleration or excessive speed around corners or other such reason, except that noise resulting from emergency braking to avoid imminent danger shall be exempt from this provision.

(4) No person shall operate any motor vehicle upon any public highway if the vehicle exhaust system exceeds the maximum permissible sound levels of Table II for the category and year of vehicle, as measured at a distance of twenty inches (0.5 meter) from the exhaust outlet under procedures established by the state commission on equipment in chapter 204-56 WAC, "procedures for measuring motor vehicle sound levels."

(5) No person shall sell or offer for sale a NEW MOTOR VEHICLE except an off-highway vehicle, which produces a maximum noise exceeding the noise levels in Table III at a distance of 50 feet (15.2 meters) under acceleration test procedures established by the state commission on equipment in chapter 204-56 WAC, "procedures for measuring motor vehicle sound levels."

Table II
IN-USE MOTOR VEHICLE EXHAUST SYSTEM NOISE PERFORMANCE STANDARDS
Measured @ 20 inches (0.5 meters)

Vehicle Category (type)	Model Year	Maximum Sound Level, dBA
Motorcycles	before 1986	99
	1986 and after	(reserved)
Automobiles, light trucks and all other motor vehicles 10,000 pounds (4536 kg) GVWR or less	before 1986	95
	1986 and after	(reserved)

Table III
 MAXIMUM SOUND LEVELS FOR NEW MOTOR VEHICLES
 Measured @ 50 feet (15.2 meters)

Vehicle Category (type)	Date of Manufacture	Maximum Sound Level, dBA
Any motor vehicle over 10,000 pounds (4536 kg) GVWR excluding buses	before January 1, 1978	86
	after January 1, 1978	83
	after January 1, 1982	80
All buses over 10,000 pounds (4536 kg) GVWR	after January 1, 1980	85
	after January 1, 1983	83
	after January 1, 1986	80
Motorcycles	after January 1, 1976	83
	after January 1, 1986	80
Automobiles, light trucks and all other motor vehicles 10,000 pounds (4536 kg) GVWR or less	after January 1, 1976	80

WAC 173-62-040 Exemptions. The provisions of this chapter shall not apply to noise caused by auxiliary equipment on motor vehicles used for highway maintenance, nor to noise caused in the performance of emergency work for the immediate safety, health or welfare of the community or of individuals of the community, or to restore property to a safe condition following a public calamity.

WAC 173-62-060 Enforcement. (1) Measurements shall be made with a sound level meter meeting Type 1, S1A, 2 or S2A requirements as specified in the American National Standards Specifications for Sound Level Meters S1.4-1971 as required under measurement procedures established in chapter 204-56 WAC, "procedures for measuring motor vehicle sound levels."

(2) Violation of any in-use motor vehicle noise standard set forth in this chapter shall be a traffic infraction, enforced by such authorities and in such manner as violations of chapter 46.37 RCW.

(3) Law enforcement personnel selected to measure vehicle sound levels shall have received training in the techniques of sound measurement and the operation of sound measuring instruments.

(4) Any enforcement officer who by use of the initial inspection procedures of chapter 204-56 WAC suspects that a motor vehicle may be in violation of the standards of this chapter may require the operator to have the vehicle presented for sound level measurement. Measurements of a motor vehicle may be performed at off-road sites to determine compliance with the in-use standards.

(5) Any operator who fails to comply with the directive to present the vehicle to a sound level measurement test shall be in violation of this chapter.

(6) Any seller, importer, or manufacturer who sells or offers for sale a motor vehicle which violates the standards in WAC 173-62-030 shall be subject to a civil penalty not to exceed one hundred dollars as established in RCW 70.107.050. Every motor vehicle sold or offered for sale shall constitute a separate violation.

Chapter 173-60 WAC MAXIMUM ENVIRONMENTAL NOISE LEVELS

Last Update: 12/6/00

173-60-010	Authority and purpose.
173-60-020	Definitions.
173-60-030	Identification of environments.
173-60-040	Maximum permissible environmental noise levels.
173-60-050	Exemptions.
173-60-060	Nuisance regulations not prohibited.
173-60-070	Reserved.
173-60-080	Variances and implementation schedules.
173-60-090	Enforcement policy.
173-60-100	Appeals.
173-60-110	Cooperation with local government.
173-60-120	Effective date.

WAC 173-60-020 Definitions. (1) "Background sound level" means the level of all sounds in a given environment, independent of the specific source being measured.

(2) "dBA" means the sound pressure level in decibels measured using the "A" weighting network on a sound level meter. The sound pressure level, in decibels, of a sound is 20 times the logarithm to the base 10 of the ratio of the pressure of the sound to a reference pressure of 20 micropascals.

(3) "Department" means the department of ecology.

(4) "Director" means the director of the department of ecology.

(5) "Distribution facilities" means any facility used for distribution of commodities to final consumers, including facilities of utilities that convey water, waste water, natural gas, and electricity.

(6) "EDNA" means the environmental designation for noise abatement, being an area or zone (environment) within which maximum permissible noise levels are established.

(7) "Existing" means a process, event, or activity in an established area, producing sound subject to or exempt from this chapter, prior to the effective date of September 1, 1975.

(8) "Local government" means county or city government or any combination of the two.

(9) "Noise" means the intensity, duration and character of sounds, from any and all sources.

(10) "Person" means any individual, corporation, partnership, association, governmental body, state agency or other entity whatsoever.

(11) "Property boundary" means the surveyed line at ground surface, which separates the real property owned, rented, or leased by one or more persons, from that owned, rented, or leased by one or more other persons, and its vertical extension.

(12) "Racing event" means any motor vehicle competition conducted under a permit issued by a governmental authority having jurisdiction or, if such permit is not required, then under the auspices of a recognized sanctioning body.

(13) "Receiving property" means real property within which the maximum permissible noise levels specified herein shall not be exceeded from sources outside such property.

(14) "Sound level meter" means a device which measures sound pressure levels and conforms to Type 1 or Type 2 as specified in the American National Standards Institute Specification S1.4-1971.

WAC 173-60-030 Identification of environments. (1) Except when included within specific prior designations as provided in subsections

(2), (3), and (4) of this section, the EDNA of any property shall be based on the following typical uses, taking into consideration the present, future, and historical usage, as well as the usage of adjacent and other lands in the vicinity.

(a) Class A EDNA - Lands where human beings reside and sleep. Typically, Class A EDNA will be the following types of property used for human habitation:

- (i) Residential
- (ii) Multiple family living accommodations
- (iii) Recreational and entertainment, (e.g., camps, parks, camping facilities, and resorts)
- (iv) Community service, (e.g., orphanages, homes for the aged, hospitals, health and correctional facilities)

(b) Class B EDNA - Lands involving uses requiring protection against noise interference with speech. Typically, Class B EDNA will be the following types of property:

- (i) Commercial living accommodations
- (ii) Commercial dining establishments
- (iii) Motor vehicle services
- (iv) Retail services
- (v) Banks and office buildings
- (vi) Miscellaneous commercial services, property not used for human habitation
- (vii) Recreation and entertainment, property not used for human habitation (e.g., theaters, stadiums, fairgrounds, and amusement parks)

(viii) Community services, property not used for human habitation (e.g., educational, religious, governmental, cultural and recreational facilities).

(c) Class C EDNA - Lands involving economic activities of such a nature that higher noise levels than experienced in other areas is normally to be anticipated. Persons working in these areas are normally covered by noise control regulations of the department of labor and industries. Uses typical of Class A EDNA are generally not permitted within such areas. Typically, Class C EDNA will be the following types of property:

- (i) Storage, warehouse, and distribution facilities.
- (ii) Industrial property used for the production and fabrication of durable and nondurable man-made goods
- (iii) Agricultural and silvicultural property used for the production of crops, wood products, or livestock.

(d) Where there is neither a zoning ordinance in effect nor an adopted comprehensive plan, the legislative authority of local government may, by ordinance or resolution, designate specifically described EDNAs which conform to the above use criteria and, upon departmental approval, EDNAs so designated shall be as set forth in such local determination.

(e) Where no specific prior designation of EDNAs has been made, the appropriate EDNA for properties involved in any enforcement activity will be determined by the investigating official on the basis of the criteria of (a), (b), and (c) of this subsection.

(2) In areas covered by a local zoning ordinance, the legislative authority of the local government may, by ordinance or resolution designate EDNAs to conform with the zoning ordinance as follows:

- (a) Residential zones - Class A EDNA
- (b) Commercial zones - Class B EDNA
- (c) Industrial zones - Class C EDNA

Upon approval by the department, EDNAs so designated shall be as

set forth in such local determination. EDNA designations shall be amended as necessary to conform to zone changes under the zoning ordinance.

(3) In areas not covered by a local zoning ordinance but within the coverage of an adopted comprehensive plan the legislative authority of the local government may, by ordinance or resolution designate EDNAs to conform with the comprehensive plan as follows:

- (a) Residential areas - Class A EDNA
- (b) Commercial areas - Class B EDNA
- (c) Industrial areas - Class C EDNA

Upon approval by the department EDNAs so designated shall be as set forth in such local determination. EDNA designations shall be amended as necessary to conform to changes in the comprehensive plan.

(4) The department recognizes that on certain lands, serenity, tranquillity, or quiet are an essential part of the quality of the environment and serve an important public need. Special designation of such lands with appropriate noise level standards by local government may be adopted subject to approval by the department. The director may make such special designation pursuant to the procedures of the Administrative Procedure Act, chapter 34.04 RCW.

WAC 173-60-040 Maximum permissible environmental noise levels.

(1) No person shall cause or permit noise to intrude into the property of another person which noise exceeds the maximum permissible noise levels set forth below in this section.

(2)(a) The noise limitations established are as set forth in the following table after any applicable adjustments provided for herein are applied.

EDNA OF NOISE SOURCE	EDNA OF RECEIVING PROPERTY		
	Class A	Class B	Class C
CLASS A	55 dBA	57 dBA	60 dBA
CLASS B	57	60	65
CLASS C	60	65	70

(b) Between the hours of 10:00 p.m. and 7:00 a.m. the noise limitations of the foregoing table shall be reduced by 10 dBA for receiving property within Class A EDNAs.

(c) At any hour of the day or night the applicable noise limitations in (a) and (b) above may be exceeded for any receiving property by no more than:

- (i) 5 dBA for a total of 15 minutes in any one-hour period; or
- (ii) 10 dBA for a total of 5 minutes in any one-hour period; or
- (iii) 15 dBA for a total of 1.5 minutes in any one-hour period.

WAC 173-60-050 Exemptions. (1) The following shall be exempt from the provisions of WAC 173-60-040 between the hours of 7:00 a.m. and 10:00 p.m.:

(a) Sounds originating from residential property relating to temporary projects for the maintenance or repair of homes, grounds and appurtenances.

(b) Sounds created by the discharge of firearms on authorized shooting ranges.

(c) Sounds created by blasting.

(d) Sounds created by aircraft engine testing and maintenance not related to flight operations: Provided, That aircraft testing and

maintenance shall be conducted at remote sites whenever possible.

(e) Sounds created by the installation or repair of essential utility services.

(2) The following shall be exempt from the provisions of WAC 173-60-040 (2)(b):

(a) Noise from electrical substations and existing stationary equipment used in the conveyance of water, waste water, and natural gas by a utility.

(b) Noise from existing industrial installations which exceed the standards contained in these regulations and which, over the previous three years, have consistently operated in excess of 15 hours per day as a consequence of process necessity and/or demonstrated routine normal operation. Changes in working hours, which would affect exemptions under this regulation, require approval of the department.

(3) The following shall be exempt from the provisions of WAC 173-60-040, except insofar as such provisions relate to the reception of noise within Class A EDNAs between the hours of 10:00 p.m. and 7:00 a.m.

(a) Sounds originating from temporary construction sites as a result of construction activity.

(b) Sounds originating from forest harvesting and silvicultural activity.

(4) The following shall be exempt from all provisions of WAC 173-60-040:

(a) Sounds created by motor vehicles when regulated by chapter 173-62 WAC.

(b) Sounds originating from aircraft in flight and sounds that originate at airports which are directly related to flight operations.

(c) Sounds created by surface carriers engaged in interstate commerce by railroad.

(d) Sounds created by warning devices not operating continuously for more than five minutes, or bells, chimes, and carillons.

(e) Sounds created by safety and protective devices where noise suppression would defeat the intent of the device or is not economically feasible.

(f) Sounds created by emergency equipment and work necessary in the interests of law enforcement or for health safety or welfare of the community.

(g) Sounds originating from motor vehicle racing events at existing authorized facilities.

(h) Sounds originating from officially sanctioned parades and other public events.

(i) Sounds emitted from petroleum refinery boilers during startup of said boilers: Provided, That the startup operation is performed during daytime hours whenever possible.

(j) Sounds created by the discharge of firearms in the course of hunting.

(k) Sounds caused by natural phenomena and unamplified human voices.

(l) Sounds created by motor vehicles, licensed or unlicensed, when operated off public highways EXCEPT when such sounds are received in Class A EDNAs.

(m) Sounds originating from existing natural gas transmission and distribution facilities. However, in circumstances where such sounds impact EDNA Class A environments and complaints are received, the director or his designee may take action to abate by application of EDNA Class C source limits to the facility under the requirements of WAC 173-60-050(5).

(6) Nothing in these exemptions is intended to preclude the department from requiring installation of the best available noise abatement technology consistent with economic feasibility. The establishment of any such requirement shall be subject to the provisions of the Administrative Procedure Act, chapter 34.04 RCW.

WAC 173-60-090 Enforcement policy. Noise measurement for the purposes of enforcing the provisions of WAC 173-060-040 shall be measured in dBA with a sound level meter with the point of measurement being at any point within the receiving property. Such enforcement shall be undertaken only upon receipt of a complaint made by a person who resides, owns property, or is employed in the area affected by the noise complained of, EXCEPT for parks, recreational areas, and wildlife sanctuaries. For enforcement purposes pursuant to RCW 70.107.050, each day, defined as the 24-hour period beginning at 12:01 a.m., in which violation of the noise control regulations (chapter 173-60 WAC) occurs, shall constitute a separate violation.

ORDINANCE 2020- 02

(AN ORDINANCE RESCINDING SKAMANIA COUNTY CODE TITLE 8- HEALTH AND SAFETY CHAPTER 8.22- NOISE REGULATIONS- IN ITS ENTIRETY AND ADOPTING NEW LANGUAGE)

WHEREAS, RCW 36.32.120 and RCW 70.107.050 authorizes Skamania County to enact noise control regulations designed to promote the public health, safety and general welfare of its citizen and provide the enforcement thereof; and

WHEREAS, The Skamania County Board of County Commissioners has determined that it is in the best interests for the public health and safety of Skamania County to establish polices for regulating and controlling noise; and

WHEREAS, Ordinance 2002-13 created Skamania County Code Chapter 8.22 for purposes of Noise Regulations, and

WHEREAS, The Skamania County Sheriff has recommended to the Board of County Commissioners that certain provisions of Skamania County Code Chapter 8.22 be amended in order to appropriately and efficiently apply the enforcement provisions of the chapter; and

WHEREAS, Notice of Public Hearing was provided in the official newspaper of general circulation on February 26, 2020 at least 10 days prior to the Public Hearing thereby meeting notification requirements, and

WHEREAS, The Board of County Commissioners held a Public Hearing on March 10, 2020 at 5:30 pm to gather testimony and to consider adoption.

NOW THEREFORE BE IT ORDAINED, by the Skamania County Board of Commissioners that Chapter 8.22 of Skamania County Code is hereby rescinded in its entirety and replaced by the following language:

8.22 – APPLICABILITY

This chapter shall apply to the prevention of noise which may jeopardize the health or welfare, and or degrade the quality of life of the citizens and visitors of Skamania County.

ADOPTION- The Noise Regulations as presented in this language and hereafter amended, are hereby adopted as the Noise Regulation ordinance of Skamania County.

ORDINANCE NO. 2020- 02 IS HEREBY PASSED INTO LAW THIS ^{10th} ^{March} ~~19th~~ DAY OF FEBRUARY 2020.

BOARD OF COUNTY COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON

[Signature]

Chair

J. W. Lawrence

Commissioner

[Signature]

Commissioner



ATTEST

[Signature]

Clerk of the Board

APPROVED AS TO FORM ONLY:

[Signature]

Skamania County Prosecuting Attorney

AYE 3
NAY 0
ABSTAIN 0
ABSENT 0

Chapter 8.22

PUBLIC NOISE REGULATIONS

Sections:

8.22.010 Statutory authority.

8.22.020 Purpose and findings.

8.22.030 Policy.

8.22.040 Definitions.

8.22.050 Public disturbance noises.

8.22.060 Daytime exemptions.

8.22.070 Nonresidential exemptions.

8.22.080 Variance and implementation schedules.

8.22.090 Enforcement-Authority.

8.22.100 Violation-Penalty.

8.22.010 Statutory authority.

The State Legislature has by way of RCW 36.32.120(7) authorized counties to adopt noise control regulations designed to promote the public health, safety and general welfare of its citizenry. (Ord. 2002-13 (part))

8.22.020 Purpose and findings.

A. Purpose. The purpose of the chapter is to minimize the citizens' exposure to the physiological and psychological dangers of excessive noise and to protect, promote and preserve the public health, safety and welfare. The county intends for this ordinance to control the level of noise in a manner which promotes the use, value and enjoyment of property to include sleep and repose, quiet enjoyment, commerce and the quality of the environment. The commissioners also appreciate the fact many people wish or need to engage in various activities that will, even when all due caution is exercised, produce disturbing noises.

B. **Findings.** The county commissioners, having received multiple complaints throughout the county, have learned that a problem of excessive and disturbing noises exists within the unincorporated areas of the county and that the county needs to generally implement the State Noise Control Ordinance. The county has also learned that there are some unique circumstances within the county which require the county to adopt some variations from, and additions to, the state law. The county intends to pass a regulation which will balance the rights of those citizens who only wish to enjoy the quiet repose of their home or property with those who wish to engage in those activities that may result in the production of some noise. (Ord. 2002-13 (part))

C. **Findings.** The county commissioners also find that noise disputes should first be addressed between neighbors, and that anyone who believes their neighbor is violating this ordinance should, when possible, inform that neighbor of any ongoing concerns regarding offensive noise as described in this ordinance, and ask them to remedy the concern prior to requesting enforcement from the Sheriff's Office. A failure to first address concerns with a neighbor does not preclude making a complaint to law enforcement, but may factor into whether any alleged violation results in the Sheriff's Deputy exercising discretion on whether to issue a warning, an infraction, or a criminal citation.

D. **Findings.** Any person complaining of a violation of this ordinance should be prepared to document any alleged violations through the use of audio and/or video recordings. The nature of noise violations as described herein are such that law enforcement will have a difficult time independently documenting violations because such violations often occur over an extended period of time.

8.22.030 Policy.

It is the policy of the county to prevent noise which may jeopardize the health or welfare of its citizenry or degrade the quality of life. (Ord. 2002-13 (part))

8.22.040 Definitions.

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

"Farm orchard or logging equipment" means any vehicle or any attachment to a vehicle when used on agricultural or forest lands for agricultural or logging purposes, including but not limited to: tractors, sprayers, combines, chainsaws, loaders, log trucks and other similar equipment.

"GVWR" or "GCWR" means gross vehicle weight rating or gross combination weight rating, which are the values specified by the manufacturer as the loaded weight of a single or combination vehicle.

"Motor vehicle" means any vehicle which is self-propelled, used primarily for transporting persons or property upon public highways and required to be licensed under RCW 46.16.010, and includes but is not limited to cars, trucks, motorcycles, jeeps and dune buggies.

“Motorcycle” means any motor vehicle having a saddle and designed to travel with three or less wheels on the ground, except such vehicles powered by engines not to exceed five horsepower.

“Noise” means the intensity, duration and character of sounds from any and all sources.

“Off-highway vehicle” means any self-propelled vehicle not used primarily for transporting persons or property upon public highways nor required to be licensed under RCW 46.16.010.

“Person” means any individual, corporation, partnership, association, government or state agency or other entity whatsoever.

“Property boundary” means the surveyed line at ground surface which separates the real property owned, rented or leased by one or more persons from that owned, rented or leased by one or more other persons, and its vertical extension.

“Public highway” means the entire width between the boundary lines of every way publicly maintained by the Department of Transportation or any county or city when any part thereof is generally open to the use of the public for purposes of vehicular travel as a matter of right.

“Residential area” is an area used for single-family housing, multi-family residential, or mobile homes, primarily for private residences.

8.22.050 Public disturbance noises.

It is unlawful for any person to cause, or for any person in possession of real or personal property to allow to originate from the property, sound that is a public disturbance noise. The following sounds are hereby determined to be public disturbance noises:

(1) Frequent, repetitive, or continuous howling, barking, squawking or other noises made by any animal which unreasonably disturbs or interferes with the peace, comfort, and repose of receiving property owners or possessors; except that such sounds made by livestock, whether from commercial or noncommercial activities, and such sounds made in commercial kennels, veterinary hospitals, pet shops, or grooming parlors licensed under and in compliance with Skamania County Code (6.04.060), shall be exempt under this subsection. Livestock on properties within Skamania County are also exempt under this ordinance.

It shall be deemed a public disturbance noise under this subsection for a dog to bark, bay, cry, howl or make any other noise continuously and/or incessantly for a period of twenty (20) minutes or bark intermittently for one (1) hour or more, within an eight (8) hour period, to the disturbance of any person at any time of day or night regardless of whether the dog is physically situated in or upon private property; provided, however, that a dog shall not be deemed a “barking dog” for purposes of this section if, at the time the dog is barking or making any other noise, a person is trespassing or

threatening to trespass upon private property in or upon which the dog is situated or for any other legitimate cause the dog was teased or provoked to bark or make any other noise.

(2) The frequent, repetitive or continuous sounding of any horn or siren attached to a motor vehicle, except as a warning of danger or as specifically permitted or required by law.

(3) The creation of frequent, repetitive or continuous sounds in connection with the starting, operation, repair, rebuilding or testing of any motor vehicle, motorcycle, off-highway vehicle, or internal combustion engine, within a residential area, so as to unreasonably disturb or interfere with the peace, comfort and repose of owners or possessors of neighboring real property; provided, that this subsection shall not apply to the operation of lawn mowers, garden tools, chain saws, other power equipment used for building repair or ground maintenance, and approved forest product harvesting/processing between the hours of 7:00 a.m. and 10:00 p.m.

(4) The use of a sound amplifier or other device capable of producing or reproducing amplified sound upon public streets for the purpose of commercial advertising or sales or for attracting the attention of the public to any vehicle, structure, or property or the contents therein between the hours of 8:00 p.m. of one day and 7:00 a.m. of the next day, except for emergency vehicles.

(5) The making of any loud and raucous sound within one thousand (1,000) feet of any school, hospital, nursing, or convalescent facility; which unreasonably interferes with the use of such facility, or with the peace, comfort, or repose of persons therein.

(6) The use of a musical instrument, sound amplifier, or other device incorporating electrical signal volume control that produces or reproduces loud and/or raucous sounds which emanate frequently, repetitively or continuously from any building, structure or property so as to unreasonably disturb or interfere with the peace, tranquility, comfort or repose of owners or possessors of neighboring real property.

(7) Except as otherwise authorized by this chapter, the use, in a vehicle upon a public street or roadway, of a sound amplifier or other device capable of producing or reproducing amplified sound, which causes the sound to be heard from fifty (50) feet away; provided, this provision shall not apply to emergency, fire or police vehicles.

8.22.060 Daytime exemptions.

The following shall be exempt from the provisions of Section 8.22.050 between the hours of 7 a.m. and 10 p.m., except for subsection B of this section, sounds created by the discharge of firearms, which is exempt from 7 a.m. until the official hour of darkness:

A. Sounds originating from residential property relating to temporary projects for the maintenance or repair of homes, grounds and appurtenances;

- B. Sounds created by the discharge of firearms (7 a.m. until the official hour of darkness);
- C. Sounds created by the installation or repair of essential utility services;
- D. Sounds created by blasting and/or mining operations. (Ord. 2002-13 (part))

8.22.070 Nonresidential exemptions

The following vehicles and situations shall be exempt from the provisions of this chapter, except Sections 8.22.050:

- A. Any farm, orchard, logging, forest product processing or mining equipment operated on existing farm, orchard, timber, forest product processing or mining properties; provided these properties were being used for one of these purposes on or before June 30, 2002; provided further that the use on such property has not ceased for a period of more than one year;
- B. Any public emergency vehicles, or any vehicles operating in a public emergency;
- C. Any law enforcement vehicles;
- D. Any vehicle operating for the purpose of public road building or maintenance, or for on-site construction of structures between the hours of seven a.m. and ten p.m.;
- E. Any airplanes or railroads;
- F. Sounds created by motor vehicles when regulated by WAC Chapter 173-62;
- G. Sounds created by warning devices not operating continuously for more than five minutes, or bells, chimes and carillons;
- H. Sounds created by safety and protective devices where noise suppression would defeat the intent of the device or is not economically feasible;
- I. Sounds originating from officially sanctioned parades and other public events;
- J. Sounds created by watercraft;
- K. Sounds created by the discharge of firearms in the course of hunting;
- L. Sounds caused by natural phenomena and unamplified human voices;
- M. Sounds originating from existing natural gas transmission and distribution facilities. (Ord. 2002-13 (part))

8.22.080 Variance and implementation schedules.

1. Variances may be granted to any person from any particular requirement of this chapter, if findings are made that immediate compliance with such requirement cannot be achieved because of special circumstances rendering immediate compliance unreasonable in light of economic or physical factors, encroachment upon an existing noise source, or because of non-availability of feasible technology or control methods. Any such variance or renewal thereof shall be granted only for the minimum time period found to be necessary under the facts and circumstances. No variance shall be issued for a period of more than thirty days unless the board of county commissioners grants a permanent variance as provided herein.

2. If applicable, an implementation schedule for achieving compliance with this chapter shall be incorporated into any variance issued.

3. Anyone wishing for a variance must submit an application to the county commissioners. The county commissioners shall then, as soon as practical, conduct a public hearing to determine whether, and under what conditions, the variance should be granted. After conducting a public hearing, the county commissioners may grant a variance if the request substantially complies with the standards of the ordinance codified in this chapter and protects the general health, safety and welfare of the public.

4. Sources of noise, subject to this chapter, upon which construction begins after the effective date hereof shall immediately comply with the requirements of this chapter, except in extraordinary circumstances, where overriding considerations of public interest dictate the issuance of a variance. (Ord. 2002-13 (part))

8.22.090 Enforcement-Authority.

A. Law Enforcement. The Skamania County Sheriff is authorized and directed to administer and enforce the provisions of this chapter. Upon request by the sheriff or his deputies, all other county departments and divisions, including Southwest Washington Health District, are authorized to assist in the enforcement of this chapter.

B. District Court Jurisdiction. Any person who violates this chapter or of the State Noise Control Statute (RCW Chapter 70.107) may be cited into the Skamania County District Court. The district court shall have jurisdiction over all violations of this Chapter to include conducting hearings in contested or mitigated infraction cases and imposing fines, incarceration, or any other conditions generally allowed by law for infractions or misdemeanors as provided in SCC 8.22.100.

C. Cumulative and Alternative Remedies. The provisions of this chapter shall be cumulative and nonexclusive and shall not affect any other claim, cause of action or remedy; nor, unless specifically provided, shall it be deemed to repeal, amend or modify any law, ordinance or regulation relating to noise, but shall be deemed additional to existing legislation and common law on noise. (Ord. 2002-13 (part))

8.22.100 Violation-Penalty.

It shall be a misdemeanor punishable by a fine of two hundred fifty dollars (\$250) and/or ninety (90) days incarceration in the county jail for any person to violate any provisions of Section 8.22.050. Any individual who has not otherwise been found to have previously committed a violation of SKC 8.22.050 may be cited or charged with an infraction for violation of this ordinance. Any violation of this ordinance that is an infraction shall be punished by a fine of no less than two hundred fifty dollars (\$250) and no more than five hundred dollars (\$500).

Chapter 8.36

NOISE CONTROL

Sections:

8.36.010 Noise control.

8.36.010 Noise control.

A. *General Prohibition.* It is unlawful for any person to cause, or for any person in possession of property to allow to originate from the property, sound that is a public disturbance noise.

B. *Public Disturbances.* The following sounds are public disturbance noises in violation of this chapter:

1. The frequent, repetitive or continuous sounding of any horn or siren attached to a motor vehicle, except as a warning of danger or as specifically permitted or required by law.
2. The creation of frequent, repetitive or continuous sounds in connection with the starting, operation, repair, rebuilding or testing of any motor vehicle, motorcycle, off-highway vehicle or internal combustion engine within a residential district, so as to unreasonably disturb or interfere with the peace and comfort of owners or possessors of real property.
3. Yelling, shouting, whistling or singing on or near public streets, particularly between the hours of 10:00 p.m. and 8:00 a.m. or at any time and place as to unreasonably disturb or interfere with the peace and comfort of owners or possessors of real property.
4. The creation of frequent, repetitive or continuous sounds which emanate from any building, structure, apartment or condominium, which unreasonably disturbs or interferes with the peace and comfort of owners or possessors of real property, such as sounds from musical instruments, audio sound systems, band sessions or social gatherings.
5. Sound from motor vehicle audio sound systems, such as tape players, radios and compact disc players, operated at a volume so as to be audible greater than 50 feet from the vehicle itself.
6. Sound from audio equipment, such as loud speakers, amplification equipment, tape players, radios and compact disc players, operated at a volume so as to be audible greater than 50 feet from the source and not operated upon the property of the operator or with the knowledge, permission or consent of the owner or legal occupant of the property, and if operated on the property of the operator or with the knowledge, permission or consent of the owner or legal occupant of the property, than so as to be audible greater than 50 feet from the boundary of the property. For the purposes hereof, any sound, music or other noise emanating from fixed or portable audio equipment of or in a business shall be presumed to be with the knowledge, permission or consent of the owner or legal occupant of the property, which presumption may be rebutted by reasonable evidence to the contrary.

7. The squealing, screeching or other such sounds from motor vehicle tires in contact with the ground or other roadway surface because of rapid acceleration, braking or excessive speed around corners or because of such other reason; provided, that sounds which result from actions which are necessary to avoid danger shall be exempt from this section.

8. Sounds originating from construction sites, including but not limited to sounds from construction equipment, power tools and hammering between the hours of 10:00 p.m. and 7:00 a.m. on weekdays and 10:00 p.m. and 9:00 a.m. on weekends.

9. Sounds originating from residential property relating to temporary projects for the maintenance or repair of homes, grounds and appurtenances, including but not limited to sounds from lawnmowers, powered hand tools, snow removal equipment and composters between the hours of 10:00 p.m. and 7:00 a.m. on weekdays and 10:00 p.m. and 9:00 a.m. on weekends.

C. *Exclusion.* This chapter shall not apply to community events such as parades or regularly scheduled events at parks, such as public address systems for baseball games or park concerts between the hours of 9:00 a.m. and 11:00 p.m. This chapter shall not apply to fireworks lawfully discharged within the City.

D. *Penalty.* Any person who violates the provisions of this chapter shall be subject to a civil penalty of up to \$250.00; provided, that the penalty for a second or subsequent violation within a two-year period shall be a civil penalty of up to \$500.00. [Ord. 199 § 1, 1999; Ord. 44 § 1, 1996.]

The Lakewood Municipal Code is current through Ordinance 754, passed May 17, 2021.

Disclaimer: The city clerk's office has the official version of the Lakewood Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

Note: This site does not support Internet Explorer. To view this site, Code Publishing Company recommends using one of the following browsers: Google Chrome, Firefox, or Safari.

[City Website: www.cityoflakewood.us](http://www.cityoflakewood.us)

City Telephone: (253) 589-2489

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Chapter 8.31 PUBLIC DISTURBANCE NOISES

Sections:

8.31.010 Purpose.

8.31.020 Public disturbance noises defined.

8.31.030 Violation.

8.31.035 Exceptions.

8.31.040 Violations, penalties and enforcement.

8.31.010 Purpose.

The purpose of this chapter is to control noise in a manner which promotes commerce; the use, value, and enjoyment of property; sleep and repose; and the quality of the environment. (Ord. 988 § 1 (part), 1994).

8.31.020 Public disturbance noises defined.

Public disturbance noises include: loud, raucous, frequent, repetitive or continuous sounds including, but not limited to, the following sounds or combinations of sounds made from: (1) construction activity at nonapproved times; (2) audio or similar equipment capable of amplifying or broadcasting sounds; (3) portable or motor vehicle audio equipment; or (4) any horn or siren attached to a motor vehicle which is operated at such a volume for nonemergency purposes that it could be clearly heard by a person of normal hearing at a distance of seventy-five feet or more from the source of the sound. (Ord. 1057 § 1, 1996; Ord. 988 § 1 (part), 1994).

8.31.030 Violation.

A. It shall be unlawful for any person:

1. To cause, make or allow to be made from audio or similar equipment under such person's control or ownership a public disturbance noise.
2. In possession of property to allow or originate from the property a public disturbance noise.
3. To cause public disturbance noise due to construction activity between the hours of eight p.m. and seven a.m.

B. The content of the sound will not be considered in determining a violation of this section. (Ord. 1489 § 1 (Exh. A), 2015; Ord. 1057 § 2, 1996; Ord. 988 § 1 (part), 1994).

8.31.035 Exceptions.

The provisions of this chapter shall not apply to:

A. Preparation for and action of regularly scheduled community events conducted on property owned by a governmental agency or public school district and conducted with the express permission of an authorized representative of the property owner.

B. The ordinary and usual ringing of trolley bells by a mass transit carrier, e.g., Link trolley bus.

C. Sounds from any activity necessary for the preservation of the public health, safety and welfare.

D. Sounds that are the result of agricultural activities.

E. Public works projects and other projects within the public rights-of-way for which the city council determines that the public benefit of night-time construction outweighs the short-term impacts of such construction. (Ord. 1521 § 1, 2016; Ord. 1489 § 2 (Exh. A), 2015).

8.31.040 Violations, penalties and enforcement.

Except as otherwise expressly provided, violations of this chapter shall be enforced according to the uniform procedures set out in Chapter [2.80](#). (Ord. 1502 § 4 (Exh. C), 2015; Ord. 1489 § 3 (Exh. A), 2015; Ord. 988 § 1 (part), 1994).

The Chelan Municipal Code is current through Ordinance 1588, passed May 11, 2021.

Disclaimer: The City Clerk's office has the official version of the Chelan Municipal Code. Users should contact the City Clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.cityofchelan.us/>

City Telephone: (509) 682-4037

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Chapter 7.20

PUBLIC DISTURBANCE NOISES

Sections:

7.20.010 Unlawful conduct.

7.20.020 Exemptions.

7.20.030 Content of sound not considered.

7.20.040 Penalty.

7.20.010 Unlawful conduct.

It is unlawful for any person to cause or any person in possession of property to allow to originate from the property sound that is a public disturbance noise. It shall be a rebuttable presumption that any activities enumerated in this chapter disturb the peace, comfort or repose of others when they take place between the hours of ten p.m. and seven a.m. The following sounds are determined to be a public disturbance:

- (a) Sound from motor vehicle audio sound equipment, such as radios, tape players and compact disc players, installed in the vehicle or merely carried therein, to be operated at a volume so as to be plainly audible by the human ear at a distance of fifty feet or more from the vehicle itself;
- (b) Sound from portable audio equipment, such as a radio, tape player or compact disc player, which is operated at such a volume so as to be plainly audible by the human ear at a distance of fifty feet or more from the source of the sound;
- (c) The frequent, repetitive or continuous sounding of any horn or siren attached to a motor vehicle, except as a warning of danger or as specifically permitted or required by law;
- (d) The creation of frequent, repetitive or continuous sounds which emanate from any building, structure, apartment, or condominium, which unreasonably interferes with the peace, comfort, and repose of owners or possessors of real property, such as sounds from musical instruments, audio sound equipment, band sessions or social gatherings;
- (e) Yelling, shouting, hooting, whistling or singing on or near the public streets, at any time and place so as to unreasonably disturb or interfere with the peace, comfort and repose of owners or possessors of real property;

(f) The creation of frequent, repetitive or continuous sounds in connection with the starting, operation, repair, rebuilding or testing of any motor vehicle, motorcycle, off-highway vehicle or internal combustion engine within a residential area or near any human service facilities. (Ord. 1778 §§ 1, 2, 2014; Ord. 1314 § 1, 1996).

7.20.020 Exemptions.

The following shall be exempt from the provisions of this chapter:

- (a) Businesses operating upon their own premises;
- (b) Emergency vehicles as defined in RCW [46.04.040](#);
- (c) Other vehicles specifically approved by the city council on a case-by-case basis;
- (d) Persons operating such equipment within a public park for an event authorized by the city of Omak or regularly scheduled events such as public address systems for sports events or park concerts. (Ord. 1314 § 2, 1996).

7.20.030 Content of sound not considered.

The content of the sound will not be considered in determining a violation of this chapter. (Ord. 1314 § 3, 1996).

7.20.040 Penalty.

Failure to perform any act required, or the performance of any act prohibited, by this chapter is designated as a civil infraction and shall not be classified as a criminal offense. Any person, firm or corporation found to have committed such a civil infraction shall be subject to the penalties as set forth in Chapter [1.16](#). (Ord. 1665 § 3 (part), 2010; Ord. 1314 § 4, 1996).

The Omak Municipal Code is current through Ordinance 1905, passed May 3, 2021.

Disclaimer: The City Clerk's office has the official version of the Omak Municipal Code. Users should contact the City Clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.omakcity.com/>

City Telephone: (509) 826-1170

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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: Camping Ordinance
Meeting Date: August 12, 2021

Executive Summary:

The city has received complaints regarding people camping under Rock Creek Bridge and creating unsanitary conditions. There is no ordinance preventing people from establishing encampments on city property or rights of way. The expectation is to present a draft ordinance for public input at the September 16th council meeting.

Overview:

There is no city code preventing the establishment of encampments on city property or within city rights of way. The recent complaints have been around an encampment under Rock Creek Bridge and near Kanaka Creek Underpass creating unsanitary conditions (pictures enclosed). Rock Creek Bridge is used by utilities to cross Rock Creek and contains water, sewer and natural gas pipelines. In the past the Sheriff's Office has been able to prevent or extinguish fires due to the natural gas pipeline.

Past discussions on this matter took place on August, September and October of 2019. It was tabled to pursue additional options to address the homeless concerns and was to be brought back in the spring of 2020 to reconsider. The COVID-19 pandemic hit and this fell off the radar. Concerns raised included citing a person for sleeping or taking a nap in their vehicle and criminalizing homelessness.

The example ordinance allows for people to camp from 9:30 pm to 6:30 am. It does not criminalize a person stopping to take a nap in their car and allows for the ability to camp no more than 14 calendar days a year by permit, provided health and safety conditions can be met as outlined in the ordinance. The example ordinance is mirrored after the City of Washougal and the City of Vancouver's codes, which have held up to the recent Martin v. City of Boise case (a city cannot prevent camping in public spaces when there are no alternatives/shelter space available).

The goal is to prevent encampments from being established, which are prevalent throughout Portland.

Action Needed:

Direction to staff on how to move forward:

- Move forward with presenting ordinance at September council meeting
- Public engagement process-additional steps above and beyond a public hearing
- No changes, do not move forward



Person sleeping under belongings near Kanaka Creek Underpass on 7/19/21.



Encampment under Rock Creek Bridge on 7/26/21.

Same encampment under Rock Creek Bridge on 7/26/21.





Same encampment under Rock Creek Bridge on 7/26/21.

**CITY OF STEVENSON, WASHINGTON
ORDINANCE 2021-XXXX**

AN ORDINANCE OF THE CITY OF STEVENSON, WA ADDING CHAPTER 8.66 TO PROHIBIT CAMPING IN PUBLIC PLACES; SETTING A CRIMINAL PENALTY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, City has received complaints from citizens regarding increased camping in public places creating a public health and safety hazard; and

WHEREAS, the City Council desires to add SMC 8.66 to prohibit camping in public places prevent harm to the health or safety of the public and to promote the public health, safety and general welfare by making public streets and other areas readily accessible to the public and to prevent use of public property for camping purposes or storage of personal property which interferes with the rights of others to use the areas for which they were intended.

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

Section 1. Chapter 8.66 of the Stevenson Municipal Code Established. A chapter of the Stevenson Municipal Code entitled "Camping in Public Places," to be codified as Stevenson Municipal Code (SMC) Chapter 8.66, is hereby established to read as set forth on Exhibit "A" attached hereto and by this reference incorporated herein.

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

PASSED by the City Council of the City of Stevenson and approved by the Mayor this ____ day of _____, 2021.

Mayor of the City of Stevenson

ATTEST:

APPROVED AS TO FORM:

Clerk of the City of Stevenson

Attorney for the City of Stevenson

Exhibit A

Chapter 8.66 CAMPING IN PUBLIC PLACES

Sections:

- 8.66.010 Findings.
- 8.66.020 Purpose.
- 8.66.030 Definitions.
- 8.66.040 Unlawful camping.
- 8.66.050 Unlawful storage of personal property in public places.
- 8.66.060 Penalty for violations.
- 8.66.070 Permit.
- 8.66.080 Public duty created.

8.66.010 Findings.

People camping on public property and on public rights-of-way create a public health and safety hazard due to the lack of proper electrical and/or sanitary facilities for these people. People without proper sanitary facilities have openly urinated, defecated, and littered on public property and on the public rights-of-way. Use of public property for camping purposes or storage of personal property interferes with the rights of others to use the areas for which they were intended.

8.66.020 Purpose.

It is the purpose of this chapter to prevent harm to the health or safety of the public and to promote the public health, safety and general welfare by making public streets and other areas readily accessible to the public and to prevent use of public property for camping purposes or storage of personal property which interferes with the rights of others to use the areas for which they were intended.

8.66.030 Definitions.

The following definitions are applicable in this chapter unless the context otherwise requires:

- (1) “Camp” or “camping” means to pitch, create, use, or occupy camp facilities for the purposes of sleeping or habitation as evidenced by the use of camp paraphernalia.
- (2) “Camp facilities” include, but are not limited to, tents, huts, temporary shelters, or vehicles.
- (3) “Camp paraphernalia” includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or non-city designated cooking facilities and similar equipment.
- (4) “Park” means a park, reservation, playground, beach, trail, recreation center or any other public area in the city owned or used by the city and devoted to active or passive recreation.
- (5) “Store” means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.
- (6) “Street” means any highway, lane, road, street, right-of-way, boulevard, alley, and every way or place in the city of Stevenson that is publicly owned or maintained for public vehicular travel.

(7) “Vehicle” means the same as defined in RCW 46.04.670.

8.66.040 Unlawful camping.

(1) During all hours in any park and during the hours of 6:30 a.m. to 9:30 p.m. in the following areas, it shall be unlawful for any person to camp, occupy camp facilities for purposes of habitation, or use camp paraphernalia, except as otherwise provided by ordinance or as permitted pursuant to SMC 8.66.070:

(a) On city-owned or city-maintained property, including, without limitation, City Hall, city public works buildings, fire station, utility facilities, and surrounding grounds;

(b) Any street; or

(c) Any publicly owned or maintained parking lot or other publicly owned or maintained area, improved or unimproved, excluding the Skamania County Fairgrounds camping area.

(2) During all hours in any park and during the hours of 6:30 a.m. to 9:30 p.m. in the following areas, it shall be unlawful for any person to occupy a vehicle for the purpose of camping while that vehicle is parked, except as otherwise provided by ordinance or as permitted pursuant to SMC 8.66.070:

(a) Any street; or

(b) Any publicly owned or maintained parking lot or other publicly owned or maintained area, improved or unimproved, excluding the Skamania County Fairgrounds camping area and designated parking spots at the Port of Skamania waterfront property.

8.66.050 Unlawful storage of personal property in public places.

During all hours in any park and during the hours of 6:30 a.m. to 9:30 p.m. in the following areas, it shall be unlawful for any person to store personal property, including camp facilities (other than vehicles) and camp paraphernalia, except as otherwise provided by ordinance or as permitted pursuant to SMC 8.66.070:

(1) On city-owned or city-maintained property, including, without limitation, City Hall, city public works buildings, fire station, utility facilities, and surrounding grounds;

(2) Any street; or

(3) Any publicly owned or maintained parking lot or publicly owned or maintained area, improved or unimproved, excluding the Skamania County Fairgrounds camping area.

8.66.060 Penalty for violations.

Violation of any of the provisions of this chapter is a misdemeanor. Any person violating any of the provisions of this chapter shall, upon conviction of such violation, be punished by a fine of not more than \$1,000 or by imprisonment not to exceed 90 days, or by both such fine and imprisonment.

8.66.070 Permit.

(1) The city administrator, or their designee, is authorized to permit persons to camp, occupy camp facilities, use camp paraphernalia, or store personal property in parks, streets, or any

publicly owned parking lot or publicly owned area, improved or unimproved, in the city of Stevenson.

(2) Upon receipt of an application for any permit under this chapter, the city administrator, or their designee, shall send a copy of the application to the Public Works Director, Community Development Director, Skamania County Sheriff's Department and Fire Chief. Each shall inspect the application and report to the city administrator, or their designee, within 10 working days after the filing of the application. Such reports shall mention any problems which the proposed activity is expected to pose for the public. It shall make any necessary recommendations for protecting the public peace, health, safety, life, property, and welfare in the event a permit is, or was, issued.

(3) The city administrator, or their designee, is authorized to promulgate other rules and regulations regarding the implementation and enforcement of this chapter.

(4) The city administrator, or their designee, may approve a permit as provided under this section when, from a consideration of the application, reports from other city departments, and from such other information as may otherwise be obtained, they find that:

(a) Adequate sanitary facilities are provided and accessible at or near the proposed camp site;

(b) Adequate trash receptacles and trash collection are provided; and

(c) The camping activity will not unreasonably disturb or interfere with the safety, peace, comfort and repose of private property owners or of the public.

(5) No permit shall be issued for a period of time in excess of 14 calendar days in any one calendar year.

(6) The city administrator, or their designee, is authorized to revoke a permit that has been issued if they find lack of compliance with any requirement of subsection (4) of this section, or of any rule or regulation promulgated under subsection (3) of this section, or of any ordinance or statute.

(7) Any person who is denied a permit, or had their permit revoked, may appeal the denial/revocation to a hearings examiner appointed by the city administrator or their designee. Notice of appeal must be in writing and filed with the city administrator within seven working days from the date of the denial.

8.66.080 Public duty created.

(1) It is expressly the purpose of this chapter to provide for and promote the health, safety and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons or individual who will or should be especially protected or benefited by the terms of this chapter.

(2) Nothing contained in this chapter is intended nor shall be construed to create or form the basis of any liability on the part of the city, or its officers, employees or agents, for any injury or damage resulting from any action or inaction on the part of the city related in any manner to the enforcement of this chapter by its officers, employees or agents.

CITY OF STEVENSON PROFESSIONAL SERVICE CONTRACT, MONTHLY REPORT & INVOICE

Contractor:	Skamania County Chamber of Commerce	
Reporting Period:	July, 2021	
Amount Due:	\$ 7,500.00	Monthly Contract Amount
	490.00	Program Management Time
	<u>4,607.94</u>	Monthly Reimbursables
	\$ 12,597.84	

VISITOR STATISTICS

	<u>Stevenson Office</u>
Walk-In Visitors:	514
Telephone Calls:	61
E-Mails:	31
Business Referrals:	1,836
Tracked Overnight Stays:	98
Mailings (student, relocation, visitor, letters):	35
Chamber Website Pageviews	10,587
COS Website Pageviews	2,151

CHAMBER BUSINESS

Chamber Board Meeting: We do not hold a monthly board meeting in July.

Chamber Membership: We had 2 new member join the Chamber and 29 membership renewals in July.

Chamber E-Newsletter: The weekly e-blast, consisting of updates and announcements submitted by Chamber members, is emailed out on Thursday afternoons to over 1,100 recipients.

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

Chamber Marketing, Projects, Action Items:

- Sent out Skamania County Fair Parade registration forms, applied for permit and requested road closure
- Added new GORge Pass info and link to website
- Started selling GORge passes
- Placed ads
- Sent summer event information to WA Filmworks
- Worked with Washington Tourism Alliance on revamping the Explore Washington's Backyard promotion
- Held Lunch and Learn event
- Hosted Chamber Happy Hour event
- Organized combined ribbon cutting event for 3 businesses
- Updating all Chamber event flyers
- Worked on logo for Skamania Sip and Stroll event. Sent out sponsorship request letters and invitation to participate to breweries, wineries, local retailers and restaurants. Started designing webpage, posters and ads.
- Met with 2 new businesses about Chamber membership
- Worked with SDA on entrepreneurial ecosystem concept and applied for funding
- Weekly trainings for new Chamber data base software
- Attended Columbia Gorge Tourism Alliance monthly board meeting
- Bi-weekly meetings with Washington Chamber Executives

County/Regional/State Meeting and Projects:

Wind River Business Association (WRBA): Continue to serve as treasurer for WRBA – pay monthly bills, reconcile bank statements, attend monthly meetings and manage the WRBA Facebook page. Working on planning this year's Logtoberfest event.

Stevenson Downtown Association (SDA): Attend monthly SDA board meeting and promotion committee meetings. Organizing Sandwich Smackdown promotion for September.

(The projects and tasks described below are an example of services provided to the City of Stevenson through an additional contract with the Chamber to administer their promotional programs and deliverables.)

Stevenson/SBA Meetings and Projects:

- Monthly meeting with NB Marketing for progress updates on our marketing plan
- Ran social media promotion #mystevensonadventure through the month of July
- Placed ads
- Updated website with new GOrge Pass information and link
- Put together 550 welcome bags with Stevenson maps and other marketing materials for 2 events; Columbia Downwind Championship and WA State PUD Commissioners
- Placed paid social media ads
- Continue to promote Stevenson businesses on social media
- Updated kiosk signs with 2021 event dates

2021 CITY OF STEVENSON PROMOTIONAL PROGRAMS REIMBURSABLES

Program 2	Promotional Products and Projects	
P2-B	Stevenson map printing	\$ 632.20
P2-D1	Website	\$ 252.14
P2-D2	Social Media and Print Ad Creation	\$1,100.00
P2-D5	Ad Placement	\$1,566.00
P2-D7	Promotional Items	<u>\$1,057.60</u>
		\$4,607.94

2021 CITY OF STEVENSON PROMOTIONAL PROGRAMS MANAGEMENT TIME

P2-D2	Marketing (print, social media, press releases)	7 hrs	\$ 245.00
P2-D1	Website updates/web cams	2 hrs	\$ 70.00
P2-D7	Other promotional items	5 hrs	<u>\$ 175.00</u>
		14 hrs	\$ 490.00

	<i>2021 Budget</i>	<i>Current Request</i>	<i>Requested YTD</i>	<i>Remaining</i>
Total Program Promo Expenses	\$80,000.00	\$4,997.94	\$26,341.33	\$53,658.67

July 2021 Stevenson Regular Planning Commission Meeting
Monday, July 12, 2021
6:00 p.m.

In Person:-Attendees at City Hall followed current CDC guidance regarding use of masks, social distancing, and attendance.

Attending: Planning Commission Chair Valerie Hoy-Rhodehamel Valerie; Commissioners Jeff Breckel, Davy Ray, Mike Beck, and Community Development Director Ben Shumaker. Commissioner Auguste Zettler was not in attendance. Public participants included Brian McNamara, Mary Repar, Tracy Gratto, Rick May, Dave Cox, and others unidentified.

Planning Commission Chair Valerie Hoy-Rhodehamel opened the meeting at 6:00 p.m.

A. Preliminary Matters

1. Public Comment Expectations:

Chair Valerie Hoy-Rhodehamel provided information on participating for remote attendees: Please raise hand to comment. Use the tools *6 to mute/unmute & *9 to raise hand. Individual comments should be limited to 3 minutes.

2. Minutes: June 14, 2021 Meeting Minutes

MOTION to approve minutes as presented from the June 14th, 2021 Stevenson Planning Commission meeting made by **Commissioner Breckel**, seconded by **Commissioner Beck**.

- Voting aye: **PC Chair Valerie Hoy-Rhodehamel, Commissioners Ray, Beck, Breckel.**

3. Public Comment Period: (For items not located elsewhere on the agenda)

>Mary Repar suggested commission members view the Gorge Commission's website regarding the National Scenic Area. She also invited people to attend a Stevenson Grange presentation on community resiliency to be held July 27th at the Stevenson Community Library.

B. New Business

4.Short Plat Review: SP2021-02 Feeley Short Plat Planning Commission Optional Review

Community Development Director Ben Shumaker provided the Commission background information on a 2-lot short plat in town. Following a short discussion the Commission agreed to the staff recommendation the Planning Commission bypass its review of the short plat and entrust the decision on the application to the Short Plat Administrator.

C. Old Business

5. Subcommittee Report: Public Involvement

Community Development Director Shumaker provided the Commission with recommendations made by the public engagement subcommittee regarding public outreach and involvement. He pointed to documents in the meeting packet -a Draft Submission of Public Involvement Framework for Review, a sample Project Flow Chart, and a draft Engagement Methods/Analysis that covered a range of simple to more complex engagement methods that could be employed to initiate public

engagement in any issue. He asked if the flowchart was something to build in as communication tool regarding decisions.

Commissioner Breckel briefly discussed the work performed by the sub-committee. He commented if the Commission was comfortable with the recommendations, they could be initiated regarding the zoning review on increasing residential building capacity that is currently on hold.

>Tracy Gratto presented additional information and details on the suggestions made by the subcommittee. She commended the Planning Commission' work, but noted that explaining the need for zoning is among the roles of the Commission. Let people know what you are doing and why. Being more transparent and solution oriented in thinking and planning is important. She emphasized informing, educating and networking as a way to provide information and address any concerns the public has, and pointed to examples offered in the framework.

Planning Commission Chair Valerie Hoy-Rhodehamel thanked her and the committee for their work, and stated her appreciation for a living document due to things changing. She noted she was in favor of the complete framework.

Commissioner Breckel suggested the process could be used to address other issues such as future infrastructure needs, as sewer and water access is integral to efficient zoning. He also noted zoning is not the sole answer to affordable housing.

>Rick May commented the material offered a multi-faceted approach, and he would like to see the suggestions adopted as the community is experiencing growth and change beyond the scope of the Planning Commission. He stated trust is critical and public involvement 'ups your game', in that the more you know, the better decisions you make.

The commission further discussed the recommendations, with questions raised regarding realistic strategies that could be used to implement them. Staff time and other resources were noted to be limiting factors. Further use of workgroups and subcommittees was considered, with **Community Development Director Shumaker** noting they could help define components of identified problems, i.e., resources, responsibility to solve, who benefits from problem or solution, and how are solutions proposed.

Commissioner Beck advised focusing on a streamlined process, with workshops and public hearings used to maximize engagement efforts in light of limited capacity and to keep business moving, as many items are time sensitive. He said bogging down multiple sub-committees with multiple issues should be avoided. He recommended any sub-committee be provided a time-frame for decision making.

Commissioner Ray spoke in favor of ensuring issues be prioritized.

Commissioner Beck thanked Tracy Gratto, Pat Rice and Brian McNamara for their work in developing the public engagement materials. He asked to convene a sub-committee to review the issue of increasing residential building capacity and to have the sub-committee's recommendations provided to the Planning Commission by September 2021. Incorporating the

public outreach and involvement recommendations into the Planning Commission bylaws was also discussed. It was agreed to go through the steps required to amend the Commission's bylaws to include the flowcharts and engagement processes.

Planning Commission Chair Valerie Hoy-Rhodehamel asked Commissioners for a show of hands in support of the idea, and all hands were raised. **Commissioners Beck and Breckel** will stay on as members, and Mary Repar will also take part. Other participants will be invited.

6. Zoning Amendment: Increasing Residential Building Capacity: Public Involvement Expectations
Community Development Director Shumaker pointed out the Commission had addressed the issue through the previous discussion.

D. Discussion

7. Thought of the Month: Community Submission: Kate Raworth: A healthy economy should be designed to thrive, not grow.

https://www.ted.com/talks/kate_raworth_a_healthy_economy_should_be_designed_to_thrive_not_grow

Mary Repar reminded meeting attendees there would be a speaker from Portland, Oregon city administration coming to Stevenson to talk about implementing the 'doughnut theory.' It is based on a Tedx Talk by Oxford economist Kate Raworth.

8. Staff & Commission Reports: ICMA Fellowship (Parking Intern), Utility Service Outside City Limits
Community Development Director Shumaker reported there was a new intern from UW prepared to work on assessing downtown parking.

An RFQ has been issued for consultants for the Columbia Avenue realignment project regarding bringing brownfield sites back into productive public use with funds provided by a grant through the Department of Ecology.

Stevenson City Council is taking up the issue on utility services outside city limits and is considering draft changes to current policies. Three approaches are possible-maintain the status quo, (which allows new hookups only if the house existed before 1980, adjacent water lines are in place, and a petition for annexation was denied); allow new hook-ups to infill on the system by using existing lines only; or extend water lines for new service. **Community Development Director Shumaker** stated the question remains if building capacity can or will increase by allowing connections.

Commissioner Breckel expressed concerns over the past development of the city's water and sewer lines, noting effective delivery systems need to be in place to avoid potential high costs in the future.

Commissioner Beck pointed out circular or loop water mains require less pressure than straight lines.

>Mary Repar invited everyone to visit to community gardens near the fairgrounds.

E. Adjournment

Planning Commission Chair Valerie Hoy-Rhodehamel declared the meeting adjourned at 7:38 p.m.

Minutes prepared by Johanna Roe

TREASURERS REPORT

Fund Totals

City Of Stevenson

Time: 15:09:18 Date: 08/06/2021

07/01/2021 To: 07/31/2021

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Expense Fund	1,198,750.06	183,920.59	155,871.42	1,226,799.23	0.00	7,164.71	-1,100.74	1,232,863.20
010 General Reserve Fund	326,705.62	0.00		326,705.62	0.00	0.00	0.00	326,705.62
020 Fire Reserve Fund	1,564,616.67	0.00		1,564,616.67	0.00	0.00	0.00	1,564,616.67
100 Street Fund	301,318.30	30,624.58	24,036.79	307,906.09	0.00	4,108.61	0.00	312,014.70
103 Tourism Promo & Develop Fund	660,383.28	44,468.95	12,453.53	692,398.70	0.00	4.53	0.00	692,403.23
105 Affordable Housing Fund	3,168.20	480.10		3,648.30	0.00	0.00	0.00	3,648.30
300 Capital Improvement Fund	130,654.51	5,545.21		136,199.72	0.00	0.00	0.00	136,199.72
309 Russell Ave	66,690.79	0.00		66,690.79	0.00	0.00	0.00	66,690.79*
311 First Street	-25,430.21	0.00		-25,430.21	0.00	0.00	0.00	-25,430.21
400 Water/Sewer Fund	1,339,920.60	167,445.28	79,482.79	1,427,883.09	0.00	6,043.38	-1,465.52	1,432,460.95
406 Wastewater Short Lived Asset Reserve Fund	21,779.00	0.00		21,779.00	0.00	0.00	0.00	21,779.00
408 Wastewater Debt Reserve Fund	61,191.00	0.00		61,191.00	0.00	0.00	0.00	61,191.00
410 Wastewater System Upgrades	-159,517.58	0.00	28,467.29	-187,984.87	0.00	0.00	0.00	-187,984.87
500 Equipment Service Fund	196,209.79	11,282.03	4,149.52	203,342.30	0.00	683.00	0.00	204,025.30
630 Stevenson Municipal Court	0.00	607.47	607.47	0.00	0.00	0.00	0.00	0.00
	5,686,440.03	444,374.21	305,068.81	5,825,745.43	0.00	18,004.23	-2,566.26	5,841,183.40

TREASURERS REPORT

Account Totals

City Of Stevenson

07/01/2021 To: 07/31/2021

Time: 15:09:18 Date: 08/06/2021

Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	2,773,004.41	458,278.99	294,133.34	2,937,150.06	-2,081.75	18,004.23	2,953,072.54
10	Xpress Bill Pay	53,076.52	36,027.01	61,000.00	28,103.53	-484.51	0.00	27,619.02
11	Cash Drawer	100.00	0.00	0.00	100.00	0.00	0.00	100.00
12	Petty Cash	400.00	0.00	0.00	400.00	0.00	0.00	400.00
20	Pacific Premier (Formerly Opus	71,947.84	0.61	0.00	71,948.45	0.00	0.00	71,948.45
Total Cash:		2,898,528.77	494,306.61	355,133.34	3,037,702.04	-2,566.26	18,004.23	3,053,140.01
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5	LGIP	872,446.71	132.13	0.00	872,578.84	0.00	0.00	872,578.84
6	US Bank Safekeeping	1,915,464.55	0.00	0.00	1,915,464.55	0.00	0.00	1,915,464.55
Total Investments:		2,787,911.26	132.13	0.00	2,788,043.39	0.00	0.00	2,788,043.39
		5,686,440.03	494,438.74	355,133.34	5,825,745.43	-2,566.26	18,004.23	5,841,183.40

TREASURERS REPORT
Fund Investments By Account

City Of Stevenson

07/01/2021 To: 07/31/2021

Time: 15:09:18 Date: 08/06/2021
Page: 3

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 General Expense Fund	204,213.95		45.31	45.31		204,259.26
100 000 Street Fund	26,039.74		5.78	5.78		26,045.52
103 000 Tourism Promo & Develop Fund	231,615.55		51.39	51.39		231,666.94
300 000 Capital Improvement Fund	6,282.05		1.39	1.39		6,283.44
400 000 Water/Sewer Fund	108,720.17		24.12	24.12		108,744.29
500 000 Equipment Service Fund	18,664.04		4.14	4.14		18,668.18
5 - LGIP	<u>595,535.50</u>	<u>0.00</u>	<u>132.13</u>	<u>132.13</u>		<u>595,667.63</u>
001 000 General Expense Fund	426,045.00					426,045.00
103 000 Tourism Promo & Develop Fund	320,417.69					320,417.69
300 000 Capital Improvement Fund	25,549.13					25,549.13
400 000 Water/Sewer Fund	285,600.57					285,600.57
500 000 Equipment Service Fund	10,218.68					10,218.68
6 - US Bank Safekeeping	<u>1,067,831.07</u>	<u>0.00</u>	<u>0.00</u>			<u>1,067,831.07</u>
	<u>1,663,366.57</u>	<u>0.00</u>	<u>132.13</u>	<u>132.13</u>		<u>1,663,498.70</u>

TREASURERS REPORT

Fund Investment Totals

City Of Stevenson

07/01/2021 To: 07/31/2021

Time: 15:09:18 Date: 08/06/2021

Page: 4

Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 General Expense Fund	630,258.95		45.31	45.31		630,304.26	596,494.97
010 General Reserve Fund						0.00	326,705.62
020 Fire Reserve Fund						0.00	1,564,616.67
100 Street Fund	26,039.74		5.78	5.78		26,045.52	281,860.57
103 Tourism Promo & Develop Fund	552,033.24		51.39	51.39		552,084.63	140,314.07
105 Affordable Housing Fund						0.00	3,648.30
300 Capital Improvement Fund	31,831.18		1.39	1.39		31,832.57	104,367.15
309 Russell Ave						0.00	66,690.79
311 First Street						0.00	-25,430.21
400 Water/Sewer Fund	394,320.74		24.12	24.12		394,344.86	1,033,538.23
406 Wastewater Short Lived Asset Reserve Fund						0.00	21,779.00
408 Wastewater Debt Reserve Fund						0.00	61,191.00
410 Wastewater System Upgrades						0.00	-187,984.87
500 Equipment Service Fund	28,882.72		4.14	4.14		28,886.86	174,455.44
	<u>1,663,366.57</u>		<u>132.13</u>	<u>132.13</u>		<u>1,663,498.70</u>	<u>4,162,246.73</u>

Ending fund balance (Page 1) - Investment balance = Available cash.

5,825,745.43

TREASURERS REPORT
Outstanding Vouchers

City Of Stevenson

As Of: 07/31/2021 Date: 08/06/2021
Time: 15:09:18 Page: 5

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2021	1831	07/29/2021	Tr Rec	1		Building Permit Customer	35.00	CS21-057-BP Bair
2021	1843	07/29/2021	Util Pay	1		Xpress Billpay	143.84	Xpress Import - CC - 07-29-2021__daily_batch.csv
2021	1846	07/30/2021	Tr Rec	1		Wave Broadband	1,065.74	Wave 2021 Q2 Utility Tax
2021	1847	07/31/2021	Util Pay	1		Xpress Billpay	589.93	Xpress Import - CC - 07-30-2021__daily_batch.csv
2021	1849	07/31/2021	Util Pay	1		Xpress Billpay	247.24	Xpress Import - CC - 07-31-2021__daily_batch.csv
Receipts Outstanding:							2,081.75	
2021	1833	07/31/2021	Payroll	1	EFT	Colonial Life	202.27	Pay Cycle(s) 07/31/2021 To 07/31/2021 - Disability; Pay Cycle(s) 07/31/2021 To 07/31/2021 - Life Insurance; Pay Cycle(s) 07/31/2021 To 07/31/2021 - Accident
2021	1834	07/31/2021	Payroll	1	EFT	Department of Retirement Systems	11,920.02	Pay Cycle(s) 07/31/2021 To 07/31/2021 - PERS2; Pay Cycle(s) 07/31/2021 To 07/31/2021 - DCP
2021	1837	07/31/2021	Payroll	1	EFT	State of WA Dept of Social & Health Serv	380.26	Pay Cycle(s) 07/31/2021 To 07/31/2021 - WA Child Support
2021	1829	07/31/2021	Payroll	1	15304	Mark W Tittle	4,725.40	PP 07.01.21-07.31.21
2021	1839	07/31/2021	Payroll	1	15306	HRA VEBA Trust Contributions	500.00	Pay Cycle(s) 07/31/2021 To 07/31/2021 - HRA VEBA
2021	1840	07/31/2021	Payroll	1	15307	Stevenson Fire Association	69.07	Pay Cycle(s) 07/31/2021 To 07/31/2021 - Fire Association
2021	1841	07/31/2021	Payroll	1	15308	WGAP Washington Gorge Action Program	207.21	Pay Cycle(s) 07/31/2021 To 07/31/2021 - Food Bank
							18,004.23	
2021	1844	07/29/2021	Util Pay	10		Xpress Billpay	40.01	Xpress Import - iPay - 07-29-2021__daily_batch.csv
2021	1845	07/29/2021	Util Pay	10		Xpress Billpay	156.41	Xpress Import - CheckFree - 07-29-2021__daily_batch.csv
2021	1848	07/31/2021	Util Pay	10		Xpress Billpay	61.81	Xpress Import - CheckFree - 07-30-2021__daily_batch.csv
2021	1850	07/31/2021	Util Pay	10		Xpress Billpay	226.28	Xpress Import - EFT - 07-31-2021__daily_batch.csv
Receipts Outstanding:							484.51	
							18,004.23	

Fund	Claims	Payroll	Total
001 General Expense Fund	0.00	7,164.71	7,164.71
100 Street Fund	0.00	4,108.61	4,108.61
103 Tourism Promo & Develop Fund	0.00	4.53	4.53
400 Water/Sewer Fund	0.00	6,043.38	6,043.38
500 Equipment Service Fund	0.00	683.00	683.00
	0.00	18,004.23	18,004.23

TREASURERS REPORT

Signature Page

City Of Stevenson

07/01/2021 To: 07/31/2021

Time: 15:09:18 Date: 08/06/2021

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We the undersigned officers for the City of Stevenson have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: _____ Signed: _____
City Administrator / Date Deputy Clerk-Treasurer / Date

2021 BUDGET POSITION

City Of Stevenson

Time: 15:08:23 Date: 08/06/2021

Page: 1

001 General Expense Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
100 Unreserved	785,783.69	785,783.69	0.00	100.0%
102 Unemployment Reserve	33,413.82	33,413.82	0.00	100.0%
104 Custodial Reserve	51,135.13	51,135.13	0.00	100.0%
308 Beginning Balances	870,332.64	870,332.64	0.00	100.0%
311 Property Tax	486,702.34	313,957.71	172,744.63	64.5%
313 Sales Tax	245,000.00	156,969.92	88,030.08	64.1%
316 Utility Tax	35,500.00	30,555.69	4,944.31	86.1%
317 Other Tax	16,000.00	17,998.87	(1,998.87)	112.5%
310 Taxes	783,202.34	519,482.19	263,720.15	66.3%
321 Licenses	2,900.00	2,856.65	43.35	98.5%
322 Permits	0.00	80.00	(80.00)	0.0%
320 Licenses & Permits	2,900.00	2,936.65	(36.65)	101.3%
000	0.00	255,172.00	(255,172.00)	0.0%
330 Grants	261,000.00	185,260.95	75,739.05	71.0%
335 State Shared	11,000.00	0.00	11,000.00	0.0%
336 State Entitlements, Impact Payments & Taxe	16,657.25	15,210.45	1,446.80	91.3%
330 Intergovernmental Revenues	288,657.25	455,643.40	(166,986.15)	157.8%
341 Other	126,000.00	6,041.50	119,958.50	4.8%
342 Fire District 2	32,700.00	18,295.86	14,404.14	56.0%
345 Planning	4,500.00	8,815.00	(4,315.00)	195.9%
346 Building	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	163,200.00	33,152.36	130,047.64	20.3%
350 Fines & Penalties	10,700.00	10,228.26	471.74	95.6%
360 Interest & Other Earnings	5,500.00	11,147.28	(5,647.28)	202.7%
380 Non Revenues	0.00	0.00	0.00	0.0%
Fund Revenues:	2,124,492.23	1,902,922.78	221,569.45	89.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative	22,000.00	8,472.51	13,527.49	38.5%
512 Judicial	61,200.00	30,934.89	30,265.11	50.5%
513 Executive	113,825.00	65,010.37	48,814.63	57.1%
514 Financial, Recording & Elections	114,450.00	54,399.96	60,050.04	47.5%
515 Legal Services	31,500.00	11,563.80	19,936.20	36.7%
517 Employee Benefit Programs	525.00	25.00	500.00	4.8%
518 Centralized Services	67,830.29	54,173.01	13,657.28	79.9%
521 Law Enforcement	194,205.87	116,961.34	77,244.53	60.2%
202 Fire Department	111,150.00	24,550.81	86,599.19	22.1%
203 Fire District 2	20,750.00	9,648.81	11,101.19	46.5%
522 Fire Control	131,900.00	34,199.62	97,700.38	25.9%
528 Dispatch Services	6,000.00	3,171.09	2,828.91	52.9%
551 Public Housing Services	250,000.00	183,280.22	66,719.78	73.3%
553 Conservation	300.00	1,733.10	(1,433.10)	577.7%
554 Environmental Services	0.00	0.00	0.00	0.0%

2021 BUDGET POSITION

City Of Stevenson

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001 General Expense Fund Months: 01 To: 07

Expenditures	Amt Budgeted	Expenditures	Remaining	
558 Planning & Community Devel				
550 Building	0.00	93.43	(93.43)	0.0%
560 Planning	167,730.00	89,611.11	78,118.89	53.4%
570 Economic Development	13,890.00	6,445.00	7,445.00	46.4%
558 Planning & Community Devel	181,620.00	96,149.54	85,470.46	52.9%
565 Welfare	10,000.00	0.00	10,000.00	0.0%
566 Substance Abuse	150.00	113.93	36.07	76.0%
573 Cultural & Community Activities	6,500.00	55.56	6,444.44	0.9%
576 Park Facilities	88,660.00	16,056.16	72,603.84	18.1%
580 Non Expenditures	0.00	(176.55)	176.55	0.0%
597 Interfund Transfers	25,000.00	0.00	25,000.00	0.0%
100 Unreserved	734,276.94	0.00	734,276.94	0.0%
102 Unemployment Reserve	33,414.00	0.00	33,414.00	0.0%
104 Custodial Reserve	51,135.13	0.00	51,135.13	0.0%
999 Ending Balance	818,826.07	0.00	818,826.07	0.0%
Fund Expenditures:	2,124,492.23	676,123.55	1,448,368.68	31.8%
Fund Excess/(Deficit):	0.00	1,226,799.23		

2021 BUDGET POSITION

City Of Stevenson

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010 General Reserve Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	326,705.62	326,705.62	0.00	100.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
Fund Revenues:	326,705.62	326,705.62	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	326,705.62	0.00	326,705.62	0.0%
Fund Expenditures:	326,705.62	0.00	326,705.62	0.0%
Fund Excess/(Deficit):	0.00	326,705.62		

2021 BUDGET POSITION

City Of Stevenson

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020 Fire Reserve Fund		Months: 01 To: 07			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	1,564,616.67	1,564,616.67	0.00	100.0%	
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%	
397 Interfund Transfers	25,000.00	0.00	25,000.00	0.0%	
Fund Revenues:	1,589,616.67	1,564,616.67	25,000.00	98.4%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
999 Ending Balance	1,589,616.67	0.00	1,589,616.67	0.0%	
Fund Expenditures:	1,589,616.67	0.00	1,589,616.67	0.0%	
Fund Excess/(Deficit):	0.00	1,564,616.67			

2021 BUDGET POSITION

City Of Stevenson

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100 Street Fund		Months: 01 To: 07		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	310,691.94	310,691.94	0.00	100.0%
310 Taxes	275,000.00	177,872.37	97,127.63	64.7%
320 Licenses & Permits	600.00	225.00	375.00	37.5%
330 Intergovernmental Revenues	70,444.40	24,710.97	45,733.43	35.1%
360 Interest & Other Earnings	0.00	25.97	(25.97)	0.0%
390 Other Financing Sources	0.00	5,392.43	(5,392.43)	0.0%
397 Interfund Transfers	30,000.00	0.00	30,000.00	0.0%
Fund Revenues:	686,736.34	518,918.68	167,817.66	75.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	289,700.00	153,842.48	135,857.52	53.1%
543 Streets Admin & Overhead	100,350.00	13,559.16	86,790.84	13.5%
544 Road & Street Operations	39,500.00	68.80	39,431.20	0.2%
566 Substance Abuse	0.00	65.40	(65.40)	0.0%
594 Capital Expenditures	199,000.00	43,476.75	155,523.25	21.8%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	58,186.34	0.00	58,186.34	0.0%
Fund Expenditures:	686,736.34	211,012.59	475,723.75	30.7%
Fund Excess/(Deficit):	0.00	307,906.09		

2021 BUDGET POSITION

City Of Stevenson

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103 Tourism Promo & Develop Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	616,600.17	616,600.17	0.00	100.0%
310 Taxes	300,000.00	171,112.68	128,887.32	57.0%
360 Interest & Other Earnings	0.00	5,440.90	(5,440.90)	0.0%
Fund Revenues:	916,600.17	793,153.75	123,446.42	86.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
571 Education & Recreation	0.00	545.39	(545.39)	0.0%
573 Cultural & Community Activities	368,100.00	100,209.66	267,890.34	27.2%
594 Capital Expenditures	230,000.00	0.00	230,000.00	0.0%
999 Ending Balance	318,500.17	0.00	318,500.17	0.0%
Fund Expenditures:	916,600.17	100,755.05	815,845.12	11.0%
Fund Excess/(Deficit):	0.00	692,398.70		

2021 BUDGET POSITION

City Of Stevenson

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105 Affordable Housing Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	1,215.61	1,215.61	0.00	100.0%
310 Taxes	15,000.00	2,432.69	12,567.31	16.2%
Fund Revenues:	16,215.61	3,648.30	12,567.31	22.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	16,215.61	0.00	16,215.61	0.0%
Fund Expenditures:	16,215.61	0.00	16,215.61	0.0%
Fund Excess/(Deficit):	0.00	3,648.30		

2021 BUDGET POSITION

City Of Stevenson

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300 Capital Improvement Fund		Months: 01 To: 07		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	107,273.57	107,273.57	0.00	100.0%
310 Taxes	20,000.00	28,504.45	(8,504.45)	142.5%
360 Interest & Other Earnings	0.00	421.70	(421.70)	0.0%
Fund Revenues:	127,273.57	136,199.72	(8,926.15)	107.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	73,700.00	0.00	73,700.00	0.0%
999 Ending Balance	53,573.57	0.00	53,573.57	0.0%
Fund Expenditures:	127,273.57	0.00	127,273.57	0.0%
Fund Excess/(Deficit):	0.00	136,199.72		

2021 BUDGET POSITION

City Of Stevenson

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309 Russell Ave		Months: 01 To: 07		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	(119.36)	(119.36)	0.00	100.0%
330 Intergovernmental Revenues	119.36	67,114.77	(66,995.41)	*****%
Fund Revenues:	0.00	66,995.41	(66,995.41)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	66,995.41		

2021 BUDGET POSITION

City Of Stevenson

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311 First Street		Months: 01 To: 07		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	(40,966.57)	(40,966.57)	0.00	100.0%
330 Intergovernmental Revenues	616,366.57	49,972.03	566,394.54	8.1%
397 Interfund Transfers	43,700.00	0.00	43,700.00	0.0%
Fund Revenues:	619,100.00	9,005.46	610,094.54	1.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	619,100.00	34,435.67	584,664.33	5.6%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	619,100.00	34,435.67	584,664.33	5.6%
Fund Excess/(Deficit):	0.00	(25,430.21)		

2021 BUDGET POSITION

City Of Stevenson

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400 Water/Sewer Fund		Months: 01 To: 07			
Revenues	Amt Budgeted	Revenues	Remaining		
400 Water/Sewer	215,714.63	215,714.63	0.00	100.0%	
401 Water	368,088.95	368,088.95	0.00	100.0%	
402 Sewer	303,770.27	303,770.27	0.00	100.0%	
308 Beginning Balances	887,573.85	887,573.85	0.00	100.0%	
330 Intergovernmental Revenues	1,000.00	94,923.00	(93,923.00)	9492.3%	
343 Water	647,100.00	407,880.09	239,219.91	63.0%	
344 Sewer	906,200.00	603,194.61	303,005.39	66.6%	
340 Charges For Goods & Services	1,553,300.00	1,011,074.70	542,225.30	65.1%	
343 Water	46,674.00	106,238.00	(59,564.00)	227.6%	
344 Sewer	56,532.00	56,112.00	420.00	99.3%	
400 Water/Sewer	4,000.00	4,836.44	(836.44)	120.9%	
360 Interest & Other Earnings	107,206.00	167,186.44	(59,980.44)	155.9%	
380 Non Revenues	0.00	0.00	0.00	0.0%	
Fund Revenues:	2,549,079.85	2,160,757.99	388,321.86	84.8%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
534 Water Utilities	521,260.00	281,041.74	240,218.26	53.9%	
535 Sewer	809,100.00	308,525.41	500,574.59	38.1%	
534 Water	61,489.07	42,529.44	18,959.63	69.2%	
535 Sewer	32,670.00	16,335.00	16,335.00	50.0%	
591 Debt Service	94,159.07	58,864.44	35,294.63	62.5%	
594 Capital Expenditures	109,500.00	82,993.31	26,506.69	75.8%	
597 Interfund Transfers	121,779.00	1,450.00	120,329.00	1.2%	
400 Water/Sewer	218,216.56	0.00	218,216.56	0.0%	
401 Water	314,762.95	0.00	314,762.95	0.0%	
402 Sewer	360,302.27	0.00	360,302.27	0.0%	
999 Ending Balance	893,281.78	0.00	893,281.78	0.0%	
Fund Expenditures:	2,549,079.85	732,874.90	1,816,204.95	28.8%	
Fund Excess/(Deficit):	0.00	1,427,883.09			

2021 BUDGET POSITION

City Of Stevenson

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406 Wastewater Short Lived Asset Reserve Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	21,779.00	21,779.00	0.00	100.0%
397 Interfund Transfers	21,779.00	0.00	21,779.00	0.0%
Fund Revenues:	43,558.00	21,779.00	21,779.00	50.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	43,558.00	0.00	43,558.00	0.0%
Fund Expenditures:	43,558.00	0.00	43,558.00	0.0%
Fund Excess/(Deficit):	0.00	21,779.00		

2021 BUDGET POSITION

City Of Stevenson

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408 Wastewater Debt Reserve Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	61,191.00	61,191.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	61,191.00	61,191.00	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	61,191.00	0.00	61,191.00	0.0%
Fund Expenditures:	61,191.00	0.00	61,191.00	0.0%
Fund Excess/(Deficit):	0.00	61,191.00		

2021 BUDGET POSITION

City Of Stevenson

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410 Wastewater System Upgrades Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	(57,601.53)	(57,601.53)	0.00	100.0%
330 Intergovernmental Revenues	1,733,656.00	5,400.00	1,728,256.00	0.3%
390 Other Financing Sources	833,414.00	141,109.91	692,304.09	16.9%
397 Interfund Transfers	100,000.00	1,450.00	98,550.00	1.5%
Fund Revenues:	2,609,468.47	90,358.38	2,519,110.09	3.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	2,609,468.47	278,343.25	2,331,125.22	10.7%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	2,609,468.47	278,343.25	2,331,125.22	10.7%
Fund Excess/(Deficit):	0.00	(187,984.87)		

2021 BUDGET POSITION

City Of Stevenson

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500 Equipment Service Fund		Months: 01 To: 07			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	190,947.57	190,947.57	0.00	100.0%	
340 Charges For Goods & Services	150,000.00	73,841.57	76,158.43	49.2%	
360 Interest & Other Earnings	0.00	184.76	(184.76)	0.0%	
390 Other Financing Sources	0.00	0.00	0.00	0.0%	
Fund Revenues:	340,947.57	264,973.90	75,973.67	77.7%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
548 Public Works - Centralized Services	107,750.00	61,631.60	46,118.40	57.2%	
594 Capital Expenditures	45,000.00	0.00	45,000.00	0.0%	
999 Ending Balance	188,197.57	0.00	188,197.57	0.0%	
Fund Expenditures:	340,947.57	61,631.60	279,315.97	18.1%	
Fund Excess/(Deficit):	0.00	203,342.30			

2021 BUDGET POSITION

City Of Stevenson

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630 Stevenson Municipal Court		Months: 01 To: 07			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	0.00	0.00	0.00	0.0%	
380 Non Revenues	0.00	5,710.02	(5,710.02)	0.0%	
Fund Revenues:	0.00	5,710.02	(5,710.02)	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
580 Non Expenditures	0.00	5,710.02	(5,710.02)	0.0%	
999 Ending Balance	0.00	0.00	0.00	0.0%	
Fund Expenditures:	0.00	5,710.02	(5,710.02)	0.0%	
Fund Excess/(Deficit):	0.00	0.00			

2021 BUDGET POSITION TOTALS

City Of Stevenson

Months: 01 To: 07

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Expense Fund	2,124,492.23	1,902,922.78	89.6%	2,124,492.23	676,123.55	32%
010 General Reserve Fund	326,705.62	326,705.62	100.0%	326,705.62	0.00	0%
020 Fire Reserve Fund	1,589,616.67	1,564,616.67	98.4%	1,589,616.67	0.00	0%
100 Street Fund	686,736.34	518,918.68	75.6%	686,736.34	211,012.59	31%
103 Tourism Promo & Develop Fund	916,600.17	793,153.75	86.5%	916,600.17	100,755.05	11%
105 Affordable Housing Fund	16,215.61	3,648.30	22.5%	16,215.61	0.00	0%
300 Capital Improvement Fund	127,273.57	136,199.72	107.0%	127,273.57	0.00	0%
309 Russell Ave	0.00	66,995.41	0.0%	0.00	0.00	0%
311 First Street	619,100.00	9,005.46	1.5%	619,100.00	34,435.67	6%
400 Water/Sewer Fund	2,549,079.85	2,160,757.99	84.8%	2,549,079.85	732,874.90	29%
406 Wastewater Short Lived Asset Res	43,558.00	21,779.00	50.0%	43,558.00	0.00	0%
408 Wastewater Debt Reserve Fund	61,191.00	61,191.00	100.0%	61,191.00	0.00	0%
410 Wastewater System Upgrades	2,609,468.47	90,358.38	3.5%	2,609,468.47	278,343.25	11%
500 Equipment Service Fund	340,947.57	264,973.90	77.7%	340,947.57	61,631.60	18%
630 Stevenson Municipal Court	0.00	5,710.02	0.0%	0.00	5,710.02	0%
	<u>12,010,985.10</u>	<u>7,926,936.68</u>	<u>66.0%</u>	<u>12,010,985.10</u>	<u>2,100,886.63</u>	<u>17.5%</u>

Project Status Updates

AUGUST 6, 2021

[COMPLETED](#)

[ONGOING](#)

[ON-HOLD](#)

Completed Projects

None new at this time.

Ongoing Projects

[Tree Preservation Plan](#) (7/30/21)

[Residential Capacity](#) (7/30/21)

[Shoreline Master Program Update](#) (7/30/21)

[First Street Overlook](#) (6/7/21)

[Hegewald Well](#) (4/6/21)

[Rock Creek Stormwater](#) (7/30/21)

[Facility Dude](#) (7/30/21)

[Lower Kanaka Creek Rd.](#) (8/2/21)

[Transportation Study](#) (7/30/21)

[City Hall Security](#) (6/7/21)

[Capital Improvement Program](#) (4/6/21)

[WW Upgrades](#) (7/30/21)

[City Website Redesign](#) (7/30/21)

[Downtown Plan](#) (5/14/21)

[Columbia Realignment](#) (7/30/21)

[Financial Audit](#) (7/30/21)

Tree Preservation Plan (10a)

Project consists of creating an inventory of current resources, adoption of a management plan for those resources, staff training, ongoing plan updates and identification of future demonstration projects.



Planned Completion Date:
December 31, 2021

Current Project Status:

The tree inventory is completed, waiting for a report, and training is scheduled for October.

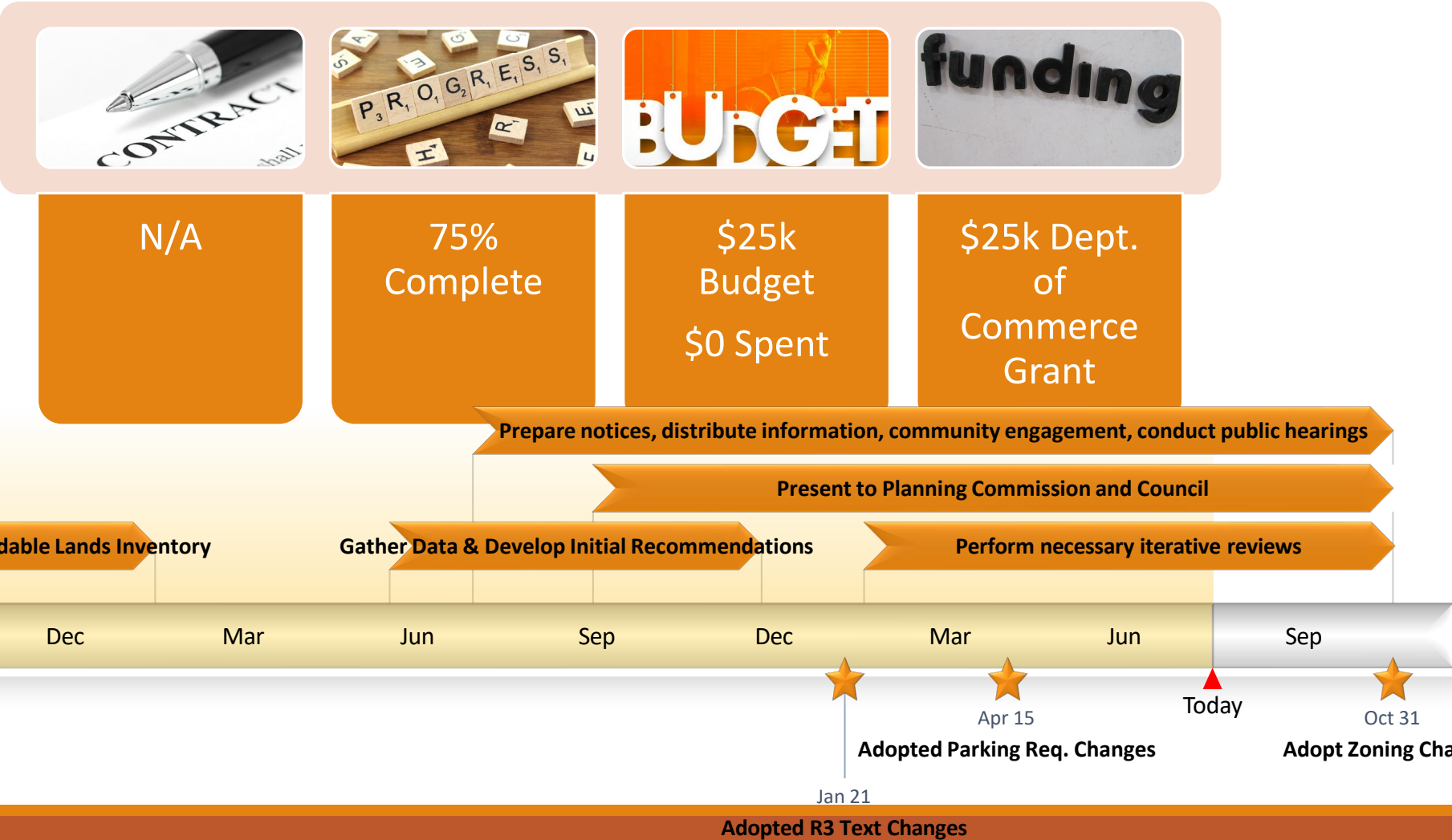


Residential Capacity (5 & 7)

Project consists of evaluating and modifying City regulations which limit residential development. More information can be found on the city website at <http://ci.stevenson.wa.us/letsbuild/>.

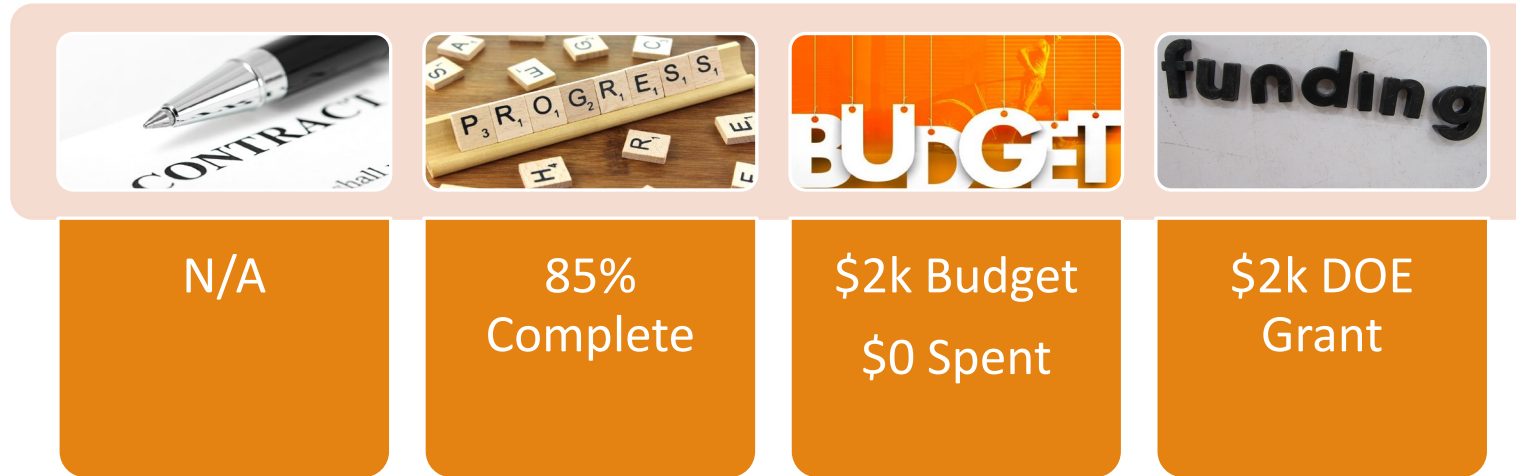
Currently working on public involvement plan to move forward with the process.

Planned Completion Date:
October 31, 2021



Shoreline Master Program Update

Project consists of conducting the regulatory periodic review of the city's Shoreline Master Program to assure consistency with laws, regulations and plans and address amendments as needed. More information can be found on the city's website at <http://ci.stevenson.wa.us/shorelines/>.



Current Project Status:

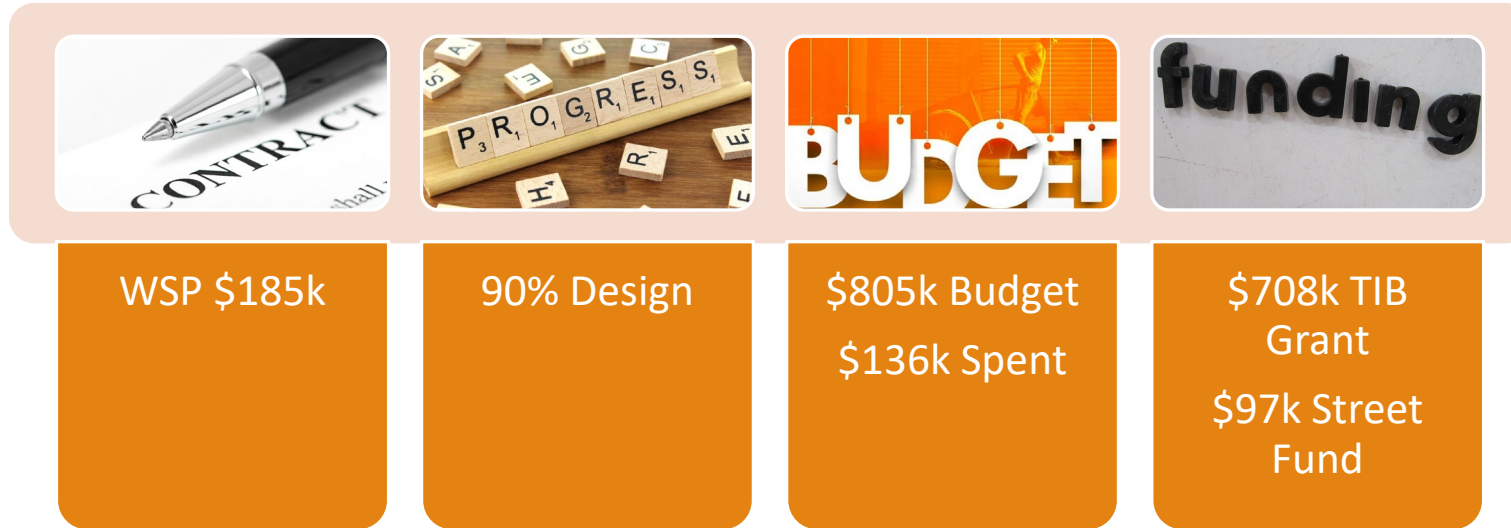
Working with Ecology on required and recommended changes. The final grant report was submitted at the end of June. Revisions will move through the process in early fall.

Planned Completion Date:
October 31, 2021



First Street Overlook (2e)

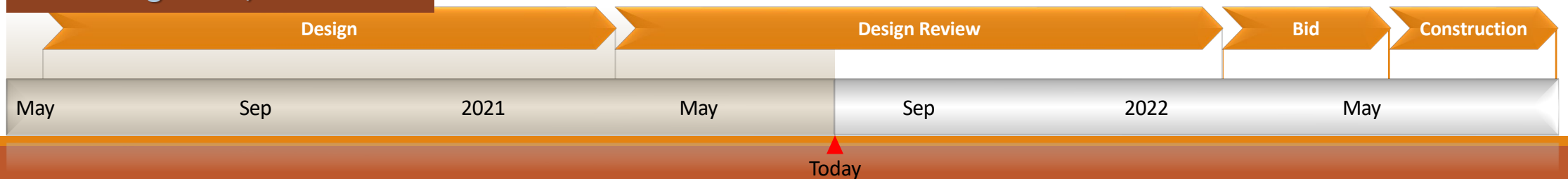
Project consists of crosswalk striping, vegetated curb extensions, new sidewalk, pedestrian overlook, path connecting to existing waterfront path and streetscaping.



Current Project Status:

Planned Completion Date:
August 31, 2022

Working out final details with WSDOT. Construction is delayed until next summer.



Hegewald Well (4c)

Project, rolled from 2020, consists of analyzing and designing improvements needed at the Hegewald well to convert it from an emergency source to a permanent water source.



Current Project Status:

Working on cost-analysis for treatment options.

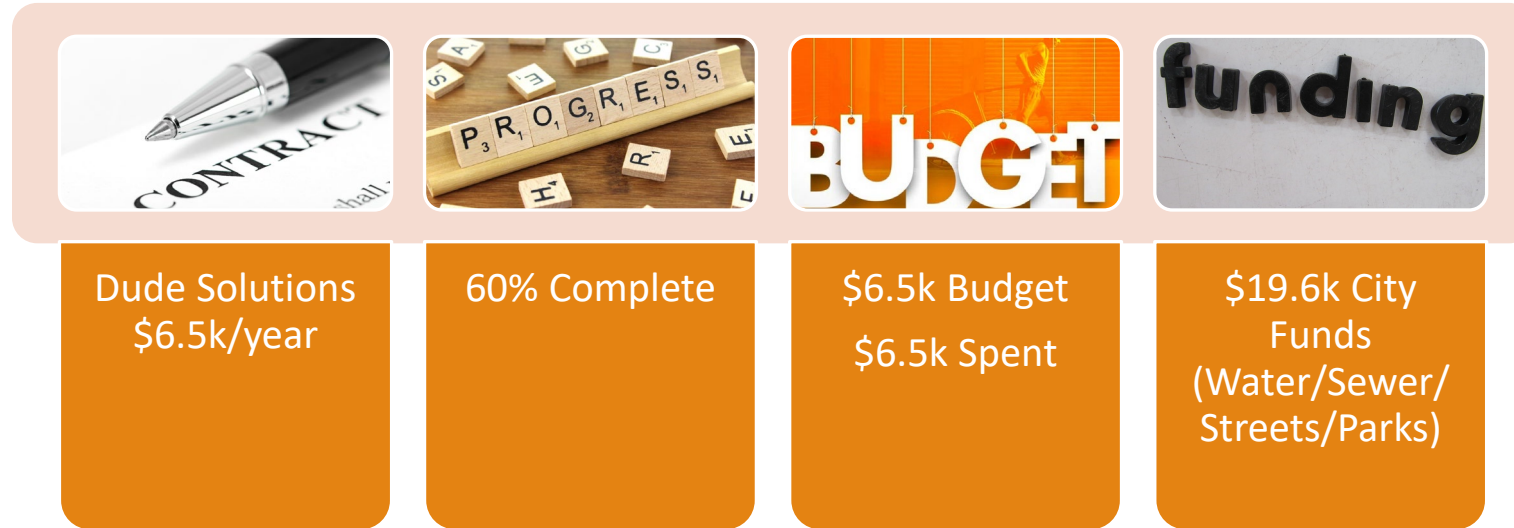
Planned Completion Date:

December 31, 2021



Facility Dude (1a & 5a)

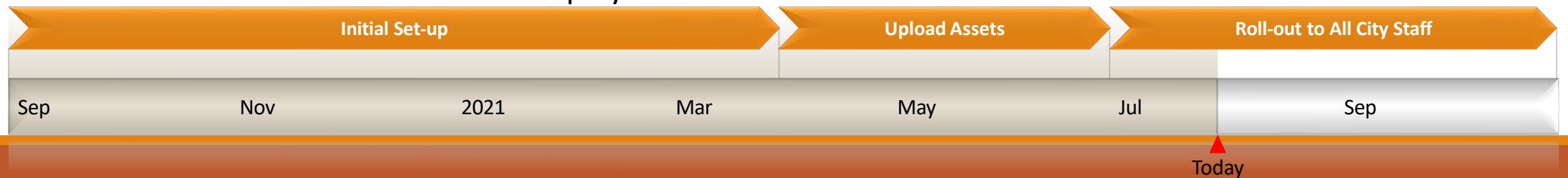
Project, rolled from 2020, consists of implementing a work order and asset management system.



Planned Completion Date:
December 31, 2021

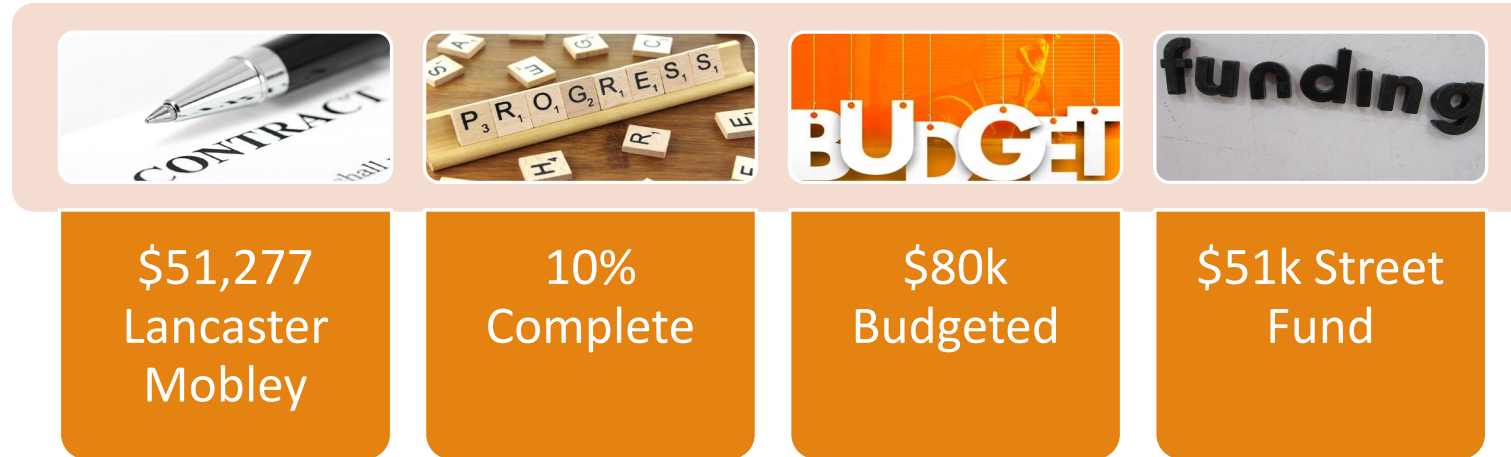
Current Project Status:

Initial set-up complete and council decided on 7/15/21 to not move forward with Capital Predictor Tool. Final step is to roll-out to all employees.



Transportation Study (2a)

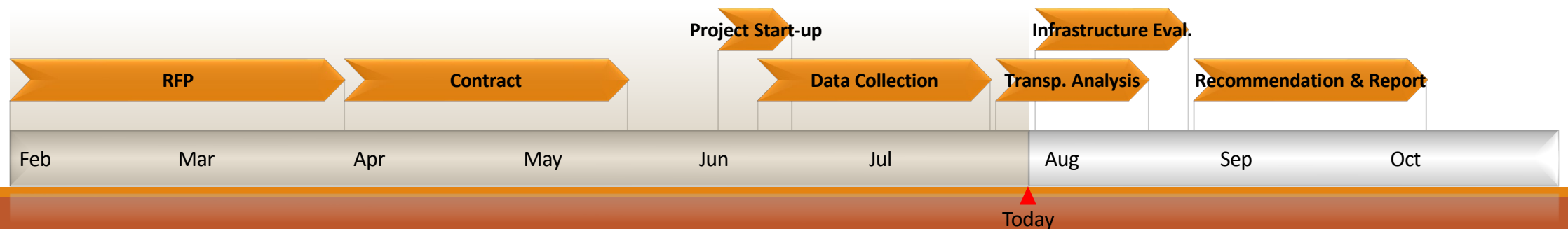
Project consists of conducting a city-wide traffic study to allow for safe and easy flow of traffic and assist with identifying and prioritizing improvements.



Current Project Status:

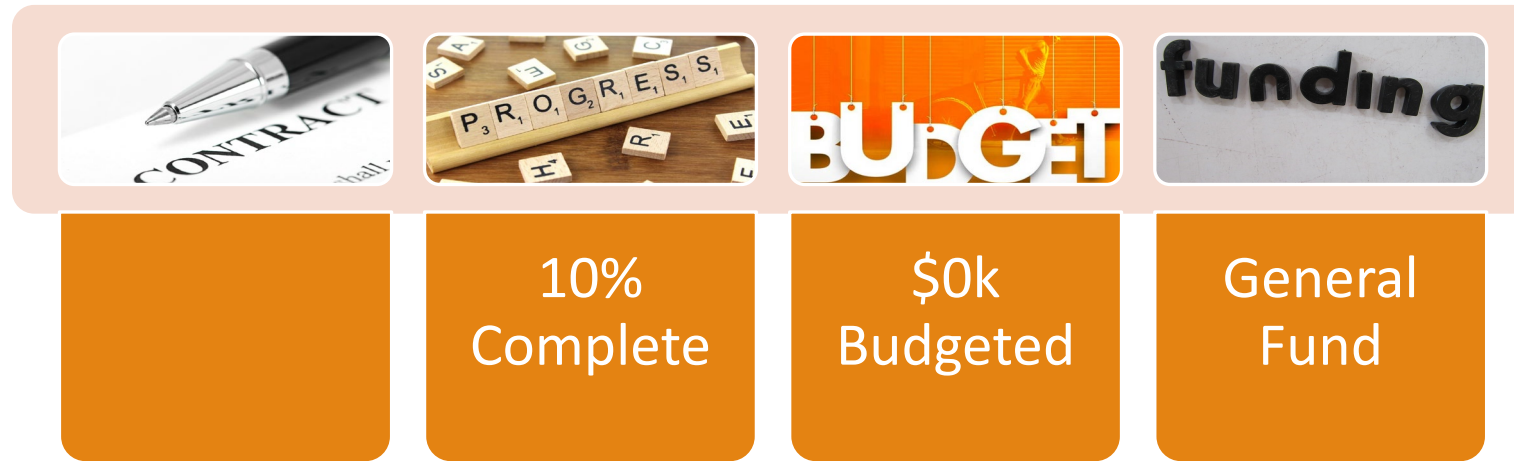
Planned Completion Date:
October 31, 2021

Data collection has been completed. The intern, Alex Ralston, began August 2nd and has begun by scoping out the parking study for inclusion into the Plan.



City Hall Security (15)

Project consists of evaluating and implementing security enhancements to City Hall and the Fire Hall.



Current Project Status:

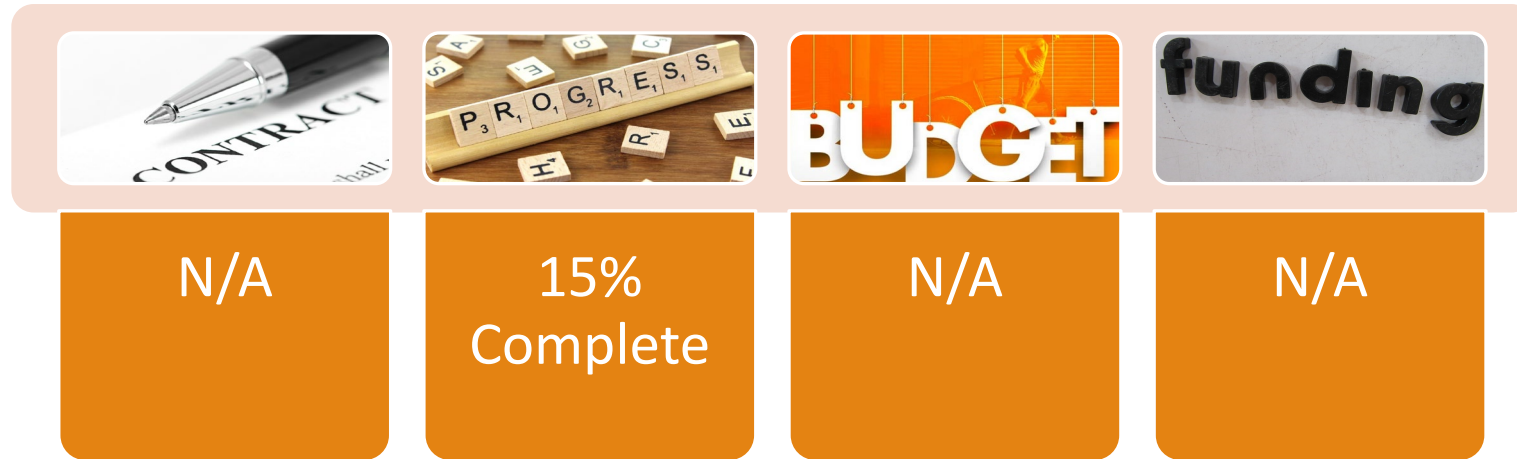
Planned Completion Date:
December 31, 2021

The city installed SimpliSafe security system at City Hall. Cameras and systems at other locations are in the process of being analyzed. The city is also looking into installing panic buttons at City Hall when the county moves forward with the project.



Capital Improvement Program (5a)

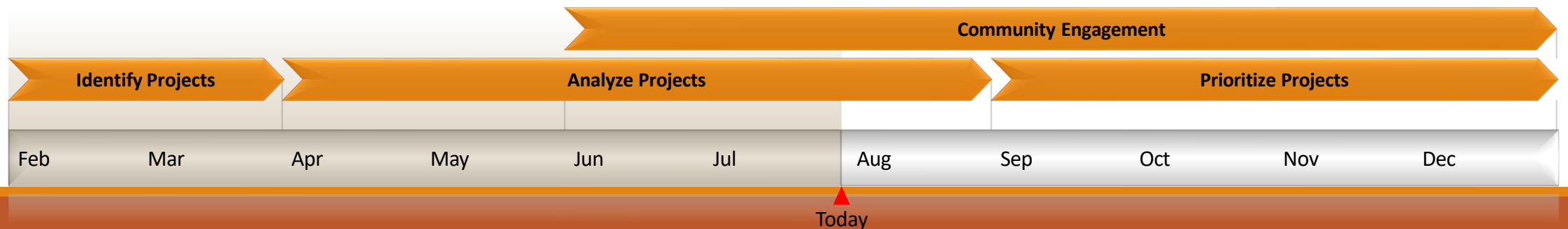
Project consists of developing a Capital Improvement Program (CIP) to incorporate into the city's Comprehensive Plan. It will include street, stormwater, water, sewer and undergrounding of utilities.



Current Project Status:

Planned Completion Date:
December 31, 2022

Staff is meeting weekly to move this forward. More information will come from the Transportation Study and the project timeline may change.



Wastewater Upgrades (1)

Project consists of designing and constructing upgrades to the wastewater treatment plant and collection system. More information can be found online at <http://ci.stevenson.wa.us/cleanwater/>.



Tetra Tech \$423k
CSI \$57k
Wallis Eng. \$2M
Crestline Const \$1.8M

WWTP Design 100%
Rock Creek Des. 100%
Cascade Des. 100%
Main D Des. 100%
Remaining LS Des 20%

\$1.7M Spent to Date:

\$350k Sewer Plan
\$50k 2018 Sampling
\$58k Value Planning
\$67k Feas. Study
\$52k Imm. Imp.
\$6k Funding Apps.
\$1.1M Design

\$15.8M Future Budget:

\$800k Design Remaining
\$9.6M WWTP Const
\$300k Main D Exte.
\$5.1M Collection Sys.

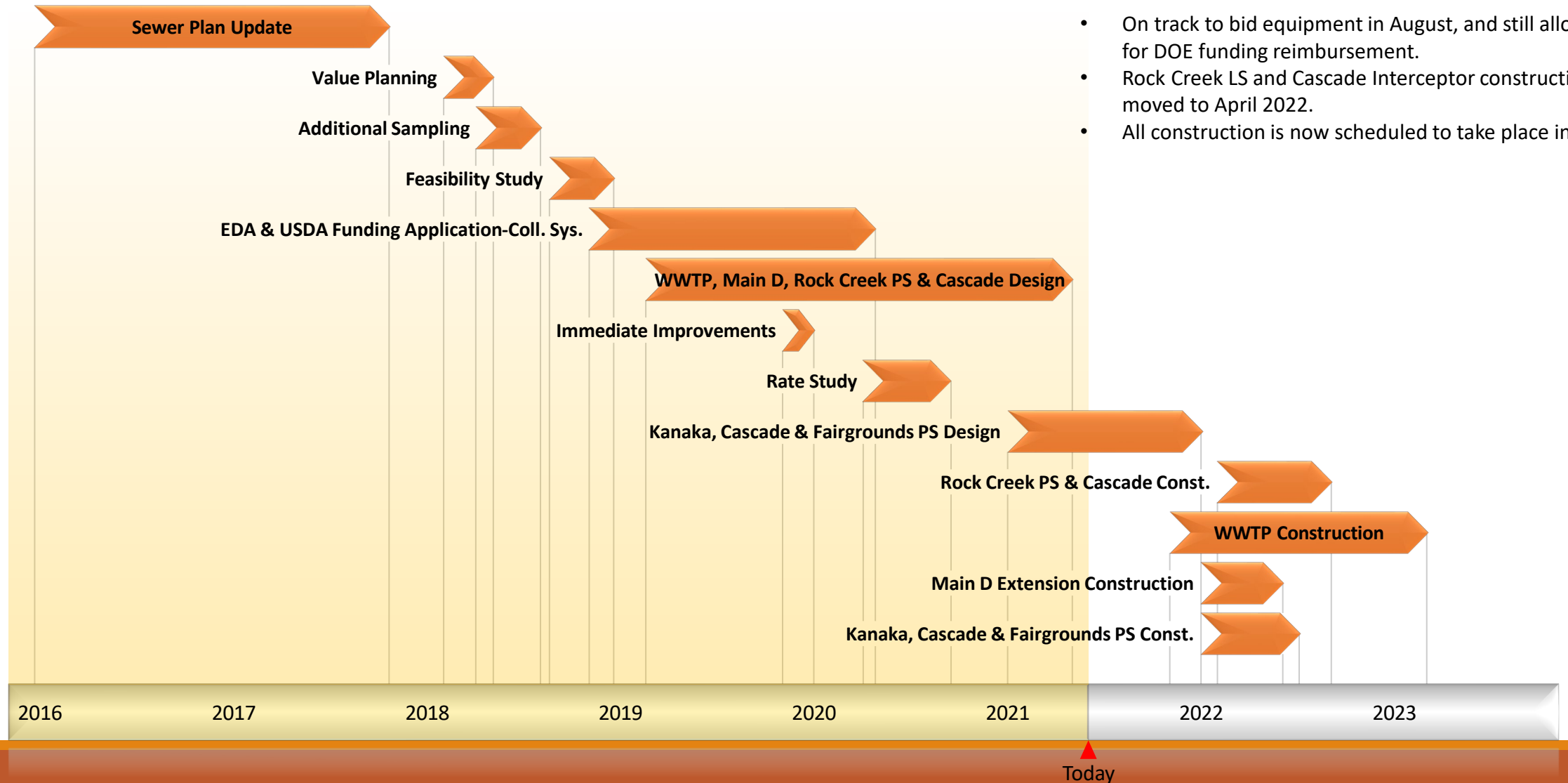
\$17.5M Approx. Total

\$50k CERB Grant
\$1.4M DOE Loan
\$575k DOE Forg. Loan
\$4M EDA Grant
\$873k USDA Loan
\$9.9M DOE Loan
\$660k Sewer Fund

Wastewater Upgrades Timeline (1)

Current Project Status:

- On track to bid equipment in August, and still allowable for DOE funding reimbursement.
- Rock Creek LS and Cascade Interceptor construction has moved to April 2022.
- All construction is now scheduled to take place in 2022.



Rock Creek Stormwater (10)

Project consists of unclogging and relocating the outfall for the stormwater collection system from Rock Creek Drive near the west entrance of the fairgrounds parking lot to Rock Creek.



Current Project Status:

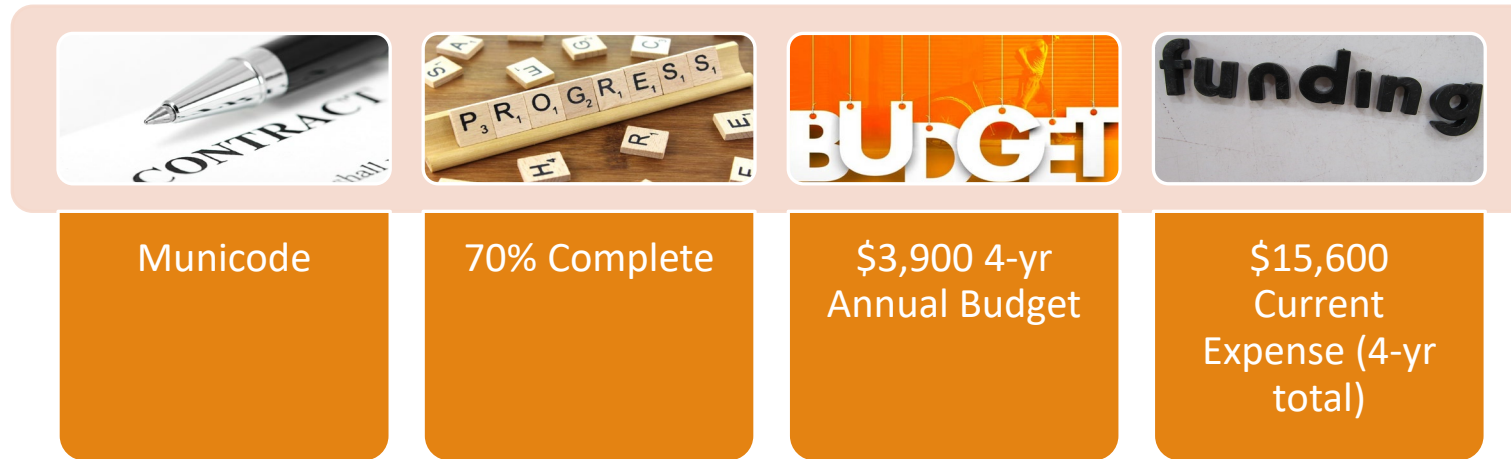
Planned Completion Date:
December 31, 2022

The project has been delayed to 2022. Still awaiting a permit from the US Army Corps of Engineers for the in-water work. The permit, once obtained, will be valid for five years.



City Website Redesign

Project consists of redesigning the city website with Municode to be ADA compliant and more user-friendly.

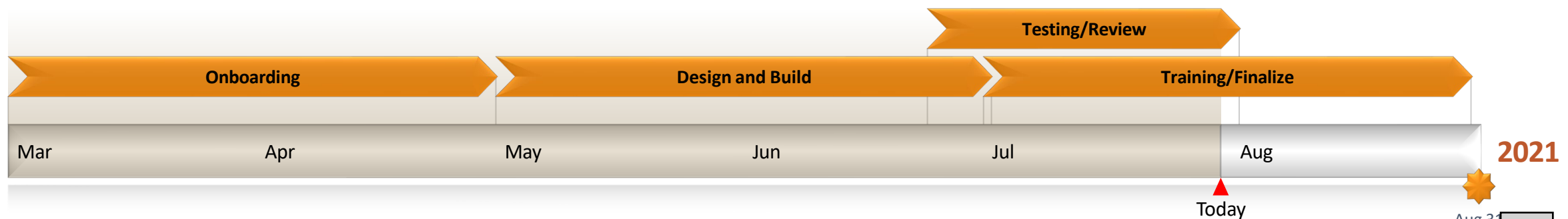


Planned Completion Date:

August 31, 2021

Current Project Status:

The project page build-outs are complete and being refined. Training on the website will take place Thursday, August 19th.



Downtown Plan (2)

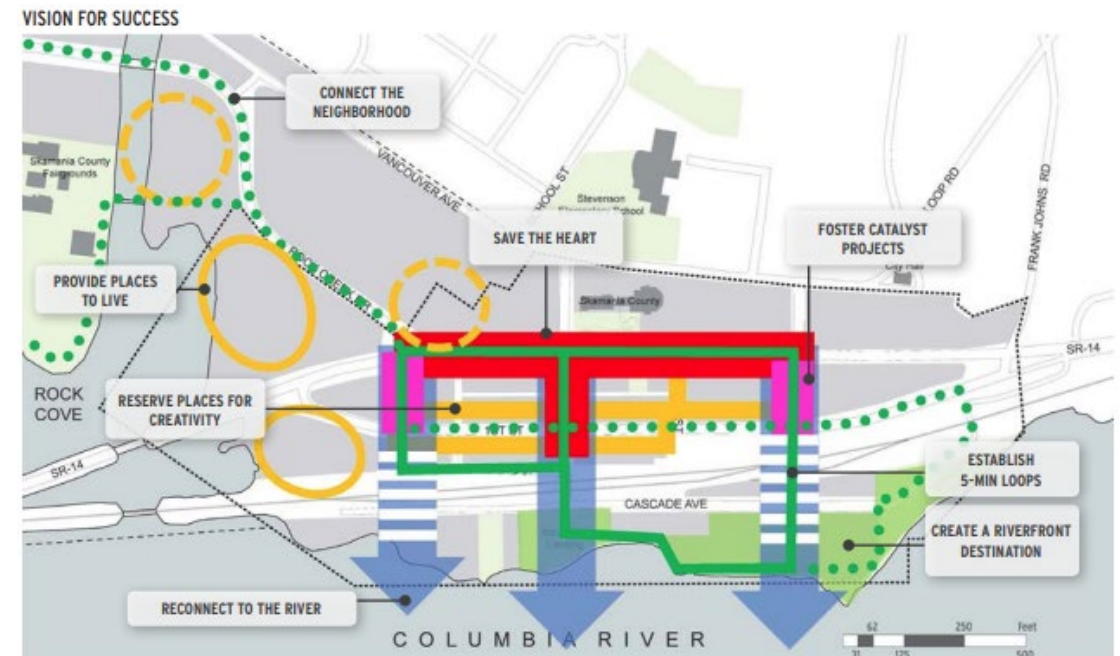
Project consists of final review of the 2019 Downtown Plan for SUCCESS! to identify any revisions or focus areas. This project is comprised of multiple interconnecting pieces listed below. More information can be found on the city's website at <http://ci.stevenson.wa.us/downtown/>.

Connected Projects:

- Columbia Avenue Realignment (next slide)
- First Street Overlook (earlier slide)
- Park Plaza (later slide-project on hold)
- Russell Avenue Rebuild (Phase 1 completed in 2020)
- Parking Development Regulations (Appd. 4/15/21)
- Downtown Parking Analysis Intern (Summer 2021)
- Commercial Zone Changes (approved 8/20/20)

Current Project Status:

The meetings to review the Plan have been on hold since the beginning of COVID. As other projects wrap up and COVID restrictions ease, the review will pick back up again. Once the review is complete, the final Plan will be presented to council for approval.



Columbia Realignment (2b)

Project consists of a 2-lane asphalt roadway flanked by unconnected sections of sidewalk. Improvement of this corridor intended as a catalyst project as outlined in the 2019 Downtown Plan. More information can be found on the city's website at <http://ci.stevenson.wa.us/downtown/>.

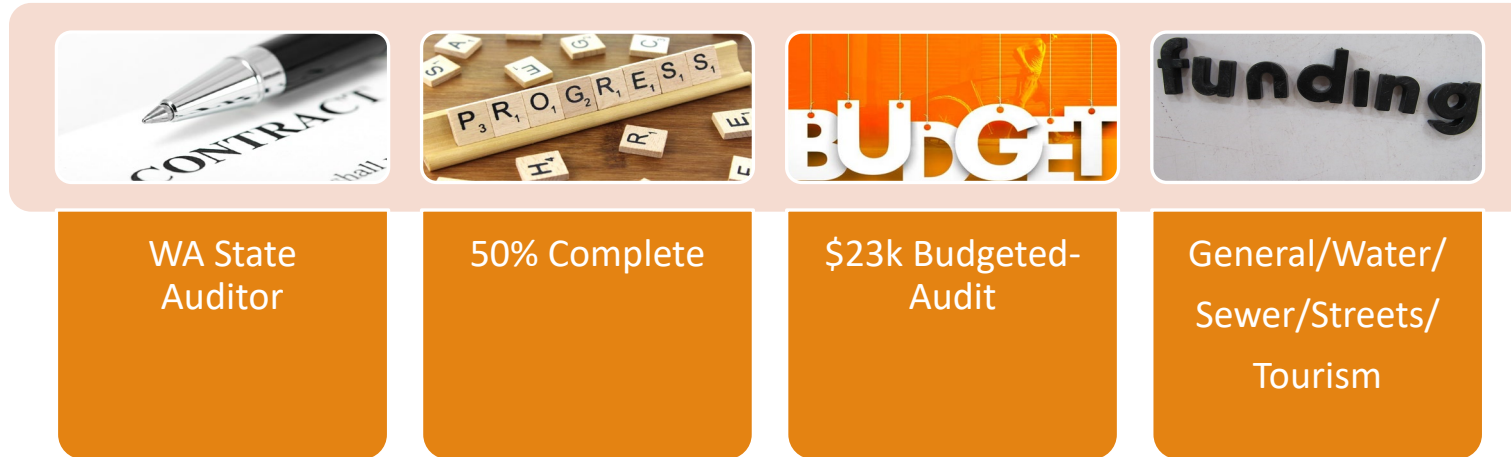


Current Project Status:

The city's application for the Department of Ecology's Integrated Planning Grant was approved. DOE recommends obtaining a consultant to establish the SOW for the grant contract. Proposals for soliciting a consultant were due July 30th and will be reviewed. Contracts for a consultant will be on the September 16th council agenda.

Annual Financial Report and Audit

Project consists of reviewing and adjusting transactions and accounts in 2020 as needed, completing all schedules, reviewing and submitting final report to State Auditor by 120 days after the end of the year.



Planned Completion Date:

August 31, 2021

Current Project Status:

The active audit work has been completed. Awaiting recommended changes for a revised 2020 Annual Financial Report, the final audit report and exit conference.



Lower Kanaka Creek Rd. (10)

Project consists of replacing the timber bridge at the Kanaka Underpass and widening the road as much as possible. There is a weight restriction on the bridge until the repairs can be completed.



Planned Completion Date:
December 31, 2021

Current Project Status:

The road was closed on 7/29 due to safety concerns at the bridge. The material has been ordered and staff will schedule the installation.

Projects on Hold

[Park Plaza](#) – Next round for RCO grant funding is 2022.

[Foster Creek/Ryan Allen Waterline](#) – Project on hold due to higher priorities.

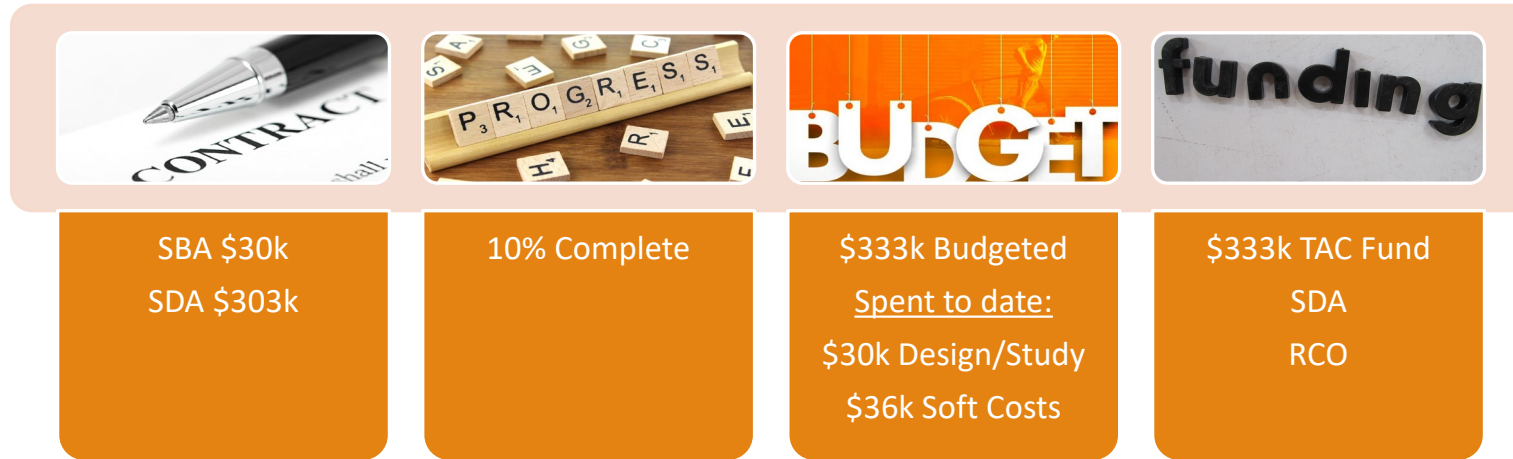
[Fire Department Strategic Plan](#) – Project on hold until needs are determined (strategic plan vs department evaluation).

[Fire Hall](#) – Project on hold until needs are determined. Will begin looking at the project again in the fall.

[West Vancouver Waterline Extension](#) – Project on hold until developer moves forward.

Park Plaza (16c)

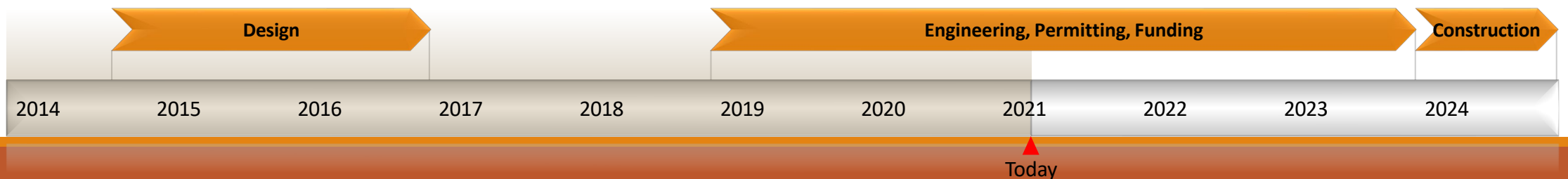
Project consists of working with the Stevenson Downtown Association and Skamania County on constructing a plaza in front of the courthouse and establishing a long-term maintenance agreement. More information can be found on the SDA website at <https://www.stevensonmainstreet.org/park-plaza>.



Planned Completion Date:
TBD

Current Project Status:

Latest RCO grant application not successful. The next application round will be in 2022. Draft agreement for future maintenance with Skamania County in process.



Foster Creek/Ryan Allen Waterline (4a)

Project consists of relocating a 6" AC waterline from an easement to the city right of way. The original line will then be filled in place to prevent collapsing.



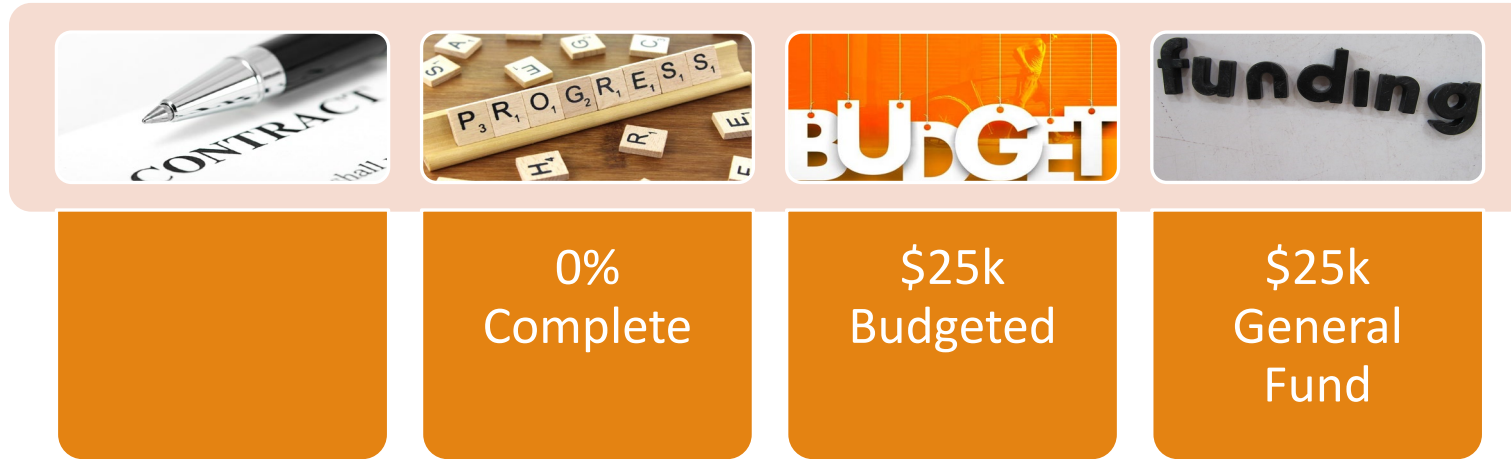
Planned Completion Date:
December 31, 2021

Current Project Status:

The project has been planned. Project on hold as other tasks are taking priority.

Fire Department Strategic Plan (3)

Project consists of creating a strategic plan for the fire department to inform future needs of the department.



Current Project Status:

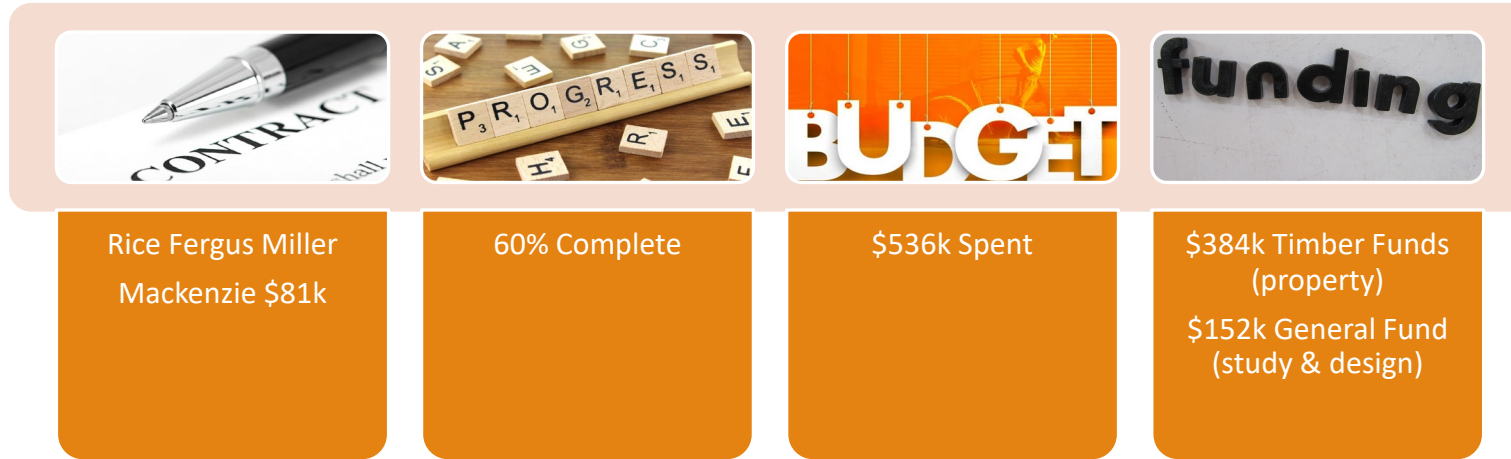
Planned Completion Date:
December 31, 2021

Project on hold until it is determined if a strategic plan is needed or if a department evaluation is needed.



Fire Hall (3)

Project consists of confirming a design and constructing a new fire hall with Skamania Fire District 2. Past reports can be found online at <http://ci.stevenson.wa.us/government/emergency-services/fire/>.

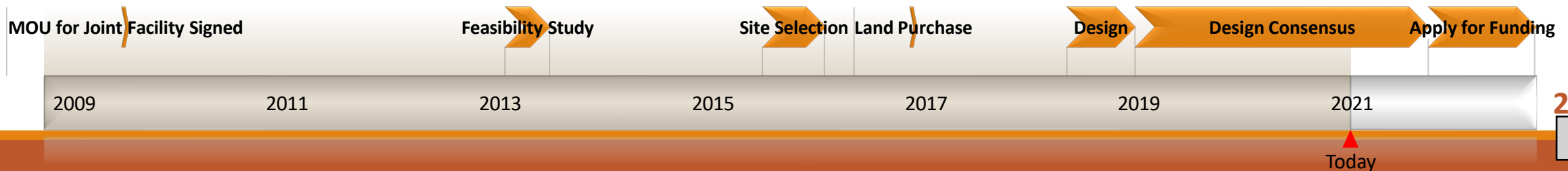


Current Project Status:

Planned Completion Date:

TBD

The project has stalled due to the cost of the initial draft design. Alternative designs have been drafted and the next step is to get a revised cost estimate before moving forward.



West Vancouver Waterline Extension (4a)

Project consists of extending a 6" main from Lasher to Rock Creek, improving fire flow, removing a section of 4" AC line and adding redundancy to the system.



Planned Completion Date:
December 31, 2021

Current Project Status:

The project is being designed and will go out to bid in the spring. Construction will start in the summer and be completed by the end of the year.



Risk MAP Project Quarterly Report for Skamania County, WA

RSCX <RXProjectUpdates@starr-team.com>

Wed, Jul 28, 2021 at 3:15 PM

To: Leana Kinley - City Administrator - City of Stevenson <leana@ci.stevenson.wa.us>

Greetings,

My name is Jonathan Johnson and I am part of the Skamania County Risk Mapping, Assessment, and Planning (Risk MAP) Project Team, working with the Strategic Alliance for Risk Reduction (STARR II), a contractor for the Federal Emergency Management Agency (FEMA). This email is being sent to you as a status update for work completed on this project as of July 27, 2021. Detailed status updates like this are sent quarterly and include the overall project status, changes to the scope or schedule of the project, and a detailed overview of the individual technical tasks associated with the project.

Project History

The State of Washington identified Skamania County as a priority for FEMA's Risk MAP program. The State determines its priorities based on population at risk to hazards, recent events, and community interest. FEMA, State, and Local stakeholders participated in a Risk MAP Discovery Meeting and a Scoping Meeting, where community concerns were identified. These concerns were captured in the Risk MAP Discovery Report and delivered to the communities in the watershed. After the Discovery and Scoping Meetings, community concerns were researched and analyzed, in order to develop a scope of work that includes multi-hazard risk assessment products and updates to the communities' regulatory flood maps based on community-identified resilience needs.

Project Milestones and Deliverables

Meeting/Deliverable	Point of Contact	Actual/Projected Date
Risk MAP Discovery Meeting	Ted Perkins	July 20, 2015
Scoping Meeting	Ted Perkins	August 30, 2017
Flood Study Kick-Off Meeting	Jonathan Johnson	March 5, 2019
Draft Map Release	Jonathan Johnson	May 20, 2020
Flood Risk Review (FRR) Meeting	Jonathan Johnson	July 1, 2020
Preliminary DFIRM/FIS Release	Jonathan Johnson	April 30, 2021
Community Coordination (CCO) Meeting	Ted Perkins	June 17, 2021
Online StoryMap	Megan Main	September 2021*
Public Meeting/Workshop	Megan Main	TBD
Appeal Period Starts	Jonathan Johnson	TBD
Appeal Period Ends	Jonathan Johnson	TBD
Letter of Final Determination	Jonathan Johnson	TBD
Maps and FIS become Effective	Ted Perkins	TBD

**All projected dates are subject to revision as the project progresses.*

Recent Activity

The Preliminary map products were issued on April 30, 2021. These products can be viewed and downloaded [here](#).

On June 17, 2021, the Community Coordination (CCO) meeting was held virtually via WebEx. The CCO meeting provided an opportunity to review the Preliminary Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS), talk through the regulatory process (appeal period, Letter of Final Determination, etc.), and discuss how your communities would like to do the outreach to the public about these updated maps.

Next Steps

To help inform the community, FEMA and their community engagement contractor, Resilience Action Partners, are working with Skamania County and the Washington State Department of Ecology to develop a virtual StoryMap as an online resource for the public. Via the StoryMap, property owners and community residents will be able to learn about the flood mapping process, what the changes mean for them, and information about the National Flood Insurance Program.

We are starting with this virtual open house format and will evaluate the need and possibility of an in-person public meeting in the future.

For additional information on this project, please refer to the following links:

FEMA GeoPlatform:

· **Flood Study Lifecycle:** The **Flood Study Lifecycle** displaying the project history through preliminary mapping is available here: [Skamania County, Washington - Flood Study Lifecycle - Overview \(arcgis.com\)](#)

· **Preliminary Viewer:** A **Preliminary Viewer** displaying preliminary mapping is available here: [Skamania County, Washington - Preliminary Flood Hazard Areas \(2021.04.30\) Viewer \(arcgis.com\)](#)

Project Deliverables (Risk MAP contacts and project area scope map)*:

<https://www.starr-team.com/starr/RegionalWorkspaces/RegionX/skamaniacounty/SitePages/Home.aspx>

**NOTE: If you have trouble downloading or are prompted for credentials when clicking the file name on the website, cancel the prompt and instead right-click the file name and choose "Save As" or "Save Target As".*

General Information

If you have questions about this Risk MAP project, please contact the State Risk MAP Coordinator, Jerry Franklin, JFRA461@ecy.wa.gov, (360) 407-7470.

The STARR II Region X Help Desk is another resource available to answer project-related questions. STARR II staff will route and research your question and respond within three business days. Submit your questions via email, the address is RegionXHelpDesk@starr-team.com.

If you want to keep up with what's happening around Region X, get project status updates, or learn about upcoming events and training opportunities, subscribe to the Region X monthly newsletter. For more information or to subscribe, email rxnewsletter@starr-team.com.

Current and past issues of the newsletter, project status updates, announcements, upcoming events, and training opportunities are also available online at the STARR II website, www.starr-team.com.

I hope you found this status update email helpful. If you would like to be removed from the distribution list, or if you feel there is someone that should be added to the list, please reply to this email. If you have any questions, or if there is information that you would like to see in future updates, please feel free to contact me by phone or email. My contact information is below.

Sincerely,

Jonathan Johnson, PMP, CFM

Project Manager

STARR II – Strategic Alliance for Risk Reduction

Direct +1 (720) 475 7132

Email: jonathan.johnson@atkinglobal.com

This message was sent by RSCX to the following:

Adrienne Grimm - Hydrologist - Yakama Nation Fisheries
Alan Peters - Assistant Planning Director- Skamania County
Amelia Petersen - Northwest Regional Office - Washington Department of Ecology
Anil Nampally - Project Engineer - STARR II
Arnold Bell - Engineer Tech IV - Skamania County
Aurora Lehr - Tribal Affairs - FEMA Region X
Ben Shumaker - Planner - City of Stevenson
Bob Hamlin - Commisioner, District 3 - Skamania County
Bobbak Talebi - SEA Coastal Program Planner - Washington Department of Ecology
Brian Sabo - Mayor - City of North Bonneville
CERC Region 10 - Resilience Action Partners

Christina Hasting - Region 10 RPML - Deloitte
Corina Forson - Chief Hazards Geologist - Washington Department of Natural Resources
Dale Meck - Regional Engineer - FEMA Region X RAB
Dave Nail - Building Inspector - City of Stevenson
David Lindley - Habitat Biologist - Yakama Nation Fisheries
David Radabaugh - Washington State NFIP Coordinator - Washington Department of Ecology
Edgar Gomez - Oregon FIT Community Planner - FEMA Region X
FEMA Region X HMA
Greyson Rudd - GIS - Skamania County
Jack Treval - Region 10 RPML - Deloitte
Janet Curran - NMFS West Coast Regional Office - NOAA
Jeanette Burkhardt - Watershed Planner - Yakama Nation Fisheries
Jennifer Patterson - External Affairs - FEMA Region X
Jerry Franklin - Washington State Risk MAP Coordinator - Washington Department of Ecology
John Carlson - Emergency Management Coordinator - Skamania County
John McCandless - Community Planner - FEMA Region X RAB
John Schelling - Risk Analysis Branch Chief - FEMA Region X RAB
Jonathan Johnson - Project Manager - STARR II
Karl Russell - Public Works - City of Stevenson
Kyle McCormick - Idaho FIT Mitigation Planner - FEMA Region X
Leana Kinley - City Administrator - City of Stevenson
Marlon Morat - Building Official - Skamania County
Marshall Rivers - Risk Analyst - FEMA Region X RAB
Matt Gerlach - Floodplain Management Planner, SW Washington - Washington Department of Ecology
Michelle McConnell - Shoreline Planner - Washington Department of Ecology
Miranda Adams - Shoreline Permit Reviewer - Washington Department of Ecology
Paul Sclafani - Hydraulic Engineer - USACE, Portland District
Ray Cakir - Geologist - Washington Department of Natural Resources
Region X Service Center - STARR II
Richard Mahar - Commissioner, District 1 - Skamania County
Rick Hollatz - GIS Coordinator - Skamania County
Rick Mraz - Wetland Policy Lead - Washington Department of Ecology
Roxanne Reale-Pilkenton - Floodplain Management Specialist - FEMA Region X FMI
Rynn Lamb - Risk Analyst GIS - FEMA Region X RAB
Scott Anderson - Mayor - City of Stevenson
Scott Ladd - Hydrologist, Water Resources Program - Yakama Nation
Ted Perkins - Regional Engineer - FEMA Region X RAB
Tim Cook - State Hazard Mitigation Officer - Washington Emergency Management Division
Tim Elsea - Public Works Director/County Engineer - Skamania County
Tom Jermann - Planning Advisor - City of North Bonneville
Tom Lannen - Commissioner, District 2 & Board Chair - Skamania County
Trevor Contreras - Landslide Hazards Geologist - Washington Department of Natural Resources



Skamania County Sheriff's Office

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
Abandon Vehicle Right of Way	4
Alarms oth than	1
Alcohol Offense	1
Abuse of animals except Dogs	1
Business Establishment Alarm	2
Carprowl Theft from Auto	1
Citizen Dispute	4
Civil Standby	1
Disorderly Conduct	1
Problems with Dogs	2
Dog Problem	1
Domestic Violence	7
Fireworks Problems	1
Fish & Game Violation	1
Found Property	5
Harrass	1
Hazardous Materials	1
Information Report	7
Jail Problems/Inmate Problems	2
Juvenile Problem	1
Lost Dog	1
Lost Property	2
Medical Emergency	39
Mental Health Problems	1
Missing Person	1
Mtorist Assist	1
Patrol Request	1
Traffic Collision Prop Damage	4
Public Nuisance/County Ordinan	5
Request Traffic Enforcement	8
Residential Alarm	1
Smoke sighting, smell, etc	1
Suspicious Person/Circumstance	10
Cad Testing	1
Threats	6
Traffic Hazard	1
Traffic Stop	3
Tresspassing	5
Power/Gas/Water Problems	3
Vagrancy	2
Vandalism/Mailic Misch	1
Wanted Person - Warrant	4
Welfare Check	7
Wind Surfing Problem	3

Total reported: 156

Report Includes:

All dates between `00:00:00 07/01/21` and `00:00:00 08/01/21`, All agencies matching `SCSO`, All natures, All locations matching `21`, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



Skamania County Sheriff's Office

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
Found Property	1
Medical Emergency	1
Public Nuisance/County Ordinan	1

Total reported: 3

Report Includes:

All dates between `00:00:00 07/01/21` and `00:00:00 08/01/21`, All agencies matching `SCSO`, All natures, All locations matching `19`, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



Skamania County Sheriff's Office

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
Business Establishment Alarm	2
Citizen Assist	2
Information Report	1
Theft Automobile	1

Total reported: 6

Report Includes:

All dates between `00:00:00 07/01/21` and `00:00:00 08/01/21`, All agencies matching `SCSO`, All natures, All locations matching `22`, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



Skamania County Sheriff's Office

Total Traffic Citation Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Total</u>
46.16A.140.4	Fail To Register Vehicle	1
46.20.342	DR W/LIC PRIV SUSP	2
46.20.740.2	Fail to Equip w/Interlock	1
69.50.412	DRUG PARA DEL POSS U	1
9A.36.041	4TH DEGREE ASSAULT	1
9A.46.020	HARASSMENT	1
9A.48.090	MAL MISCH 3RD DGREE	1

Report Totals

8

Report Includes:

All dates of issue between `00:00:00 07/01/21` and `00:00:00 08/01/21`, All agencies matching `SCSO`, All issuing officers, All areas matching `21`, All courts, All offense codes, All dispositions, All citation/warning types



City of Stevenson

Public Works Department

(509)427-5970

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

TO: City Council
FROM: Karl Russell, Public Works Director
DATE: August 6, 2021, 2021
SUBJECT: Council Update

Projects in the works are as follows:

- Rock Creek Lift Station and Interceptor Project (Start Date Postponed Until April 22)
- First Street Outlook (On-going, Plans under review by WSDOT)
- Rock Creek Storm drain repair (Start Date Postponed Until April 22)
- Kanaka Underpass Bridge Repair (Materials Arrive 08-24 Project to start shortly after)
- City owned Tree Preservation Plan (No Status Updates)
- WWTP Upgrades (No Status Updates)
- Water Reservoir Ground Maintenance (on-going)
- Road Striping (8/27)
- Crosswalk Stripe Painting
- Right of Way Maintenance (on-going)
- Hegewald Well Water Treatment Plan and Cost Report (Scheduled for completion in August)

There were two watermain breaks in the past month. One was on Ryan Allen Road just west of second bridge. The other was west of the intersection of Ryan Allen Road and Iman Cemetery Road. The cause of the breaks were attributed to summer water demand increases putting additional stress on the mains and exposing their weak points.

Regards,

Karl Russell



City of Stevenson

Leana Kinley, City Administrator

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

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

To: Stevenson City Council
From: Leana Kinley, City Administrator
RE: City Administrator Staff Update
Meeting Date: August 12, 2021

Overview of items staff has been working on over the past month not listed in the project updates:

Community Workshop on Diversity, Equity and Inclusion – The workshop will take place on Tuesday, September 7th at 6pm. The location is to be determined and staff will work on advertising.

Fire Update – The outlook is for a significant fire danger level through the end of September. All agency resources are tapped out and if an incident is to occur the local resources are all that is available. They continually evaluate forest activity and may do a full shut-down as conditions evolve.

ARPA Funding – At the September 16th council meeting the Stevenson Downtown Association Executive Director will be present to provide information and to discuss how the city can provide funds to help businesses raise salaries as requested at the July 15th council meeting. Information will also be provided regarding options for direct relief to residents (lower utility rates) and other business and economic development projects. The funds need to be obligated by December 2024 and spent by December 2026.

Parking – Updates to the parking code as discussed at the July 15th council meeting will be incorporated into the overall analysis performed by Alex Ralston, the city's Interdisciplinary Parking Coordinator. An ordinance for council review is anticipated in the fall.

Bridge of the Gods – While a timeline is not yet confirmed, there are anticipated bridge weight restrictions which will impact commercial crossings.

The Dalles Bridge – This is a reminder the bridge crossing at The Dalles/Dallesport will be closed every Thursday night-Monday morning starting after Labor Day and through June 2022.

Event Signage – The city is working with the US Forest Service on their plans to update the city sign as part of their sign update project throughout the National Scenic Area. While the conversation has begun, we anticipate this to be a multi-year project with public engagement.

This need was identified in 2011 and the plan was to submit a TAC application for 2021, however it was pulled back due to the decrease in TAC revenues due to COVID-19. The delay offers an opportunity to possibly partner with the Forest Service on the project. In the interim, the city has a process to better utilize the temporary structure which we will implement for 2022. The interim solution will also allow testing of the process for use in the final event signage structure.

Action Needed: None.

CHECK REGISTER

City Of Stevenson

Time: 17:00:01 Date: 08/10/2021

07/16/2021 To: 08/12/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1922	08/12/2021	Claims	1	EFT	Department of Revenue	5,684.46	July 2021 Taxes
1923	08/12/2021	Claims	1	EFT	Kenneth B Woodrich PC	1,590.00	July 2021 Monthly Statement
1924	08/12/2021	Claims	1	15309	A&J Select	12.04	July 2021 Statement
1925	08/12/2021	Claims	1	15310	ABC Forms LLC	306.85	Checks
1926	08/12/2021	Claims	1	15311	Aramark Uniform Services	219.65	July 2021 Statement
1927	08/12/2021	Claims	1	15312	ArchiveSocial Inc	2,388.00	Social Media Archiving Annual Subscription
1928	08/12/2021	Claims	1	15313	Avista Utilities	70.50	July 2021 Statement
1929	08/12/2021	Claims	1	15314	BSK Associates	2,404.00	July 2021 WWTP Sampling; July 2021 WTP Sampling
1930	08/12/2021	Claims	1	15315	Cascade Columbia Distribution	2,530.00	Credit for Container Returns; Chemicals for WTP; WTP Chemicals; Chemicals for Water Treatment Plant
1931	08/12/2021	Claims	1	15316	CenturyLink	194.84	August 2021 Firehall Statement; August 2021 WWTP; August 2021 Kanaka Creek Transfer Station
1932	08/12/2021	Claims	1	15317	Centurylink Comm Inc	47.64	WWTP July 2021 Long Distance Charges
1933	08/12/2021	Claims	1	15318	Chinook Plumbing and Heating	892.89	Camera sewer line at 451 NE Fir Street; Cleared sewer plug near 584 NW Hot Springs Alameda
1934	08/12/2021	Claims	1	15319	City of Hood River	2,181.74	April 2021-June 2021 Sludge Hauling
1935	08/12/2021	Claims	1	15320	City of Stevenson	1,897.05	City Hall-July 2021 Statement; First Street Fire Hall-July 2021 Statement; Sewer Lift Station-July 2021 Statement; WWTP-July 2021 Statement; East End Irrigation-July 2021 Statement; Grange Hall
1936	08/12/2021	Claims	1	15321	Class 5	263.04	August 2021 Monthly Phone Service; August 2021 Fax Service
1937	08/12/2021	Claims	1	15322	Columbia Basin Water Works, Inc.	800.00	Water Meters Tested for Accuracy
1938	08/12/2021	Claims	1	15323	Columbia Gorge Excavation LLC	1,184.70	Rock for water main repair
1939	08/12/2021	Claims	1	15324	Columbia Hardware Inc	863.68	July 2021 Statement
1940	08/12/2021	Claims	1	15325	Columbia River Disposal	200.08	July 2021 Monthly Garbage Service
1941	08/12/2021	Claims	1	15326	Consolidated Supply Company	2,102.74	Meter Boxes and Covers; 1" Compression Fittings; Blue Marking Paint; Couplings, Green Marking Paint
1942	08/12/2021	Claims	1	15327	DeVaul Publishing	74.36	Brownfields IPG Request for Qualifications; Brownfields IPG Request for Qualifications
1943	08/12/2021	Claims	1	15328	Emergency Services Marketing Corp	305.00	Annual Subscription 10.16.20-10.15.21
1944	08/12/2021	Claims	1	15329	Gorge Networks Inc	95.82	August 2021 WTP Broadband
1945	08/12/2021	Claims	1	15330	Gregory Scott Cheney	570.00	July 2021 Court Appointed Costs; Indigent Defense
1946	08/12/2021	Claims	1	15331	NAPA Auto Parts	254.87	July 2021 Statement
1947	08/12/2021	Claims	1	15332	Northern Safety Company Inc	63.46	MaxiFlex Gloves for WTP
1948	08/12/2021	Claims	1	15333	Northwest Graphic Works LLC	285.25	Safety T-Shirts for Crew
1949	08/12/2021	Claims	1	15334	Office of State Treasurer - Cash Mgmt Di	811.15	August 2021 Remittance
1950	08/12/2021	Claims	1	15335	One Call Concepts Inc	25.68	July 2021 Statement

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1951	08/12/2021	Claims	1	15336	PUD No 1 of Skamania County	5,546.67	16 SW First Street Fire Hall-July 2021 Statement; 30 SE Cascade Pump Station-July 2021 Statement; City Hall-July 2021 Statement; Street Lights-July 2021 Statement; Highway 14 & Frank Johns-July 2021 S
1952	08/12/2021	Claims	1	15337	Pacific Power Group LLC	2,224.00	Portable 150 KW Generator Annual Inspection; Pumphouse Generator Annual Inspection
1953	08/12/2021	Claims	1	15338	Petty Cash	333.31	July 2021 Petty Cash Reimbursement
1954	08/12/2021	Claims	1	15339	RADCOMP Technologies	452.34	July 2021 Statement
1955	08/12/2021	Claims	1	15340	Ricoh USA Inc	320.48	July 2021 Final Bill MPC4501 Copier; July 2021 Monthly Contract
1956	08/12/2021	Claims	1	15341	Sea-Western Inc	4,910.37	Turnout Gear Broughton/Taylor
1957	08/12/2021	Claims	1	15342	Skamania County Chamber of Commerce	12,597.84	July 2021 Contract and Reimbursables
1958	08/12/2021	Claims	1	15343	Skamania County Probation	250.00	July 2021 Probation Fees
1959	08/12/2021	Claims	1	15344	Skamania County Prosecutor	1,333.00	August 2021 Remittance
1960	08/12/2021	Claims	1	15345	Skamania County Treasurer	24,551.71	August 2021 Remittance; August 2021 Remittance - District Court
1961	08/12/2021	Claims	1	15346	Solutions Yes LLC	38.24	Copy Paper
1962	08/12/2021	Claims	1	15347	State Auditor's Office	3,901.95	2020 Federal/Financial/Accountability Audit
1963	08/12/2021	Claims	1	15348	Stevenson Downtown Association	16,250.00	3rd Quarter LTAC Operations
1964	08/12/2021	Claims	1	15349	Traffic Safety Supply Co	697.20	Speed Limit Signs; Speed Limit/Stop Signs
1965	08/12/2021	Claims	1	15350	Tribeca Transport LLC	11,808.08	Sludge Hauling-July 2021
1966	08/12/2021	Claims	1	15351	Trojan Technologies Inc	2,635.95	UV Lights for WWTP
1967	08/12/2021	Claims	1	15352	US Bank Safekeeping	30.00	July 2021 Bond Safekeeping
1968	08/12/2021	Claims	1	15353	US Bank	5,339.80	July 2021 FD Credit Card Statement; July 2021 Card #1 Statement; July 201 Card #2 Statement
1969	08/12/2021	Claims	1	15354	USA Bluebook	1,613.58	Pipe Wrenches; WWTP Supplies; WWTP Supplies; WWTP Supplies; WTP Supplies; WTP Supplies
1970	08/12/2021	Claims	1	15355	Verizon Wireless	102.47	July 2021 Cell phone charges
1971	08/12/2021	Claims	1	15356	WEX Bank	1,858.56	July 2021 Statement
1972	08/12/2021	Claims	1	15357	Wallis Engineering PLLC	36,201.70	2021 WW Collection System Upgrades; Stevenson General Engineering Services; Rock Creek Stormwater Repair
1973	08/12/2021	Claims	1	15358	Waste Connections Vancouver District 2	9.72	Shredder Cart Service
1974	08/12/2021	Claims	1	15359	Wave Broadband	149.95	August 2021 WWTP

001 General Expense Fund	44,190.86
100 Street Fund	4,254.86
103 Tourism Promo & Develop Fund	29,574.79
400 Water/Sewer Fund	44,549.42
410 Wastewater System Upgrades	35,144.40
500 Equipment Service Fund	2,935.58
630 Stevenson Municipal Court	826.50

161,476.41	Claims: 161,476.41
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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)