

AGENDA
CITY OF STEVENSON COUNCIL MEETING
August 21, 2025
6:00 PM, City Hall and Remote

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or 301-715-8592, Meeting ID 889 7550 7011, Zoom link <https://us02web.zoom.us/j/88975507011> or via YouTube at <https://www.youtube.com/channel/UC4k9bA0IEvsF6PSoDwjJvA/>

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

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

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

a) Guest Speaker - Tim Shell, Shell Engineering

1. Engineering Standards Discussion

b) Public Comment Received

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

a) Fire Department Report - Fire Chief, Ray Broughton will provide an update to Council on work of the Fire Department.

b) USDA Loan Resolution - Council is asked to approve a resolution authorizing the USDA loan in the amount of \$873,000 and grant in the amount of \$70,600 for the city water and sewer system. An ordinance authorizing the bond was approved at the May 2025 City Council meeting.

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

- a) City Administrator Contract - Wesley Wootten** - Council is asked to approve the employment contract of Wesley Wootten for City Administrator.
- b) Water Leak Adjustment** - The Council is asked to authorize an adjustment for Account No. 23450. The excess usage was a result of a leaking sprinkler which is being addressed by the homeowners. Council is asked to authorize waiving \$157.60 from the customer's bill due to the leak.
- c) Minutes** of July 17, 2025.

MOTION: To approve consent agenda items a-c.

5. SHERIFF'S OFFICE REPORT:

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

6. FIRE DEPARTMENT REPORT - Fire Chief, Ray Broughton will provide an update to Council on work of the Fire Department.

7. COUNCIL BUSINESS:

- a) *Public Hearing - Short Plat Vacation-**

The City Council is asked to hear public testimony and review a partial short plat vacation. The proposal removes a lot line/lot and realigns public access easements on the property.

Potential motion: "Based on the public interest in aligning public use easements and public access areas, I move to approve this application for short plat vacation."

- b) Fire Engine Purchase Authorization -**

The City Council is asked to authorize the purchase of one Class A Pumper Fire Apparatus on a Freightliner chassis from Toyne, Inc., in accordance with the attached proposal. The base purchase price is **\$535,420** (excluding applicable taxes), which includes pre-construction and inspection costs for two personnel.

Due to supplier volatility in the current marketplace, the vendor has noted that the City will be responsible for any price increases mandated by the chassis manufacturer or

other suppliers after the order is placed. Any such increases will be documented in a change order and added to the final invoice.

- c) Ord. 2025-1228 - Business License Update (Exemption Threshold)** - City Administrator Wesley Wootten presents Ordinance 2025-1228, amending SMC 5.04 to raise the annual income threshold for business license exemptions from \$2,000 to \$4,000.
- d) Res. 2025-457 - Fee Schedule Update (Business License Fee)** - City Administrator Wesley Wootten presents Resolution 2025-45, increasing the business license fee from \$10 to \$25.
- e) Ord. 2025-1229 - Sewer Billing Policy** - City Administrator Wesley Wootten presents Ordinance 2025-1229, amending SMC 13.10.080 to clarify that monthly sewer charges are to begin after installation and passage of inspection.
- f) Ord. 2025-1230 - Small Works Roster** - City Administrator Wesley Wootten presents Ordinance 2025-1230, reaffirming the city's Small Works Roster process and procedure.
- g) Res. 2025-458 - Small Works Roster Policy Manual** - City Administrator Wesley Wootten presents Resolution 2025-458, outlining the procedures of the Small Works Roster Ordinance.
- h) USDA Loan Resolution** - Council is asked to approve a resolution authorizing the USDA loan in the amount of \$873,000 and grant in the amount of \$70,600 for the city water and sewer system. An ordinance authorizing the bond was approved at the May 2025 City Council meeting.
- i) Discussion - Sewer Ordinance Implementation**

8. INFORMATION ITEMS:

- a) Contracts Awarded Administratively** - The report on contracts, purchases, and change orders over \$10,000 approved administratively over the past month is attached.
- b) Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- c) Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.
- d) Public Works Director Report** - The report from Public Works Director Cody Rosander is attached.
- e) Community Development Director Report** - The report from Community Development Director Ben Shumaker is attached.

f) City Administrator Report - The report from City Administrator Wes Wootten is attached.

9. VOUCHER APPROVAL: Vouchers will be presented prior to the meeting for council review.

10. MAYOR AND COUNCIL REPORTS:

11. ADDITIONAL PUBLIC COMMENT: *[This is an opportunity for members of the audience to address the Council for items discussed at the meeting.]*

12. 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.]*

13. EXECUTIVE SESSION - [No Executive Session is scheduled.]

14. ADJOURNMENT - Mayor will adjourn the meeting.

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Stevenson City Council Meeting

August 21, 2025

Public Comment Received

Mitch Patton - 07/28/2025:

"Tiffany,

Thanks for the feedback. It's starting to sound like this PRR might be pretty difficult to fill, so I'm hoping we can find a workable solution. If we can get the video converted to a zip file, that would be helpful — but more importantly, I think this issue needs to be addressed at a **City Council meeting**, after the **Public Works Director** has had a chance to review the old VHS tape.

I do find it a bit odd that the tapes are in **VHS format and nothing newer is on file** Back when I was working on large subdivisions — 150 to 200-lot projects in Vancouver and Battle Ground and all across clark and cowlitz, lewis counties — everything was stored on **floppy disks** or **CD-ROMs**. But I could be wrong, and maybe this specific data was kept on VHS — it just feels off.

That said, I **don't want the city to spend a lot of time or money** converting these files unless absolutely necessary. Instead, I'd rather see **Public Works and the City Planner Ben Shumaker** review the tapes and then give their **professional assessment** to the City Council — especially regarding the **condition and efficiency of the sewer main lines upstream of the new treatment plant**.

I've already been told by a contractor who worked on the city's water and sewer lines that this sewer main is in **disrepair** and **failing in many areas**, allowing **groundwater intrusion** — which is one of the biggest contributors to the failure of wastewater treatment plants, like the one we just had to replace. I have been told that breweries are the second largest contributors to sewer plant and grinder failures in the last 15 -20 years all across the US.

So again, I strongly believe the **City Planner and Public Works Director** should give their **perspective on the condition of the entire sewer main line**, and share that with the Council at the next meeting.

At some point, **we — the public — need to see for ourselves** what condition that sewer main is really in. I truly do not believe it can handle a **full build-out**, and in my opinion, it should have been at the **top of the priority list for replacement**, not the treatment plant.

If the city had **removed the breweries from the equation** — which are well-documented across the U.S. to cause **sewer plant, pump, and grinder failures** — it's even clearer that the

main issue lies with the **aging sewer main line**. Many of these problems were known long before our city administration ever started asking breweries to pretreat or remove their byproducts from the sewer system.

Unfortunately, the opportunity to update the sewer main was missed — and now the **residents are the ones suffering the consequences of poor planning** and management by the city administration once again

Let me know your thoughts on whether it's worth converting the videos, or if it makes more sense to simply have staff review them and report their findings."

Mitch Patton - 08/12/2025:

"After reviewing information on the possible recall of a City Council member and hearing a local fire department representative state that "the mayor can just write me a check because it's under a certain dollar amount," I have serious concerns that there has been spending occurring for years without the full knowledge of the Council.

As a private citizen who values transparency and accountability, I believe it is time for the City Council to require—at every meeting, or at least every 1/4 —a report detailing **every dollar spent by the mayor without prior Council approval**. This would allow Council members to make informed decisions and ensure the public's tax dollars are being spent responsibly.

Currently, the lack of visibility into certain expenditures, including questionable legal billing from the City Attorney. That clearly seems more than nearby cities or even our own port of skamania county are being billed for their legal council, creates the appearance of secrecy and undermines public trust. If the mayor can authorize spending below a certain threshold without Council review, how can the Council vote fairly on budgets and priorities if they don't know the full picture? The city council and staff need to utilize MSRC more often and stop allowing the city attorney to have an open checkbook to our tax dollars in stevenson.

It is also concerning that past city leadership—both the City Planner and former City Manager—have shown patterns of inconsistency, favoritism, and lack of transparency. Developers have allegedly received favorable treatment while other landowners have been blocked by excessive or selectively applied "critical area" regulations that don't appear to follow DNR best practices for fire safety.

Now is the time for a fresh start with new leadership, a new City Planner, and a new Fire Chief working together to align critical area designations with genuine fire safety needs—not as tools for government overreach or arbitrary obstruction.

The people of Stevenson deserve **fair, consistent, and transparent governance**. Requiring full disclosure of mayor-approved spending is one simple step toward rebuilding public trust and ensuring all residents are treated equally.

Thank you for your time, and I look forward to seeing these transparency measures discussed and implemented soon. Feel free to call or send your thoughts as well. The city council needs to be back in control, not be a rubber stamping council due to poor or misleading information given to them half truths. It just doesn't work well for an open government.

Oh and one last thing is there a list of checks the mayor has written without council's approval or does that list have to be made up as i will more than likely be making a PRR for these documents at some point i truly would like to see just what the mayer has been spending money on without council's approval or even councils knowledge."

Rob Farris – 8/20/25:

To the Stevenson City Council:

I am writing in response to Councilmember Rice's recent email regarding the fire engine purchase, which reflect a concerning lack of understanding of this long-planned project. As one of four former fire chiefs who have been directly involved in nearly 25 years of planning for this replacement engine, I feel compelled to set the record straight.

This purchase is not a sudden want; it is a carefully planned and well-documented need. The City's only fire engine, Engine 26, is approaching 25 years of service. When Engine 26 was placed into service in 2001 at a cost of \$219,000, City leadership at the time made a deliberate decision to begin saving annually for its eventual replacement within 20 to 25 years. Once the original loan was paid off, the council, city administrator, and fire chief agreed to continue setting aside the equivalent loan payment—about \$19,000 per year—toward the replacement fund. Later, after a brief pause in funding caused by the city's obligation to repay a grant for the 12" water line to Skamania Lodge, the savings transfer was increased to \$25,000 per year.

This savings practice was not accidental. It was the result of deliberate, consistent efforts by four fire chiefs over two decades. I personally participated in the budgeting process each year to ensure this plan stayed on track.

The design of the new apparatus has been under discussion for the past five years, with great care taken to ensure it meets community needs while maximizing interoperability with our closest partners. The pump and cabinet design will mirror those used by Fire Districts 1 and 2, which allows for seamless mutual aid operations. In fact, this new engine will become the fourth in the county with the same pump panel design, a tremendous benefit for training, efficiency, and safety. Fire District 1 responds to every structure fire in Stevenson under our mutual aid agreement, so this alignment is especially important.

Unlike the 2001 purchase, this engine will also arrive fully equipped. At the time Engine 26 was purchased, the city lacked the funds to outfit it, and Fire District 2 had to step in to provide equipment. Recognizing that mistake, fire leadership has deliberately budgeted for equipment alongside this purchase. This was the purpose of the “rollover” budgeting practice established under the previous city administrator and maintained during my tenure as chief. In terms of foresight, planning, and fiscal responsibility, this project stands as one of the best-prepared capital projects the city has undertaken in decades.

To portray this effort as rushed or unnecessary is simply inaccurate. What is reckless is delaying or obstructing a replacement that has been responsibly planned for nearly a quarter of a century. This new fire engine will serve the city and surrounding communities for the next 25 years. To jeopardize its purchase now is to jeopardize public safety and send a troubling message to taxpayers and the volunteer firefighters who dedicate their time and risk their lives for this community.

I strongly urge the council to move past misinformation, recognize the careful planning that has gone into this project, and support this essential public safety investment. Anything less undermines both the protection of our citizens and the credibility of city leadership.

Respectfully,

Rob Farris

Former Fire Chief, City of Stevenson

CITY ADMINISTRATOR AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is made and effective the 23rd day of April, 2025, by and between the City of Stevenson, Washington, Non- charter code city of the State of Washington ("the City") and Wesley Wootten ("Employee").

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants herein contained the parties agree as follows:

SECTION 1. DUTIES:

- A. City agrees to employ the services of Employee as City Administrator for the City. Employee shall carry out the City's lawful policy directives, goals, and objectives, as communicated to Employee by the Mayor, while presenting information and recommendations to allow for fully informed policy decisions addressing both immediate needs and anticipate future conditions
- B. Employee agrees to perform all duties and obligations of City Administrator as required by law, including any amendments and as assigned from time to time by the Mayor. The Employee shall comply with the City's adopted Personnel policy.
- C. The Employee will report to and be supervised by the Mayor.
- D. Employee shall attend and be permitted to attend, whether personally or through a designee of Employee's choosing, all meetings of the City's governing body, both public and closed, with the exception of those closed meetings devoted to the subject of this Agreement, or any amendment thereto, or the Employee's evaluation, unless otherwise provided by applicable law, regulation, or the City's agreement with any other person
- E. Employee agrees to accept employment and act as City Administrator for the City and to perform his duties to the best of his ability in accordance with the highest professional and ethical standards of the profession and shall comply with all laws, general rules and regulations established by the State of Washington, the City as set forth in state statute, City code, Personnel Policy or otherwise according to the Mayor's directives.
- F. Employee shall not engage in any activity that is, or may become, a conflict of interest, as defined by Washington law, or would be incompatible with the position of City Administrator, or enter into a prohibited contract, as defined by Washington law.

SECTION 2. STATUS AND TERM:

- A. Employee shall be employed for an indefinite term, commencing April 23, 2025, and shall serve at the pleasure of the Mayor.

- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the City's right to terminate this Agreement, with or without cause, at any time, subject to the provisions set forth in Section 6 of this Agreement, the City's Personnel Policy, the laws of the State of Washington, and any adopted City ordinances.
- C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign and terminate this Agreement at any time, subject to the City's Personnel Policy, and the provisions set forth in Section 6 of this Agreement.
- D. Employee agrees to remain in the exclusive employment of the City for an indefinite period of time and shall neither accept other employment nor become employed by any other employer without the prior written approval of the Mayor. The term "employed" and derivations of that term as used in the preceding sentence shall include employment by another legal entity or self-employment, but shall not be construed to include occasional teaching, writing, consulting or military reserve service performed on Employee's own time, and with the advance approval of the Mayor.

SECTION 3. SALARY:

- A. City agrees to pay Employee a starting annual salary of \$127,500, Step 6 on the salary matrix, for their services, payable in equal installments at the same time and intervals as other employees of City. The City's budget will contain all salary and benefit amounts and may be provided in response to a public records request. Employment for any period less than one month shall be prorated.
- B. The parties agree Employee shall receive an appropriate cost-of-living adjustment on an annual basis, compatible with Employee's performance and not lower than the amount granted to other City employees.
- C. This Agreement shall be automatically amended to reflect any salary adjustments provided or required by the Employer's compensation policy.

SECTION 4. BENEFITS:

- A. Employee shall be entitled to 10 days (80 hours) of vacation on the commencement date of Employee's employment. Upon commencing employment, Employee shall accrue vacation leave at the rate of 15 days (3 – 40 hour weeks) per year. Employee is subject to the limitation on vacation balance carry-over as stipulated in the personnel policy after January 1 of each year.
- B. Employee shall be entitled to 5 days (40 hours) of sick leave on the commencement date of Employee's employment. Upon commencing employment, Employee shall accrue sick leave at the rate of one day per calendar month of employment. Employee may not accrue more than allowed in the City's Personnel Policy. Employee may elect to transfer some or all of Employee's excess sick leave to another employee who has medical need for additional sick leave.

- C. The City shall provide health benefits consistent with the City's employee manual and Personnel Policy.

SECTION 5. RETIREMENT:

The City shall enroll Employee in the Public Employee Retirement System of Washington ("PERS") and to make all appropriate contributions on the Employee's behalf for both the required City and Employee shares.

SECTION 6. RESIGNATION, TERMINATION AND SEVERANCE PAY:

- A. Employee may resign at any time and shall give City at least thirty (30) days advance written notice of the effective date of his resignation.
- B. If Employee is terminated by City without cause (except as provided in paragraph D of this section) and during such time the Employee is willing and able to perform Employee's duties under this Agreement, City shall pay Employee severance as described in paragraph E of this Section.
- C. The following reasons shall constitute grounds to terminate this Agreement with cause and without payment of the severance provided in paragraph E of this Section:
1. A breach of this Agreement or the repeated neglect by Employee to perform the duties Employee is required to perform under this Agreement that continues after written notice and a 30-day cure period;
 2. Conviction of any criminal act relating to or adversely affecting Employee's employment with the City;
 3. Conduct, relating to City employment, which, while not criminal in nature, violates the City's Personnel Policy or other reasonable standards of professional and personal conduct in some substantial manner, or that continues after written notice and a 30-day cure period; and
 4. Conviction of any felony offense.
- D. After a 90-day probation period, if Employee is terminated by City without cause (except as provided in this paragraph) or requested to resign for the convenience of City during such time as Employee is willing and able to perform Employee's duties under this Agreement, City shall pay Employee, as severance, a cash payment equal to three (3) months of Employee's then current annual gross salary for years of employment one through five and for subsequent years six months of the Employee's then current annual gross salary thereafter. Such payment shall fully and finally release City from any and all further obligations to Employee or under this Agreement. Any severance shall be paid in a lump sum unless otherwise agreed to by the City and Employee.

- E. It is understood after notice of termination or resignation in any form, Employee and City will cooperate to provide for an orderly transition. Specific responsibilities during such transition may be specified in a written separation agreement. If Employee is terminated without cause in any process where Employee's name may be disparaged or grounds for termination are given, Employee may request, and if requested, Employee shall be given, an opportunity for a public name clearing hearing with the Mayor and City Council.

SECTION 7. HOURS OF WORK:

It is expected Employee will work at least 40 hours per week, Monday through Friday, and is responsible for arranging, with the approval of the Mayor, his own hours of work to effectively complete the duties of the position. The parties recognize Employee will be exempt from the provisions relating to overtime payment and compensatory time under the Fair Labor Standards Act and/or Washington law.

SECTION 8. PROFESSIONAL DEVELOPMENT:

- A. City shall budget and pay for the professional dues and subscriptions of Employee for their continuation and full participation in state and local associations and organizations necessary for their continued professional participation, growth and advancement to better serve the interests of City.
- B. As budgeted funds allow, the City will pay the actual costs, including travel, lodging and meal expenses, associated with Employee's attendance at annual conferences and/or training to better serve the interests of City.

SECTION 9. OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

- A. The Mayor and City Council with the Mayor's approval may fix in writing any such other terms and conditions of employment, as they may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, adopted City ordinances, the City's Personnel Policy, or any other applicable law. All provisions of City ordinances, regulations rules and the Personnel Policy as they now exist or hereafter may be amended, shall also apply to Employee as they would to other employees of the City, except as may be specifically agreed upon herein.
- B. To the maximum extent permitted by law, the City must defend, save harmless, and indemnify the Employee from and against any costs, fines, judgments, fees, expenses, damages, suits, claims, demands, actions, or awards, including but not limited to Employee's reasonable attorney's fees incurred in such action and in enforcing this indemnification provision, incurred in connection with any tort, statutory, constitutional, professional liability, or other cause of action, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Administrator, even if said claim is brought/filed following Employee's separation from employment or based upon Employee's own alleged negligence or misconduct, provided at the time of the alleged act or

omission, the Employee was then acting within the scope of his duties. Under these circumstances only, the City (and/or its insurer) must pay the amount of any settlement or judgment rendered thereon, and further, the City (and/or its insurer) may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon without recourse to the Employee.

In connection with those claims or suits involving the Employee in his professional capacity, the City (and/or its insurer) must defend the Employee and/or must retain and pay for an attorney to represent the Employee (including all fees and costs) in connection with any such suit, claim, complaint, mediation, arbitration, or similar actions.

This Section shall survive the termination of this Agreement.

SECTION 10. MISCELLANEOUS PROVISIONS:

- A. **Integration.** This Agreement sets forth and establishes the entire understanding between the City and the Employee relating to the employment of the Employee by the City. Any prior discussions or representations by or between the City or any representatives or agents and Employee are merged into and rendered null and void by this Agreement. This Agreement may be amended only by an express written agreement signed by the City and Employee. Such amendments must be incorporated and made a part of this Agreement.
- B. **Successors in Interest.** The provisions of this Agreement will be binding upon and will inure to the benefit of the parties, and their respective successors and approved assigns, if any.
- C. **Effective Date.** This Agreement becomes effective on the date set forth above and will continue until terminated.
- D. **Severability.** The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event any provision of this Agreement is held to be invalid, the remaining provisions are deemed to be in full force and effect as if they have been executed by both the City and Employee subsequent to the expungement or judicial modification of the invalid provision.
- E. **Precedence.** In the event of any conflict between the terms, conditions, and provisions of this Agreement and the provisions of the City's policies, or any ordinance or the City's rules and regulations, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Agreement must take precedence over contrary provisions of the City's policies, ordinances, rules, and regulations or any such permissive law during the term of this Agreement.

IN WITNESS WHEREOF, The City of Stevenson has caused this Agreement to be signed and executed on its behalf by the Mayor, and duly attested by the City Attorney, and Employee has signed and executed this Agreement with an effective date of April 23, 2025.

CITY OF STEVENSON,

EMPLOYEE:

a Washington municipal corporation

Mayor

Wesley Wootten

APPROVED AS TO FORM:

City Attorney

WATER ADJUSTMENT WORKSHEET

Meter # 809450

WATER ADJUSTMENT WORKSHEET

Serial # 21146960

Customer: Kuhn, John Account # 23450

Read after Request 106,553

Date Repaired: 8/3/2025

Use ... 2,744

20th read 103809

Cubic Foot Leakage:		Average Cubic Foot Usage:		Excess \$ Amount
Month:	Jul-25	1	2917	\$125.85
		2	930	\$26.50
Usage:	4462	3	350	\$0.00
		4	655	\$12.75
Average Us	870.8333	5	0	\$0.00
		6	373	\$0.00
Leak Total	3591.167	0	5225 Total	Avg \$27.52
		Avg.	870.8333	0

Leak: Cu ft Total less average usage 3591.167 X 0.0084 = Adjustme 30.17

Leak ... Actual Bills:

Average Usage Bill:

Month	July	
Water	41.23	41.23
Excess	215.29	27.51667
Sewer	140.92	0 140.92
Excess	0	0
Totals	397.44	0 209.6667
Actual Leak Bill	397.44	Avg Bill 209.6667 Less Adj Fe 30.17

Recommended Credit Requested:

\$157.60

Max Reimbursement

\$1,000



Kaitlyn Conrath <kaitlyn@ci.stevenson.wa.us>

Kuhn, John and Susan utility bill reading 7/21/2025

Susan Kuhn <susuq2012@gmail.com>

Wed, Aug 13, 2025 at 3:45 PM

To: utilities@ci.stevenson.wa.us

We noticed higher utility bill with statement received 8/1/2025. Our check of water meter and isolating sprinkler system indicates a leak in the sprinkler/irrigation. We turned the sprinkler system off around 8/3/2025, only using it sporadically with the hottest days. We're requesting a waiver of the increased charges due to the leak for the July reading and August meter readings (August to be determined). Comparing our usage in July 2025 to June 2025 and to June/July 2024 the difference is about 1545 in usage or our estimate for the July readings of \$74.55. We paid \$322.89 of the August bill. Please waive the balance plus the amount to be determined from the August reading associated with the leak. We will be looking for someone to locate and address the leak.

Thank you,
John and Susan Kuhn
Sent from my iPhone



Kaitlyn Conrath <kaitlyn@ci.stevenson.wa.us>

49 Freedom court leak

1 message

Deanna Syron <deanna@ci.stevenson.wa.us>

Wed, Aug 13, 2025 at 12:09 PM

To: Kaitlyn Conrath <kaitlyn@ci.stevenson.wa.us>

Susan called to inform us they found a leak in their irrigation system. They have turned it off and won't be using it. She may submit for a leak credit.

Deanna Syron
Interim Clerk/Treasurer
(509)427-5970
deanna@ci.stevenson.wa.us

MINUTES
CITY OF STEVENSON COUNCIL MEETING
July 17, 2025
6:00 PM, City Hall and Remote

Attending:

Elected Officials: **Mayor Scott Anderson; Councilmembers Pat Rice, Chuck Oldfield, Dave Cox, Michael Johnson, Lucy Lauser.**

City Staff: **Wesley Wootten, City Administrator; Ben Shumaker, Community Development Director, Tiffany Andersen, Planning and Public Works Assistant; Robert Muth, City Attorney; Ray Broughton, Stevenson Fire Chief; Cody Rosander, Public Works Director.**

Guests: Skamania County Undersheriff Tracy Wyckoff

Public participants: Kelly Hume, Mary Repar, Rick Jessell, Sam Kinestead

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.

2. PUBLIC COMMENTS

Kelly Hume spoke about the proposed sewer ordinance and how it affects homeowners. She requested the penalty be removed for residents on existing septic systems.

Mary Repar asked about public discussion prior to the vote on the sewer ordinance. She also spoke about city road repairs needed, and suggested the Courthouse Plaza Project be abandoned.

Rick Jessel commented on the sewer ordinance, noting while it was not ideal, it was a reasonable compromise.

Sam Kinestead stated he supported the Plaza Project because it will provide a local gathering place for families and visitors.

Councilmember Cox asked about written public comments submitted regarding the sewer ordinance.

3. CHANGES TO THE AGENDA

a) Fire Department Report - Fire Chief Ray Broughton to provide an update to Council on work of the Fire Department.

b) Cascade Avenue Utility Improvements Bid Approval - Public Works Director Cody Rosander to present a bid recommendation on the contract for SW Cascade Utility Improvements project. The Council is requested to approve the bid (in the amount of \$778,456.00 (pre-tax)) be awarded to Swofford Excavating LLC.

c) Utility Back Billing Discussion - In the "Council Business" section, item D was revised to only include discussion regarding utility back-billing

6:10

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

a) Water Adjustment - Account #10040 requested a water adjustment of \$562.12 for a

water leak they have since repaired. The leak was a result of a faulty crimp on a garden hose, which has since been replaced.

b) Minutes of June 18, 2025 City Council meeting.

MOTION to approve consent agenda items a-b was made by **Councilmember Lauser**, seconded by **Councilmember Oldfield**.

Voting aye: **Councilmembers Lauser, Rice, Johnson, Oldfield**.

Abstained: **Councilmember Cox**

5. SHERIFF'S OFFICE REPORT:

a) The Sheriff's Report for activity within Stevenson city limits for June 2025 was presented for council review by Skamania County Undersheriff Tracy Wyckoff.

6:10

Fire Chief Ray Broughton provided a report with updates on search and rescue call-outs; new administrative services provided through rural district EMS; and the need for a new fire commissioner. He also spoke about the purchase of a new pumper engine for the fire department and the cost savings attained through engineering choices. He noted the funds have been set aside and are available in an account, and an AFG (Assistance to Firefighters) grant through FEMA for \$770,000 will be written and submitted. **Councilmember Rice** asked for an explanation of the process for purchasing a vehicle. **Councilmember Cox** requested additional information on grant programs. **City Attorney Muth** explained the competitive bid process.

7:17

10. COUNCIL BUSINESS:

a) **Sewer Ordinance and Fee Schedule Update- Community Development Director Ben Shumaker** presented and explained updates to the draft sewer ordinance. Attachments addressed the Council's requests from the June 16th, 2025 workshop. The staff report detailed what the upper or lower penalty amount could be, and provided a recommended amount that excludes certain operation and maintenance costs. A draft fee schedule was attached to the staff report.

Shumaker advised the process for voting would be to first consider the ordinance, then follow that by adopting or establishing the penalty fee.

City Attorney Muth provided information regarding the first and/or second reading of the ordinance, the council's prerogative on voting, and its decision then determining the penalty amount. **Muth** clarified that he signs the ordinance after any changes made and approved by Council are reviewed by him to ensure accordance with RCW's.

MOTION to approve tabling the ordinance at this time until the city has engaged and hired a financial director was presented by **Councilmember Cox**, seconded by **Councilmember Rice**.

Following the motion, additional discussion took place regarding the issue.

Councilmember Oldfield noted the multiple meetings and workshops held

previously on the subject. **Councilmember Rice** questioned how many people understood the impacts of the ordinance.

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

Voting nay: **Councilmembers Johnson, Lauser, Oldfield.**

City Attorney Muth advised Councilmembers how to avoid email violations of Open Public Meeting Laws when contacted by individuals. Written public comments received should be included in the Council agenda packet even if there is no direct request from the sender. **Community Development Director Shumaker** shared all water and sewer customers were provided with the notice of the ordinance.

MOTION to approve an ordinance of the City of Stevenson, Washington relating to sewer service, providing for severability and an effective date as presented was made by **Councilmember Oldfield**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Lauser, Johnson, Oldfield**

Voting nay: **Councilmembers Cox, Rice**

MOTION to approve a resolution of the City Council of the City of Stevenson, Washington adopting a comprehensive fee schedule as presented was made by **Councilmember Oldfield**, seconded by **Councilmember Johnson**.

Following the motion a short discussion took place regarding how the fee schedule was arrived at.

Voting aye: **Councilmembers Lauser, Johnson, Oldfield**

Voting nay: **Councilmembers Cox, Rice**

b) Ordinance 2025-1229 TBD Revenue Fund - City Administrator Wootten presented and explained 2025-1229, an ordinance to authorize a budget transfer of funds from the General Fund to the Water/Sewer Fund.

MOTION to approve ordinance 2025-1229 to authorize a budget transfer of funds from the General Fund to the Water/Sewer Fund was made by **Councilmember Lauser**, seconded by **Councilmember Johnson**.

Following the motion a short discussion took place. **City Attorney Muth** reminded Councilmembers that budget amendments could be made in December. He noted the Council has previously determined any surplus or deficit will be attributed to the sewer fund.

Voting aye: **Councilmembers Cox, Rice, Lauser, Johnson, Oldfield**

c) Resolution 2025-406 Capital and Transportation Improvement Program - Community Development Director Ben Shumaker and Public Works Director Cody Rosander presented and explained the Capital and Transportation Improvement Program Update for council approval. The program is required by statute to be prepared and adopted annually, and

then filed with the Secretary of State. It provides guidance and a timeline for budgeting purposes, and is often an essential part of grant applications. Projects can be forecasted or 'shovel ready'.

MOTION to approve Resolution 2025-406 Capital and Transportation Improvement Program was made by **Councilmember Johnson**, seconded by **Councilmember Oldfield**.

Prior to the vote **Councilmember Rice** stated he would like to see projects ranked by urgency. **Public Works Director Cody Rosander** shared project priorities are discussed weekly with Public Works staff.

Voting aye: **Councilmembers Johnson, Cox, Rice, Lauser, Oldfield**

City Administrator Wootten requested action on the following item that was overlooked earlier in the agenda:

From section 3, CHANGES TO THE AGENDA

b) MOTION to approve the contract for SW Cascade Utility Improvements in the amount of \$778,456.00 (pre-tax) and award the bid to Swofford Excavating, LLC was made by **Councilmember Oldfield**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Lauser, Cox, Rice, Johnson, Oldfield**.

Voting nay: **Councilmember Cox**

d) Discussion Regarding Utility Back-Billing - **City Administrator Wootten** presented and explained utility back-billing for unbilled usage due to unclear policy language in the current ordinance regarding utility installation and occupancy certification. The current ordinance will likely need to be changed to clarify when billing commences—at installation or occupancy.

Following a brief discussion Councilmembers reached a consensus that when the water is connected to the water meter billing begins, and when the sewer connection is inspected and approved then billing for both water and sewer commences.

11. INFORMATION ITEMS:

a) Chamber of Commerce Report - The report presented described some of the activities conducted by Skamania County Chamber of Commerce in the prior month.

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

12. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Ben Shumaker, Community Development Director provided information on his work on updating the Critical Areas Ordinance; the Planning Commission's interest in gathering public input on short-term rental policies, new construction activities at Chinedere, Phase 2; and the Rock Creek Hospitality project progress.

b) Cody Rosander, Public Works Director updated Councilmembers on Public Works projects and programs. Annual water testing and reporting; street paving, sign

installation, and landscape projects; new employee hires; and final stages of the Waste Water Treatment Plant and Pump Station projects were all detailed. The first phase of a long-term water source and supply report has been received.

Councilmember Rice asked for and received assurance that the newly planted street tree roots will not impede sewer lines

Ben Shumaker, Community Development Director highlighted the completion of the WWTP and Pump Station projects as a major achievement for the city, noting it was the biggest investment in infrastructure the city has undertaken.

c) Wesley Wootten, City Administrator reported receiving fifteen applications for the position of Finance Director. Interviews are being scheduled. He thanked everyone for their well wishes and support following his recent surgery, and appreciated the city staff covering for him during his absence. Three upcoming financial audits with the state auditor are scheduled over the next two months. He finished his report by sharing information on new operating procedures he is initiating to help staff best serve the needs of city residents and customers.

VOUCHER APPROVAL

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

Voting aye: Councilmembers Rice, Lauser, Cox, Johnson, Oldfield

14. MAYOR AND COUNCIL REPORTS:

Mayor Anderson announced a ribbon cutting will take place to celebrate the success of the projects.

16. ADDITIONAL PUBLIC COMMENT:

Mary Repar spoke in favor of compost for city landscape beds and undergrounding utilities. She also asked about a video made previously showing the sewer system.

18. ADJOURNMENT - Mayor Anderson adjourned the meeting at 8:10 p.m.



Summer N. Scheyer
SHERIFF

OFFICE OF THE SKAMANIA COUNTY

SHERIFF

PO Box 790
200 Vancouver Ave.
Stevenson WA 98648
Phone (509)427-9490
Fax (509)427-4369
www.skamaniasheriff.com
scso@co.skamania.wa.us

Tracy Wyckoff
Undersheriff

Steve Minnis
Chief of Corrections

Ondine Obias
Chief Civil Deputy

July 2025

Total 149

City of Stevenson

Calls/Patrol

Calls - 114

Medical - 35

Fire - 0

Service Hour

Hrs. – 453.50

OT- 4

Court Hrs. - 0

Milage – 1,449

July 2025	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	Totals
Mileage																							
County	246			910	760			270	750	1957	735	2223	3120	2555	1772	837		993	2745	1028	1249		22150
Stevenson	0			103	193			0	20	93	80	66	92	117	172	189		18	126	166	14		1449
N. Bonneville	0			60	155			0	5	50	10	30	88	72	50	41		17	49	132	6		765
USFS	0			0	396			0	109	0	80	0	0	0	0	100		0	0	39	235		959
Title 3	0			140	100			0	71	0	50	0	0	0	0	0		0	0	0	0		371
PP&L	0			20	1136			0	74	0	0	0	0	0	0	0		1	440	5	0		1676
TOTAL	246			1233	2740			270	1029	2100	955	2319	3300	2744	1994	1177		1029	3360	1370	1504		27370
Hourly Report																							
Vacation	0.00			0.00	10.25			51.25	41.00	0.00	20.50	10.25	10.25	0.00	10.25	0.00		51.25	10.25	10.25	10.25	0.00	225.50
Sick Leave	10.00			10.25	0.00			117.25	0.00	4.25	51.25	0.00	0.00	0.00	0.00	10.25			0.00	0.00	0.00	0.00	203.25
Training	0.00			0.00	0.00			0.00	0.00	6.00	17.50	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	23.50
Administration	184.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	184.00
Patrol/Investigations																							
Schools/Com Svc	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
K 9	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
County	0.00			50.25	27.00			26.25	101.50	81.50	33.75	87.75	126.50	59.00	87.50	73.00		39.25	39.50	59.75	108.50		1001.00
Stevenson	0.00			42.00	35.75			0.00	4.00	60.00	19.25	33.00	18.00	45.00	34.00	37.25		13.50	64.25	45.00	2.50		453.50
Slev Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
N. Bonneville	0.00			17.25	15.75			0.00	1.00	20.00	1.50	18.25	18.00	14.25	9.75	8.50		16.50	27.25	24.25	1.50		193.75
N. Bonn Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
District Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Superior Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
USFS	0.00			4.00	19.25			0.00	3.00	0.00	8.50	0.00	4.00	0.00	3.50	6.00		0.00	1.00	7.50	72.00		128.75
Gorge Scenic	0.00			18.25	0.00			0.00	0.00	18.00	0.00	17.50	0.00	26.50	15.00	2.75		19.00	15.00	0.00	0.00		136.00
PP&L	0.00			4.00	74.75			0.00	11.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.50	20.50	1.00	0.00		112.00
Drug	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Special Contracts	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Boat	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
County Traffic Enforce	0.00			18.00	12.00			0.00	0.00	4.00	2.50	26.00	18.00	26.50	4.00	26.25		23.00	17.00	6.00	0.00		185.25
SAR County	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Title 3																							
Emergency Response	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
SAR Missions	0.00			0.00	0.00			0.00	2.25	0.00	13.25	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	15.50
	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Title 3 Subtotal				153.75	184.50			26.25	120.75	190.50	83.00	164.50	184.50	174.25	153.75	152.75		112.75	184.50	143.50	184.50		2418.75
SubTotal Reg	184.00																						
OV Time																							
Schools/Com Svc	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
County	0.00			5.50	3.00			0.00	6.00	0.00	8.00	0.50	0.00	0.00	2.00	0.00		0.00	0.00	1.25	0.00		26.25
Stevenson	0.00			0.00	0.00			0.00	0.00	0.50	0.00	0.50	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	4.00
Stevenson Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
N. Bonneville	0.00			0.00	3.50			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	3.50
N. Bonneville Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
District Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Superior Court	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
USFS	0.00			1.00	12.00			0.00	10.50	0.00	0.00	0.00	1.00	0.00	0.00	0.50		0.00	0.00	1.00	6.75		32.75
Training	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Marine Patrol	0.00			0.00	0.00			0.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	2.00
Drug	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PP&L	0.00			0.00	5.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	5.00
Boat	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
County Traffic Enforce	0.00			3.50	13.25			0.00	5.00	8.00	0.00	8.50	0.00	0.00	0.00	12.75		0.00	0.00	0.00	0.00	0.00	0.00
Special Contracts	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
SAR County	0.00			0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
SAR Title 3	0.00			0.00	24.25			0.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	6.25		0.00	0.00	0.00	0.00	0.00	43.50
Total Overtime	0.00			16.00	36.75			0.00	21.50	12.50	10.00	16.50	1.00	0.00	2.00	13.25		0.00	0.00	2.25	6.75		135.50
Total Title 3	0.00			0.00	24.25			0.00	15.25	0.00	13.25	0.00	0.00	0.00	6.25	0.00		0.00	0.00	0.00	0.00	0.00	55.00
TOT HRS	184.00			174.00	238.75			184.75	198.00	2													

08/01/25
08:43

Skamania County Sheriff's Office
Incident Audit Report

5059
Page: 1

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
25-04168	Found Property	INFO	21	INFORMATION
25-04180	Abandon Vehicle	ABVR	21	Cleared Adlt Exception
25-04181	Medical	AMAS	21	Settled By Contact
25-04183	Wanted Person	ATL	21	Cleared Adlt Exception
25-04191	Fireworks	INFO	21	INFORMATION
25-04193	Medical	AMAS	21	Transferred to Other A
25-04209	Medical	AMAS	21	Transferred to Other A
25-04212	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04213	Dog Call	ANDC	21	Investigation Complete
25-04238	Citizen Dispute	ASIM	21	Unfounded
25-04243	Public Nuisance	PNUI	21	Cleared Adult Arrest
25-04248	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04251	Wanted Person	WANT	21	Cleared Adult Arrest
25-04252	Assault IV	CDIS	21	Settled By Contact
25-04253	Medical	AMAS	21	Transferred to Other A
25-04259	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04261	Fireworks	FWKS	21	UNABLE TO LOCATE
25-04262	Fireworks	FWKS	21	Unfounded
25-04267	Found Property	LFPR	21	Settled By Contact
25-04291	Lost Dog	LFPR	21	INFORMATION
25-04293	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04301	Medical	AMAS	21	Trnsported
25-04305	Public Nuisance	INFO	21	INFORMATION
25-04307	Dog Call	ANDC	21	INFORMATION
25-04308	Public Nuisance	PNUI	21	Active
25-04311	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04314	Domestic Viol	DOMV	21	Settled By Contact
25-04318	Medical	AMAS	21	Transferred to Other A
25-04324	Public Nuisance	PNUI	21	Cleared Adlt Exception
25-04326	Medical	INFO	21	Transferred to Other A
25-04327	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04331	Medical	AMAS	21	INFORMATION
25-04334	Medical	AMAS	21	INFORMATION
25-04339	Parking Problem	PARK	21	Unfounded
25-04348	Information	INFO	21	INFORMATION
25-04351	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04369	Traffic Stop	TOFF	21	CLEARED DRIVER CITED
25-04373	Medical	AMAS	21	Ambulance Service Prov
25-04374	Citizen Assist	CITA	21	Cleared Adlt Exception
25-04379	Threatening	THRE	21	Cleared Adlt Exception
25-04380	Fraud	FRAU	21	INFORMATION
25-04381	Medical	AMAS	21	Transferred to Other A
25-04387	Welfare Check	WELF	21	Cleared Adlt Exception
25-04388	Welfare Check	WELF	21	Settled By Contact
25-04390	Medical	AMAS	21	Transferred to Other A
25-04393	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04396	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04398	Harrassment.	HARR	21	Settled By Contact
25-04404	Wanted Person	WANT	21	Cleared Adlt Exception
25-04410	Dog Call	ANDC	21	UNABLE TO LOCATE
25-04424	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04429	Medical	CITA	21	INFORMATION
25-04431	Medical	AMAS	21	Transferred to Other A
25-04434	Welfare Check	WELF	21	Settled By Contact
25-04443	Juvenile Prob	JUVP	21	Investigation Complete

08/01/25
08:43

Skamania County Sheriff's Office
Incident Audit Report

5059
Page: 2

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
25-04446	Assault IV	ASIM	21	Investigation Complete
25-04447	Medical	CITA	21	INFORMATION
25-04450	Fireworks	FWKS	21	Cleared Adlt Exception
25-04473	Welfare Check	WELF	21	Investigation Complete
25-04475	Utility Problem	UTPB	21	INFORMATION
25-04477	Suspicious	SUSP	21	Investigation Complete
25-04479	Citizen Dispute	CDIS	21	Investigation Complete
25-04482	Vagrancy	VAGR	21	Cleared Adlt Exception
25-04483	Barking Dog	ANDC	21	INFORMATION
25-04484	Child Abuse	CHAN	21	Active
25-04489	Citizen Assist	INFO	21	Investigation Complete
25-04493	Suspicious	SUSP	21	Cleared Adlt Exception
25-04502	Trespassing	TRES	21	Cleared Adult Arrest
25-04503	Medical	AMAS	21	Transferred to Other A
25-04505	Suspicious	SUSP	21	INFORMATION
25-04509	Suspicious	SUSP	21	Unfounded
25-04510	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04512	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04518	Illegal Burning	UBUR	21	INFORMATION
25-04535	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04546	Welfare Check	WELF	21	Unfounded
25-04551	Trespassing	TRES	21	Unfounded
25-04581	Medical	AMAS	21	Transferred to Other A
25-04583	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04586	Prowler	PSC	21	Investigation Complete
25-04589	Parking Problem	PARK	21	Unfounded
25-04591	Information	INFO	21	INFORMATION
25-04601	Medical	AMAS	21	Transferred to Other A
25-04608	Medical	AMAS	21	Transferred to Other A
25-04614	Patrol Request	PATR	21	Settled By Contact
25-04623	Citizen Dispute	CDIS	21	Active
25-04654	Medical	INFO	21	Transferred to Other A
25-04656	Dog Call	ANDC	21	INFORMATION
25-04675	Patrol Request	PATR	21	INFORMATION
25-04683	Barking Dog	INFO	21	INFORMATION
25-04690	Hospice Death	HOSP	21	INFORMATION
25-04691	Vio Court Order	VICO	21	Investigation Complete
25-04705	Barking Dog	ANDC	21	Investigation Complete
25-04708	Medical	AMAS	21	Transferred to Other A
25-04716	PD Collision	TAPD	21	Transferred to Other A
25-04732	Found Property	LFPR	21	Investigation Complete
25-04735	Lost Property	INFO	21	INFORMATION
25-04737	Medical	AMAS	21	Transferred to Other A
25-04740	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04743	Medical	AMAS	21	Transferred to Other A
25-04748	Fish & Game	FGO	21	Transferred to Other A
25-04771	Sex Offense	SOFF	21	Cleared Adlt Exception
25-04786	Medical	AMAS	21	Ambulance Service Prov
25-04787	Information	INFO	21	INFORMATION
25-04788	Citizen Dispute	CDIS	21	INFORMATION
25-04794	Information	INFO	21	INFORMATION
25-04799	Parking Problem	INFO	21	INFORMATION
25-04801	Medical	AMAS	21	Transferred to Other A
25-04805	Medical	AMAS	21	Transferred to Other A
25-04815	Lost Property	LFPR	21	INFORMATION

08/01/25
08:43

Skamania County Sheriff's Office
Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
25-04825	Patrol Request	PATR	21	INFORMATION
25-04826	Information	INFO	21	INFORMATION
25-04829	Citizen Dispute	CDIS	21	Investigation Complete
25-04836	Burg Res Unl En	BRUE	21	Investigation Complete
25-04837	Medical	AMAS	21	Transferred to Other A
25-04839	Hospice Death	HOSP	21	Investigation Complete
25-04843	Suspicious	PSC	21	Cleared Adlt Exception
25-04848	Alarm, Other	ALAO	21	Investigation Complete
25-04849	Req Traff Enf	PATR	21	INFORMATION
25-04850	Lost Dog	ANDC	21	INFORMATION
25-04874	Medical	AMAS	21	Transferred to Other A
25-04875	Vio Court Order	VICO	21	Investigation Complete
25-04878	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04880	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04884	Business Alarm	BURG	21	INFORMATION
25-04886	Medical	AMAS	21	Transferred to Other A
25-04888	Dog Problem	ANDC	21	Settled By Contact
25-04890	Sick Animal	ANPR	21	Cleared Adlt Exception
25-04898	Medical	AMAS	21	Transferred to Other A
25-04900	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04902	Unsecure Premis	UNSP	21	INFORMATION
25-04908	Theft Prop Oth	TPOT	21	Active
25-04910	test	INFO	21	INFORMATION
25-04913	test		21	Active
25-04915	test		21	Active
25-04917	Theft Prop Oth	TPOT	21	Settled By Contact
25-04919	Medical	AMAS	21	Transferred to Other A
25-04924	Found Property	LFPR	21	Settled By Contact
25-04933	Citizen Assist	CITA	21	Settled By Contact
25-04935	Suspicious	PSC	21	Settled By Contact
25-04936	Medical	AMAS	21	Transferred to Other A
25-04939	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04951	Medical	AMAS	21	Transferred to Other A
25-04956	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04960	Domestic Viol	DOMV	21	Investigation Complete
25-04961	Medical	AMAS	21	Transferred to Other A
25-04966	Citizen Assist	JRUN	21	Cleared Juvenile No Ar
25-04975	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
25-04976	Medical	CITA	21	Investigation Complete

Total Incidents: 149

Report includes:

All dates reported between `00:00:00 07/01/25` and `00:00:00 08/01/25`
All agencies matching `SCSO`
All nature of incidents
All offenses observed
All offenses reported
All offense codes
All dispositions
All responsible officers
All locations matching `21`

*** End of Report /tmp/rptR3SLBY-rplwiar.r1_2 ***

08/01/25
08:47

Skamania County Sheriff's Office
Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
25-04181	Medical	AMAS	21	Settled By Contact
25-04193	Medical	AMAS	21	Transferred to Other A
25-04209	Medical	AMAS	21	Transferred to Other A
25-04253	Medical	AMAS	21	Transferred to Other A
25-04301	Medical	AMAS	21	Trnsported
25-04318	Medical	AMAS	21	Transferred to Other A
25-04326	Medical	INFO	21	Transferred to Other A
25-04331	Medical	AMAS	21	INFORMATION
25-04334	Medical	AMAS	21	INFORMATION
25-04373	Medical	AMAS	21	Ambulance Service Prov
25-04381	Medical	AMAS	21	Transferred to Other A
25-04390	Medical	AMAS	21	Transferred to Other A
25-04429	Medical	CITA	21	INFORMATION
25-04431	Medical	AMAS	21	Transferred to Other A
25-04447	Medical	CITA	21	INFORMATION
25-04503	Medical	AMAS	21	Transferred to Other A
25-04581	Medical	AMAS	21	Transferred to Other A
25-04601	Medical	AMAS	21	Transferred to Other A
25-04608	Medical	AMAS	21	Transferred to Other A
25-04654	Medical	INFO	21	Transferred to Other A
25-04708	Medical	AMAS	21	Transferred to Other A
25-04737	Medical	AMAS	21	Transferred to Other A
25-04743	Medical	AMAS	21	Transferred to Other A
25-04786	Medical	AMAS	21	Ambulance Service Prov
25-04801	Medical	AMAS	21	Transferred to Other A
25-04805	Medical	AMAS	21	Transferred to Other A
25-04837	Medical	AMAS	21	Transferred to Other A
25-04874	Medical	AMAS	21	Transferred to Other A
25-04886	Medical	AMAS	21	Transferred to Other A
25-04898	Medical	AMAS	21	Transferred to Other A
25-04919	Medical	AMAS	21	Transferred to Other A
25-04936	Medical	AMAS	21	Transferred to Other A
25-04951	Medical	AMAS	21	Transferred to Other A
25-04961	Medical	AMAS	21	Transferred to Other A
25-04976	Medical	CITA	21	Investigation Complete

Total Incidents: 35

Report includes:

All dates reported between `00:00:00 07/01/25` and `00:00:00 08/01/25`
All agencies matching `SCSO`
All nature of incidents matching `Medical`
All offenses observed
All offenses reported
All offense codes
All dispositions
All responsible officers
All locations matching `21`

*** End of Report /tmp/rptr3SLBY-rplwiar.r1_4 ***



City of Stevenson

Planning Department

(509)427-5970

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

TO: City Council
FROM: Ben Shumaker, Short Plat Administrator
DATE: August 21st, 2025
SUBJECT: Proposed Short Plat Vacation for Rock Cove Hospitality (SP2025-01)

Introduction

The Planning Department has received a short plat application for alteration of a plat along Rock Creek Drive. Owned an investment group, the 2 properties involved are currently vacant and the site of a development proposal. The tax lot numbers for the properties are 02-07-01-0-0-1302 and -1303. Per the city code, the City Council must review these proposals and find the public use and interest prior to approval.

The proposal involves a) consolidation of the 2 lots into 1 and b) relocation of a public access easement on the site. Approval of both proposals is appropriate.

Background

This request only involves the 2 topics above. The request does not involve approval of the development on the development on the site. The Planning Commission approved the development via SHOR2023-02. Their review ensured consistency with the *City of Stevenson Shoreline Master Program (SMP)*. The SMP designates the Planning Commission as the City's review authority for determining the adequacy of public access involved in development proposals. In addition to the public access proposed by the developer, the Planning Commission's approval contained several conditions related to public access.

The Planning Commission decision was appealed by a community member, asserting the public access was inadequate. The appeal was heard by the state Shorelines Management Hearings Board, which upheld the Planning Commission's decision.

The City Council is not asked to determine adequacy of public access. It is asked to determine whether there is a public use and interest in aligning public access easements with the required public access features of the site.

Recommendation

Staff recommends the following motion:

"Based on the public interest in aligning public use easements and public access areas, I move to approve this application for short plat vacation."

Relevant City Policies

SMC 16.02.260(A): Whenever any person is interested in the vacation of any short plat or any portion thereof, or any area designated or dedicated for public use, that person shall file an application for vacation with the council. The application shall set forth the reasons for vacation and shall contain signatures of the owner(s) of that portion of the short plat subject to vacation. If the short plat is subject to restrictive covenants which were filed at the time of the approval of the short plat, and

the application for vacation would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the vacation of the short plat or portion thereof.

SMC 16.02.260(B): Upon receipt of an application for alteration, the council shall provide notice of the application to all owners of property within a short plat, and as provided for in Section 16.02.110(C). The notice shall establish a date for public hearing.

SMC 16.02.260(C): The council shall give notice as provided in Section 16.02.110(C) and shall conduct a public hearing on the application for vacation and may approve or deny the application for vacation of the short plat after determining the public use and interest to be served by the vacation of the short plat. If any portion of the land contained in the short plat was dedicated to the public for public use or benefit, such land, if not previously deeded to the city, shall be deeded to the city unless the council shall set forth findings that the public use would not be served in retaining title to such lands.

SMC 16.02.110(C): After the short plat administrator determines that the proposed short plat application and map contain the required information and data, the short plat administrator shall distribute copies of the short plat application and map to the following as is necessary:...

1. City public works department;
2. City clerk-treasurer;
3. Southwest Washington Health District;
4. City Planning Commission...
7. The administrator will mail notice of the proposed short plat to the latest recorded real property owners as shown by the records of the county assessor, who share a common boundary line with property being short platted, by United States first class mail.

Thank you,

Ben Shumaker

Attachments

- Plat Map

ROCK CREEK COVE HOSPITALITY
SHORT PLAT
BEING A REPLAT OF LOTS 1 AND 2 OF
ROCK CREEK COVE SHORT PLAT,
LOCATED IN THE SW 1/4 OF THE NW 1/4 OF
SECTION 1, TOWNSHIP 2 NORTH, RANGE 7 EAST,
WILLAMETTE MERIDIAN, CITY OF STEVENSON,
SKAMANIA COUNTY, WASHINGTON

SHEET INDEX:

SHEET 1: PLAT NOTES, NARRATIVE, SURVEY NOTES, FOUND MONUMENT TABLE, DESCRIPTION, SURVEY REFERENCES, SURVEYOR'S CERTIFICATE, DEDICATION, APPROVALS

SHEET 2: EXTERIOR BOUNDARY AND MONUMENTATION, LINE TABLES FOR EXTERIOR BOUNDARY, EXISTING EASEMENTS PER SUBDIVISION OF TAX LOT 02-07-01-1300

SHEET 3: PROPOSED PATH EASEMENT EASEMENT WITH LINE TABLES AND CURVE TABLES

SHEET 4: FISH & WILDLIFE HABITAT CONSERVATION AREA EASEMENT LINEWORK

SHEET 5: FISH & WILDLIFE HABITAT CONSERVATION AREA CURVE AND LINE TABLES

NARRATIVE:

THE PURPOSE OF THIS SURVEY IS TO REPLAT LOTS 1 AND 2 OF ROCK CREEK COVE SHORT PLAT (RECORDED JUNE 24, 2021 AS AUDITOR'S FILE NO 2021-002217) INTO ONE LOT AND ADJUST THE PEDESTRIAN PATHWAY EASEMENT. THE OUTER BOUNDARY AS DETERMINED FOR SAID SHORT PLAT IS HELD AND NO ADDITIONAL MONUMENTS HAVE BEEN SET.

THE BASIS OF BEARINGS FOR THIS SURVEY DETERMINED FROM THE COORDINATES ON MONUMENTS 300 AND 301, HORIZONTAL DATUM NAD 83 (2011 EPOCH 2010.00) STATE PLANE COORDINATES (WASHINGTON SOUTH ZONE), AS DETERMINED BY RTK GNSS OBSERVATIONS ON MARCH 2, 2021.

LEGAL DESCRIPTION:

PARCEL I: 02-07-01-0-0-1302-00

A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 1, TOWNSHIP 2 NORTH, RANGE 7 EAST OF THE WILLAMETTE MERIDIAN, IN THE COUNTY OF SKAMANIA, STATE OF WASHINGTON, DESCRIBED AS FOLLOWS:

LOT 1 OF THE ROCK CREEK COVE SHORT PLAT RECORDED IN AUDITOR'S FILE NO. 2021002217, SKAMANIA COUNTY RECORDS.

PARCEL II: 02-07-01-0-0-1303-00

A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 1, TOWNSHIP 2 NORTH, RANGE 7 EAST OF THE WILLAMETTE MERIDIAN, IN THE COUNTY OF SKAMANIA, STATE OF WASHINGTON, DESCRIBED AS FOLLOWS:

LOT 2 OF THE ROCK CREEK COVE SHORT PLAT RECORDED IN AUDITOR'S FILE NO. 2021002217, SKAMANIA COUNTY RECORDS.

SURVEY NOTES:

FIELD WORK FOR THIS PROJECT WAS COMPLETED WITH A COMBINATION OF SURVEY METHODS, USING RTK GNSS TO ESTABLISH A BASELINE NEAR THE NORTHWEST CORNER OF SECTION 1 AND ALSO A BASELINE ALONG ROCK CREEK DRIVE, AND USING A 2 SECOND TRIMBLE S5 ROBOTIC TOTAL STATION TO RADIALLY TIE MONUMENTS FROM SAID BASELINES. TRAVERSE, DATA COLLECTION, AND CONTROL CHECKS IN THIS FASHION MET OR EXCEEDED THE MINIMUM STANDARDS FOR SURVEYS AS DESIGNATED IN W.A.C. 332-130-090.

PLAT NOTES:

- PUBLIC ACCESS IS HEREBY GRANTED TO ALL AREAS BELOW THE ORDINARY HIGH WATER MARK.
- PAVING OF THE PEDESTRIAN PATHWAYS DENOTED HEREON IS REQUIRED AS A CONDITION OF LOT DEVELOPMENT.
- LAND WITHIN THIS SHORT PLAT SUBDIVISION SHALL NOT BE FURTHER SUBDIVIDED FOR A PERIOD OF FIVE (5) YEARS UNLESS A FINAL (LONG) PLAT IS FILED PURSUANT TO THE STEVENSON CITY CODE, TITLE 16, SUBDIVISIONS, CHAPTERS 16.14 THROUGH 16.44 INCLUSIVE, OR UNLESS A SHORT PLAT IS ALLOWED PURSUANT TO STEVENSON CITY CODE, TITLE 16, SUBDIVISIONS, CHAPTER 16.02

FOUND MONUMENT TABLE			
POINT	FOUND DESCRIPTION (VISITED MARCH 2021)	FALLING FROM CORNER	REFERENCE
300	1" IRON PIPE WITH CRIMPED TOP	HELD	AS FOUND IN R3,R4
301	3" BRASS CAP, STAMPED "SKAMANIA COUNTY ENGINEER'S DEPARTMENT"	HELD	AS FOUND IN R2,R4
302	5/8" IRON ROD WITH YELLOW PLASTIC CAP, CAP DESTROYED	0.06' WESTERLY OF LINE	PER R3
303	3-3/4" BRASS CAP, STAMPED "CORPS OF ENGINEERS U.S. ARMY BONNEVILLE POWER NAVIG PROJECT", LEANING NORTHEASTERLY	0.61' WESTERLY OF LINE	AS FOUND IN R1,R2
304	1-1/2" ALUMINUM CAP, UNREADABLE	HELD	PER R5
305	5/8" IRON ROD, NO CAP	0.02' WESTERLY OF LINE	PER R3
308	1-1/2" ALUMINUM CAP, UNREADABLE	0.24' N76°21'42"E	PER R5
309	1-1/2" ALUMINUM CAP, UNREADABLE	0.20' S72°10'34"W	PER R5
310	3-1/4" PVC PIPE FILLED WITH CONCRETE	0.02' WESTERLY OF LINE	PER R5
315	1-1/2" ALUMINUM CAP, UNREADABLE	HELD	PER R5

SURVEY REFERENCES:

- R1 - ALTA SURVEY FOR WASHINGTON COMMUNITY REINVESTMENT ASSOCIATION BY TRANTOW SURVEYING, INC. RECORDED DECEMBER 23, 1998 BOOK 3 OF SURVEYS PAGE 290
- R2 - SUBDIVISION OF TAX LOT 02-07-01-1300 FOR SKAMANIA COUNTY BY RICHARD LANG OF PUBLIC WORKS RECORDED NOVEMBER 22, 1996 BOOK T OF TOWN PLATS PAGE 100
- R3 - SEVERS SHORT PLAT FOR JAMES E. SEVERS BY TENNESON ENGINEERING CORP. RECORDED JUNE 26, 1997 BOOK T OF TOWN PLATS PAGE 101-102
- R4 - WINSTON RALL SHORT PLAT FOR WINSTON RALL BY WYEAST SURVEYS RECORDED MARCH 24, 1995 BOOK T OF TOWN PLATS PAGE 94
- R5 - SECOND STREET EXTENTION TRAVERSE FOR R/W DATED SEPTEMBER 10, 1980 MAP QQ-2, SKAMANIA COUNTY ROAD RECORDS
- R6 - SURVEY OF SEC. 1, T2M, R7E, WM FOR SKAMANIA COUNTY BY OLSON ENGINEERING RECORDED JULY 11, 1975 BOOK 1 OF SURVEYS PAGE 45
- R7 - ROCK CREEK COVE SHORT PLAT FOR FDM DEVELOPMENT, INC BY PBS ENGINEERING AND ENVIRONMENTAL, INC. RECORDED JUNE 24, 2021 AUDITOR'S FILE NO. 2021-002217

DEDICATION

WE, THE OWNERS OF THE ABOVE TRACT OF LAND, HEREBY DECLARE AND CERTIFY THIS SHORT PLAT TO BE TRUE AND CORRECT TO THE BEST OF OUR ABILITIES, AND THAT THIS SHORT SUBDIVISION HAS BEEN MADE WITH OUR FREE CONSENT AND IN ACCORDANCE WITH OUR DESIRES. FURTHER, WE GRANT ALL EASEMENTS AS SHOWN FOR THEIR DESIGNATED PURPOSES.

CHAD BAGLEY, MEMBER, DATE
ROCK CREEK COVE INVESTMENTS, LLC

DUANE HOWARD, MEMBER, DATE
D. H. LAND, LLC

F. DEAN MALDONADO, MEMBER, DATE
MILLS END CENTER LLC

STATE OF
COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT DUANE HOWARD, MEMBER, D. H. LAND, LLC, IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE HIS FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS
DAY OF , 2024,

SIGNED
NOTARY PUBLIC IN AND FOR THE STATE OF
RESIDING IN
MY COMMISSION EXPIRES
PRINT NOTARY NAME

STATE OF
COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT CHAD BAGLEY, MEMBER, ROCK CREEK COVE INVESTMENTS, LLC, IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE HIS FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS
DAY OF , 2024,

SIGNED
NOTARY PUBLIC IN AND FOR THE STATE OF
RESIDING IN
MY COMMISSION EXPIRES
PRINT NOTARY NAME

STATE OF
COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT F. DEAN MALDONADO, MEMBER, MILLS END CENTER LLC, IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE HIS FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS
DAY OF , 2024,

SIGNED
NOTARY PUBLIC IN AND FOR THE STATE OF
RESIDING IN
MY COMMISSION EXPIRES
PRINT NOTARY NAME

I HEREBY CERTIFY THAT THIS SHORT SUBDIVISION COMPLIES WITH THE STEVENSON SHORT PLAT ORDINANCE AND IS APPROVED SUBJECT TO PROPERLY BEING RECORDED AND FILED WITH THE SKAMANIA COUNTY AUDITOR WITHIN 30 DAYS OF THIS SUMMARY APPROVAL.

SHORT PLAT ADMINISTRATOR DATE

I HEREBY CERTIFY THAT THE CITY ROAD ABUTTING THE PROPOSED SUBDIVISION IS OF SUFFICIENT WIDTH TO MEET CURRENT CITY STANDARDS AND THAT ROAD RIGHT OF WAYS UPON OR ABUTTING THE PROPOSED SUBDIVISION ARE OF SUFFICIENT WIDTH TO ASSURE MAINTENANCE AND TO PERMIT FUTURE UTILITY INSTALLATIONS. I FURTHER CERTIFY THAT CITY SEWER AND WATER SERVICES ARE AVAILABLE TO THE PROPOSED SHORT SUBDIVISION.

CITY PUBLIC WORKS DIRECTOR DATE

I CERTIFY THAT THE TAXES AND ASSESSMENTS ON THE PROPERTY INVOLVED WITH THIS SHORT PLAT HAVE BEEN PAID, DISCHARGED, OR SATISFIED THROUGH 2021 FOR TAX PARCEL NUMBERS

SKAMANIA COUNTY TREASURER DATE

CITY OF STEVENSON TREASURER DATE

CITY WATER AND SEWER UTILITIES ARE AVAILABLE TO THE LOTS IN THIS SHORT PLAT.

CITY OF STEVENSON SANITARIAN DATE

CITY OF STEVENSON MAYOR DATE

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF FDM DEVELOPMENT, INC IN AUGUST 2024.

TERRY L. GOODMAN,
PROFESSIONAL LAND SURVEYOR, LS #30446



PBS Engineering and Environmental LLC
1325 SE Tech Center Dr., Ste. 140
Vancouver, WA 98683
360.695.3488
pbsusa.com

DRAWN BY: MLY

SCALE: N/A

10/30/2024

CHECKED BY: TLG

JOB NO.: 24011736

SHEET 1 OF 5

RECORDING

STATE OF WASHINGTON)
COUNTY OF SKAMANIA)

I HEREBY CERTIFY THAT THE WITHIN INSTRUMENT OF WRITING
FILED BY OF
AT ____,M., , 2024 WAS RECORDED
IN AUDITOR'S FILE NO.

RECORDER OF SKAMANIA COUNTY, WASHINGTON COUNTY

SKAMANIA COUNTY AUDITOR

ROCK CREEK COVE HOSPITALITY
SHORT PLAT

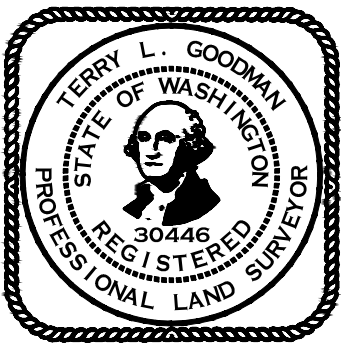
BEING A REPLAT OF LOTS 1 AND 2 OF
ROCK CREEK COVE SHORT PLAT,
LOCATED IN THE SW 1/4 OF THE NW 1/4 OF
SECTION 1, TOWNSHIP 2 NORTH, RANGE 7 EAST,
WILLAMETTE MERIDIAN, CITY OF STEVENSON,
SKAMANIA COUNTY, WASHINGTON

- LEGEND:
- - DENOTES FOUND MONUMENT, VISITED MARCH 2021, AS NOTED IN THE "FOUND MONUMENT TABLE" ON SHEET 1
 - - DENOTES 1/2" X 30" IR W/OPC STAMPED "PLS 30446" SET ON APRIL 15, 2021, FOR "ROCK CREEK COVE SHORT PLAT"
 - - DENOTES CALCULATED POINT, MONUMENT SEARCHED FOR, NOT FOUND
 - ✱ - DENOTES FOUND SECTION CORNER AS NOTED
 - - DENOTES ROAD CENTERLINE
 - - - - - DENOTES PROPOSED EASEMENT
 - W/OPC - DENOTES WITH ORANGE PLASTIC CAP
 - S.F. - DENOTES SQUARE FEET
 - (.R#) - DENOTES RECORD DISTANCE, PER SURVEY REFERENCE (SEE SHEET 1)

LINE TABLE		
LINE	LENGTH	DIRECTION
L1	13.76'	S28°33'21"E
L2	32.95'	S79°52'06"E
L3	17.65'	N83°46'46"E
L4	24.27'	N69°21'40"E
L5	18.33'	N42°29'20"E
L6	27.58'	N12°18'35"E
L7	26.55'	N00°30'34"W
L8	28.08'	N07°13'45"E
L9	28.41'	N07°33'39"E
L10	27.37'	N13°29'29"E
L11	24.47'	N18°01'42"W
L12	19.26'	N75°13'30"W
L13	10.79'	N17°33'19"E
L14	7.63'	S83°12'04"E
L15	16.87'	S75°50'31"E
L16	25.12'	S51°47'30"E
L17	20.05'	S40°46'13"E
L18	44.16'	N54°17'36"E
L19	19.69'	N85°50'03"E
L20	32.29'	S67°07'55"E
L21	29.60'	S43°28'15"E
L22	31.49'	S29°23'21"E
L23	18.91'	S15°33'42"E
L24	40.88'	S28°46'10"E
L25	41.69'	S29°06'18"E
L26	53.62'	S30°28'25"E
L27	41.43'	S39°41'54"E
L28	20.50'	S41°13'13"E
L29	18.24'	S37°46'11"E
L30	33.18'	S45°31'57"E

LINE TABLE		
LINE	LENGTH	DIRECTION
L31	14.58'	S64°42'51"E
L32	16.34'	N76°55'56"E
L33	29.92'	N67°10'39"E
L34	39.57'	N65°30'36"E
L35	16.48'	N86°12'51"E
L36	10.82'	S84°22'56"E
L37	7.97'	S71°41'33"E
L38	19.98'	S21°15'09"E
L39	14.68'	S17°25'21"W
L40	10.45'	S59°03'55"W
L41	27.82'	S64°13'44"W
L42	27.16'	S67°33'38"W
L43	29.85'	S65°17'47"W
L44	17.87'	S38°16'24"W
L45	22.83'	S10°56'59"W
L46	23.28'	S32°02'36"W
L47	27.64'	S05°57'26"E
L48	28.84'	S33°24'37"W
L49	24.15'	S21°38'39"W
L50	13.56'	S02°22'00"W
L51	21.82'	S13°35'32"E
L52	13.10'	S10°54'37"W
L53	28.08'	S06°31'35"E
L54	22.98'	S23°42'08"E
L55	45.54'	S24°05'34"E
L56	43.44'	S22°37'36"E
L57	36.57'	S19°20'05"E
L58	52.72'	S33°34'12"E
L59	50.77'	S34°43'43"E
L60	19.35'	S02°39'48"E

LINE TABLE		
LINE	LENGTH	DIRECTION
L61	37.61'	S00°41'13"E
L62	34.77'	S06°59'41"W
L63	27.25'	S10°31'53"W
L64	33.11'	S47°58'10"W
L65	20.77'	S80°48'01"W
L66	23.90'	N64°49'17"W
L67	21.98'	N31°39'01"W
L68	40.35'	N36°10'57"W
L69	38.15'	N39°31'36"W
L70	36.97'	N32°19'57"W
L71	33.71'	N40°46'19"W
L72	25.44'	N31°35'14"W
L73	48.12'	N43°39'07"W
L74	34.81'	N70°33'06"W
L75	13.14'	N10°03'54"W
L76	12.18'	N24°37'29"W
L77	38.69'	N54°48'36"W
L78	22.36'	N49°34'44"W
L79	72.55'	N53°55'17"W
L80	37.86'	N76°39'59"W
L81	24.59'	S54°39'03"W
L82	42.39'	N46°24'25"W
L83	23.03'	S81°21'41"W



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CHECKED BY: TLG	JOB NO.: 24011736	SHEET 2 OF 5

ROCK CREEK COVE HOSPITALITY
SHORT PLAT

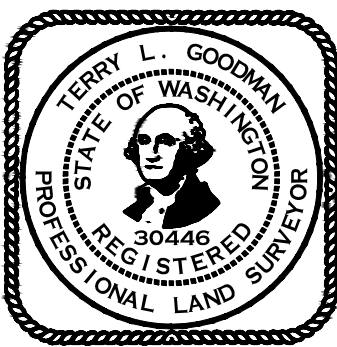
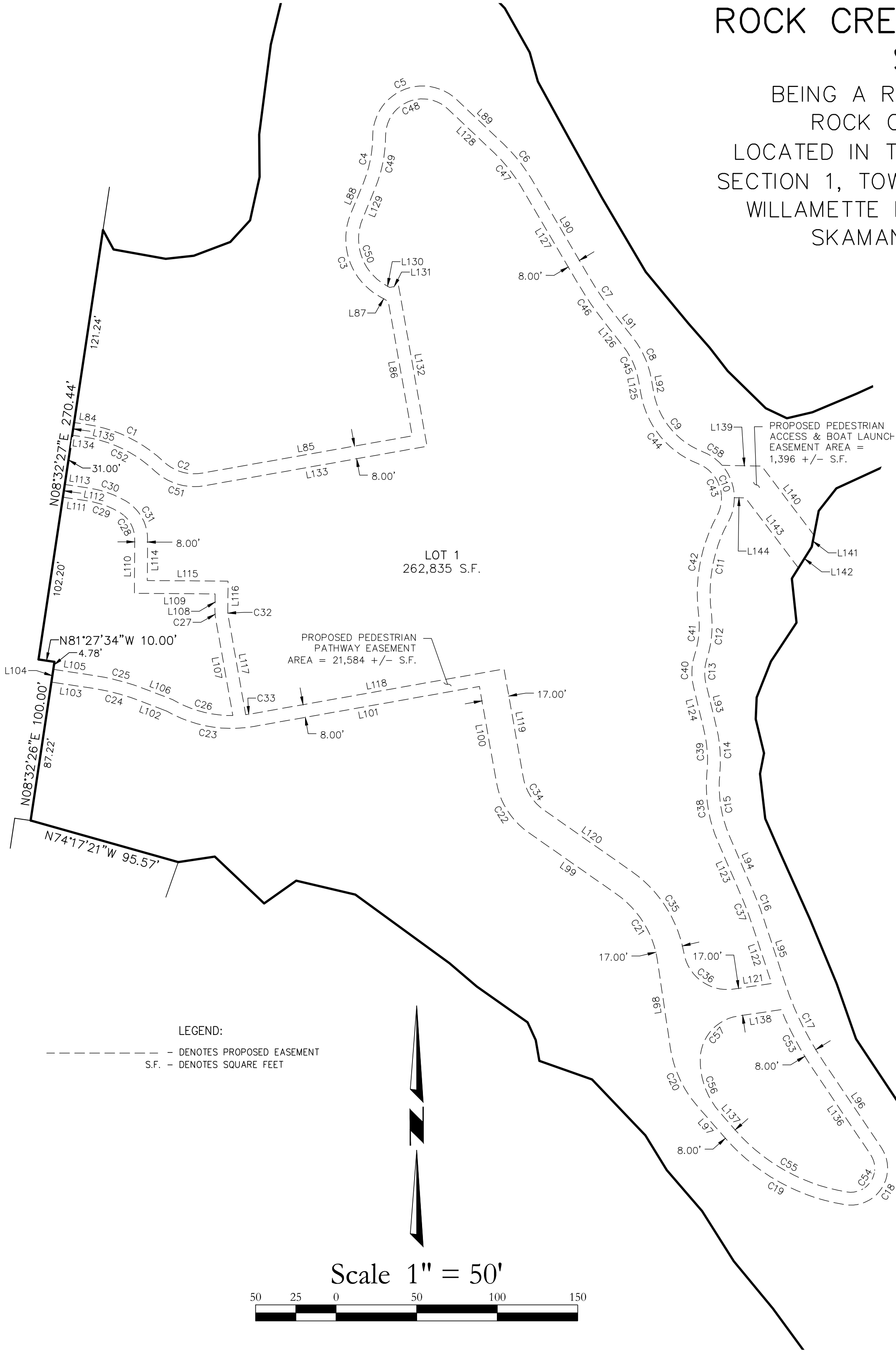
BEING A REPLAT OF LOTS 1 AND 2 OF
ROCK CREEK COVE SHORT PLAT,
LOCATED IN THE SW 1/4 OF THE NW 1/4 OF
SECTION 1, TOWNSHIP 2 NORTH, RANGE 7 EAST,
WILLAMETTE MERIDIAN, CITY OF STEVENSON,
SKAMANIA COUNTY, WASHINGTON

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C1	53.63'	88.50'	034°43'09"	S64°05'21"E	52.81'
C2	26.06'	28.00'	053°19'42"	S73°23'38"E	25.13'
C3	59.20'	41.00'	082°43'50"	N18°59'20"W	54.19'
C4	30.60'	79.00'	022°11'25"	N11°16'53"E	30.41'

LINE TABLE		
LINE	LENGTH	DIRECTION
L84	8.31'	S81°26'56"E
L85	132.84'	N79°56'31"E
L86	85.06'	N10°03'29"W
L87	6.67'	N60°21'15"W
L88	20.47'	N22°22'35"E
L89	40.11'	S46°32'25"E
L90	71.13'	S30°27'49"E
L91	19.84'	S38°05'38"E
L92	8.57'	S10°03'29"E
L93	27.89'	S13°35'32"E
L94	37.83'	S23°19'44"E
L95	42.94'	S18°19'44"E
L96	64.42'	S33°58'05"E
L97	26.85'	N41°02'28"W
L98	54.94'	N08°25'16"W
L99	66.77'	N55°03'29"W
L100	60.66'	N10°03'29"W
L101	142.64'	S79°56'31"W
L102	18.75'	N69°06'56"W
L103	25.87'	N81°27'34"W
L104	8.00'	N08°32'26"E
L105	25.87'	S81°27'34"E
L106	19.40'	S69°06'56"E
L107	61.56'	N10°03'29"W
L108	10.17'	N00°38'20"E
L109	50.30'	N89°35'43"W
L110	33.64'	N00°24'17"E
L111	15.30'	N81°26'56"W
L112	8.00'	N08°32'27"E
L113	15.30'	S81°26'56"E
L114	25.64'	S00°24'17"W

LINE TABLE		
LINE	LENGTH	DIRECTION
L115	50.34'	S89°35'43"E
L116	18.20'	S00°38'20"W
L117	62.42'	S10°03'29"E
L118	159.64'	N79°56'31"E
L119	68.66'	S10°03'29"E
L120	66.77'	S55°03'29"E
L121	23.82'	N81°34'44"E
L122	40.10'	N18°19'44"W
L123	37.83'	N23°19'44"W
L124	27.89'	N13°35'32"W
L125	8.57'	N10°03'29"W
L126	19.84'	N38°05'38"W
L127	71.13'	N30°27'49"W
L128	40.11'	N46°32'25"W
L129	20.47'	S22°22'35"W
L130	3.10'	S60°21'15"E
L131	5.64'	N79°56'31"E
L132	101.50'	S10°03'29"E
L133	140.84'	S79°56'31"W
L134	8.31'	N81°26'56"W
L135	8.00'	N08°32'27"E
L136	64.42'	N33°58'05"W
L137	14.78'	S41°02'28"E
L138	27.27'	S81°34'44"W
L139	24.61'	N89°03'25"W
L140	54.03'	N37°05'46"W
L141	7.39'	S10°56'59"W
L142	15.52'	S32°02'36"W
L143	54.75'	N37°05'46"W
L144	6.93'	N89°03'25"W

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C5	72.11'	31.00'	133°16'25"	N66°49'22"E	56.92'
C6	28.34'	101.00'	016°04'36"	S38°30'07"E	28.25'
C7	26.50'	199.00'	007°37'49"	S34°16'44"E	26.48'
C8	27.89'	57.00'	028°02'10"	S24°04'33"E	27.61'
C9	50.22'	49.00'	058°43'29"	S39°25'15"E	48.05'
C10	52.68'	31.00'	097°22'17"	S20°05'51"E	46.57'
C11	58.13'	93.00'	035°48'41"	S10°40'57"W	57.19'
C12	29.36'	67.00'	025°06'41"	S05°19'57"W	29.13'
C13	15.93'	29.00'	031°28'49"	S02°08'53"W	15.73'
C14	29.09'	87.00'	019°09'24"	S04°00'50"E	28.95'
C15	39.84'	79.00'	028°53'35"	S08°52'56"E	39.42'
C16	17.54'	201.00'	005°00'00"	S20°49'44"E	17.53'
C17	54.32'	199.00'	015°38'21"	S26°08'54"E	54.15'
C18	53.44'	23.00'	133°06'57"	S32°35'24"W	42.20'
C19	86.85'	125.00'	039°48'40"	N60°56'48"W	85.12'
C20	40.42'	71.00'	032°37'11"	N24°43'52"W	39.88'
C21	50.06'	61.50'	046°38'12"	N31°44'22"W	48.69'
C22	38.09'	48.50'	045°00'00"	N32°33'29"W	37.12'
C23	56.18'	80.50'	039°58'59"	N80°03'59"W	55.04'
C24	29.95'	139.00'	012°20'38"	N75°17'15"W	29.89'
C25	31.67'	147.00'	012°20'38"	S75°17'15"E	31.61'
C26	39.36'	72.50'	031°06'14"	S75°08'25"E	38.88'
C27	5.04'	27.00'	010°41'49"	N04°42'34"W	5.03'
C28	20.55'	19.50'	060°22'42"	N29°47'05"W	19.61'
C29	21.18'	56.50'	021°28'30"	N70°42'41"W	21.05'
C30	24.18'	64.50'	021°28'30"	S70°42'41"E	24.03'
C31	28.98'	27.50'	060°22'42"	S29°47'05"E	27.66'
C32	3.55'	19.00'	010°41'49"	S04°42'34"E	3.54'
C33	3.80'	72.50'	003°00'12"	N81°26'37"E	3.80'
C34	24.74'	31.50'	045°00'00"	S32°33'29"E	24.11'
C35	61.78'	78.50'	045°05'29"	S32°30'44"E	60.20'
C36	42.46'	27.50'	088°27'17"	S54°11'38"E	38.36'
C37	16.84'	193.00'	005°00'00"	N20°49'44"W	16.84'
C38	43.87'	87.00'	028°53'35"	N08°52'56"W	43.41'
C39	26.41'	79.00'	019°09'24"	N04°00'50"W	26.29'
C40	20.33'	37.00'	031°28'50"	N02°08'53"E	20.07'
C41	25.86'	59.00'	025°06'41"	N05°19'57"E	25.65'
C42	63.13'	101.00'	035°48'41"	N10°40'57"E	62.11'
C43	39.09'	23.00'	097°22'17"	N20°05'51"W	34.55'
C44	58.42'	57.00'	058°43'29"	N39°25'15"W	55.90'
C45	23.98'	49.00'	028°02'10"	N24°04'33"W	23.74'
C46	27.57'	207.00'	007°37'49"	N34°16'44"W	27.55'
C47	26.09'	93.00'	016°04'36"	N38°30'07"W	26.01'
C48	53.50'	23.00'	133°16'25"	S66°49'22"W	42.23'
C49	33.69'	87.00'	022°11'25"	S11°16'53"W	33.48'
C50	47.65'	33.00'	082°43'50"	S18°59'20"E	43.62'
C51	33.51'	36.00'	053°19'42"	N73°23'38"W	32.31'
C52	48.78'	80.50'	034°43'09"	N64°05'21"W	48.04'
C53	41.99'	207.00'	011°37'19"	N28°09'25"W	41.92'
C54	34.85'	15.00'	133°06'57"	N32°35'24"E	27.52'
C55	81.30'	117.00'	039°48'40"	S60°56'48"E	79.67'
C56	35.92'	49.00'	042°00'10"	S20°02'22"E	35.12'
C57	38.69'	27.50'	080°37'01"	S41°16'13"W	35.58'
C58	15.05'	31.00'	027°48'26"	S54°52'46"E	14.90'

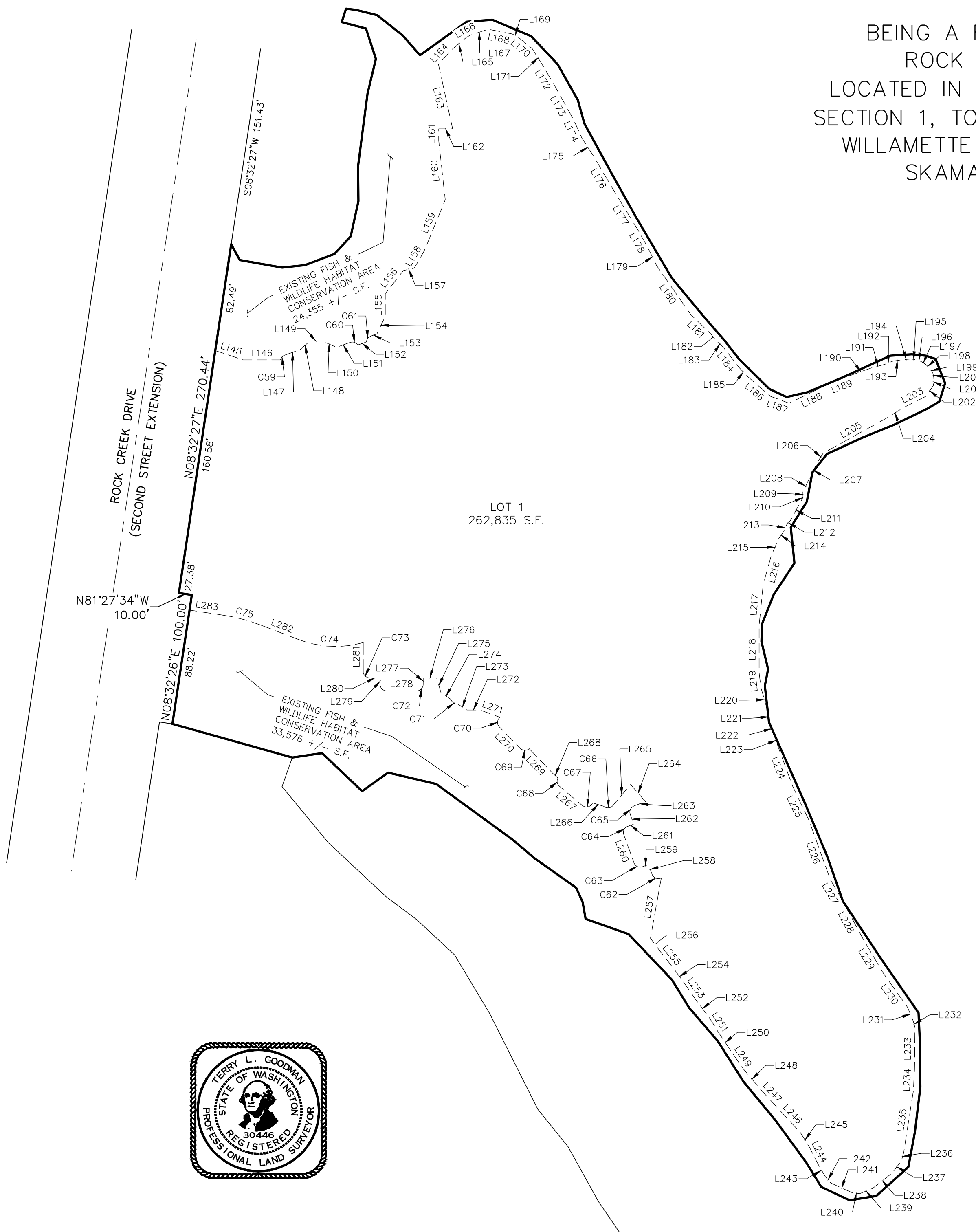


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CHECKED BY: TLG	JOB NO.: 24011736	SHEET 3 OF 5

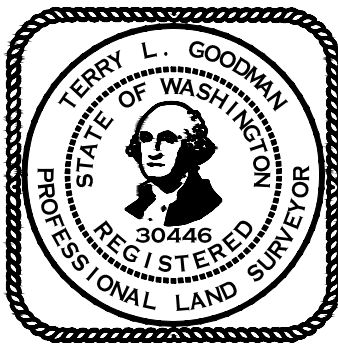
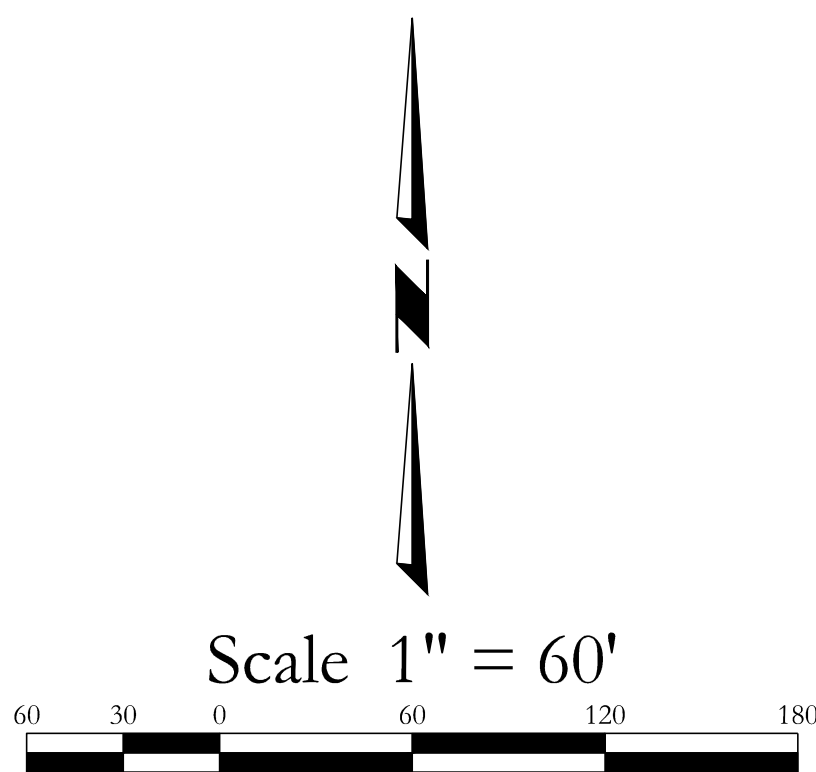
ROCK CREEK COVE HOSPITALITY SHORT PLAT


BEING A REPLAT OF LOTS 1 AND 2 OF
ROCK CREEK COVE SHORT PLAT,
LOCATED IN THE SW 1/4 OF THE NW 1/4 OF
SECTION 1, TOWNSHIP 2 NORTH, RANGE 7 EAST,
WILLAMETTE MERIDIAN, CITY OF STEVENSON,
SKAMANIA COUNTY, WASHINGTON



LEGEND:
- - - - - DENOTES PROPOSED EASEMENT
S.F. - DENOTES SQUARE FEET

NOTE:
LINE AND CURVE TABLES FOR THIS SHEET ARE SHOWN ON SHEET 5





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CHECKED BY: TLG	JOB NO.: 24011736	SHEET 4 OF 5

ROCK CREEK COVE HOSPITALITY
SHORT PLAT

BEING A REPLAT OF LOTS 1 AND 2 OF
ROCK CREEK COVE SHORT PLAT,
LOCATED IN THE SW 1/4 OF THE NW 1/4 OF
SECTION 1, TOWNSHIP 2 NORTH, RANGE 7 EAST,
WILLAMETTE MERIDIAN, CITY OF STEVENSON,
SKAMANIA COUNTY, WASHINGTON

LINE TABLE		
LINE	LENGTH	DIRECTION
L145	22.70'	S71°37'50"E
L146	28.50'	N90°00'00"E
L147	12.79'	N70°00'49"E
L148	9.81'	N48°29'01"E
L149	9.02'	N90°00'00"E
L150	12.43'	S66°46'21"E
L151	11.04'	N70°00'49"E
L152	7.06'	N69°52'12"E
L153	5.01'	N70°00'49"E
L154	15.01'	N25°38'27"E
L155	17.48'	N00°00'00"E
L156	22.40'	N38°02'58"E
L157	8.59'	N77°35'57"E
L158	15.37'	N30°01'57"E
L159	42.25'	N22°22'35"E
L160	46.14'	N06°18'11"W
L161	8.54'	N00°00'00"E
L162	10.72'	N90°00'00"E
L163	50.69'	N12°22'45"W
L164	14.27'	N41°39'38"E
L165	15.80'	N50°11'35"E
L166	3.33'	N61°03'26"E
L167	14.32'	N71°26'26"E
L168	18.79'	S78°54'49"E
L169	5.21'	S61°59'13"E
L170	13.84'	S50°31'15"E
L171	16.64'	S32°16'44"E
L172	16.61'	S30°23'18"E
L173	30.10'	S29°05'40"E
L174	15.17'	S24°01'36"E
L175	17.06'	S32°57'46"E
L176	32.75'	S30°28'05"E
L177	33.26'	S31°37'25"E
L178	16.19'	S28°59'38"E
L179	14.02'	S25°47'05"E

LINE TABLE		
LINE	LENGTH	DIRECTION
L180	46.22'	S34°50'51"E
L181	20.79'	S46°12'15"E
L182	6.87'	S38°49'50"E
L183	8.22'	S46°31'31"E
L184	19.19'	S37°58'58"E
L185	9.33'	S43°04'40"E
L186	23.44'	S49°15'50"E
L187	14.98'	S69°39'29"E
L188	33.59'	N64°01'38"E
L189	17.98'	N68°36'18"E
L190	17.52'	N70°30'29"E
L191	9.75'	N74°50'56"E
L192	7.14'	N69°05'04"E
L193	7.05'	N81°12'05"E
L194	6.89'	N85°06'03"E
L195	4.64'	S83°55'45"E
L196	3.73'	S66°49'06"E
L197	3.78'	S58°47'08"E
L198	4.85'	S45°00'18"E
L199	3.65'	S36°16'01"E
L200	4.40'	S11°34'18"E
L201	5.70'	S03°56'53"W
L202	9.75'	S33°16'09"W
L203	18.58'	S63°32'34"W
L204	17.24'	S58°29'16"W
L205	54.55'	S61°02'57"W
L206	7.02'	S32°57'40"W
L207	16.60'	S27°01'42"W
L208	10.25'	S24°51'40"W
L209	3.61'	S01°31'44"E
L210	1.41'	S20°51'12"W
L211	20.14'	S28°38'52"W
L212	2.76'	S48°34'48"W
L213	6.42'	S24°14'11"W
L214	6.54'	S35°27'16"W

LINE TABLE		
LINE	LENGTH	DIRECTION
L215	14.38'	S23°36'54"W
L216	22.95'	S15°35'05"W
L217	32.05'	S05°35'27"W
L218	35.57'	S00°07'11"E
L219	11.78'	S06°39'27"E
L220	18.87'	S16°11'51"E
L221	8.34'	S06°31'35"E
L222	10.72'	S23°42'08"E
L223	8.46'	S16°11'51"E
L224	32.79'	S20°09'51"E
L225	30.20'	S25°25'00"E
L226	47.68'	S19°50'30"E
L227	18.24'	S30°14'54"E
L228	32.55'	S28°07'18"E
L229	31.36'	S30°30'46"E
L230	32.48'	S35°24'44"E
L231	11.02'	S22°16'44"E
L232	5.33'	S14°48'08"E
L233	32.45'	S00°39'42"W
L234	15.55'	S02°51'49"W
L235	48.25'	S08°53'24"W
L236	6.59'	S15°01'17"W
L237	11.88'	S36°46'20"W
L238	19.35'	S51°51'14"W
L239	10.38'	S68°02'57"W
L240	5.45'	N85°06'33"W
L241	18.62'	N65°21'52"W
L242	6.16'	N40°55'31"W
L243	11.69'	N30°19'27"W
L244	14.37'	N26°55'50"W
L245	12.74'	N31°34'17"W
L246	29.20'	N42°51'30"W
L247	16.36'	N42°11'01"W
L248	19.91'	N40°16'32"W
L249	16.38'	N34°36'06"W

LINE TABLE		
LINE	LENGTH	DIRECTION
L250	17.20'	N33°59'12"W
L251	14.19'	N31°59'07"W
L252	17.26'	N36°58'57"W
L253	13.71'	N34°25'18"W
L254	15.52'	N36°04'42"W
L255	17.54'	N38°11'53"W
L256	11.58'	N36°35'01"W
L257	47.07'	N10°10'37"E
L258	8.00'	N20°00'00"W
L259	5.00'	S70°00'00"W
L260	23.00'	N20°00'00"W
L261	5.00'	N70°00'00"E
L262	8.00'	N20°00'00"W
L263	9.34'	N70°00'00"E
L264	17.53'	N40°48'31"W
L265	21.12'	S40°00'00"W
L266	8.79'	N73°20'35"W
L267	23.00'	N50°00'00"W
L268	5.68'	N47°57'06"W
L269	25.77'	N43°41'07"W
L270	23.00'	N44°17'43"W
L271	16.26'	N69°52'45"W
L272	10.05'	N90°00'00"W
L273	8.28'	N56°26'21"W
L274	9.14'	N56°26'21"W
L275	12.01'	N16°24'24"W
L276	10.39'	N90°00'00"W
L277	5.00'	S00°00'00"E
L278	23.00'	N90°00'00"W
L279	5.00'	N00°00'00"E
L280	8.00'	N90°00'00"W
L281	22.08'	N00°00'00"E
L282	31.40'	N69°06'56"W
L283	25.87'	N81°27'34"W

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C59	5.07'	5.00'	058°07'42"	S40°56'58"W	4.86'
C60	6.74'	5.00'	077°12'56"	N71°22'42"W	6.24'
C61	5.74'	5.00'	065°47'28"	S37°07'06"W	5.43'
C62	8.59'	5.00'	098°26'34"	S69°13'17"E	7.57'
C63	7.85'	5.00'	090°00'00"	S65°00'00"E	7.07'
C64	7.85'	5.00'	090°00'00"	S25°00'00"W	7.07'
C65	7.85'	5.00'	090°00'00"	S25°00'00"W	7.07'
C66	8.02'	5.00'	091°55'40"	N85°57'50"E	7.19'
C67	9.40'	5.00'	107°42'23"	N76°08'48"E	8.08'
C68	6.96'	5.00'	079°43'42"	S10°08'09"E	6.41'
C69	7.56'	5.00'	086°35'00"	S87°35'13"E	6.86'
C70	8.27'	5.00'	094°44'05"	S03°04'20"W	7.36'
C71	6.82'	5.00'	078°10'21"	S56°26'21"E	6.30'
C72	7.85'	5.00'	090°00'00"	N45°00'00"E	7.07'
C73	7.85'	5.00'	090°00'00"	S45°00'00"E	7.07'
C74	50.09'	78.50'	036°33'30"	S87°23'41"E	49.24'
C75	30.16'	140.00'	012°20'38"	N75°17'15"W	30.10'



PBS Engineering and Environmental LLC
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Vancouver, WA 98683
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DRAWN BY: MLY	SCALE: 1"=50'	10/30/2024
CHECKED BY: TLG	JOB NO.: 24011736	SHEET 5 OF 5



Built to take the call™.

Stevenson Fire/ SCFD 2
Attn : Ray Broughton, Fire Chief
PO Box 128
Stevenson, WA 98648

June 11, 2025

RE: Pumper Fire Apparatus

It is our desire to express appreciation for the opportunity to present you with the enclosed proposal for fire apparatus.

Toyne, Inc has manufactured high quality, custom fire apparatus since 1942. During that time literally thousands of our Firefighting Apparatus have been protecting communities just like yours. We realize that the enclosed is not just another truck, but is a life and property saving device. Knowing that your neighbors and family members will depend on this piece of equipment places a heavy responsibility on you, the purchaser, as well as the manufacturer. It is with this sense of responsibility that we have studied your request and are responding with the enclosed proposal.

Please note; due to supplier volatility in the current marketplace, the customer will be responsible for any price increases that are mandated by the chassis manufacturer, or any other item that receives an immediate price increase applicable to orders already placed. These increases, should they occur, will be listed in a change order, and added to the final invoice. Neither Toyne and/or the representative dealer will be held responsible for these price increases should they occur as they are totally outside of control of Toyne and/or the representative dealer.

Thank you for the opportunity to be of service.

Sincerely,

Toyne, Inc.

A handwritten signature in blue ink, appearing to read 'Larry Bezemer', is written over a light blue horizontal line.

Larry Bezemer
Western Regional Manager



Built to take the call™.

Stevenson Fire/ SCFD 2
Attn : Ray Broughton, Fire Chief
PO Box 128
Stevenson, WA 98648

June 11, 2025

PROPOSAL

Toyne, Inc proposes to supply, subject to your acceptance of this proposal and proper contract execution or acceptance of the Departments PO, the following apparatus and equipment to be built in accordance with the enclosed specifications.

One (1) Class A Pumper Fire Apparatus on a Freightliner Cab and Chassis per the attached specifications delivered to Stevenson, WA \$ 535,420.00

Pre-Construction and Inspection Cost for two personnel are included

The above price does not reflect any taxes that may be due on the sale.

Delivery shall be 850-880 days after receipt of order.

Toyne, Inc reserves the right to withdraw this proposal if not accepted within sixty (60) days from the above date.

Respectfully submitted,

Toyne, Inc.

A handwritten signature in blue ink, appearing to read 'Larry Bezemer', written in a cursive style.

Larry Bezemer
Western Regional Manager

**CITY OF STEVENSON
ORDINANCE NO. 2025-1228**

**AN ORDINANCE OF THE CITY OF STEVENSON, WA REVISING SMC 5.04 RELATING TO
AND PROVIDING FOR A LICENSE UPON CERTAIN BUSINESSES, OCCUPATIONS,
PURSUITS AND PRIVILEGES, PROVIDING PENALTIES FOR THE VIOLATION THEREOF**

WHEREAS, in 2018 the City of Stevenson adopted SMC 5.04 in compliance with state law, including a threshold exemption for businesses with annual income of \$2,000 or less within the city that do not maintain a place of business in the city; and

WHEREAS, the Washington State Legislature and the model ordinance require periodic review and adjustment of this threshold to ensure consistency, fairness, and ease of administration; and

WHEREAS, effective January 1, 2026, the statewide model ordinance raises the exemption threshold from \$2,000 to \$4,000, with provisions for automatic inflationary adjustments every forty-eight months thereafter, as calculated under the Consumer Price Index for “West Urban, All Urban Consumers” (CPI-U); and

WHEREAS, the City Council of the City of Stevenson finds it in the best interest of the community to update SMC 5.04 to adopt the new \$4,000 exemption threshold in order to comply with state law and provide consistency for businesses operating within the city;

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

Section 1-Adoption: The provisions set forth in Stevenson Municipal Code, Chapter 5.04 “Business Licenses,” shall be amended as outlined in Exhibit A, attached hereto and by this reference fully incorporated herein.

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

Section 2-Severability: That if any clause, section or other part of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby, but shall remain in full force and effect.

Section 3-Effective Date: This Ordinance shall take effect on **January 1, 2026**, consistent with the requirements of RCW 35.90.080 and the statewide model business license ordinance.

PASSED by the City Council of the City of Stevenson at a regular meeting this ____ day of _____, 2025.

Scott Anderson, Mayor

ATTEST:

APPROVED AS TO FORM:

Wesley Wootten, City Clerk

Robert Muth, City Attorney

Exhibit “A”
Chapter 5.04 Business Licenses

Sections:

Contents

- 5.04.010 – Purpose.
- 5.04.020 – Definitions.
- 5.04.030 – Business License required.
- 5.04.040 – Application and renewal.
- 5.04.050 – Peddlers and solicitors-Application, Investigation and Issuance.
- 5.04.060 – License term or expiration.
- 5.04.070 – Fee.
- 5.04.080 – Prohibited refunds.
- 5.04.090 – License-nontransferable.
- 5.04.100 – Exception – Applicability of provisions.
- 5.04.110 – Revocation or suspension of license.
- 5.04.120 – Appeal.
- 5.04.130 – Penalties.

5.04.010 – Purpose.

The purpose of this chapter is to provide a means for obtaining public information and compiling statistical information on existing and new businesses within the city, to regulate and ensure the legal conduct of business, and to assist in the effective administration of the health, fire, building, zoning and other codes of the city.

5.04.020 – Definitions.

Unless a provision explicitly states otherwise, the following terms and phrases, as used in this chapter, shall have the meanings hereinafter designated.

- A. “Business” includes all activities engaged in with the object of gain, benefit or advantage to the taxpayer or to another person or class directly or indirectly.
- B. “Company” means any individual, receiver, assignee, trust, estate, firm, copartnership, joint venture, club, company, joint-stock company, business trust, corporation, association, society, or any group of individuals acting as a unit, whether mutual, cooperative, fraternal, non-profit or otherwise, and includes the United States or any instrumentality thereof, provided a valid tax may be levied upon or collected therefrom under the provisions of the ordinance.
- C. “Engaging in Business”
 - 1. The term "engaging in business" means commencing, conducting, or continuing in business, and also the exercise of corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.
 - 2. This section sets forth examples of activities that constitute engaging in business in the City, and establishes safe harbors for certain of those activities so that a person who meets the criteria may engage in de minimus business activities in the City without having to pay a business license fee.

The activities listed in this section are illustrative only and are not intended to narrow the definition of "engaging in business" in subsection (1). If an activity is not listed, whether it constitutes engaging in business in the City shall be determined by considering all the facts and circumstances and applicable law.

3. Without being all inclusive, any one of the following activities conducted within the City by a person, or its employee, agent, representative, independent contractor, broker or another acting on its behalf constitutes engaging in business and requires a person to register and obtain a business license.
 - a. Owning, renting, leasing, maintaining, or having the right to use, or using, tangible personal property, intangible personal property, or real property permanently or temporarily located in the City and generating any income therefrom, whether in cash, cash equivalent, barter, trade or other boot.
 - b. Owning, renting, leasing, using, or maintaining, an office, place of business, or other establishment in the City.
 - c. Soliciting sales.
 - d. Making repairs or providing maintenance or service to real or tangible personal property, including warranty work and property maintenance.
 - e. Providing technical assistance or service, including quality control, product inspections, warranty work, or similar services on or in connection with tangible personal property sold by the person or on its behalf.
 - f. Installing, constructing, or supervising installation or construction of, real or tangible personal property.
 - g. Soliciting, negotiating, or approving franchise, license, or other similar agreements.
 - h. Collecting current or delinquent accounts.
 - i. Picking up and transporting tangible personal property, solid waste, construction debris, or excavated materials.
 - j. Providing disinfecting and pest control services, employment and labor pool services, home nursing care, janitorial services, appraising, landscape architectural services, security system services, surveying, and real estate services including the listing of homes and managing real property.
 - k. Rendering professional services such as those provided by accountants, architects, attorneys, auctioneers, consultants, engineers, professional athletes, barbers, baseball clubs and other sports organizations, chemists, consultants, psychologists, court reporters, dentists, doctors, detectives, laboratory operators, teachers, veterinarians.
 - l. Meeting with customers or potential customers, even when no sales or orders are solicited at the meetings.
 - m. Training or recruiting agents, representatives, independent contractors, brokers or others, domiciled or operating on a job in the City, acting on its behalf, or for customers or potential customers.
 - n. Investigating, resolving, or otherwise assisting in resolving customer complaints.
 - o. In-store stocking or manipulating products or goods, sold to and owned by a customer, regardless of where sale and delivery of the goods took place.
 - p. Delivering goods in vehicles owned, rented, leased, used, or maintained by the person or another acting on its behalf.
4. If a person, or its employee, agent, representative, independent contractor, broker or another acting on the person's behalf, engages in no other activities in or with the City but the following, it need not register and obtain a business license.
 - a. Meeting with suppliers of goods and services as a customer.

- b. Meeting with government representatives in their official capacity, other than those performing contracting or purchasing functions.
- c. Attending meetings, such as board meetings, retreats, seminars, and conferences, or other meetings wherein the person does not provide training in connection with tangible personal property sold by the person or on its behalf. This provision does not apply to any board of director member or attendee engaging in business such as a member of a board of directors who attends a board meeting.
- d. Renting tangible or intangible property as a customer when the property is not used in the City.
- e. Attending, but not participating in a "trade show" or "multiple vendor events". Persons participating at a trade show shall review the City's trade show or multiple vendor event ordinances.
- f. Conducting advertising through the mail.
- g. Soliciting sales by phone from a location outside the City.

- 5. A seller located outside the City merely delivering goods into the City by means of common carrier is not required to register and obtain a business license, provided that it engages in no other business activities in the City. Such activities do not include those in subsection(4).

The City expressly intends that engaging in business include any activity sufficient to establish nexus for purposes of applying the license fee under the law and the constitutions of the United States and the State of Washington. Nexus is presumed to continue as long as the taxpayer benefits from the activity that constituted the original nexus generating contact or subsequent contacts.

- D. "Extractor" means every person, who from his own land or from the land of another under a right or license granted by lease, or contract, either directly or by contracting with others for the necessary labor or mechanical services, for sale or commercial use, mines, quarries, takes or produces coal, oil, natural gas, ore, stone, sand, gravel, clay, mineral or other natural resource product, or fells, cuts or takes timber or other natural products or takes, cultivates or raises fish, shell fish or other sea or inland water foods or products.
- E. "Manufacturer" means every person who, either directly or by contracting with others for the necessary labor or mechanical services, manufactures for sale or commercial use from his own materials or ingredients any articles, substances, or commodities. When the owner of equipment or facilities furnishes or sells to the customer prior to manufacture, all or a portion of the materials that become a part or whole of the manufactured article, the Director of Finance shall prescribe equitable rules for determining tax liability.
- F. "Peddler" includes any person, whether a resident of the city of Stevenson or not, traveling by foot, wagon, automotive vehicle, or any other type of conveyance from place to place, from house to house, or from street to street, carrying, conveying or transporting goods, wares, merchandise, meats, fish, seafoods, vegetables, fruits, garden truck, farm products or provisions, offering or exposing the same for sale, or making sales and delivering articles to purchasers, or who, without traveling from place to place, sell or offer the same for sale from a wagon, automotive vehicle, railroad car, or other vehicle or conveyance, and further provided that one who solicits, orders and as a separate transaction makes deliveries to purchasers as part of a scheme or design to evade the provisions of this chapter shall be deemed peddlers subject to the provisions of this chapter. "Peddler" includes the words "hawker" and "huckster."
- G. "Person" includes both the singular and the plural and also means and includes any person, firm or corporation, association, club, copartnership or society, or any other organization.

- H. "Solicitor" includes any person, whether resident of the city of Stevenson or not, traveling either by foot, wagon, automobile, motor truck, or any other type of conveyance, from place to place, from house to house, or from street to street, taking or attempting to take orders for the sale of goods, wares and merchandise, personal property of any nature whatsoever for future delivery, or for services to be furnished or performed in the future, whether or not such individual has, carries or exposes for sale a sample of the subject of such sale or whether he is collecting advance payments on such sales or not, provided that such definition includes any person who, for himself, or for another person, firm or corporation, hires, leases, uses, or occupies any building, structure, tent, railroad boxcar, boat, hotel room, lodging house, apartment, shop, or any other place within the city for the sole purpose of exhibiting samples and taking orders for future delivery
- I. "Tuition Fee" shall be construed to include library, laboratory, health service and other special fees, and amounts charged for room and board by an educational institution when the property or service for which such charges are made is furnished exclusively to the students or faculty of such institution; provided, that the term "educational institution", as herein used, shall be construed to mean only those institutions created or generally accredited as such by the State and offering to students an educational program of a general academic nature, or those institutions which are not operated for profit and which are privately endowed under a deed of trust to offer instruction in trade, industry and agriculture, but not including specialty schools, business colleges, trade schools or similar institutions.
- J. "Business Licensing Service" or "BLS" means the office within the Washington State Department of Revenue providing business licensing services to the City of Stevenson.

5.04.030 – Business License required.

Every person who engages in business in the city must obtain a City business license for the privilege of engaging in business within the city and shall post the city business license at their physical place of business. A business must obtain a license for each physical location at which it conducts business within the city. Multiple businesses operating at the same location must have and post a separate license for each business. Businesses located outside the city must carry a copy of the city business license while conducting business inside the city.

5.04.040 – Application and renewal.

- A. Application for a business license issued under this chapter is made through the Business Licensing Service (BLS). The application must include all information required for all licenses requested, the total fees due for all licenses, and the application handling fee required by RCW 19.02.075.

Upon review and approval of an application for business license, the city clerk or designee will authorize issuance of the license through BLS.

- B. The city business license expires on the date established by the Business Licensing Service (BLS) and must be renewed on or before that date in order to engage in business in the city after that date.

1. Application for renewal of a business license is made through BLS and must include all information required to renew all licenses involved, the total fees due for all licenses, and the renewal application handling fee required by RCW 19.02.075.
2. The license term and respective license fee amount may be prorated as necessary to synchronize the license expiration with the business license account maintained by BLS.
3. Failure to complete the license renewal by the expiration date will incur the late renewal penalty fee required by RCW 19.02.085 in addition to all other fees due.
4. Failure to complete the license renewal within 120 days after expiration will result in the cancellation of the license, and will require the filing of a new application for license as provided for in this chapter in order to continue conducting business in the city.

5.04.050 – Peddlers and solicitors-Application, Investigation and Issuance.

- A. Applications for peddlers and solicitors is made directly with the city and shall include the following information:
 1. Name and description of the applicant;
 2. Address (legal and local);
 3. A brief description of the nature of the business and the goods to be sold and in the case of products of farm or orchard, whether produced or grown by the applicant;
 4. If employed, the name and address of the employer, together with credentials establishing the exact relationship;
 5. The length of time for which the right to do business is desired;
 6. If a vehicle is to be used, a description of the same, together with license number or other means of identification;
 7. A photograph of the applicant, taken within sixty days immediately prior to the date of the filing of the application, which picture shall be two inches by two inches showing the head and shoulders of the applicant in a clear and distinguishing manner;
 8. The fingerprints of the applicant and the names of at least two reliable property owners of the county of Skamania, who will certify as to the applicant's good character and business responsibility, or, in lieu of the names of references, any other available evidence as to the good character and business responsibility of the applicant as will enable an investigator to properly evaluate such character and business responsibility;
 9. A statement as to whether or not the applicant has been convicted of any crime, misdemeanor, or violation of any municipal ordinance, the nature of the offense and the punishment or penalty assessed therefor;
 10. At the time of filing the application, a fee in such amount as shall be determined from time to time by resolution of the city council shall be paid to the city clerk-treasurer to cover the cost of investigation.
- B. Upon receipt of such application, the original shall be referred to the Skamania County sheriff, who shall cause such investigation of the applicant's business and moral character to be made as he deems necessary for the protection of the public good; provided, that such investigation shall be completed within thirty days of receipt of such application by the county sheriff.
- C. If as a result of such investigation the applicant's character or business responsibility is found to be unsatisfactory, the county sheriff shall endorse on such application his disapproval and his

reasons for the same, and return the application to the city clerk-treasurer, who shall notify the applicant that his application is disapproved and that no permit and license will be issued.

- D. If as a result of such investigation, the character and business responsibility of the applicant are found to be satisfactory, the county sheriff shall endorse on the application his approval, and the city clerk-treasurer shall, upon payment to the city of the prescribed license fee, deliver to the applicant his permit and issue a license.

5.04.060 – License term or expiration.

Each city business license issued under this chapter shall be valid for one year unless otherwise prorated as provided for in this chapter, and expires on the date established by the Business Licensing Service.

5.04.070 – Fee.

The fee for the City business license required by this chapter shall be established by resolution of the city council. The fee imposed by this chapter, and all penalties assessed thereon by the city, shall constitute a debt to the city and may be collected by court proceedings in the same manner as any other debt in like amount, which remedy shall be in addition to all other existing remedies. Any judgment entered in favor of the city shall include an award to the city of all court and collection costs including attorneys' fees.

5.04.080 – Prohibited refunds.

No surrender, revocation or other cancellation, irrespective of the cause, of any business license issued, shall entitle the holder thereof to any refund in whole or in part of any business license fee paid. In addition, no refunds shall be paid if the licensee shall fail to operate the business for the full period of the business license.

5.04.090 – License-nontransferable.

The business license issued under this chapter is not transferable. Only the persons to whom the business license is issued are eligible to engage in business as permitted under that license. No licensee may allow another person to operate a business under, or display the business license issued to said licensee. In the event of the sale or other transfer of ownership of the business, the acquiring owner must obtain their own license for the business, as provided for under this chapter, prior to engaging in business in the city with the acquired business.

5.04.100 – Exception – Applicability of provisions.

This chapter shall not be applicable to:

- A. Any fraternal, charitable or social entity, or nonprofit organization whose sole purpose is charitable and nonprofit and not organized or operated for the benefit of private interest, other than those operating pursuant to Chapter 69.51A RCW.
- B. Any organization or assemblage whose sole purpose is religious and is not organized or operated for the benefit of private interests;

- C. Organizations, other than those identified in subsections A or B of this section, claiming a nonprofit status must obtain a business license as provided for in this chapter; provided that if such organization submits proof of federal tax exemption under a provision of 26 USC § 501(c) they are exempt from payment of the city license fee therefor. Any other organization without such proof of tax exemption must obtain a license and pay the fee therefor.
- D. Any municipality or political subdivision of the United States or the State of Washington;
- E. Any person who is exempt from paying the license fee by the laws of the United States of America or by the State of Washington.
- F. Artisans who produce their own art or craftwork, or sellers of prepared foods participating in a special event permit in which the sponsor has a city business license.
- G. Farmers, agriculture, or gardeners selling their own farm products raised and grown exclusively upon lands owned or occupied by them. This exclusion is not applicable to the sale of value-added products or prepared foods.
- H. A seller located outside the city merely delivering goods into the city by means of a common carrier provided that it engages in no other business activities in the city.
- I. Minors engaged in babysitting, newspaper delivery, lemonade stands, lawn mowing and similar activities.
- J. Individuals who own or rent/lease property or otherwise use real property for their personal residence.
- K. Persons who own real property that is rented/leased to others for residential use or lodging for periods of thirty (30) or more consecutive days. Provided the individual rents/leases no more than two such properties within the city. Persons/entities that own and offer for rent or lease three or more separate real properties within the city must obtain a business license. Persons renting a property for fewer than 30 consecutive days at a time must hold a license issued under Chapter 5.20 SMC.
- L. Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$2,000 and who does not maintain a place of business within the city, shall submit a business license application to the city clerk or designee, but shall not be required to pay a fee. The threshold does not apply to regulatory license requirements or activities that require a specialized permit.

Beginning January 1, 2026, the threshold amount is \$4000. The threshold amount will be adjusted every forty-eight months on January 1, by an amount equal to the increase in the Consumer Price Index ("CPI") for "West Urban, All Urban Consumers" (CPI-U) for each 12-month period ending on June 30 as published by the United States Department of Labor Bureau of Labor Statistics or successor agency. To calculate this adjustment, the current rate will be multiplied by one plus the cumulative four-year (forty-eight month) CPI increase using each 12-month period ending on June 30 of each prior year, and rounded to the nearest \$100. However, if any of the annual CPI increases are more than five (5) percent, a five (5) percent increase will be used in computing the annual basis and if any of the annual CPI decreased during the forty-eight-month period, a zero (0) percent increase will be used in computing the annual basis.

5.04.110 – Revocation or suspension of license.

The city clerk may, at any time, suspend or revoke any license issued under the provisions of this chapter whenever the licensee, or any officer, employee or partner thereof:

- A. Has violated any federal, state or city statute, law, regulation or ordinance upon the business premises stated in the license or in connection with the business stated in the license, whether or not the licensee, or officer or partner thereof, has been convicted in any court of competent jurisdiction of such violation;
- B. Is or has conducted, engaged in or operated the business stated in the license upon premises which do not conform to the ordinances of the city of Stevenson;
- C. Has maintained or permitted the business stated in the license to be conducted, engaged in or operated in such a manner as to constitute a public nuisance;
- D. Has made any material false statement or representation in connection with obtaining the license.

5.04.120 – Appeal.

- A. Whenever the city clerk determines that there is cause for suspending, denying or revoking any license issued pursuant to this chapter, the clerk shall notify the person holding the license by registered or certified mail, return receipt requested, of the determination. Notice mailed to the address on the license shall be deemed received three days after mailing. The notice shall specify the grounds for suspension, denial or revocation.
- B. The licensee may appeal the decision of the city clerk to deny or revoke a business license by filing a written notice of appeal to the city council within ten days of the clerk's decision.
- C. Upon timely receipt of the notice of appeal, the city clerk shall set a date for hearing the appeal. The city clerk shall mail notice of the date of the hearing to the licensee at least twenty days prior to the hearing date.
- D. The Hearing shall be De Novo. The city council may affirm, reverse or modify the city clerk's decision.
- E. The Decision of the City Council shall be Final. Any person desiring to appeal must file an appropriate action in Skamania County Superior Court within fourteen days of the city council's decision.
- F. Following revocation, no business license shall be issued for a period of twelve months to the person or business entity whose license was revoked, or to any business entity owned or controlled by such person or entity.

5.04.130 – Penalties.

Any person violating or failing to comply with any of the provisions of this chapter are guilty of a class 1 civil infraction penalty as set forth in RCW 7.80.120 as adopted by reference in SMC 1.18.050(A)(1). Continuing violations after notice and an opportunity to abate the violation may be assessed a daily Class 1 civil infraction.

**CITY OF STEVENSON, WASHINGTON
RESOLUTION 2025 – 457**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEVENSON,
WASHINGTON, AMENDING THE BUSINESS LICENSE FEE**

WHEREAS, the City of Stevenson issues business licenses to promote compliance with applicable laws, ensure public health and safety, and maintain accurate business records; and

WHEREAS, the current business license fee of \$10 has remained unchanged for many years and no longer reflects the administrative costs of processing applications, maintaining records, and ensuring compliance; and

WHEREAS, the City Council finds it in the public interest to increase the annual business license fee from \$10 to \$25;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Stevenson that the annual business license fee is hereby set at \$25, effective August 25th, 2025, and all resolutions or parts of resolutions in conflict herewith are repealed.

PASSED by the Council of the City of Stevenson this ____ day of _____, 2025.

Scott Anderson, Mayor

ATTEST:

APPROVED AS TO FORM:

Wesley Wootten, City Clerk

Robert C. Muth, City Attorney

Building, Plumbing, Mechanical permit fees and charges (SMC 15.01.060)		
A.	Building Permits:	
	The determination of value or valuation under any of the provisions of this code shall be made by the Building Official. The Building Official shall use the square footage building valuation data standards set forth in the International Code Council's Building Safety Journal as updated to guide the establishment of valuation for a permit. A copy of said valuation standards shall be on file and available for public use and inspection at Stevenson City Hall.	
	Total Valuation	Fee
	\$1.00 to \$500.00	\$23.50
	\$501.00 to \$2,000	\$23.50 for the first \$500.00 plus \$3.50 for each additional \$1,000.00, or fraction thereof, to and including \$2,000.00.
	\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
	\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including 50,000.00.
	\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000.00.
	\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.
	\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.
	\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof.
	Plan Review Fees	65% of the building permit fee. Larger permits may require a portion or all of the plan review fee to be paid up front.
A1.	Roofing Permits: Fees will be \$75.00 for the first \$3,200 value plus \$75.00 for each additional \$3,200 or fraction thereof.	
A2.	Public Fireworks Display Permit (RCW 70.77.131)	\$90.00
A3.	Manufactured Homes: Fees for placement permits follow the schedule above except for the 65% fee for the plan review.	
A4.	"SAME AS" plans: The Building Official may waive a portion of the plan review fee if the same plan is submitted for more than one permit.	
A5.	Demolition Permits (Fees will be a flat assessment. Applies only to structures over 200 square feet)	\$150.00
A6.	Fire Suppression Systems. Fees for Fire Suppression or Prevention Systems will follow the schedule above (A).	

B.	<u>Mechanical Permit Fees:</u>	<u>Fee</u>
	Permit Issuance	
B1.	For the issuance of each mechanical permit.	\$23.50
B2.	For issuing each supplemental permit for which the original permit has not expired, been canceled or finalized.	\$10.70
	<u>Unit Fee Schedule</u>	
	(Note: The following do not include permit-issuing fee)	
B3.	Furnaces	
	For the installation or relocation of forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance up to and including 100,000 btu/h (29.3 kW)	\$14.80
	For the installation or relocation of forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 btu/h (29.3 kW)	\$18.20
	For the installation or relocation of each floor furnace, including vent	\$14.80
	For the installation or relocation of each suspended heater, recessed wall heater or floor mounted unit heater.	\$14.80
B4.	Appliance Vents	
	For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit.	\$7.25
B5.	Repairs or Additions	
	For the repair of, the alternation of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code.	\$13.70
B6.	Boilers, Compressors and Absorption Systems	
	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW) or each absorption system to and including 100,000 Btu/h (29.3kW)	\$14.70
	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3kW) to and including 500,000 Btu/h (146.6kW)	\$27.15
	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (291.3 kW)	\$37.25
	For the installation or relocation of each boiler or compressor over 30 horsepower (105.7 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.47
	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW) or each absorption system over 1,750,000 Btu/h (512.9 kW).	\$92.65

B7.	Air Handlers	
	For each air handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto. Note: <i>This fee does not apply to an air-handling unit which is a portion of a factory- assembled appliance, cooling system, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.</i>	\$10.65
	For each air-handling unit over 10,000 cfm (4710 L/s)	\$18.10
B8.	Evaporative Coolers	
	For each evaporative cooler other than a portable type	\$10.65
B9.	Ventilation and Exhaust	
	For each ventilation fan connected to a single duct.	\$7.25
	For each ventilation system which is not a portion of any heating or air-condition system.	\$10.65
	For the install action of each hood which is served by a mechanical exhaust, including the ducts	\$10.65
B10.	Incinerators	
	For the installation or relocation of each domestic type incinerator	\$18.20
B11.	Solid Fuel Burning Appliance	
	For the installation or relocation of each domestic type Solid Fuel Burning Appliance	\$30.00
B12.	Miscellaneous	
	When applicable, permit fees for fuel gas piping shall be as follows:	
	For each gas piping system of one to four outlets	\$5.00
	For each gas piping system of five or more outlets, for each outlet	\$1.00
	When applicable, permit fees for process piping shall be as follows:	
	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories or for which no other fee is listed in the table.	\$10.65

C.	<u>Plumbing Permit Fees:</u>	
	Permit Issuance	
C1.	For issuing each permit.	\$22.00
C2.	For issuing each supplemental permit	\$10.00
	<u>Unit Fee Schedule</u>	
	(Note: The following do not include permit-issuing fee)	
C3.	For each additional plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)	\$7.00
C4.	For each building sewer and each trailer park sewer	\$15.00
C5.	Rainwater systems - per drain (inside building)	\$7.00
C6.	For each private sewage disposal system (where permitted)	\$40.00
C7.	For each water heater and or vent	\$7.00
C8.	For each gas piping system of one to five outlets	\$5.00
C9.	For each additional gas piping system outlet, per outlet	\$1.00
C10.	For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps	\$7.00
C11.	For each installation, alteration or repair of water piping and/or water, each	\$7.00
C12.	For each repair or alteration of a drainage or vent piping, each fixture	\$7.00
C13.	For each lawn sprinkler system on any one meter including backflow protection devices therefore.	\$7.00
C14.	For atmospheric-type vacuum breakers no included in item 12: 1 to 5	\$5.00
	Over 5, each	\$1.00
C15.	For each back flow protective device other than atmospheric type vacuum breakers: 2 inch (51 mm) diameter and smaller	\$7.00
	Over 2 inch (51 mm) diameter	\$15.00
C16.	For each gray water system	\$40.00
C17.	For initial installation and testing of a reclaimed water system.	\$30.00
C18.	For each annual cross-connection testing of a reclaimed water system (excluding initial test)	\$32.05
C19.	For each medical gas piping system serving one to five inlet(s)/outlet(s) for a specific gas	\$53.40
C20.	For each additional medical gas inlet(s)/outlets(s)	\$5.35

D.	Grading Permits:	
	Permit Issuance	
	The grading permit applies to grading, excavation, and earthwork construction, including fills and embankments. The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.	
Table A-33-A - Grading Plan Review Fees		
	50 cubic yards (38.2 m ³) or less	No Fee
	51 - 100 cubic yards (40 m ³ to 76.5m ³)	\$23.50
	101 to 1,000 cubic yards (76.6m ³ to 764.6m ³)	\$37.00
	1,001 to 10,000 cubic yards (764.7m ³ to 7645.5m ³)	\$49.25
	10,001 to 100,000 cubic yards (7,645.6m ³ to 76,455m ³)	49.25 for the first 10,000 cubic yards plus \$24.50 for each additional 10,000 yards (7,645.5m ³) or fraction thereof.
	100,001 to 200,000 cubic yards (76,456m ³ to 152,911m ³)	\$269.75 for the first 100,000 cubic yards plus \$13.25 for each additional 10,000 yards (7,645.5m ³) or fraction thereof.
	200,001 cubic yards (152912m ³) or more	\$402.25 for the first 200,000 cubic yards plus \$7.25 for each additional 10,000 cubic yards (7,645.5m ³) or fraction thereof.
Table A-33-A - Grading Permit Fees		
	50 cubic yards (38.2 m ³) or less	\$23.50
	51 - 100 cubic yards (40 m ³ to 76.5m ³)	\$37.00
	101 to 1,000 cubic yards (77.2m ³ to 76,4.6m ³)	\$37.00 for the first 100 cubic yards (76.5m ³) plus \$17.50 for each additional 100 yards (76.5m ³) or fraction thereof.
	1,001 to 10,000 cubic yards (765.3m ³ to 7645.5m ³)	\$194.50 for the first 1,000 cubic yards plus \$14.50 for each additional 1,000 yards (764.6m ³) or fraction thereof.
	10,001 to 100,000 cubic yards (7646.3m ³ to 76455m ³)	\$325.00 for the first 10,000 cubic yards plus \$66.00 for each additional 10,000 yards (7645.5m ³) or fraction thereof.
	100,001 cubic yards (765.3m ³ to 7645.5m ³) or more	\$919.00for the first 100,000 cubic yards (76455m ³) plus \$36.30 for each additional 10,000 yards (7645.5m ³) or fraction thereof.

E	Planning Department Review of Building Permit Application (includes inspections) (SMC 17.08.080)	
E1.	For new construction, remodels with a footprint alteration, all sign and grading permits.	\$75.00
F	Public Works Department Building Permit Fee (includes inspections)	
F1.	For new construction such as single and multi-family residences, accessory dwelling units, commercial, etc.	\$350.00
F2.	For minor permits such as re-roofing, signs, fences, sheds, etc.	\$100.00
F3.	Additional Inspections (may include Backflow Assembly, sewer connection, etc. outside of Public Works fees listed above)	\$50.00
G.	Other Building Department Inspections and Fees:	
G1.	Inspections outside of normal business hours (minimum charge - two hours)	\$75.00/hr
G2.	Re-Inspections	\$75.00/hr
G3.	Inspections for which no fee is specifically indicated (minimum charge - one (1) hour)	\$75.00/hr
G4.	Additional plan review required by changes, additions, or revisions to plans (minimum charge - one (1) hour)	\$75.00/hr
G5.	Any construction started without the benefit of a building permit.	Double the normal permit fee together with all cost incurred for enforcement
G6.	For use of outside consultants for plan checking and inspections, or both	Actual costs

Public Works Fees

H	Right of Way Use Permit Fees (SMC 12.02.080):	
H1.	Type A* —for more than fifteen minutes, not greater than 24 hours and does not involve the disturbance of ROW.	\$50.00
H2.	Type B —for work that will alter the appearance or disturb the ROW on a temporary or permanent basis. ***	\$100.00
	• Damage to City facilities under a type B permit	Actual cost
	• Pavement surface less than 10-years old	Fee**
H3.	Type C —for use of ROW for activities for extended periods of time.	\$150.00
H4.	Type D —for long term or permanent use of ROW by signed agreement between permittee and the City.	\$250.00

*Fees may be waived for block parties, races, parades, and other similar activities sponsored by nonprofit agencies and which further the goals and objectives of the City.

** Fee= multiplier based on age (<2 years=2, 2-3 years=1.5, 3<5 years=0.5, ≥5=0.25) * square feet of disturbance * cost per square feet based on current industry and market standards

***Franchised utilities which must apply for permits due to city sponsored construction projects may be granted a waiver by the Public Works Director.

	Right of Way Use Fines (SMC 12.02.220)	
H5.	Debris, hazards, obstruction, nuisance, damage or spilled load removal	Actual Costs

	Right of Way Violation Penalty (SMC 12.02.260)	
H6.	Use of Right of Way without a permit	Double the cost of the permit fee

I	Sewer Pretreatment Charges and Fees (SMC 13.08.961):	
I1.	Pretreatment Program Administration (FOG annually per user – on Preferred Pumper)	\$200.00
I2.	Pretreatment Program Administration (FOG annually per user – not on Preferred Pumper)	\$350.00
I3.	Pretreatment Program Administration (SIU annually per user)	\$450.00
I4.	Reinspection for Violations	\$50.00

	Grease, Oil, and Sand Trips/Interceptors Fines (SMC 13.08.270)	
I5.	First Violation	\$150.00
I6.	Second Violation	\$350.00
I7.	Third Violation	\$700.00
I8.	Fourth and Every Additional Violation	\$1,400.00

	Sewer and Pretreatment Administrative Fines (SMC 13.08.925 & 961)	
I9.	Administrative Fines	Actual Costs

Planning Fees

K	Annexation Fees:	
K1.	Election Method	\$900.00
K2.	Notice of Intent	\$600.00
K3.	Petition	\$300.00
K4.	Zoning (SMC 17.50.030)	\$300.00
L	Appeals: (SMC 17.08.080) To Board of Adjustment, Planning Commission, City Council	\$0.00
M	Boundary Line Adjustment: (SMC 16.01.030)	
M1.	Typical	\$300.00
M2.	Combination of Lots	\$100.00
N	Comprehensive Plan Revision: (SMC 17.11.040)	\$1,500.00
O	Conditional Use: (SMC 17.39.030)	\$600.00
P	Critical Areas Permit: (SMC 18.13.070)	
P1.	Expedited Review	\$75.00
P2.	Geologic Hazard Area	\$300.00
P3.	Habitat/Westland	\$600.00
P4.	Reasonable Use Allowance	\$750.00
Q	Land Use /Planning Department Review: (SMC 17.08.080) For new construction, remodels with a footprint alteration, all sign and grading permits.	\$75.00
R	Nonconforming Use Review (BOA): (SMC 17.08.080)	\$600.00
S	Ordinance Revisions: (SMC 17.08.080)	\$1,500.00
T	Parking: (SMC 17.08.080)	
T1.	Joint Use of Parking	\$600.00
T2.	Parking Interpretation	\$0.00
U	Planned Unit Development: (SMC 17.17.120)	\$1,500+\$1 per sq ft
V	Plat Amendment: (SMC 16.01.030)	\$1,500+\$1 per sq ft
W	Plat Vacation: (SMC 16.01.030)	\$900+\$1 per 60 sq ft
X	Reduction in City Boundaries:	\$1,000.00

Y	Shorelines Management Program: (SMC 18.08.120)	
Y1.	Statement of Exemption	\$50.00
Y2.	Minor Project Approval	\$300.00
Y3.	Shoreline Substantial Development	\$1,250.00
Y4.	Shoreline Conditional Use, Shoreline	\$1,500.00

Z	Short Plats: (SMC 16.01.030)	
Z1.	Short Plat	\$1,500+\$1 per 60 sq ft
Z2.	Variance	\$600.00

AA	State Environmental Policy Act (SEPA): (SMC 18.04.185)	
AA1.	Checklist	\$300.00
AA2.	Environmental Impact Statement (EIS)	\$1,500.00

AB	Subdivisions: (SMC 16.01.030)	
AB1.	Preliminary plat	\$1,500+\$1 per 60 sq ft
AB2.	Variance	\$600.00
AB3.	Final Plat	\$1,500

AC	Variance (SMC 17.08.080/SMC 2.15.110)	\$600.00
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AD	Zoning: (SMC 17.50.030)	
AD1.	Resolution of Intent	\$600.00
AD2.	Rezoning Request	\$1,500.00
AD3.	Zoning Interpretation	\$0.00
AD4.	Zoning Verification Letter	\$200.00

A-1: Planning and Public Works Fees—General.

- A. Purpose. Fees are based on costs to reimburse the public for staff time and resources expended in reviewing and processing permit applications. These fees do not include costs associated with outside consultant review of an application.
- B. Fees, Authorized. Application fees for the various reviews, applications and permits set forth in the Stevenson Municipal Code. No application shall be considered unless and until the fee has been paid to the City. Fees shall not be refundable except as provided in Section A-4. Any exemption or refund must be approved by the City Administrator, and any costs incurred by the city shall be deducted from fees paid prior to any exemption or refund.
- C. Payment of Fees. All fees provided shall be paid when due. Nonpayment of any fees when due shall result in a determination by the City that an application has been withdrawn or is incomplete, suspending or terminating review of the application.
- D. Multiple Permits and Applications. In the case of multiple permit applications, the applicant shall pay all applicable fees.

A-2: Other Charges and Fees.

- A. Outside Consultant Review Fees. When it is necessary to utilize the services of professional consultants (e.g., engineers, surveyors, hydrologists, biologists, or other specialists) to assist the City with its review of the applications identified herein, the costs for the outside consultant's reviews shall be the responsibility of the applicant. The fees for these services may be billed monthly to the applicant based on all actual costs for labor, overhead, material testing and expenses. A deposit for such costs may be required by the City.
- B. Hearing Examiner. For any appeal or proposal reviewed by the City of Stevenson Hearing Examiner, 50% of the costs for the Hearing Examiner will be the responsibility of the applicant. The costs for these services may be billed monthly to the applicant based at 50% of the actual invoice received by the City. A deposit for such costs may be required by the City.
- C. Recording Fees. The amount of the recording fees charged by Skamania County shall be the responsibility of the applicant.
- D. Election Fees. When it is necessary to hold an election associated with a request, the actual cost of such election shall be the responsibility of the applicant.
- E. All fees charged by the City under this section shall be paid prior to the approval of an application.

A-3: Application Fee Exemptions.

When approved by the City Administrator, the following may be exempt from the fees established herein:

- A. Applications submitted by nonprofit agencies for proposals which further goals and objectives of the City.
- B. Subdivision Preliminary Plat and Short Plat applications which have obtained approval as a Planned Unit Development.

A-4: Application Fee Refunds.

When approved by the City Administrator, refunds for fees paid as set forth herein shall be limited to the following:

- A. When no permit processing has been completed or costs have been incurred: 80%.
- B. When an application has been processed prior to issuance of a determination of completeness: 50%.
- C. After issuance of a determination of completeness: 0%.
- D. No refunds shall be made for publication of notice costs, outside consultant review fees, or other fees, charges set forth A-2.

A-5: Conflicts with the Municipal Code.

In the event of a conflict in any fees, charges, or provisions set forth herein and fees and charges or provisions found in the Stevenson Municipal Code, the fees, charges, requirements, procedures, and all provisions contained herein now, or as hereafter amended, shall prevail.

Utility Fees and Charges

Water System Fees and Charges (SMC 13.10.070)	
System Development Charges	
Meter Size	Fee
Residential <25 Fixture Units	\$8,223
¾"/Residential <55 Fixture Units	\$12,334
1"/Residential <130 Fixture Units	\$20,556
1.5"	\$41,113
2"	\$65,781
3"	\$123,339
4"	\$205,565
6"	\$411,130
Installation Costs	Time and Materials

Wastewater System Fees and Charges (SMC 13.10.080)	
System Development Charges	
Charge Type	Fee
Residential ERU < 1,500 SqFt	\$6,683
Residential ERU 1,500-2,599 SqFt	\$8,910
Residential ERU > 2,600 SqFt	\$11,607
Commercial Flow(gallon)	\$14.88
Commercial BOD (pound)	\$5,666
Residential single-family service inspection	\$100
All other service inspections	\$300

Connection fees for properties with demolished buildings previously connected to service may be the lesser of the System Development Charge for the utility, or the sum of the monthly base fees for the previous 6-years had the service not been disconnected.

Monthly Water Rates and Fees (SMC 13.10.020)

The table below reflects rates in the event a .3% Street Sales Tax is not approved by voters in 2024.

	2023	2024	2025	2026	2027	2028
Meter Size	Inside City					
Up to ¾"	37.04	39.63	42.40	45.37	48.55	51.95
1"	60.78	65.03	69.58	74.45	79.66	85.24
1 1/2"	146.72	156.99	167.98	179.74	192.32	205.78
2"	282.98	302.79	323.99	346.67	370.94	396.91
3"	508.52	544.12	582.21	622.96	666.57	713.23
4"	610.12	652.83	698.53	747.43	799.75	855.73
6"	1,625.27	1,739.04	1,860.77	1,991.02	2,130.39	2,279.52
Transient Lodging (per unit)	18.52	19.82	21.20	22.69	24.28	25.98
Hydrant Use Connection Fees	100.00	100.00	100.00	100.00	100.00	100.00

	Outside City					
Up to 3/4"	54.62	58.44	62.53	66.91	71.59	76.60
1"	103.51	110.76	118.51	126.81	135.69	145.19
1 1/2"	211.29	226.08	241.91	258.84	276.96	296.35
2"	408.82	437.44	468.06	500.82	535.88	573.39
3"	737.86	789.51	844.78	903.91	967.18	1,034.88
4"	887.42	949.54	1,016.01	1,087.13	1,163.23	1,244.66
6"	2,353.13	2,517.85	2,694.10	2,882.69	3,084.48	3,300.39
	Usage (per ft ³) (over base usage)					
Inside Usage	0.047	0.050	0.054	0.058	0.062	0.066
Outside Usage	0.056	0.060	0.064	0.068	0.073	0.078
Hydrant Usage	0.056	0.060	0.064	0.068	0.073	0.078
	Other Fees and Charges					
Delivery Fee of Lock Off Notice	10.00	10.00	10.00	10.00	10.00	10.00
Termination Fee-Working Hours	50.00	50.00	50.00	50.00	50.00	50.00
Termination Fee-Non-Working Hours	150.00	150.00	150.00	150.00	150.00	150.00

The table below reflects rates in the event a .3% Street Sales Tax is approved by voters in 2024.

	2023	2024	2025	2026	2027	2028
Meter Size	Inside City					
Up to 3/4"	37.04	39.08	41.23	43.50	45.89	48.41
1"	60.78	64.12	67.65	71.37	75.30	79.44
1 1/2"	146.72	154.79	163.30	172.28	181.76	191.76
2"	282.98	298.54	314.96	332.28	350.56	369.84
3"	508.52	536.49	566.00	597.13	629.97	664.62
4"	610.12	643.68	679.08	716.43	755.83	797.40
6"	1,625.27	1,714.66	1,808.97	1,908.46	2,013.43	2,124.17
Transient Lodging (per unit)	18.52	19.54	20.62	21.75	22.95	24.21
Hydrant Use Connection Fees	100.00	100.00	100.00	100.00	100.00	100.00
	Outside City					
Up to 3/4"	54.62	57.62	60.79	64.13	67.66	71.38
1"	103.51	109.20	115.21	121.55	128.24	135.29
1 1/2"	211.29	222.91	235.17	248.10	261.75	276.15
2"	408.82	431.31	455.03	480.06	506.46	534.32
3"	737.86	778.44	821.25	866.42	914.07	964.34
4"	887.42	936.23	987.72	1,042.04	1,099.35	1,159.81
6"	2,353.13	2,482.55	2,619.09	2,763.14	2,915.11	3,075.44
	Usage (per ft ³) (over base usage)					
Inside Usage	0.047	0.050	0.053	0.056	0.059	0.062

Outside Usage	0.056	0.059	0.062	0.065	0.069	0.073
Hydrant Usage	0.056	0.059	0.062	0.065	0.069	0.073
	Other Fees and Charges					
Delivery Fee of Lock Off Notice	10.00	10.00	10.00	10.00	10.00	10.00
Termination Fee-Working Hours	50.00	50.00	50.00	50.00	50.00	50.00
Termination Fee-Non-Working Hours	150.00	150.00	150.00	150.00	150.00	150.00

All rates shall be subject to an automatic annual rate increase of 5% beginning January 1, 2029 unless modified by council prior to the adjustment date.

The first 400 cubic feet of water consumed included in minimum monthly base water service charge. For Transient Lodging the first 200 cubic feet of water consumed per unit is included in the minimum monthly base water service charge.

Residential properties with more than one residential unit (i.e. duplexes, apartments, homes with accessory dwelling units) will be charged the applicable monthly residential base rate times the number of residential units.

Hydrant use: The use of water from the city's fire hydrants may be used by authorization of the Public Works Director for non-fire protection and non-potable related purposes through an application process. The hydrant meter may remain connected for a period no longer than 5 business days. Longer connection periods may be approved at the discretion of the Public Works Director. The first 400 cubic feet of water usage is included in the connection fee of the hydrant meter. Thereafter the charges are as listed above.

Monthly Sewer Rates and Fees (SMC 13.10.020)

The table below reflects rates in the event a .3% Street Sales Tax is not approved by voters in 2024.

Class of Service	2023	2024	2025	2026	2027	2028
Residential						
Single ¾" Residential	\$116.46	128.11	140.92	145.85	150.95	155.48
Non-Residential						
Transient quarters-per unit	\$58.24	64.06	70.46	72.93	75.48	77.74
Other Commercial						
¾" water service	\$116.46	128.11	140.92	145.85	150.95	155.48
1" water service	\$242.05	266.26	292.89	303.14	313.75	323.16
1.5" water service	\$360.65	396.72	436.39	451.66	467.47	481.49

2" water service	\$545.54	600.09	660.10	683.20	707.11	728.32
3" water service	\$782.72	860.99	947.09	980.24	1,014.55	1,044.99
4" water service	\$1,019.90	1,121.89	1,234.08	1,277.27	1,321.97	1,361.63
6" water service	\$1,684.03	1,852.43	2,037.67	2,108.99	2,182.80	2,248.28

Usage ¹ Rates for Non-Residential/Commercial						
Flow Surcharge	\$0.059	0.065	0.072	0.075	0.078	0.080
BOD Surcharge²						
Low	\$0.000	0.000	0.000	0.000	0.000	0.000
Medium	\$0.023	0.025	0.028	0.029	0.030	0.031
High	\$0.047	0.077	0.115	0.136	0.160	0.179
Very High	\$0.092	0.124	0.163	0.186	0.212	0.235

The table below reflects rates in the event a .3% Street Sales Tax is approved by voters in 2024.

Class of Service	2023	2024	2025	2026	2027	2028
Residential						
Single ¾" Residential	\$116.46	128.11	140.92	145.15	149.50	153.99
Non-Residential						
Transient quarters-per unit	\$58.24	64.06	70.46	72.58	74.75	77.00
Other Commercial						
¾" water service	\$116.46	128.11	140.92	145.15	149.50	153.99
1" water service	\$242.05	266.26	292.89	301.68	310.73	320.05
1.5" water service	\$360.65	396.72	436.39	449.48	462.96	476.85
2" water service	\$545.54	600.09	660.10	679.90	700.30	721.31
3" water service	\$782.72	860.99	947.09	975.50	1,004.77	1,034.91
4" water service	\$1,019.90	1,121.89	1,234.08	1,271.10	1,309.23	1,348.51
6" water service	\$1,684.03	1,852.43	2,037.67	2,098.80	2,161.76	2,226.61

Usage ¹ Rates for Non-Residential/Commercial						
Flow Surcharge	\$0.059	0.065	0.072	0.074	0.076	0.078
BOD Surcharge²						
Low	\$0.000	0.000	0.000	0.000	0.000	0.000
Medium	\$0.023	0.025	0.028	0.029	0.030	0.031
High	\$0.047	0.077	0.115	0.133	0.153	0.171
Very High	\$0.092	0.124	0.163	0.181	0.201	0.219

BOD: (denoting Biochemical Oxygen Demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20°C, expressed in milligrams per liter (mg/l).

“Residential” shall mean any contributor to the City’s treatment works whose real estate or building is used for domestic dwelling purposes only.

Residential properties with more than one residential unit (i.e. duplexes, apartments, homes with accessory dwelling units) will be charged the applicable monthly residential base rate times the number of residential units.

- 1- Flow based on water consumption charged per cubic foot over 400 cu/ft. Industrial users will be charged based on a consumption factor as determined by the City.
- 2- BOD Surcharge applies to commercial customers based on the following classification:

Strength Category	BOD Strength	Types of Typical Users
Low	<300mg/L	Public Facilities, Hotel/Motel w/o Restaurant, General Retail, Office Space, Industrial w/o Process Discharge
Medium	301-600 mg/L	Hotel/Motel w/Restaurant, School w/Cafeteria, Laundromat, Nursing Home, Hospital
High	600-2,000 mg/L	Grocery Store, Bakery, Restaurant, Coffee Shop
Very High	>2,000 mg/L	Food Production, Brewery, Distillery, Cider Production, Dairy, Industrial w/Process Discharge

Additional fees for BOD₅ testing at the request of the customer will be billed at actual rates for staff time, materials and testing services used plus 17% overhead.

All rates shall be subject to an automatic annual rate increase of 5% beginning January 1, 2029 unless modified by council prior to the adjustment date.

General Fees

4.1	Vacation Rental Fees (SMC 5.20.020):	
1.	New License	\$200.00
2.	License Renewal	\$200.00
3.	Prorated Licenses-Received After June 30th	\$100
4.	Appeals (SMC 5.20.055)	\$0.00
5.	Labor, Overhead, and Outside Consultant Review	Actual Cost

4.2	Business Licenses (SMC 5.04.070):	
1.	General Business License Origination Fee	\$25.00 \$10.00
2.	General Business License Renewal Fee	\$25.00 \$10.00
3.	Non-Resident License	
	Income under \$ 42 ,000.00 Annually	\$0.00
	Income Above \$ 42 ,000.00 Annually	\$25.00 \$10.00
4.	Non-Residential Renewal	
	Income under \$ 42 ,000.00 Annually	\$0.00
	Income Above \$ 42 ,000.00 Annually	\$25.00 \$10.00
5.	Peddler's License	\$15.00

4.3	Dog Licensing (SMC 6.04.040):	
1.	Non-Spayed/Non-Neutered Dogs	\$15.00
2.	Spayed/Neutered Dogs	\$7.50
3.	Senior (Age 60) Non-Spayed/Neutered Dogs	\$11.25
4.	Senior (Age 60) Spayed/Neutered Dogs	\$3.75
5.	Duplicate/Replacement Tags	\$1.00

**CITY OF STEVENSON
ORDINANCE NO. 2025-1229**

**AN ORDINANCE OF THE CITY OF STEVENSON, WASHINGTON, AMENDING
STEVENSON MUNICIPAL CODE SECTION 13.10.080 – WASTEWATER
CONNECTION FEES, TO CLARIFY WHEN MONTHLY CHARGES BEGIN
ACCRUING FOR PROPERTIES CONNECTED TO THE CITY SEWER SYSTEM.**

WHEREAS, the City of Stevenson has established wastewater connection fees and monthly service charges to equitably distribute the costs of operating and maintaining the city's wastewater utility; and

WHEREAS, the City Council desires to clarify that monthly charges shall begin accruing after the sewer service connection is installed and passes inspection;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STEVENSON,
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

Section 1. Amendment.

Stevenson Municipal Code Section **13.10.080 – Wastewater Connection Fees** is hereby amended to add the following provision:

13.10.080 – Wastewater Connection Fees

D. Commencement of Monthly Charges. After the sewer service connection is installed and passes inspection, the property owner shall be charged the minimum monthly wastewater service rate, regardless of whether the structure is occupied.

Section 2. Severability.

If any section, subsection, sentence, clause, or phrase of this ordinance is held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 3. Effective Date.

This ordinance shall take effect and be in full force five (5) days after publication as provided by law.

PASSED by the City Council of the City of Stevenson at a regular meeting this ____ day of _____, 2025.

Scott Anderson, Mayor

ATTEST:

APPROVED AS TO FORM:

Wesley Wootten, City Clerk

Robert Muth, City Attorney

**CITY OF STEVENSON, WASHINGTON
ORDINANCE NO. 2025-1230**

AN ORDINANCE OF THE CITY OF STEVENSON, WASHINGTON, REAFFIRMING AND CONTINUING THE CITY’S USE OF A SMALL WORKS ROSTER PROCESS FOR PUBLIC WORKS CONTRACTS PURSUANT TO RCW 39.04.151–155; ESTABLISHING PROCEDURES FOR SOLICITING BIDS AND AWARDING CONTRACTS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

I. WHEREAS

1. RCW 39.04.151 through 39.04.155 authorize municipalities to use a Small Works Roster process for awarding public works contracts in lieu of the traditional competitive bidding process for projects not exceeding the statutory dollar threshold; and
2. As of July 1, 2024, the statutory limit for the Small Works Roster process under RCW 39.04.151–155 is three hundred fifty thousand dollars (\$350,000), excluding Washington State sales tax; and
3. The City of Stevenson has previously maintained a Small Works Roster to expedite the procurement of qualified contractors for small public works projects while preserving fairness, competition, and cost-effectiveness; and
4. The City desires to reaffirm and continue the use of the Small Works Roster process in compliance with applicable state laws.

II. NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STEVENSON, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Authority to Maintain Small Works Roster

The City of Stevenson shall maintain one or more Small Works Rosters, as authorized by RCW 39.04.151–155, for use in awarding public works contracts estimated to cost \$350,000 or less, excluding Washington State sales tax.

Section 2. Roster Maintenance

- A. The City Clerk or designee shall be responsible for establishing and maintaining the Small Works Roster(s).
- B. At least once per year, the City shall publish a notice of the existence of the roster(s) and solicit the names of contractors interested in being placed on such roster(s), as required by RCW 39.04.155(2).
- C. The roster(s) shall consist of all responsible contractors who have requested to be included and who meet the minimum qualifications as set forth by applicable law and City policy.

Section 3. Use of the Roster

- A. For projects estimated to cost \$350,000 or less, the City may invite proposals from contractors listed on the Small Works Roster without publishing a formal advertisement for bids.
- B. The City shall invite at least five (5) contractors from the appropriate roster to submit bids, unless fewer than five (5) contractors are on the roster.
- C. The City shall award the contract to the lowest responsible bidder as defined in RCW 39.04.010.

Section 4. Limited Public Works Process

For projects estimated to cost \$35,000 or less, the City may use the Limited Public Works process authorized by RCW 39.04.155(3), whereby quotations may be solicited from a minimum of three (3) contractors from the appropriate roster, and the City may waive payment and performance bonds and retainage requirements in accordance with RCW 39.04.155(3).

Section 5. Records and Public Inspection

The City shall keep a record of all contractors contacted and all bids received for each small works project, and such records shall be open to public inspection in accordance with RCW 39.04.155(2)(c).

Section 6. Severability

If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances shall not be affected.

Section 7. Effective Date

This Ordinance shall take effect five (5) days after publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF STEVENSON, WASHINGTON, at a regular meeting thereof this ____ day of _____, 2025.

CITY OF STEVENSON

By: _____

Scott Anderson, Mayor

ATTEST:

_____, City Clerk

APPROVED AS TO FORM:

Robert C. Muth
City Attorney

City of Stevenson, Washington
Small Works Roster Policy & Procedures Manual
Adopted by Resolution No. 2025-458 / Effective Date: _____

1. Purpose

The purpose of this Policy is to implement the Small Works Roster Ordinance of the City of Stevenson and to comply with the requirements of RCW 39.04.151–155. The Small Works Roster provides an alternative method for procuring public works contracts estimated to cost \$350,000 or less (excluding sales tax) without the need for formal advertisement.

2. Authority

This Policy is adopted pursuant to:

- RCW 39.04.010 (Definitions – Public Works)
- RCW 39.04.151–155 (Small Works Roster Process)
- City of Stevenson Ordinance No. ____ (Small Works Roster Authorization)

3. Definitions

A. Small Works Roster: A list of responsible contractors who have requested to be listed and meet City qualifications for performing public works contracts under the applicable dollar thresholds.

B. Limited Public Works Process: A streamlined version of the Small Works Roster process for projects estimated to cost \$35,000 or less.

C. Responsible Contractor: Defined in RCW 39.04.350 and meeting licensing, bonding, and other requirements.

4. Roster Maintenance

4.1 Annual Solicitation

- The City Clerk (or designee) shall publish a notice at least once per year in a newspaper of general circulation and/or on the City’s official website announcing the existence of the roster(s) and inviting contractors to apply.
- Contractors may be added to the roster at any time upon request and verification of qualifications.

4.2 Contractor Information Required

Contractors must submit:

- Business name, address, and contact information
- Contractor registration number and expiration date
- Federal Tax ID number

- Specialty or General Contractor designation
- Insurance and bonding documentation
- Proof of compliance with RCW 39.04.350 requirements

4.3 Rosters by Trade or Specialty

The City may maintain multiple rosters for different categories of work (e.g., electrical, plumbing, general construction, paving) as deemed necessary.

5. Procedures for Soliciting Bids

5.1 For Projects \$350,000 or Less

1. Determine estimated project cost.
2. Identify appropriate roster(s) based on the scope of work.
3. Solicit written or electronic quotations from at least **five (5)** contractors from the roster.
4. If fewer than five contractors are available in the category, solicit from all available contractors.
5. Record all invitations and responses.

5.2 Award of Contract

- Contracts shall be awarded to the lowest responsible bidder.
- Bid evaluation must be documented and kept in the project file.

5.3 Public Inspection

- The City shall keep a record of all contractors contacted and all bids received, available for public inspection upon request.

6. Limited Public Works Process (RCW 39.04.155(3))

6.1 Applicability

For projects estimated to cost \$35,000 or less, the City may:

- Solicit bids from a minimum of three (3) contractors from the appropriate roster.
- Waive payment and performance bonds (per RCW 39.08.010) with contractor's consent.
- Waive retainage requirements (per RCW 60.28.011(1)(b)).

6.2 Award and Documentation

- Award to the lowest responsible bidder.
- Keep a public record of the contractors contacted and bids received.

7. Emergency Work

Nothing in this policy limits the City's authority to respond to emergencies under RCW 39.04.280 without following the Small Works Roster process.

8. Contract Execution and Administration

- All small works contracts shall be executed in writing and signed by the Mayor or authorized designee.
- The contract shall include standard terms and conditions, insurance requirements, and any other provisions required by law.
- The project manager shall monitor contract performance and verify completion before payment.

9. Records Retention

- Maintain roster lists, solicitation records, bids, award documentation, and contract files for the period required by the Washington State Local Government Common Records Retention Schedule.

10. Compliance and Review

- The City Clerk shall review and update this Policy as necessary to ensure compliance with changes in state law.
- Any changes in dollar thresholds under RCW 39.04.151–155 shall be incorporated without the need for a separate Council action unless otherwise required by law.

Approved: _____
Scott Anderson, Mayor

Attest: _____
Wesley Wootten, City Clerk

Approved as to Form: _____
Robert C. Muth, City Attorney

LOAN RESOLUTION
(Public Bodies)A RESOLUTION OF THE City CouncilOF THE City of Stevenson, Washington

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Municipal Water and Sewer

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the City of Stevenson, Washington

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of Eight Hundred Seventy-Three Thousand and No/100 Dollarspursuant to the provisions of Title 35 of the Revised Code of Washington; and**WHEREAS**, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:**NOW THEREFORE**, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal ly permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
14. That if the Government requires that a reserve account be established, disbursements from that account(s) may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
17. To accept a grant in an amount not to exceed \$ 70,600

under the terms offered by the Government; that the Mayor

and City Administrator of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the City Council of the

City of Stevenson, Washington has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this _____, 21st day of August, 2025.

(SEAL)

By _____

Attest:

Title Mayor

Title City Clerk

2025 BUDGET POSITION

City Of Stevenson

Time: 10:28:58 Date: 08/20/2025

Page: 1

001 General Expense Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
100 Unreserved	1,483,296.15	1,833,742.71	(350,446.56)	0.0%
102 Unemployment Reserve	33,414.00	33,414.00	0.00	0.0%
104 Custodial Reserve	51,135.13	51,135.13	0.00	0.0%
308 Beginning Balances	1,567,845.28	1,918,291.84	(350,446.56)	0.0%
000	0.00	0.00	0.00	100.0%
311 Property Tax	577,882.16	279,607.94	298,274.22	51.6%
313 Sales Tax	430,000.00	298,660.00	131,340.00	30.5%
316 Utility Tax	32,000.00	46,768.42	(14,768.42)	0.0%
317 Other Tax	16,000.00	16,167.88	(167.88)	0.0%
310 Taxes	1,055,882.16	641,204.24	414,677.92	39.3%
321 Licenses	2,900.00	4,973.34	(2,073.34)	0.0%
322 Permits	0.00	3,914.60	(3,914.60)	0.0%
320 Licenses & Permits	2,900.00	8,887.94	(5,987.94)	0.0%
000	0.00	10,000.00	(10,000.00)	0.0%
330 Grants	0.00	0.00	0.00	100.0%
335 State Shared	11,000.00	0.00	11,000.00	100.0%
336 State Entitlements, Impact Payments & Taxe	19,014.55	15,724.78	3,289.77	17.3%
337 Interlocal Loan Repayments	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues	30,014.55	25,724.78	4,289.77	14.3%
341 Admin, Printing & Probation Fees	312,600.85	4,998.59	307,602.26	98.4%
345 Planning	4,500.00	5,100.00	(600.00)	0.0%
376 Parks	0.00	0.00	0.00	100.0%
340 Charges For Goods & Services	317,100.85	10,098.59	307,002.26	96.8%
350 Fines & Penalties	12,700.00	4,123.38	8,576.62	67.5%
000	0.00	5,280.00	(5,280.00)	0.0%
100 General Interest Income	5,500.00	33,823.00	(28,323.00)	0.0%
376 Parks	2,500.00	1,500.00	1,000.00	40.0%
360 Interest & Other Earnings	8,000.00	40,603.00	(32,603.00)	0.0%
380 Non Revenues	40,000.00	58,784.96	(18,784.96)	0.0%
390 Other Financing Sources	0.00	0.00	0.00	100.0%
Fund Revenues:	3,034,442.84	2,707,718.73	326,724.11	10.8%
Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative	37,000.00	10,007.31	26,992.69	73.0%
512 Judicial	78,510.00	31,771.79	46,738.21	59.5%
513 Executive	161,042.39	50,146.17	110,896.22	68.9%
514 Financial, Recording & Elections	155,493.85	67,479.57	88,014.28	56.6%
515 Legal Services	16,750.00	9,869.68	6,880.32	41.1%
517 Employee Benefit Programs	10,525.00	25.00	10,500.00	99.8%
518 Centralized Services	136,982.50	121,942.41	15,040.09	11.0%
521 Law Enforcement	350,400.00	198,370.12	152,029.88	43.4%
524 Protective Inspections	2,000.00	3,000.00	(1,000.00)	0.0%
528 Dispatch Services	6,000.00	3,243.96	2,756.04	45.9%

2025 BUDGET POSITION

City Of Stevenson

Time: 10:28:58 Date: 08/20/2025

Page: 2

001 General Expense Fund

Months: 01 To: 07

Expenditures	Amt Budgeted	Expenditures	Remaining	
553 Conservation				
553 Conservation	521.00	520.30	0.70	0.1%
000	0.00	53,291.34	(53,291.34)	0.0%
550 Development Review	40,000.00	40,980.80	(980.80)	0.0%
560 Planning	322,419.69	42,509.90	279,909.79	86.8%
570 Economic Development	28,085.00	13,690.00	14,395.00	51.3%
558 Planning & Community Devel	390,504.69	150,472.04	240,032.65	61.5%
562 Public Health	10,000.00	0.00	10,000.00	100.0%
565 Welfare	10,000.00	0.00	10,000.00	100.0%
566 Substance Abuse	150.00	91.97	58.03	38.7%
573 Cultural & Community Activities	1,500.00	63.96	1,436.04	95.7%
576 Park Facilities	72,546.60	29,250.74	43,295.86	59.7%
580 Non Expenditures	0.00	14,511.08	(14,511.08)	0.0%
597 Interfund Transfers	211,811.00	486,809.00	(274,998.00)	0.0%
100 Unreserved	1,212,969.55	0.00	1,212,969.55	100.0%
102 Unemployment Reserve	33,414.00	0.00	33,414.00	100.0%
104 Custodial Reserve	51,135.13	0.00	51,135.13	100.0%
999 Ending Balance	1,297,518.68	0.00	1,297,518.68	100.0%
Fund Expenditures:	2,949,255.71	1,177,575.10	1,771,680.61	60.1%
Fund Excess/(Deficit):	85,187.13	1,530,143.63		

2025 BUDGET POSITION

City Of Stevenson

Time: 10:28:58 Date: 08/20/2025

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010 General Reserve Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	344,042.65	354,785.42	(10,742.77)	0.0%
360 Interest & Other Earnings	0.00	6,105.20	(6,105.20)	0.0%
Fund Revenues:	344,042.65	360,890.62	(16,847.97)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	344,042.65	0.00	344,042.65	100.0%
Fund Expenditures:	344,042.65	0.00	344,042.65	100.0%
Fund Excess/(Deficit):	0.00	360,890.62		

2025 BUDGET POSITION

City Of Stevenson

Time: 10:28:58 Date: 08/20/2025

Page: 4

020 General Fire Fund

Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	1,927,519.12	1,989,737.01	(62,217.89)	0.0%
330 Intergovernmental Revenues	0.00	1,701.07	(1,701.07)	0.0%
340 Charges For Goods & Services	50,000.00	12,743.14	37,256.86	74.5%
360 Interest & Other Earnings	0.00	34,589.27	(34,589.27)	0.0%
397 Interfund Transfers	411,809.00	411,809.00	0.00	0.0%
Fund Revenues:	2,389,328.12	2,450,579.49	(61,251.37)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
202 Fire Department	210,058.13	102,475.10	107,583.03	51.2%
203 Fire District 2	64,940.00	36,092.07	28,847.93	44.4%
522 Fire Control	274,998.13	138,567.17	136,430.96	49.6%
999 Ending Balance	1,952,519.12	0.00	1,952,519.12	100.0%
Fund Expenditures:	2,227,517.25	138,567.17	2,088,950.08	93.8%
Fund Excess/(Deficit):	161,810.87	2,312,012.32		

2025 BUDGET POSITION

City Of Stevenson

Time: 10:28:58 Date: 08/20/2025

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030 ARPA		Months: 01 To: 07			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	0.00	0.00	0.00	100.0%	
330 Intergovernmental Revenues	0.00	0.00	0.00	100.0%	
Fund Revenues:	0.00	0.00	0.00	100.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
597 Interfund Transfers	0.00	0.00	0.00	100.0%	
999 Ending Balance	0.00	0.00	0.00	100.0%	
Fund Expenditures:	0.00	0.00	0.00	100.0%	
Fund Excess/(Deficit):	0.00	0.00			

2025 BUDGET POSITION

City Of Stevenson

Time: 10:28:58 Date: 08/20/2025

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100 Street Fund			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	81,427.56	3,822.61	77,604.95	95.3%
313 Sales Tax	400,000.00	169,702.69	230,297.31	57.6%
316 Utility Tax	70,000.00	61,499.63	8,500.37	12.1%
310 Taxes	470,000.00	231,202.32	238,797.68	50.8%
320 Licenses & Permits	600.00	19,534.33	(18,934.33)	0.0%
330 Grants	100,000.00	0.00	100,000.00	100.0%
336 State Entitlements, Impact Payments & Taxe	42,643.80	21,336.84	21,306.96	50.0%
330 Intergovernmental Revenues	142,643.80	21,336.84	121,306.96	85.0%
360 Interest & Other Earnings	0.00	564.56	(564.56)	0.0%
390 Other Financing Sources	0.00	0.00	0.00	100.0%
397 Interfund Transfers	75,000.00	75,000.00	0.00	0.0%
Fund Revenues:	769,671.36	351,460.66	418,210.70	54.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Roadway	410,416.81	100,378.90	310,037.91	75.5%
543 Stormwater	34,411.50	19,119.04	15,292.46	44.4%
545 Lights, Signs, Paths, Landscaping	40,357.50	31,678.46	8,679.04	21.5%
546 Snow Removal	36,154.85	6,381.38	29,773.47	82.3%
542 Streets - Maintenance	521,340.66	157,557.78	363,782.88	69.8%
543 Streets Admin & Overhead	114,161.97	100,734.71	13,427.26	11.8%
544 Road & Street Operations	5,000.00	19,669.91	(14,669.91)	0.0%
566 Substance Abuse	0.00	118.54	(118.54)	0.0%
594 Capital Expenditures	0.00	1,960.43	(1,960.43)	0.0%
597 Interfund Transfers	0.00	0.00	0.00	100.0%
999 Ending Balance	79,168.73	0.00	79,168.73	100.0%
Fund Expenditures:	719,671.36	280,041.37	439,629.99	61.1%
Fund Excess/(Deficit):	50,000.00	71,419.29		

2025 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	1,051,484.99	1,441,464.87	(389,979.88)	0.0%
310 Taxes	487,190.00	274,057.90	213,132.10	43.7%
360 Interest & Other Earnings	0.00	25,065.96	(25,065.96)	0.0%
Fund Revenues:	1,538,674.99	1,740,588.73	(201,913.74)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
573 Cultural & Community Activities	595,992.56	181,779.12	414,213.44	69.5%
594 Capital Expenditures	0.00	0.00	0.00	100.0%
597 Interfund Transfers	0.00	0.00	0.00	100.0%
999 Ending Balance	963,639.99	0.00	963,639.99	100.0%
Fund Expenditures:	1,559,632.55	181,779.12	1,377,853.43	88.3%
Fund Excess/(Deficit):	(20,957.56)	1,558,809.61		

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105 Affordable Housing Fund			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	22,455.62	22,250.75	204.87	0.9%
310 Taxes	5,000.00	1,290.00	3,710.00	74.2%
360 Interest & Other Earnings	0.00	287.41	(287.41)	0.0%
Fund Revenues:	27,455.62	23,828.16	3,627.46	13.2%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	27,455.62	0.00	27,455.62	100.0%
Fund Expenditures:	27,455.62	0.00	27,455.62	100.0%
Fund Excess/(Deficit):	0.00	23,828.16		

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107 HEALing SCARS Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	10,246.39	10,436.64	(190.25)	0.0%
360 Interest & Other Earnings	0.00	130.97	(130.97)	0.0%
Fund Revenues:	10,246.39	10,567.61	(321.22)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	10,246.39	0.00	10,246.39	100.0%
Fund Expenditures:	10,246.39	0.00	10,246.39	100.0%
Fund Excess/(Deficit):	0.00	10,567.61		

2025 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	248,809.70	286,406.26	(37,596.56)	0.0%
310 Taxes	20,000.00	19,977.78	22.22	0.1%
360 Interest & Other Earnings	0.00	5,727.21	(5,727.21)	0.0%
Fund Revenues:	268,809.70	312,111.25	(43,301.55)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	0.00	0.00	0.00	100.0%
999 Ending Balance	268,809.70	0.00	268,809.70	100.0%
Fund Expenditures:	268,809.70	0.00	268,809.70	100.0%
Fund Excess/(Deficit):	0.00	312,111.25		

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311 First Street			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	(385,304.60)	385,304.60	100.0%
330 Intergovernmental Revenues	0.00	184,820.22	(184,820.22)	0.0%
397 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Revenues:	0.00	(200,484.38)	200,484.38	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	0.00	83,249.64	(83,249.64)	0.0%
999 Ending Balance	0.00	0.00	0.00	100.0%
Fund Expenditures:	0.00	83,249.64	(83,249.64)	0.0%
Fund Excess/(Deficit):	0.00	(283,734.02)		

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312 Columbia Ave		Months: 01 To: 07			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	0.00	0.00	0.00	100.0%	
330 Intergovernmental Revenues	0.00	0.00	0.00	100.0%	
Fund Revenues:	0.00	0.00	0.00	100.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
594 Capital Expenditures	0.00	0.00	0.00	100.0%	
999 Ending Balance	0.00	0.00	0.00	100.0%	
Fund Expenditures:	0.00	0.00	0.00	100.0%	
Fund Excess/(Deficit):	0.00	0.00			

2025 BUDGET POSITION

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313 Park Plaza Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Revenues:	0.00	0.00	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
576 Park Facilities	0.00	0.00	0.00	100.0%
594 Capital Expenditures	0.00	0.00	0.00	100.0%
999 Ending Balance	0.00	0.00	0.00	100.0%
Fund Expenditures:	0.00	0.00	0.00	100.0%
Fund Excess/(Deficit):	0.00	0.00		

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314 Lasher Street Improv. Fund			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	(37,749.84)	37,749.84	100.0%
330 Intergovernmental Revenues	450,000.00	74,297.14	375,702.86	83.5%
397 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Revenues:	450,000.00	36,547.30	413,452.70	91.9%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	450,000.00	78,148.81	371,851.19	82.6%
999 Ending Balance	0.00	0.00	0.00	100.0%
Fund Expenditures:	450,000.00	78,148.81	371,851.19	82.6%
Fund Excess/(Deficit):	0.00	(41,601.51)		

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400 Water/Sewer Fund		Months: 01 To: 07		
Revenues	Amt Budgeted	Revenues	Remaining	
400 Water/Sewer	272,548.92	1,349,208.86	(1,076,659.94)	0.0%
401 Water	394,220.75	658,938.04	(264,717.29)	0.0%
402 Sewer	153,567.18	258,604.92	(105,037.74)	0.0%
308 Beginning Balances	820,336.85	2,266,751.82	(1,446,414.97)	0.0%
343 Water	0.00	1,049.33	(1,049.33)	0.0%
344 Sewer	0.00	1,549.34	(1,549.34)	0.0%
320 Licenses & Permits	0.00	2,598.67	(2,598.67)	0.0%
343 Water	1,102,437.54	505,892.05	596,545.49	54.1%
344 Sewer	1,785,582.00	988,627.77	796,954.23	44.6%
340 Charges For Goods & Services	2,888,019.54	1,494,519.82	1,393,499.72	48.3%
350 Fines & Penalties	0.00	0.00	0.00	100.0%
000	0.00	0.00	0.00	100.0%
343 Water	46,674.00	63,410.59	(16,736.59)	0.0%
344 Sewer	56,532.00	58,856.00	(2,324.00)	0.0%
400 Water/Sewer	4,000.00	6,017.44	(2,017.44)	0.0%
360 Interest & Other Earnings	107,206.00	128,284.03	(21,078.03)	0.0%
380 Non Revenues	0.00	0.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Revenues:	3,815,562.39	3,892,154.34	(76,591.95)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
534 Water Utilities	932,555.09	521,644.71	410,910.38	44.1%
535 Sewer	1,097,315.62	526,119.25	571,196.37	52.1%
534 Water	60,621.80	42,056.71	18,565.09	30.6%
535 Sewer	485,691.70	41,124.60	444,567.10	91.5%
591 Debt Service	546,313.50	83,181.31	463,132.19	84.8%
534 Water	289,478.74	15,360.80	274,117.94	94.7%
535 Sewer	0.00	0.00	0.00	100.0%
594 Capital Expenditures	289,478.74	15,360.80	274,117.94	94.7%
534 Water	0.00	0.00	0.00	100.0%
535 Sewer	319,963.50	319,963.50	0.00	0.0%
597 Interfund Transfers	319,963.50	319,963.50	0.00	0.0%
400 Water/Sewer	257,642.01	0.00	257,642.01	100.0%
401 Water	162,194.75	0.00	162,194.75	100.0%
402 Sewer	210,099.18	0.00	210,099.18	100.0%
999 Ending Balance	629,935.94	0.00	629,935.94	100.0%
Fund Expenditures:	3,815,562.39	1,466,269.57	2,349,292.82	61.6%

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400 Water/Sewer Fund Months: 01 To: 07

Fund Excess/(Deficit):	0.00	2,425,884.77
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2025 BUDGET POSITION

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406 Wastewater Short Lived Asset Res. Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	108,895.00	108,895.00	0.00	0.0%
397 Interfund Transfers	21,779.00	21,779.00	0.00	0.0%
Fund Revenues:	130,674.00	130,674.00	0.00	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	130,674.00	0.00	130,674.00	100.0%
Fund Expenditures:	130,674.00	0.00	130,674.00	100.0%
Fund Excess/(Deficit):	0.00	130,674.00		

2025 BUDGET POSITION

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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	0.0%
397 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Revenues:	61,191.00	61,191.00	0.00	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	61,191.00	0.00	61,191.00	100.0%
Fund Expenditures:	61,191.00	0.00	61,191.00	100.0%
Fund Excess/(Deficit):	0.00	61,191.00		

2025 BUDGET POSITION

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410 Wastewater System Upgrades			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	(1,355,653.10)	1,355,653.10	100.0%
330 Intergovernmental Revenues	130,000.00	443,098.91	(313,098.91)	0.0%
390 Other Financing Sources	0.00	305,623.13	(305,623.13)	0.0%
397 Interfund Transfers	298,184.50	298,184.50	0.00	0.0%
Fund Revenues:	428,184.50	(308,746.56)	736,931.06	172.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service	0.00	19,601.18	(19,601.18)	0.0%
594 Capital Expenditures	428,184.50	533,011.27	(104,826.77)	0.0%
999 Ending Balance	0.00	0.00	0.00	100.0%
Fund Expenditures:	428,184.50	552,612.45	(124,427.95)	0.0%
Fund Excess/(Deficit):	0.00	(861,359.01)		

2025 BUDGET POSITION

City Of Stevenson

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415 Cascade Avenue Utility Improvements			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	(49,000.30)	49,000.30	100.0%
330 Intergovernmental Revenues	335,700.00	0.00	335,700.00	100.0%
390 Other Financing Sources	1,737,617.00	63,006.48	1,674,610.52	96.4%
397 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Revenues:	2,073,317.00	14,006.18	2,059,310.82	99.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	2,073,317.00	77,308.09	1,996,008.91	96.3%
999 Ending Balance	0.00	0.00	0.00	100.0%
Fund Expenditures:	2,073,317.00	77,308.09	1,996,008.91	96.3%
Fund Excess/(Deficit):	0.00	(63,301.91)		

2025 BUDGET POSITION

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420 Cascade Avenue Mitigation Fund Months: 01 To: 07

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	19,550.00	19,550.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Revenues:	19,550.00	19,550.00	0.00	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	19,550.00	0.00	19,550.00	100.0%
Fund Expenditures:	19,550.00	0.00	19,550.00	100.0%
Fund Excess/(Deficit):	0.00	19,550.00		

2025 BUDGET POSITION

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500 Equipment Service Fund			Months: 01 To: 07	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	25,043.07	102,321.15	(77,278.08)	0.0%
340 Charges For Goods & Services	254,100.00	157,083.79	97,016.21	38.2%
360 Interest & Other Earnings	0.00	9.81	(9.81)	0.0%
390 Other Financing Sources	0.00	598.50	(598.50)	0.0%
Fund Revenues:	279,143.07	260,013.25	19,129.82	6.9%
Expenditures	Amt Budgeted	Expenditures	Remaining	
548 Public Works - Centralized Services	176,854.05	91,595.96	85,258.09	48.2%
591 Debt Service	58,187.19	47,619.06	10,568.13	18.2%
594 Capital Expenditures	22,000.00	1,455.24	20,544.76	93.4%
999 Ending Balance	22,101.83	0.00	22,101.83	100.0%
Fund Expenditures:	279,143.07	140,670.26	138,472.81	49.6%
Fund Excess/(Deficit):	0.00	119,342.99		

2025 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	100.0%
380 Non Revenues	0.00	1,317.03	(1,317.03)	0.0%
Fund Revenues:	0.00	1,317.03	(1,317.03)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	1,316.41	(1,316.41)	0.0%
999 Ending Balance	0.00	0.00	0.00	100.0%
Fund Expenditures:	0.00	1,316.41	(1,316.41)	0.0%
Fund Excess/(Deficit):	0.00	0.62		

2025 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	3,034,442.84	2,707,718.73	10.8%	2,949,255.71	1,177,575.10	60%
010 General Reserve Fund	344,042.65	360,890.62	0.0%	344,042.65	0.00	100%
020 General Fire Fund	2,389,328.12	2,450,579.49	0.0%	2,227,517.25	138,567.17	94%
030 ARPA	0.00	0.00	100.0%	0.00	0.00	100%
100 Street Fund	769,671.36	351,460.66	54.3%	719,671.36	280,041.37	61%
103 Tourism Promo & Develop Fund	1,538,674.99	1,740,588.73	0.0%	1,559,632.55	181,779.12	88%
105 Affordable Housing Fund	27,455.62	23,828.16	13.2%	27,455.62	0.00	100%
107 HEALing SCARS Fund	10,246.39	10,567.61	0.0%	10,246.39	0.00	100%
300 Capital Improvement Fund	268,809.70	312,111.25	0.0%	268,809.70	0.00	100%
311 First Street	0.00	-200,484.38	100.0%	0.00	83,249.64	0%
312 Columbia Ave	0.00	0.00	100.0%	0.00	0.00	100%
313 Park Plaza Fund	0.00	0.00	100.0%	0.00	0.00	100%
314 Lasher Street Improv. Fund	450,000.00	36,547.30	91.9%	450,000.00	78,148.81	83%
400 Water/Sewer Fund	3,815,562.39	3,892,154.34	0.0%	3,815,562.39	1,466,269.57	62%
406 Wastewater Short Lived Asset Res.	130,674.00	130,674.00	0.0%	130,674.00	0.00	100%
408 Wastewater Debt Reserve Fund	61,191.00	61,191.00	0.0%	61,191.00	0.00	100%
410 Wastewater System Upgrades	428,184.50	-308,746.56	172.1%	428,184.50	552,612.45	0%
415 Cascade Avenue Utility Improvem	2,073,317.00	14,006.18	99.3%	2,073,317.00	77,308.09	96%
420 Cascade Avenue Mitigation Fund	19,550.00	19,550.00	0.0%	19,550.00	0.00	100%
500 Equipment Service Fund	279,143.07	260,013.25	6.9%	279,143.07	140,670.26	50%
630 Stevenson Municipal Court	0.00	1,317.03	0.0%	0.00	1,316.41	0%
	15,640,293.63	11,863,967.41	24.1%	15,364,253.19	4,177,537.99	72.8%

Public Works Report

August 21, 2025

Cody Rosander, Public Works Director

Hello Stevenson Councilmembers,

I Wanted to provide you with an update of the Public Works Department, I find this easiest to break Public Works into 6-8 groups, depending on the update. Below you find my notes from each section, thank you for your time.

Water

- Long Term Water Supply Phase 1A is wrapped up, Grayling shared their findings with City Staff. The report narrowed down a few of the finalist options of long term water supply for Stevenson, both surface and groundwater options are present. Grayling will be working on phase 1B, which will further outline the cost associated with both ground and surface water.
- Cascade Water and Sewer line replacement is undergoing, we had a pre-application meeting this week with Swafford and Grayling. Work is expected to start in early September, and be wrapped up at the end of October.

Wastewater

- Pump station project is wrapping up, AJAX sent final paperwork to Wallis and Wallis is working on close out. City staff are working on transferring the construction loan to USDA low interest loan.
- WWTP pump has been reinstalled by Stellar J and Holstrom, final walkthrough it complete. Closeout is moving forward.
- Given that we have so much new infrastructure, and new staff I have been in communication with Ron Moeller to provide some training and support. The City has contracted with Ron in the past and the crews were able to learn a lot about wastewater from him. In this new role, Ron will provide multiple training sessions focused on our specific plant, and how to manage the new features. He will also be on-call support for the crews to bounce questions off of. One of the tasks Ron fulfilled for us with his last contract was an operator handbook specifically about the Stevenson WWTP, Ron will also be editing this handbook to reflect all the new infrastructure that was gained from the upgrade.

Streets

- Lasher - By the time of the council meeting we should have the 90% plans in hand for the City to review, we received notice that some of our state funding had been cut for the project. Ben was able to apply for another grant this week, we should hear back in November. We are also discussing options to keep the project moving forward despite the loss of some funding.
- Middle Russell Restriping, I am currently working on sourcing a striping company that will come in and grind all of the current lines and repaint to the new design. The new design will keep parking Tee's on the West side of the road, and 45 degree parking on the East. This project will reduce Russell down to one lane, and add additional parking spaces to our downtown area.
- The County worked on paving of Ash Alley, Seymour and Railroad this last week, the City was able to coordinate with business owners and residents to keep interruptions to a minimum. This gave all 3 road systems much needed repair that should last the City for years to come.

Equipment

- After the WWTP upgrades the PW staff was left with two generators, one from the old Kanaka Creek Lift Station and the other was used to power the Treatment Plant. It has been determined neither of these generators are able to be used by PW staff, therefore these items have been sent to auction.
- The PW department is in the market for a used fleet vehicle, we are trying to procure a vehicle for our new WWTP operator. We are able to procure within our budget, and the auction of the generators will help fund the purchase as well.

Parks

- Bark dust/Mulch has been scheduled to spray in the 1st and 2nd street flower beds, as well as part of Walnut park.

Staff

- We have filled our vacant Wastewater operator position, Clay Bond started with us in early August. Clay brings us vast experience in all fields of construction, pump maintenance, preventative maintenance, troubleshooting and much more. While new to Wastewater, Clay has hit the ground running with a desire and eagerness to learn as much as possible.
- We have slightly re-organized the PW field staff, the Wastewater department now falls under Jonathon Dexter, our Public Works Field Supervisor. This structure aligns with

how the PW field operated in the past, and leaves the WWTP and staff in the very capable hands of Jonathon.

- Speaking of Jonathon, Jon was able to take and pass his WWTPPO 2 test and gain his level 2 certification, on his first try non the less! This is a very difficult test, sometimes taking operators 5+ times to pass. Great job Jon!

City Administrator Report

August 21, 2025

Wesley Wootten, City Administrator

Finance

The 2026 budget planning season will begin in September, with public hearings planned to start in October. Multiple hearings will be held, and the full budget will be made available on the city website. We encourage all interested parties to attend and provide feedback.

Revenues and expenditures for 2025 are generally tracking in line with projections, though we continue to monitor utility fund balances closely as we implement the new sewer ordinance. Grant reimbursements for capital projects remain on schedule, and we are evaluating new opportunities through state infrastructure funding that may support utility improvements in 2026.

We are wrapping up our search for a Finance Director to join our team. We hope to have a candidate selected and on-board soon – I will keep Council updated on the status.

Public Works

With the recent hires of Clay Bond – Wastewater Treatment Plant Operator and Jake Truelove – Utilities Maintenance Worker, our Public Works team is now back up to full staffing.

I would like to congratulate Jon Dexter for passing his WWTP02 certification test! As we continue preparing our new treatment plant for full operation, Jon will act temporarily as the Plant Supervisor and Field Supervisor.

Our PW Team has numerous projects underway and planned for the rest of 2025. You can see their handiwork with the paving of Ash Alley, and the Cascade utility line replacement is scheduled to begin within the next month.

Community Development

The Planning Commission met last week and held a listening session on vacation rentals, along with reviewing potential amendments to modernize the Land Division Code.

City staff have also been preparing for implementation of the sewer ordinance, scheduled to go into effect on September 1. Letters have been drafted to send to property owners who will be immediately impacted.

Council Action Items

Business License Exemption: In compliance with the statewide model ordinance, Council is being asked to increase the business license exemption threshold from \$2,000 to \$4,000.

Small Works Roster: City Attorney Muth discovered that there is no official Small Works Roster policy in city books. Council is being asked to pass the policy to standardize the process and avoid any confusion in the future.

City Hall & Operations

I have been working with all staff to create and compile Standard Operating Procedures (SOPs) for all departments and functions. This repository will provide a clear reference for institutional processes and reduce errors on utility bills, permits, and other public functions.

As a measure of protection, the City has ceased all notary services for the public. Staff are directed to only notarize documents related to city business.

Looking Ahead – Key Dates & Upcoming Items

September 1, 2025 – Sewer Ordinance goes into effect.

September 2025 – Kick-off of 2026 budget planning with staff.

October 2025 – Public hearings begin for the 2026 budget.

Fall/Winter 2025 – Street overlay program and utility projects continue.

Ongoing – Recruitment of Finance Director and continued implementation of Stevenson Ready initiatives.