

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**April 16, 2026**  
**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, Webinar ID 882 5120 2134, **Zoom link**  
<https://us02web.zoom.us/j/88251202134> **or via YouTube at**  
<https://www.youtube.com/channel/UC4k9bA0IEEvF6PSoDwjJvA/>

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

**Current Agenda version: *Version2***

**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:**

- a) Members of the public may address the Council on items not listed on the agenda. Comments are limited to three minutes per speaker unless otherwise extended or limited by the Mayor. Written comments for inclusion in the Council packet must be submitted by noon the day of the meeting to City Hall or via email.

**3. PUBLIC HEARINGS:**

- a) **Lasher Project – Public Hearing**  
Mayor to open the public hearing to receive public comment on required updates related to the Lasher project. The hearing will follow standard public hearing procedures, including staff presentation, public comment, and closure of the public hearing. Council deliberation, if any, will occur after the hearing is closed.

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

**5. CONSENT AGENDA:** Consent agenda items are approved in a single motion unless a Councilmember requests removal of an item for separate consideration.

- a) **Minutes** of March 19, 2026.
- b) **Water Leak Adjustment** – The Council is asked to authorize an adjustment for Account No. 25013. The excess usage resulted from a fitting failure on the water line which has been addressed by the homeowner. Approval is requested to add \$136.75 as a credit to customer’s account due to the leak.

**c) Water Leak Adjustment** – The Council is asked to authorize an adjustment for Account No. 18950. The excess usage resulted from a faulty toilet float which has been addressed by the homeowner. Approval is requested to waive \$99.37 from the customer’s account due to the leak.

**d) \*Water Leak Adjustment** – The Council is asked to authorize an adjustment for Account No. 25334. The excess usage resulted from a water line failure which has been addressed by the homeowner. Approval is requested to waive \$530.85 from the customer’s account due to the leak.

**e) \*Appointment to Homeless Council:** Appoint Erin Minnis to Homeless Council.

**Motion:** Approve consent agenda items a-e.

**6. 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.

**7. GUEST SPEAKERS:**

**a) Skamania County Chamber Update** - Angie Martin, Executive Director, Skamania County Chamber.

**8. COUNCIL BUSINESS:**

**a) \*Sewer Ordinance (Discussion)**

Council discussion regarding the sewer ordinance moratorium and presentation of options for simplifying and clarifying ordinance language and penalties. Direction may be provided to staff.

**b) Public Works – Engineering Standards Update (Discussion)**

Discussion of proposed updates to the City’s Engineering Standards, following a comprehensive review to align with current practices, address gaps, and improve clarity. Draft standards are provided for Council review, with future adoption anticipated.

**c) Resolution 2026-\_\_\_ (Action) Driveway Standards Resolution** to update the City’s driveway standards to reflect current engineering practices, improve safety and access, and provide clearer guidance for development and public works projects.

**MOTION:** To adopt the Driveway Standards Resolution as presented

**9. FINANCIAL REPORT:**

a) \*\*Finance department reports.

**10. MAYOR REPORT:** Jenny Taylor– Interim City Administrator report on administrative transition and key operational updates.

**11. STAFF REPORT:**

- a) Cody Rosander - Public Works Director
- b) Jayne Borden - Finance Director

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

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

a) \*Interview Council Applicants - Council will interview applicants for the open position #3. Applications are due on April 15th and will be added to the packet as they are received.

After applicant interviews, council may enter into executive session under RCW 42.30.110(1)(h) to evaluate the qualifications of a candidate for appointment to elective office.

After the interviews and potential executive session, an election will take place by voice vote. The first candidate to receive a majority vote will be appointed. The appointed candidate will be sworn in immediately after the vote at the meeting.

**14. COUNCIL COMMITTEE REPORTS:**

**15. 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.]*

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

**17. ADJOURNMENT** - Mayor will adjourn the meeting.

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**\*\*Agenda change log**

**\* 4/15 Changes(Version1):**

- Added third water leak adjustment (item 5d)
- Added appointment to homeless council (item 5e)
- Attached Sheriff's Report file to packet (item 6a)
- Removed Vacation rental home ordinance from item 8

- Added all attachments to Sewer Ordinance (Item 8a)
- Added the third application for councilmember position#3 (Item 13a)

**\*\*4/16 changes(Version2):**

- Removed 1st quarter budget adjustment" (item 8b)
- Added financial reports attachments (item 9a)
- Moved "changes to the agenda" list (item 4a) to the bottom of document

Ord. Packet letter\_4.8.2026

Date: April 8, 2026

Purpose: Comments for submission to April 16, 2026 Regular City Council Meeting Packet.

Re: City of Stevenson Sewer Ordinance No. 2025-1224.

Dear Stevenson City Council Members and City Administrators,

My name is Brian McNamara. I am writing once again to address the issue of property owners' mandatory connection to the recently installed sewer extensions in within the city limits. I am one of 25 property owners being adversely by Sewer Ordinance No. 2025-1224. On February 19, 2026 the city extended a moratorium on enforcement of the ordinance until August 31, 2026. We now have a unique opportunity to move forward removing the financial burdens the City of Stevenson this ordinance imposes on the 25 existing property owners with currently functioning on-site sewer treatment systems. This has created hardships, uncertainty, and financial burdens upon these homeowners that deserve to be remedied.

Therefore, I have attached a proposed ordinance amendment document and summary of the amending elements for inclusion in the meeting packet for the April 16, 2026 Regular City Council Meeting. The Stevenson City Council and administration have a duty to preserve constituents property rights, the character of Stevenson, and provide fairer sewer system policies for the future. I believe the proposed amendments will resolve the problems the ordinance created and restore constituents' faith in the fairness of Stevenson's city governance.

Thank you,

Brian McNamara

# SUMMARY OF PROPOSED AMENDMENTS

## Purpose

Simplify the ordinance, restore fairness, and base decisions on **actual system need — not proximity or administrative triggers.**

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## Key Changes

### 1. Elimination of “Sewer Available = Must Connect”

Connection is no longer required simply because sewer is nearby.

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### 2. Septic Systems May Continue

Existing OSS can continue indefinitely if compliant.

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### 3. Connection Only Upon True Failure

Connection required only if:

- system fails
  - cannot be repaired
  - sewer is directly available
- 

### 4. Clear Definition of Failure

Failure must be documented.

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### 5. Removal of Arbitrary Triggers

Connection NOT triggered by:

- sale
  - occupancy
  - maintenance
  - minor repairs
- 

## 6. Distance No Longer a Trigger

Proximity alone does not require connection.

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## 7. Clear Distinction: New vs Existing

- New development → connect
  - Existing homes → protected
- 

## 8. ADU Clarification

ADUs do not trigger connection unless system cannot support them.

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## 9. Rebuild Protection

Rebuilding does NOT trigger connection unless capacity exceeded.

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## 10 SDC Reform (NEW – KEY CHANGE)

- SDCs apply **ONLY** to new development
- Existing homes are **EXEMPT** from SDCs
- Applies to:
  - voluntary connection
  - septic failure connection

👉 Ensures homeowners are not penalized for connecting

👉 Aligns fees with **growth, not existing use**

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## 11. No Charges for Non-Users

Only connected properties pay sewer-related costs.

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### Overall Effect

- Protects existing homeowners
  - Restores property rights
  - Aligns costs with actual use
  - Eliminates coercive financial pressure
  - Creates a clear, predictable framework
- 

### Bottom Line

Shifts from:

👉 Proximity-based mandate system

TO:

👉 Condition-based, fair, common-sense framework

# City of Stevenson

## Ordinance No. 2026-\_\_\_\_\_

AN ORDINANCE OF THE CITY OF STEVENSON, WASHINGTON, AMENDING CHAPTER 13.08 OF THE STEVENSON MUNICIPAL CODE (SMC), AS ADOPTED BY ORDINANCE NO. 2025-1224 ON JULY 17, 2025, TO CLARIFY SEWER CONNECTION REQUIREMENTS; PROVIDING FOR FAIR, CLEAR, AND WORKABLE STANDARDS FOR EXISTING AND NEW DEVELOPMENT; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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### WHEREAS

The City adopted Ordinance No. 2025-1224 on July 17, 2025, amending Chapter 13.08 SMC relating to sewer service; and

The City Council desires to ensure fair treatment of existing property owners, maintain public health protections, and align cost allocation with **actual system use and proportional benefit received**;

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

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### ● SECTION 1 – AMENDMENT TO SMC 13.08.010 (Purpose and Policy)

SMC 13.08.010 is amended to add:

- Equitable distribution of costs shall be based on **actual use of the system and proportional benefit received**.
  - Charges shall not be imposed on properties that are not connected to the public sewer system.
  - The City shall encourage connection through **voluntary participation and appropriate incentives**, not coercive triggers.
-

## ● SECTION 2 – AMENDMENT TO SMC 13.08.060 (Certain Facilities)

SMC 13.08.060 is amended to read:

On-site sewage systems (OSS) are permitted where allowed under applicable state and county health regulations, except where connection to public sewer is required under SMC 13.08.070 as amended herein.

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## ● SECTION 3 – REPLACEMENT OF SMC 13.08.070

### Public Sewer – Requirements to Connect

#### A. General Requirement

Connection to the public sewer system shall be required only as provided in this section.

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#### B. New Development

The following development shall connect to the public sewer system where available:

- Commercial / Industrial
  - Multi-family (3 or more units)
  - Land division creating three (3) or more lots
- 

#### C. Existing Development

- Connection is **optional**
- Existing OSS may continue indefinitely if compliant

Connection shall be required **only if ALL of the following apply**:

- The on-site sewage system has failed; AND
  - The system cannot be reasonably repaired or replaced; AND
  - Sewer service is directly available to the property
-

## D. Definition of Failure

“Failure” means a documented condition resulting in discharge, backup, or violation of health regulations that cannot be corrected through reasonable repair or maintenance.

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## E. Reconstruction / Replacement

Reconstruction, replacement, or substantial improvement of an existing structure:

- Does NOT trigger mandatory sewer connection
- Shall be treated as existing development

Unless wastewater demand exceeds septic capacity and cannot be reasonably supported.

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## F. What Does NOT Trigger Connection

Connection shall NOT be required due to:

- Sale or transfer of property
  - Continued lawful occupancy
  - Routine maintenance or minor repair of an OSS
  - Reconstruction or replacement of an existing structure
- 

## G. Distance

Physical proximity to a sewer main, including specified distances, shall NOT by itself require connection.

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## H. Land Division

- Land divisions of three (3) or more lots → connection required
  - Land divisions of one (1) or two (2) lots → connection optional
-

# ● SECTION 4 – LIMITATION ON SYSTEM DEVELOPMENT CHARGES (SDCs)

## A. Applicability of SDCs

Wastewater System Development Charges (SDCs) shall apply only to:

- New construction;
  - Development that increases wastewater demand beyond prior use; or
  - Subdivision or land division creating additional dwelling units.
- 

## B. Exemption for Existing Development

SDCs shall NOT be imposed on existing residential development connecting to the public sewer system, including:

- Voluntary connection; or
  - Connection required due to on-site sewage system failure.
- 

## C. Definition

For purposes of this section, “existing development” means any legally established structure in existence prior to the availability of public sewer service.

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## D. Intent

This section clarifies that SDCs are intended to allocate costs associated with **new demand on the sewer system** and shall not be applied to existing homes transitioning from on-site sewage systems.

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# ● SECTION 5 – INCENTIVES FOR VOLUNTARY CONNECTION

The City may offer incentives to encourage voluntary connection to the public sewer system, including but not limited to:

- Financial assistance programs
  - Phased implementation options
  - Other voluntary participation measures
- 

## ● SECTION 6 – PROHIBITION ON CHARGES FOR NON-USERS

No fees, charges, or assessments shall be imposed on properties that are not physically connected to the public sewer system.

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## ● SECTION 7 – CONTINUATION OF EXISTING REGULATIONS

All provisions of Chapter 13.08 not amended herein shall remain in full force and effect.

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## ● SECTION 8 – SEVERABILITY

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

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## ● SECTION 9 – EFFECTIVE DATE

This ordinance shall take effect as provided by law.

a) **005-ST — LASHER STREET IMPROVEMENTS**

<b>Division(s)</b> Stormwater	<input type="checkbox"/> Facilities <input type="checkbox"/> Sewer <input checked="" type="checkbox"/> Streets <input type="checkbox"/> Stormwater <input type="checkbox"/> Water <input type="checkbox"/> Parks <input type="checkbox"/> Other: _____	<b>Point of Contact</b>
<b>Category</b>	<input type="checkbox"/> Maintenance <u>90</u> % <input type="checkbox"/> New/Extension <u>10</u> %	Cody Rosander

**About the Project**

This project serves an underserved community for the first time since it was constructed in 1978. Cascade Village is a 36-unit apartment community lacking basic amenities such as sidewalks, well maintained streets and appropriate fire hydrant coverage. Lasher Street connects this community to parks, services, and institutions located in downtown Stevenson and around downtown Stevenson. It is a narrow, dangerous, downhill route. This project will transform Lasher Street from a dangerous soul-crushing corridor into a Complete Street prioritizing pedestrians and safety by adding sidewalks, pedestrian lighting, landscaping. The project will make the residents of the community safer by calming traffic and closing a fire hydrant gap.

<p><b>Map</b></p>	<p><b>Graphic</b></p>
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	<b>Project Origin</b>
<input type="checkbox"/> Comprehensive Plan <input type="checkbox"/> Downtown Plan <input type="checkbox"/> Parks Plan <input type="checkbox"/> General Sewer Plan <input type="checkbox"/> Shoreline Access Plan <input checked="" type="checkbox"/> NICE Neighborhood/Request from Public <input type="checkbox"/> Water System Plan <input type="checkbox"/> Traffic Assessment <input type="checkbox"/> Other: _____	<b>Reference Info</b>
	NA

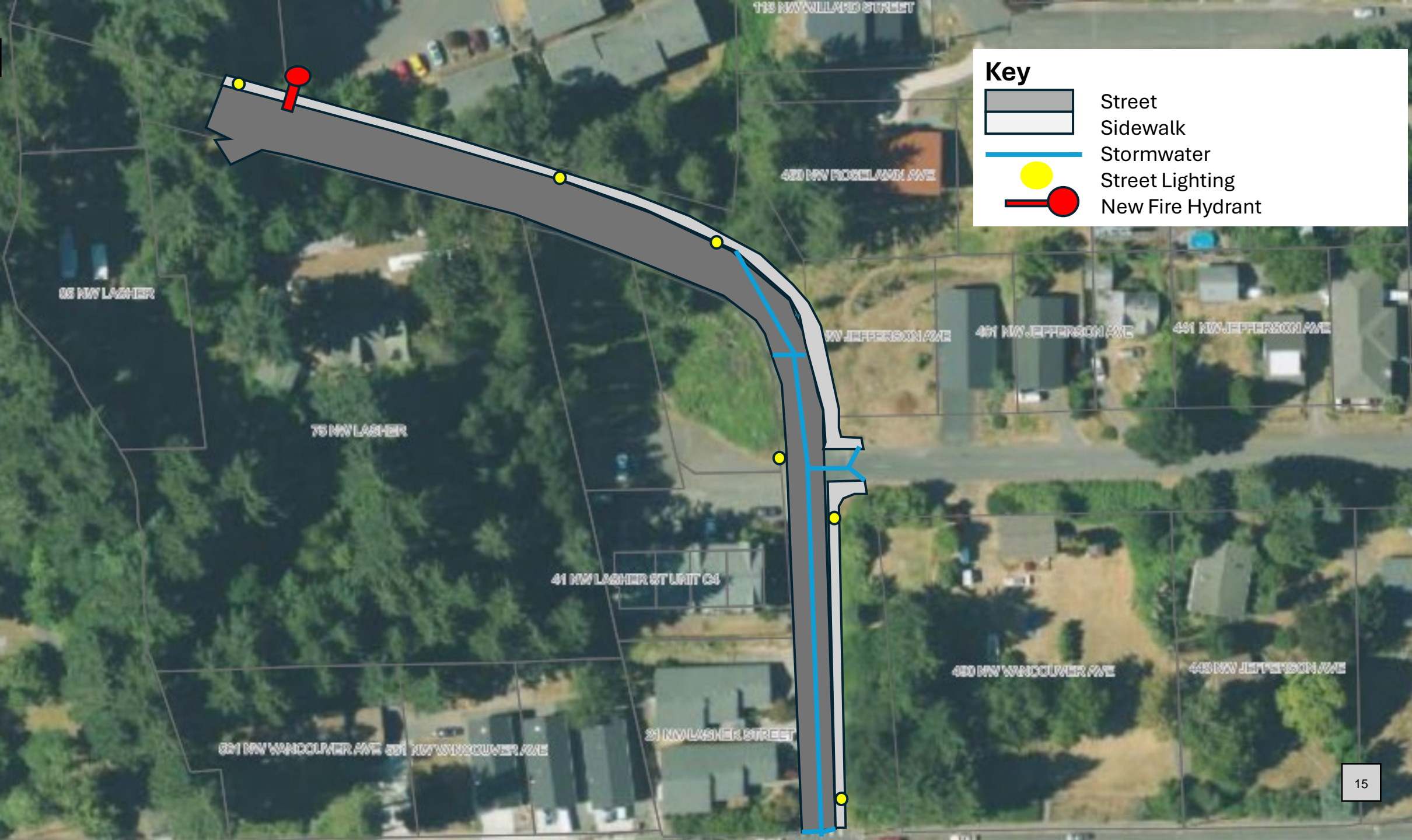
<b>Anticipated Schedule</b>	<b>Budget Information</b>																								
<table border="0"> <tr> <td>Activity</td> <td>Season/Year</td> </tr> <tr> <td><input checked="" type="checkbox"/> Identification</td> <td><u>2023/2024</u></td> </tr> <tr> <td><input checked="" type="checkbox"/> Scoping</td> <td><u>2022</u></td> </tr> <tr> <td><input checked="" type="checkbox"/> Funding</td> <td><u>2024</u></td> </tr> <tr> <td><input checked="" type="checkbox"/> Design</td> <td><u>2024/2025</u></td> </tr> <tr> <td><input type="checkbox"/> Construction</td> <td><u>2025</u></td> </tr> <tr> <td><input type="checkbox"/> Closeout</td> <td><u>2025</u></td> </tr> </table> <p>Key: <input type="checkbox"/> Not Started    <input checked="" type="checkbox"/> In-Progress    <input checked="" type="checkbox"/> Completed</p>	Activity	Season/Year	<input checked="" type="checkbox"/> Identification	<u>2023/2024</u>	<input checked="" type="checkbox"/> Scoping	<u>2022</u>	<input checked="" type="checkbox"/> Funding	<u>2024</u>	<input checked="" type="checkbox"/> Design	<u>2024/2025</u>	<input type="checkbox"/> Construction	<u>2025</u>	<input type="checkbox"/> Closeout	<u>2025</u>	<table border="0"> <tr> <td>Date of Last Estimate:</td> <td><u>6/30/2025</u></td> </tr> <tr> <td>Basis of Estimate</td> <td><u>Scoping</u></td> </tr> <tr> <td>Design/Engineering</td> <td><u>\$ 400,000</u></td> </tr> <tr> <td>Construction</td> <td><u>\$ 1,750,000</u></td> </tr> <tr> <td><b>TOTAL PROJECT COST</b></td> <td><b><u>\$ 2,150,000</u></b></td> </tr> </table>	Date of Last Estimate:	<u>6/30/2025</u>	Basis of Estimate	<u>Scoping</u>	Design/Engineering	<u>\$ 400,000</u>	Construction	<u>\$ 1,750,000</u>	<b>TOTAL PROJECT COST</b>	<b><u>\$ 2,150,000</u></b>
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<b>Dependencies</b>	<b>Potential Funding Source</b>
	Funding secured through WSDOT and TIB, funding application in with CDBG

**Notes/Reference Material/More Information/Risks/Issues**

<b>First CIP Inclusion</b>	<b>Last Revision</b>
	2/2/2026

a)



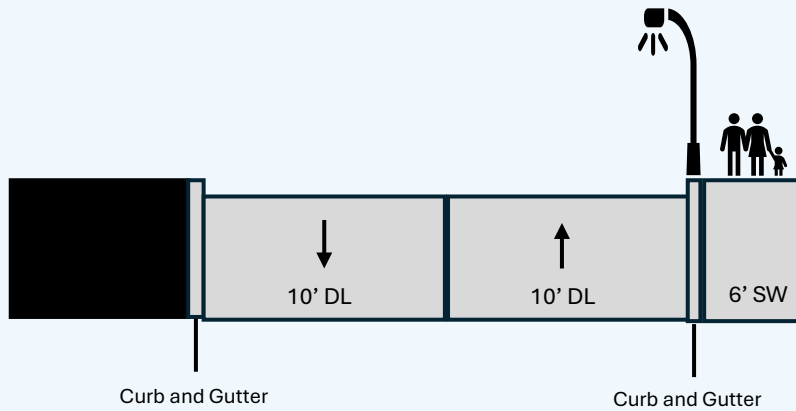
**Key**

- Street
- Sidewalk
- Stormwater
- Street Lighting
- New Fire Hydrant

a)

North

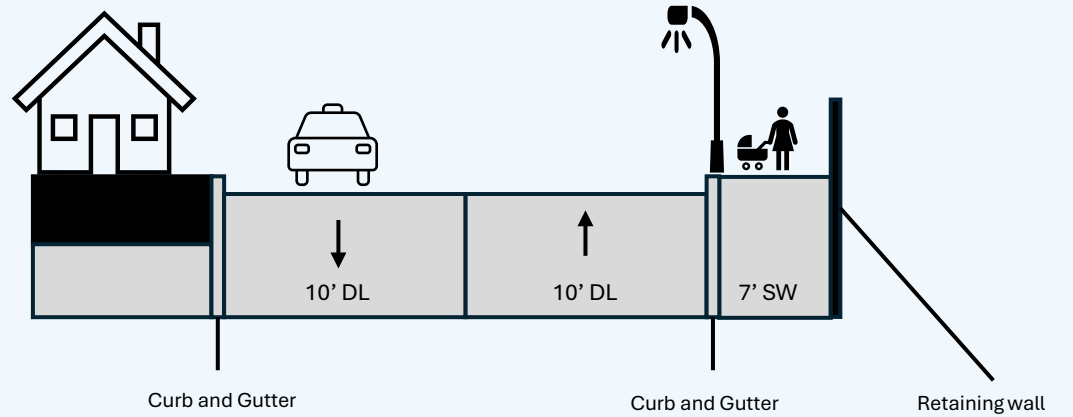
# Upper Lasher



South

North

# Lower Lasher

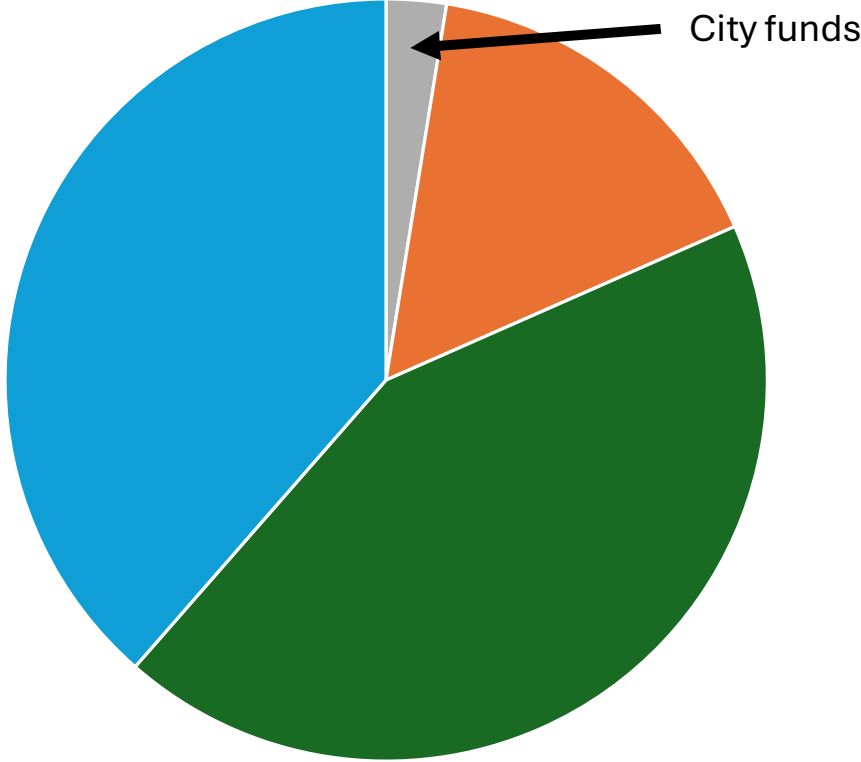


South

a)

### Lasher Street Improvement Grant Funding

The City is in phase two of the grant process for CDBG, if awarded, this would be the approximate break down of cost.



■ City   ■ WSDOT   ■ Transportation Improvement Board   ■ Community Development Block Grant

**DRAFT MINUTES**  
**CITY OF STEVENSON COUNCIL MEETING**  
**March 19, 2026**  
**6:00 PM, City Hall and Remote**

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

**Attending:**

Elected officials: **Mayor Jenny Taylor; Councilmembers Dave Cox, Lucy Lauser, Erin Minnis, Tina Van Pelt.**

City staff: **Jayne Borden, Finance Director, Cody Rosander, Stevenson Public Works Director, Robert Muth, City Attorney, Daniel Pitariu, Records and Permit Manager.**

Guests: Skamania County Undersheriff Tracy Wyckoff; Stevenson Downtown Association Executive Director, Kelly O'Malley-McKee; Angie Martin, Director, Skamania County Chamber of Commerce.

Public participants: Rick Jessel, Mary Repar, Brian McNamara, Bob Wertheimer, Scott Robinson, Rick May, **Stan Roth.**

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

**a) OATH OF OFFICE – COUNCIL POSITION #4**

The oath of office was administered prior to the meeting to newly appointed **Councilmember Jeff Breckel** for Position #4.

**2. PUBLIC COMMENTS:**

Rick Jessel commented on communications received from Representative Marie-Gluesenkamp-Perez. He suggested contacting her regarding funding for water projects. Mary Repar read a statement from the League of Women Voters regarding concurrence with their national policy supporting immigrants. She commented on the cost of water, and encouraged getting more property owners to hook up to the sewer system to help reduce overall costs. She also requested a protocol or policy regarding privacy from drones.

Brian McNamara commented on the sewer ordinance and asked the council to schedule a homeowner meeting regarding hook-up requirements.

Bob Wertheimer spoke about conflicting information received from city staff concerning sewer hookups.

Scott Robinson thanked others about articulating sewer issue, and spoke about cyber-vulnerabilities in public utilities.

Rick May asked for figures regarding the costs of operating the sewer system and the numbers of users needed.

### 3. CHANGES TO THE AGENDA: None noted

### 4. CONSENT AGENDA:

- a) Minutes of February 19, 2026 City Council meeting.
- b) \*Minutes March 5, 2026.
- c) \*Approval of Tourism Advisory Committee (TAC) Funding – CAT Transportation Bus (\$10,000). Funding is intended to enhance visitor access and support tourism-related transportation consistent with allowable uses of lodging tax revenues.
- d) \*Water Leak Adjustment – The Council is asked to authorize an adjustment for Account No. 22180. The excess usage resulted from a break in her line, which has been addressed by the homeowners. Approval is requested to waive \$130.41 from the customer’s bill due to the leak.

**MOTION** to approve consent agenda item a - d was made by **Councilmember Cox**, seconded by **Councilmember Breckel**.

Voting aye: **Councilmembers Van Pelt, Minnis, Lauser, Breckel, Cox.**

**5. SHERIFF'S OFFICE REPORT:** The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month was presented for council review by Skamania County Undersheriff Tracy Wyckoff.

### 6. GUEST SPEAKERS:

**a) Stevenson Downtown Association Update** - Kelly O'Malley-McKee, Executive Director, Stevenson Downtown Association.

**b) Skamania County Chamber Update** - Angie Martin, Executive Director, Skamania County Chamber.

Kelly and Angie co-presented. They shared detailed differences between the work of the Chamber and that of the Stevenson Downtown Association. SDA works primarily in Stevenson. The Chamber provides countywide services to promote tourism and support business development. SDA also participates as a Main Street Community to encourage downtown revitalization efforts through economic development and beautification. They also manage the Stevenson Farmers' Market.

### 7. COUNCIL BUSINESS:

**a)\*Action Item** – Approval of 2026 Committee Appointments (version 2)  
Consider approval of the Mayor’s recommended appointments for 2026 to City boards, commissions, and committees requiring Council confirmation. These appointments include voting members serving on various advisory and statutory bodies. Several changes were made due to recent changes made due to member changes on the Planning Commission and City. Angie Martin with the Skamania County Chamber of Commerce explained who sits on Tourism Advisory Committee.

**MOTION** to approve the 2026 committee appointments as presented was made by **Councilmember Breckel**, seconded by **Councilmember Minnis**.

Voting aye: **Councilmembers Van Pelt, Minnis, Lauser, Breckel, Cox**

**b) Discussion – Sewer Ordinance**

Council discussion was held regarding the sewer ordinance moratorium and presentation of options for simplifying and clarifying ordinance language and penalties. Direction may be provided to staff.

**Mayor Taylor** will provide further information to the Council in preparation for additional discussion at the April 2026 Council meeting. She has developed a matrix regarding the current ordinance, with three possible options to consider. Streamlining and clarifying the ordinance will help create a policy, which in turn will make it easier to receive grants.

**Councilmember Breckel** called for revisiting some of the recommendations the citizen committee developed.

**c) \*Action Item – Approval of Rock Creek Intake Rehabilitation**

**Public Works Director Rosander** provided information on the Statement Of Work and Contract to support Phase 2 of the Rock Creek Rehabilitation project to explore the root cause of restricted water flow. He provided details on diver and camera inspections, jetting services, construction/bidding management and design of a new intake. The project is on a stringent timeline. Funding will be redirected from the water system plan (\$170,000) towards this critical need. A supplemental budget request of \$87,745 is being requested, to be used if needed. He is still pursuing grants for the work.

**MOTION** to approve Grayling Engineering to conduct work related to the Rock Creek Intake Rehabilitation as proposed in the scope of work provided not to exceed \$257,745 was made by **Councilmember Breckel**, seconded by **Councilmember Minnis**.

Voting aye: **Councilmembers Van Pelt, Minnis, Lauser, Breckel**.

Voting no: **Councilmember Cox**.

**d) \*Action Item – Driveway Standards Resolution**

Consider adoption of a resolution updating the City's driveway standards to reflect current engineering practices, improve safety and access, and provide clearer guidance for development and public works projects. **Attorney Muth** advised the resolution had not been included in the meeting packet, as it had just been developed.

**Public Works Director Rosander** explained current driveway standards are capped at a 20-foot width off their approach, and that width goes 30 feet past the right-of-way. Existing standards were developed in 1999, and vehicles are now larger now. The changes would increase that initial width to 24 feet, with the city standard stopped at the right-of-way. After the right-of-way, a builder or homeowner could go wider. A second change includes a diagram within the standards to clarify the design.

**MOTION** to adopt the Driveway Standards Resolution as presented was made by **Councilmember Cox**. No second occurred, as **Attorney Muth** stated he would place the resolution on the consent agenda for the April 2026 City Council meeting.

**e) Pre-Read – Engineering Standards Resolution**

Staff provided a preview of proposed updates to engineering standards. A formal resolution will be presented at a future meeting. **Public Works Director Rosander** noted no motion would be needed as he is slightly modifying the resolution following feedback he received from local contractors and builders. He will send the final version to Councilmembers to review. **Attorney Muth** noted it could also be placed on the consent agenda for April.

**f) \*Action 2026 Contracted Services Agreement – Skamania Economic Development Council (\$29,731)**

The City of Stevenson contracts annually with the Skamania Economic Development Council (EDC) to provide economic development services, including business retention and expansion, technical assistance, grant support, and regional coordination. The proposed 2026 agreement continues this partnership and aligns with the City's goals of strengthening the local economy, supporting business development, and leveraging regional resources. The total contract amount is \$29,731, which is included in the City's adopted 2026 budget. **Mayor Taylor** pointed out that payment to the EDC supports lobbying efforts through their lobbying group (CFM Strategic Communications), which helps the city be aware of and obtain grants.

A short discussion took place regarding delayed invoicing by the EDC and Skamania County Elections that resulted in the city budget showing a deficit. Sending timely reminders was proposed in order to eliminate late invoices. **Councilmember Cox** requested a fund balance for accounts be provided.

**MOTION** to approve the 2026 Contracted Services Agreement with the Skamania Economic Development Council in the amount of \$29,731 was made by **Councilmember Cox**, seconded by **Councilmember Van Pelt**.

Voting aye: **Councilmembers Van Pelt, Minnis, Lauser, Breckel, Cox**

Following the vote **Councilmember Van Pelt** questioned if a penalty for late invoices was a way to encourage timely submissions.

**8. INFORMATION ITEMS:**

**a) City Administrator Recruitment Update**

**Mayor Taylor** provided an update on the City Administrator recruitment process, including a timeline, a revised job description, and next steps. She is developing a broader job description with more leadership responsibilities. It will be put into the personnel policy.

The opening will be posted on Monday, March 23rd, with applications closing April 26th, 2026. She anticipates the position to be filled by mid-to-late July 2026.

**Councilmember Cox** asked **Attorney Muth** regarding the Clerk Treasurer position and what state law requires. **Muth** noted the city does need to have someone in that position.

#### **b) Financial Report**

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

Following a discussion it was agreed to have the financials reported with the past month closed out. Each quarter any budget adjustments needed will be addressed.

**9. MAYOR REPORT: Jenny Taylor, Interim City Administrator** provided a report on the administrative transition and key operational updates.

Meeting videos will be moving to the Vimeo platform. Past videos will move as well.

**Mayor Taylor** observed the county planner is doing a good job supporting the city planning needs. **Mayor Taylor** has drafted a scope of work for a consultant for long range planning. She thanked **Daniel Pitariu, Permits & Records Manager**, for his work on streamlining permit processes.

#### **10. STAFF REPORT:**

**a) Cody Rosander - Public Works Director** provided Councilmembers an update on a number of projects, including resolving problems at Cascade, Lasher Street grant progress, insertion/isolation valve replacements, repairs to electrical conduits at the WWTP due to water infiltration, potential playground upgrades in Stevenson, irrigation at the Triangle Park, and tree care at Walnut Park.

#### **b) Jayne Borden - Finance Director reported on city finances.**

A final reimbursement invoice was submitted to the U.S. Economic Development Administration for \$350K. She is preparing for the state auditor to review the report for 2025, which is due at the end of May. A full audit will take place later in year.

**11. VOUCHER APPROVAL:** Vouchers were presented for council review.

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

Voting aye: **Councilmembers Lauser, Breckel, Minnis, Cox, Van Pelt**

#### **12. COUNCIL COMMITTEE REPORTS:**

**Councilmember Lauser** announced her resignation from the City Council effective March 31, 2026. **Mayor Taylor** thanked her for her service.

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

- Vacation rental ordinance needs to be revisited.
- Sewer ordinance. **Mayor Taylor** requested Councilmembers prepare themselves for a discussion at an upcoming meeting. **Councilmember Cox** asked for a public meeting to allow for public input and feedback. **Attorney Muth** advised there are 6 months regarding the moratorium, but only for the penalty provision. He also

pointed to the Council handbook regarding scheduling of meeting times as they relate to ordinances. **Mayor Taylor** shared a schedule she had developed regarding revisions to the sewer ordinance.

- 1st Q budget adjustment.

#### **14. ADDITIONAL PUBLIC COMMENT:**

Brian McNamara spoke on the revision of the sewer ordinance, and asked for financial justification regarding costs.

Rick Jessel thanked the Mayor and Council for work on the sewer ordinance and the revised city administrator job description.

Mary Repar commented on potential permit needs for Rock Creek, and the EDC contract. She requested the EDC become more publicly transparent. She also spoke regarding the driveway standards to benefit the community, not the developer.

**Stan Roth** spoke regarding sewer usage, and encouraged additional property owners to hook-up in order to contribute to the system's costs.

**Mayor Taylor** adjourned the meeting at 8:06 p.m.

b)

WATER ADJUSTMENT WORKSHEET

Meter # 705700

WATER ADJUSTMENT WORKSHEET

Serial # 21146883

Customer: Bethman, K Account #

Date Repaired: 3/24/2026

20th read 11989

Cubic Foot Leakage:

Average Cubic Foot Usage:

Excess \$ Amount

Month:	Feb	1	32	0
		2	34	0
Usage:	3798	3	46	0
		4	35	0
Average Us:	91	5	237	0
		6	160	0
Leak Total	3707		544 Total	Avg \$0.00
	0		91	0

Leak: Cu ft Total less average usage 3707 X 0.0084 = Adjustment Fee \$31.14

Leak ... Actual Bills:

Average Usage Bill:

Month	February	
Water	87	87
Excess	167.89	
Sewer	290.3	290.3
Excess	0	0
Totals	545.19	377.3

Actual Leak Bill 545.19 Avg Bill 377.3 Less Adj Fe \$31.14

Recommended Credit Requested: \$136.75

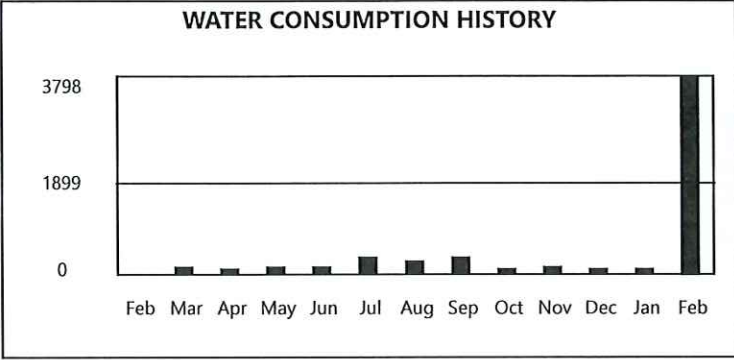
Max Reimbursement \$,000.00

b) CITY OF STEVENSON

7121 E. Loop Rd.  
 PO BOX 371  
 Stevenson, WA 98648-0371

BILLING PERIOD	
1/21/2026-2/20/2026	
DUE DATE	ACCOUNT NUMBER
03/10/2026	25013
BILL DATE	AMOUNT DUE:
02/28/2026	<b>545.19</b>
ACCOUNT HOLDER	
Kurt Bethman	
SERVICE LOCATION	
1805.0 - 307 SW ATTWELL ROAD	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES	
		PREVIOUS	PRESENT				
Water	02/19/2026	6888	10686	1.0000	3798	Previous Balance:	377.30
						Adjustments:	0.00
						Payments:	377.30
						<b>Balance Forward:</b>	<b>0.00</b>
						Water	87.00
						Water Consumption	167.89
						Sewer	290.30
						<b>Current Charges:</b>	<b>545.19</b>
						<b>Balance:</b>	<b>545.19</b>



30:	0.00	60:	0.00	90+:	0.00
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Action Required: Has your phone number or email changed? Update your contact info to ensure you receive timely billing and service alerts.

DUE DATE	AMOUNT DUE
03/10/2026	<b>545.19</b>
SERVICE LOCATION	
1805.0 - 307 SW ATTWELL ROAD	
ACCOUNT NO.	AMOUNT ENCLOSED
25013	

Kurt Bethman  
 17311 Pendleton St SW  
 Rochester, WA 98579

City Of Stevenson  
 7121 E Loop Road  
 PO Box 371  
 Stevenson, WA 98648-0371

b)

 Outlook

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Re: Bethman Water Leak / 307 SW Attwell RD.

---

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

Date Tue 3/24/2026 1:32 PM

To Kurt Bethman <bbathmat@gmail.com>

Hi Kurt,

I will start processing this adjustment request for council to review. Their next regular meeting will be April 16th, 2026.

Please let me know if you have any questions before then. Thank you!

*Sincerely,*

**Kaitlyn Conrath** | **Utilities Clerk**



(509) 427-5970 | ext. 201  
7121 E. Loop Road | PO Box 371  
Stevenson, WA 98648-0371  
[ci.stevenson.wa.us](http://ci.stevenson.wa.us)

---

From: Kurt Bethman <bbathmat@gmail.com>

Sent: Tuesday, March 24, 2026 1:26 PM

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

Subject: Bethman Water Leak / 307 SW Attwell RD.

You don't often get email from bbathmat@gmail.com. [Learn why this is important](#)

Good afternoon Kaitlyn:

The water leak at 307 SW Attwell Rd has been fixed!. The leak occurred just before where the waterline entered the ADU. The Shark Bite fitting failed and it has been replaced. I'm not looking for a refund. A credit to our account for the overage would be appreciated.

Thank you,

Kurt Bethman  
253-988-1517

b)



Add a Caption

Tuesday • Mar 10, 2026 • 3:49PM [Adjust](#)  
IMG\_0998

c)

WATER ADJUSTMENT WORKSHEET

Meter # 105100

WATER ADJUSTMENT WORKSHEET

Serial # 21146882

Customer: Coffman, C Account # 18950

Date Repaired: 3/25/2026

20th read 33936

Cubic Foot Leakage:

Average Cubic Foot Usage:

Excess \$ Amount

Month:	March		1	485		\$4.76
			2	354		\$0.00
Usage:	2536		3	352		\$0.00
			4	309		\$0.00
Average Us:	310		5	299		\$0.00
			6	400		\$0.00
Leak Total	2226	0		1860 Total	Avg	\$1.55
			Avg.	310	0	

Leak: Cu ft Total less average usage 2226 X 0.0084 = Adjustment Fee 18.6984

Leak ... Actual Bills:

Average Usage Bill:

Month	March		
Water	\$43.50		\$43.50
Excess	\$119.62		\$1.55
Sewer	\$145.15		\$145.15
Excess	\$0.00		\$0.00
Totals	\$308.27	0	\$190.20 0

Actual Leak Bill \$308.27 Avg Bill \$190.20 Less Adj Fe \$18.70

Recommended Credit Requested: \$99.37

Max Reimbursement \$1,000.00

Carla Coffman  
PO box 177  
North Bonneville WA 98639  
360 241-1511

04-07-2026

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

RE: Possible Leak Account 18950

I am requesting an adjustment to my bill because of a leak discovered 03-17-2026, repaired 03-25-2026, the leak was due to a faulty toilet float.

Because of my financial situation I was unable to fix the leak until 03/25/2026. I did try turning the water off at the toilet after each flush after the notification from Knaitlyn.

Please grant me the adjustment, I did not realize that a toilet running could use such an amount of water. I will be much more diligent in the future.

Thank you,

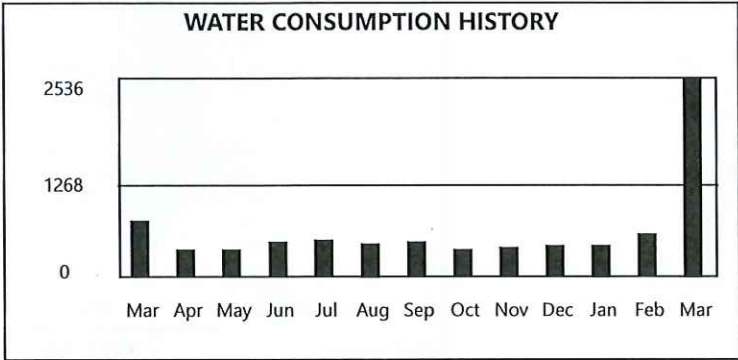
  
Carla Coffman

c) CITY OF STEVENSON

7121 E. Loop Rd.  
 PO BOX 371  
 Stevenson, WA 98648-0371

BILLING PERIOD	
2/21/2026-3/20/2026	
DUE DATE	ACCOUNT NUMBER
04/10/2026	18950
BILL DATE	AMOUNT DUE:
03/31/2026	<b>501.68</b>
ACCOUNT HOLDER	
Carla Coffman	
SERVICE LOCATION	
1895.0 - 360 SW HIGHWAY 14 SPACE 3	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES	
		PREVIOUS	PRESENT				
Water	03/23/2026	31400	33936	1.0000	2536	Previous Balance:	564.21
						Adjustments:	0.00
						Payments:	370.80
						<b>Balance Forward:</b>	<b>193.41</b>
						Water	43.50
						Water Consumption	119.62
						Sewer	145.15
						<b>Current Charges:</b>	<b>308.27</b>
						<b>Balance:</b>	<b>501.68</b>



30:	193.41	60:	0.00	90+:	0.00
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Spruce up Stevenson April 25<sup>th</sup>, 9am-12pm. A Skamania County Day of Service

DUE DATE	AMOUNT DUE
04/10/2026	<b>501.68</b>
SERVICE LOCATION	
1895.0 - 360 SW HIGHWAY 14 SPACE 3	
ACCOUNT NO.	AMOUNT ENCLOSED
18950	

Carla Coffman  
 PO Box 177  
 N Bonneville, WA 98639-0177

City Of Stevenson  
 7121 E Loop Road  
 PO Box 371  
 Stevenson, WA 98648-0371

d)

WATER ADJUSTMENT WORKSHEET Meter # 611200

WATER ADJUSTMENT WORKSHEET Serial # 21146628

Customer: Luelling, Brz Account # 25334

Date Repaired: 4/14/2026

20th read 110852

Cubic Foot Leakage:

Average Cubic Foot Usage:

Month:	Usage:	Average Us:	Leak Total		Excess \$ Amount
February				1	\$247.80
				2	\$93.81
	13696			3	\$85.54
				4	\$65.72
		2638.5		5	\$80.61
				6	\$151.63
			11057.5	15831 Total	\$725.11
				Avg. 2638.5	0 Avg \$120.85

Leak: Cu ft Total less average usage 11057.5 X 0.0084 = Adjustment Fee \$92.88

Leak ... Actual Bills:

Average Usage Bill:

Month	February			
Water	\$43.50		\$43.50	
Excess	\$744.58		\$120.85	
Sewer	\$0.00		\$0.00	
Excess	\$0.00		\$0.00	
Totals	\$788.08	0.00	\$164.35	0.00

Actual Leak Bill \$788.08 Avg Bill \$164.35 Less Adj Fe \$92.88

Recommended Credit Requested: 530.85

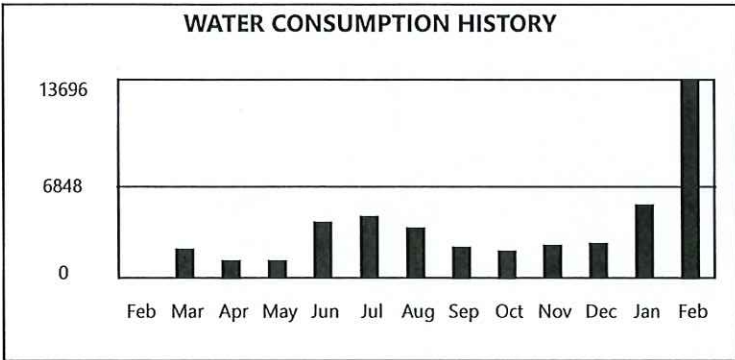
Max Reimbursement 1,000.00

d) CITY OF STEVENSON

7121 E. Loop Rd.  
 PO BOX 371  
 Stevenson, WA 98648-0371

BILLING PERIOD	
1/21/2026-2/20/2026	
DUE DATE	ACCOUNT NUMBER
03/10/2026	25334
BILL DATE	AMOUNT DUE:
02/28/2026	<b>788.08</b>
ACCOUNT HOLDER	
Brandon Luelling	
SERVICE LOCATION	
1636.0 - 601 NW MAPLE WAY	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES		
		PREVIOUS	PRESENT					
Water	02/19/2026	97156	110852	1.0000	13696	Previous Balance:	291.30	
						Adjustments:	0.00	
						Payments:	291.30	
						<b>Balance Forward:</b>	<b>0.00</b>	
						Water	43.50	
						Water Consumption	744.58	
						<b>Current Charges:</b>	<b>788.08</b>	
						<b>Balance:</b>	<b>788.08</b>	
			30:	0.00	60:	0.00	90+:	0.00



Action Required: Has your phone number or email changed? Update your contact info to ensure you receive timely billing and service alerts.

DUE DATE	AMOUNT DUE
03/10/2026	<b>788.08</b>
SERVICE LOCATION	
1636.0 - 601 NW MAPLE WAY	
ACCOUNT NO.	AMOUNT ENCLOSED
25334	

Brandon Luelling  
 PO Box 221  
 Stevenson, WA 98648-0221

City Of Stevenson  
 7121 E Loop Road  
 PO Box 371  
 Stevenson, WA 98648-0371

d)



Dear Kaitlin

I am writing to request a leak adjustment for my recent water bill due to a leak on my property.

I was notified of a water leak around February 26th. At that time, the bill was relatively small. However, the bill increased significantly during the following billing period from March 10, 2026, to April 10, 2026, reaching approximately \$789.

After discovering the extent of the issue, we took corrective action and replaced the water line on April 14, 2026.

Given that the high usage was due to an unforeseen leak that has now been repaired, I respectfully request a water leak adjustment for the billing period beginning March 10, 2026.

Thank you for your time and consideration. Please let me know if any additional information or documentation is needed to process this request.

Sincerely,  
[Brandon Luelling]  
[601 NW Maple Way]  
[25334]  
[503-577-5483]

---

**Headquarters**

PO Box 1900, 1904 SE 6th Place  
Battle Ground, WA 98604  
(360) 687-1148

**Tri-Cities**

2213 Henderson Loop  
Richland, WA 99354

**Tualatin**

18500 SW Pacific Hwy  
Tualatin, OR 97062

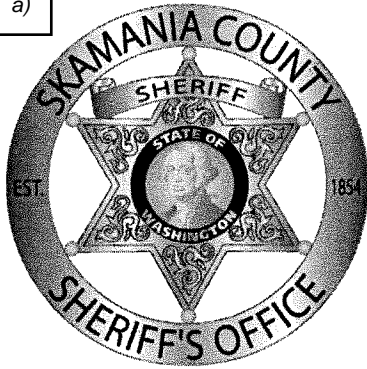
**Chehalis**

1611 N National Ave  
Chehalis, WA 98532

**Weiser**

532 State St.  
Weiser, ID 83672

a)



**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*

**March 2026**

City of Stevenson

Calls/Patrol

Calls - 115

Medical - 42

Fire 0

**Total 157**

Service Hours

565.25 Hrs.

Overtime – 0

Court Hrs.- 0

Milage

1,497

a)

04/01/26  
06:37

Skamania County Sheriff's Office  
Incident Audit Report

5059  
Page: 1

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
26-01235	Medical	AMAS	21	Transferred to Other A
26-01236	Business Alarm	INFO	21	INFORMATION
26-01240	Medical	AMAS	21	Ambulance Service Prov
26-01245	Medical	AMAS	21	Response/No Transport
26-01247	Medical	INFO	21	Transferred to Other A
26-01255	VIN Inspection	VIIN	21	Settled By Contact
26-01256	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01260	Fraud	FRAU	21	Settled By Contact
26-01261	PD Collision	TAPD	21	Investigation Complete
26-01265	PD Collision	TAHR	21	Cleared Adult Arrest
26-01266	Littering	LPPR	21	INFORMATION
26-01267	Theft Prop Oth	TPOT	21	Inactive
26-01274	Business Alarm	ABLA	21	INFORMATION
26-01275	Traffic Stop		21	CLEARED DRIVER WARNING
26-01276	Medical	AMAS	21	INFORMATION
26-01278	Found Property	LFPR	21	Active
26-01280	Medical	AMAS	21	INFORMATION
26-01282	Harrassment.	HARR	21	Investigation Complete
26-01294	Theft Prop Oth	TPOT	21	Unfounded
26-01296	Traffic Stop		21	CLEARED DRIVER WARNING
26-01297	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01300	Theft Prop Oth	TPOT	21	Settled By Contact
26-01305	Suspicious	SUSP	21	Cleared Adlt Exception
26-01307	Medical	AMAS	21	Transferred to Other A
26-01309	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01312	Medical	AMAS	21	Transferred to Other A
26-01313	Medical	AMAS	21	Transferred to Other A
26-01314	Information	INFO	21	INFORMATION
26-01318	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01323	Medical	AMAS	21	Transferred to Other A
26-01324	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01325	Medical	AMAS	21	Transferred to Other A
26-01327	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01331	Business Alarm	ABLA	21	Unfounded
26-01332	Suspicious	PSC	21	Unfounded
26-01335	Medical	AMAS	21	Transferred to Other A
26-01337	Suspicious	PSC	21	INFORMATION
26-01338	Medical	AMAS	21	Transferred to Other A
26-01344	VIN Inspection	VIN	21	Active
26-01345	Medical	AMAS	21	Transferred to Other A
26-01353	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01355	Abandon Vehicle	ABVR	21	Investigation Complete
26-01356	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01361	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01367	Medical	AMAS	21	INFORMATION
26-01371	Abandon Vehicle	INFO	21	INFORMATION
26-01389	Theft-Automobil	INFO	21	INFORMATION
26-01391	Found Property	LFPR	21	INFORMATION
26-01392	Medical	AMAS	21	Ambulance Service Prov
26-01393	Business Alarm	ABLA	21	Investigation Complete
26-01403	Medical	AMAS	21	Transferred to Other A
26-01404	Medical	AMAS	21	Transferred to Other A
26-01408	Suspicious	SUSP	21	INFORMATION
26-01412	Medical	AMAS	21	Transferred to Other A
26-01414	Missing Person	MPER	21	Unfounded

a)

04/01/26  
06:37

Skamania County Sheriff's Office  
Incident Audit Report

5059  
Page: 2

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
26-01416	Suspicious	PSC	21	UNABLE TO LOCATE
26-01417	Medical	INFO	21	Transferred to Other A
26-01419	Medical	INFO	21	Transferred to Other A
26-01422	Business Alarm	ABLA	21	INFORMATION
26-01425	Business Alarm	ABLA	21	INFORMATION
26-01426	Business Alarm	ABLA	21	INFORMATION
26-01432	Missing Person	MPER	21	Active
26-01439	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01440	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01444	Medical	INFO	21	Transferred to Other A
26-01445	Req Traff Enf	RTEN	21	UNABLE TO LOCATE
26-01447	Business Alarm	INFO	21	INFORMATION
26-01450	Business Alarm	ABLA	21	INFORMATION
26-01452	Business Alarm	ABLA	21	INFORMATION
26-01455	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01457	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01460	Trespassing	TRES	21	Settled By Contact
26-01464	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01474	Medical	AMAS	21	Transferred to Other A
26-01478	Medical	AMAS	21	Transferred to Other A
26-01491	Wanted Person	ATL	21	Cleared Adult Arrest
26-01503	Medical	AMAS	21	Transferred to Other A
26-01515	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01519	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01526	Vio Court Order	VICO	21	Cleared Adult Arrest
26-01529	Utility Problem	UTPB	21	Transferred to Other A
26-01536	Assault IV	ASIM	21	Settled By Contact
26-01538	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01539	Medical	AMAS	21	Transferred to Other A
26-01544	Welfare Check	WELF	21	Settled By Contact
26-01545	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01549	Welfare Check	WELF	21	INFORMATION
26-01550	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01554	Found Property	LFPR	21	Investigation Complete
26-01555	Welfare Check	WELF	21	INFORMATION
26-01556	Fraud	FORG	21	Active
26-01558	Medical	AMAS	21	Transferred to Other A
26-01563	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01577	Death Invest	WELF	21	Investigation Complete
26-01591	Medical	AMAS	21	Transferred to Other A
26-01596	Medical	AMAS	21	Transferred to Other A
26-01597	Theft Prop Oth	TPOT	21	INFORMATION
26-01600	Abandon Vehicle	ABVR	21	INFORMATION
26-01601	Disorderly	AMAS	21	Transferred to Other A
26-01602	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01603	Medical	AMAS	21	Transferred to Other A
26-01604	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01607	Medical	AMAS	21	Transferred to Other A
26-01609	Medical	AMAS	21	Transferred to Other A
26-01612	Fraud	FRAU	21	Investigation Complete
26-01613	Medical	AMAS	21	Transferred to Other A
26-01615	PD Collision	TANR	21	Settled By Contact
26-01631	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01634	Business Alarm	ABLA	21	Settled By Contact
26-01637	Traffic Stop	TOFF	21	CLEARED DRIVER CITED

a)

04/01/26  
06:37

Skamania County Sheriff's Office  
Incident Audit Report

5059  
Page: 3

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
26-01638	Traffic Stop	TOFF	21	CLEARED DRIVER CITED
26-01639	Traffic Stop	TOFF	21	Cleared Adlt Exception
26-01645	Medical	AMAS	21	Transferred to Other A
26-01652	Sex Offense	SOFF	21	Settled By Contact
26-01655	Mental Subject	MENT	21	Settled By Contact
26-01661	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01665	Domestic Viol	DOMV	21	Investigation Complete
26-01671	Information	INFO	21	Settled By Contact
26-01675	Req Traff Enf	RTEN	21	Active
26-01695	Hospice Death	HOSP	21	INFORMATION
26-01696	Burg Bus Unl En	BNUE	21	Unfounded
26-01698	Medical	AMAS	21	Transferred to Other A
26-01699	Medical	AMAS	21	Cleared Adlt Exception
26-01705	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01711	Found Property	LFPR	21	Cleared Adlt Exception
26-01744	Medical	AMAS	21	Ambulance Service Prov
26-01746	Medical	AMAS	21	Transferred to Other A
26-01751	Harrassment.	HARR	21	INFORMATION
26-01756	Abandon Vehicle	INFO	21	INFORMATION
26-01757	Abandon Vehicle	ABVR	21	Active
26-01767	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01770	Domestic Viol	DOMV	21	Cleared Adlt Exception
26-01776	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01778	Wanted Person	WANT	21	Cleared Adult Arrest
26-01780	Mental Subject	MENT	21	Transferred to Other A
26-01788	Citizen Assist	INFO	21	INFORMATION
26-01793	Medical	AMAS	21	Transferred to Other A
26-01799	Wanted Person	WANT	21	Cleared Adult Arrest
26-01810	Juvenile Prob	JUVP	21	Cleared Juve Exception
26-01814	Information	INFO	21	Active
26-01824	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01829	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01834	Information	INFO	21	INFORMATION
26-01848	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01850	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01851	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01856	Medical	AMAS	21	Transferred to Other A
26-01858	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01862	Traffic Hazard	THAZ	21	Cleared Adlt Exception
26-01864	Utility Problem	UTPB	21	Transferred to Other A
26-01865	Medical	AMAS	21	Transferred to Other A
26-01884	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01899	PD Collision	TAPD	21	Settled By Contact
26-01900	Trespassing	TRES	21	Investigation Complete
26-01910	Medical	AMAS	21	Transferred to Other A
26-01914	VIN Inspection	VIIN	21	INFORMATION
26-01925	Traffic Stop	TOFF	21	CLEARED DRIVER CITED

Total Incidents: 157

Report includes:  
 All dates reported between `00:00:00 03/01/26` and `00:00:00 03/31/26`  
 All agencies matching `SCSO`  
 All nature of incidents  
 All offenses observed

a)

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Skamania County Sheriff's Office  
Incident Audit Report

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- All offenses reported
- All offense codes
- All dispositions
- All responsible officers
- All locations matching `21`

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Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
26-01235	Medical	AMAS	21	Transferred to Other A
26-01240	Medical	AMAS	21	Ambulance Service Prov
26-01245	Medical	AMAS	21	Response/No Transport
26-01247	Medical	INFO	21	Transferred to Other A
26-01276	Medical	AMAS	21	INFORMATION
26-01280	Medical	AMAS	21	INFORMATION
26-01307	Medical	AMAS	21	Transferred to Other A
26-01312	Medical	AMAS	21	Transferred to Other A
26-01313	Medical	AMAS	21	Transferred to Other A
26-01323	Medical	AMAS	21	Transferred to Other A
26-01325	Medical	AMAS	21	Transferred to Other A
26-01335	Medical	AMAS	21	Transferred to Other A
26-01338	Medical	AMAS	21	Transferred to Other A
26-01345	Medical	AMAS	21	Transferred to Other A
26-01367	Medical	AMAS	21	INFORMATION
26-01392	Medical	AMAS	21	Ambulance Service Prov
26-01403	Medical	AMAS	21	Transferred to Other A
26-01404	Medical	AMAS	21	Transferred to Other A
26-01412	Medical	AMAS	21	Transferred to Other A
26-01417	Medical	INFO	21	Transferred to Other A
26-01419	Medical	INFO	21	Transferred to Other A
26-01444	Medical	INFO	21	Transferred to Other A
26-01474	Medical	AMAS	21	Transferred to Other A
26-01478	Medical	AMAS	21	Transferred to Other A
26-01503	Medical	AMAS	21	Transferred to Other A
26-01539	Medical	AMAS	21	Transferred to Other A
26-01558	Medical	AMAS	21	Transferred to Other A
26-01591	Medical	AMAS	21	Transferred to Other A
26-01596	Medical	AMAS	21	Transferred to Other A
26-01603	Medical	AMAS	21	Transferred to Other A
26-01607	Medical	AMAS	21	Transferred to Other A
26-01609	Medical	AMAS	21	Transferred to Other A
26-01613	Medical	AMAS	21	Transferred to Other A
26-01645	Medical	AMAS	21	Transferred to Other A
26-01698	Medical	AMAS	21	Transferred to Other A
26-01699	Medical	AMAS	21	Cleared Adlt Exception
26-01744	Medical	AMAS	21	Ambulance Service Prov
26-01746	Medical	AMAS	21	Transferred to Other A
26-01793	Medical	AMAS	21	Transferred to Other A
26-01856	Medical	AMAS	21	Transferred to Other A
26-01865	Medical	AMAS	21	Transferred to Other A
26-01910	Medical	AMAS	21	Transferred to Other A

Total Incidents: 42

Report includes:  
 All dates reported between `00:00:00 03/01/26` and `00:00:00 03/31/26`  
 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`

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Skamania County Sheriff's Office  
Incident Audit Report

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Skamania County Sheriff's Office  
Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
26-01256	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01275	Traffic Stop		21	CLEARED DRIVER WARNING
26-01296	Traffic Stop		21	CLEARED DRIVER WARNING
26-01297	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01309	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01318	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01324	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01327	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01353	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01356	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01361	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01439	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01440	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01455	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01457	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01464	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01515	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01519	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01538	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01545	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01550	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01563	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01602	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01604	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01631	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01637	Traffic Stop	TOFF	21	CLEARED DRIVER CITED
26-01638	Traffic Stop	TOFF	21	CLEARED DRIVER CITED
26-01639	Traffic Stop	TOFF	21	Cleared Adlt Exception
26-01661	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01705	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01767	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01776	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01824	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01829	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01848	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01850	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01851	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01858	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01884	Traffic Stop	TOFF	21	CLEARED DRIVER WARNING
26-01925	Traffic Stop	TOFF	21	CLEARED DRIVER CITED

Total Incidents: 40

Report includes:  
 All dates reported between `00:00:00 03/01/26` and `00:00:00 03/31/26`  
 All agencies matching `SCSO`  
 All nature of incidents matching `Traffic Stop`  
 All offenses observed  
 All offenses reported  
 All offense codes  
 All dispositions  
 All responsible officers  
 All locations matching `21`

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**Course Detail By Employee**

Jan 1, 2026 - Mar 30, 2026

Branch: Sheriff's Office Filter: All Unit: All All Employees

Employee ID **000013**  
Employee **Benton, Austin**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Jan 6, 2026	Jan 6, 2026	C.I.T. Annual Retre		Jan 6, 2026	Jan 5, 2027		Online
ICS-100, Introduction t		ICS-100	Completed	2.0	Jan 5, 2026	Jan 5, 2026						Online
ICS-700, An Introducti		ICS-700	Completed	4.0	Jan 5, 2026	Jan 5, 2026						Online
				<b>Total Hours: 8.0</b>								

Employee ID **000021**  
Employee **Childs, John B**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Domestic Violence Tra			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Mar 5, 2026	Mar 5, 2026						Online
Evidence Collection a			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Det Jeremy Schul
Pursuit policy/EVOC R			Completed	1.5	Mar 5, 2026	Mar 5, 2026						Sgt Ryan Taylor
				<b>Total Hours: 6.5</b>								

Employee ID **000018**  
Employee **Coltrane, Trevor**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
ACCESS I Recertificat			Completed	2.0	Jan 9, 2026	Jan 9, 2026	ACCESS		Jan 9, 2026	Jan 8, 2028		
Domestic Violence Tra			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Mar 5, 2026	Mar 5, 2026						Online
Drone Flight Training/			Completed	2.0	Mar 15, 2026	Mar 15, 2026						
Evidence Collection a			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Det Jeremy Schul
ICS-100, Introduction t		ICS-100	Completed	2.0	Jan 19, 2026	Jan 19, 2026						
ICS-700, An Introducti		ICS-700	Completed	4.0	Jan 26, 2026	Jan 26, 2026						
Pursuit policy/EVOC R			Completed	1.5	Mar 5, 2026	Mar 5, 2026						Sgt Ryan Taylor

**Course Detail By Employee**

Jan 1, 2026 - Mar 30, 2026

Branch: Sheriff's Office Filter: All Unit: All All Employees

**Employee ID 000018**  
**Employee Coltrane, Trevor**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
<b>Total Hours: 16.5</b>												

**Employee ID 00004**  
**Employee Evans, Joshua Ross**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
ACCESS I Recertificat			Completed	2.0	Mar 7, 2026	Mar 7, 2026	ACCESS		Mar 7, 2026	Mar 6, 2028		Online
Annual Crisis Intervent			Completed	2.0	Mar 7, 2026	Mar 7, 2026	C.I.T. Annual Refre		Mar 7, 2026	Mar 6, 2027		Online
Domestic Violence Tra			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Mar 5, 2026	Mar 5, 2026						Online
Evidence Collection a			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Det Jeremy Schul
ICS-100, Introduction t		ICS-100	Completed	2.0	Jan 19, 2026	Jan 19, 2026						Online
ICS-700, An Introduc		ICS-700	Completed	4.0	Feb 2, 2026	Feb 2, 2026						Online
Pursuit policy/EVOC R			Completed	1.5	Mar 5, 2026	Mar 5, 2026						Sgt Ryan Taylor
				<b>Total Hours: 16.5</b>								

**Employee ID 000010**  
**Employee Frederickson, Spencer**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Jan 6, 2026	Jan 6, 2026	C.I.T. Annual Refre		Jan 6, 2026	Jan 5, 2027		Adam Kick
Domestic Violence Tra			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Online
Domestic and Sexual		DSVC101	Completed	1.0	Feb 5, 2026	Feb 5, 2026						Online
Drone Flight Training/			Completed	2.0	Mar 15, 2026	Mar 15, 2026						Det Jeremy Schul
Evidence Collection a			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Sgt Ryan Taylor
Pursuit policy/EVOC R			Completed	1.5	Feb 5, 2026	Feb 5, 2026						
Who Are Sikhs		1001-0275	Completed	1.0	Jan 7, 2026	Jan 7, 2026						

### Course Detail By Employee

Jan 1, 2026 - Mar 30, 2026

Branch: Sheriff's Office Filter: All Unit: All All Employees

Employee ID **000010**  
 Employee **Frederickson, Spencer**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
<b>Total Hours: 11.5</b>												

Employee ID **000011**  
 Employee **Helton, William Michael**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Mar 7, 2026	Mar 7, 2026	C.I.T. Annual Refre		Mar 7, 2026	Mar 6, 2027		Online
Domestic Violence Tra			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Mar 5, 2026	Mar 5, 2026						Online
Evidence Collection a			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Det Jeremy Schul
Pursuit policy/EVOC R			Completed	1.5	Mar 5, 2026	Mar 5, 2026						Sgt Ryan Taylor
				<b>Total Hours: 8.5</b>								

Employee ID **000014**  
 Employee **Juarez, Elliott**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Jan 5, 2026	Jan 5, 2026	C.I.T. Annual Refre		Jan 5, 2026	Jan 4, 2027		Online
Domestic Violence Tra			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Feb 6, 2026	Feb 6, 2026						Online
Evidence Collection a			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Det Jeremy Schul
ICS-100, Introduction t		ICS-100	Completed	2.0	Jan 6, 2026	Jan 6, 2026						Online
ICS-700, An Introduc		ICS-700	Completed	4.0	Jan 6, 2026	Jan 6, 2026						Online
Pursuit policy/EVOC R			Completed	1.5	Feb 5, 2026	Feb 5, 2026						Sgt Ryan Taylor

**Course Detail By Employee**

Jan 1, 2026 - Mar 30, 2026

Branch: Sheriff's Office Filter: All Unit: All All Employees

Employee ID **000014**  
 Employee **Juarez, Elliott**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
<b>Total Hours: 14.5</b>												

Employee ID **000019**  
 Employee **Kioroglo, Boris Vasilyevich**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Jan 5, 2026	Jan 5, 2026	C.I.T. Annual Refre		Jan 5, 2026	Jan 4, 2027		Online
Domestic Violence Tra			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Feb 6, 2026	Feb 6, 2026						Online
Evidence Collection a			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Det Jeremy Schul
ICS-100, Introduction t		ICS-100	Completed	2.0	Jan 5, 2026	Jan 5, 2026						Online
ICS-700, An Introducti		ICS-700	Completed	4.0	Jan 5, 2026	Jan 5, 2026						Online
Pursuit policy/EVOC R			Completed	1.5	Feb 5, 2026	Feb 5, 2026						Sgt Ryan Taylor
				<b>Total Hours: 14.5</b>								

Employee ID **08**  
 Employee **Mason, Carl**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
ACCESS I Recerificat			Completed	2.0	Jan 30, 2026	Jan 30, 2026	ACCESS		Jan 30, 2026	Jan 29, 2028		Online
Domestic Violence Tra			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Feb 5, 2026	Feb 5, 2026						Online
Evidence Collection a			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Det Jeremy Schul
Pursuit policy/EVOC R			Completed	1.5	Feb 5, 2026	Feb 5, 2026						Sgt Ryan Taylor

## Course Detail By Employee

Jan 1, 2026 - Mar 30, 2026

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Branch: Sheriff's Office Filter: All Unit: All All Employees

Employee ID 08  
Employee Mason, Carl

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
<b>Total Hours: 8.5</b>												

Employee ID 00001  
Employee Scheyer, Summer Nicole

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
ACCESS I Recertificat			Completed	2.0	Feb 16, 2026	Feb 16, 2026	ACCESS		Feb 16, 2026	Feb 15, 2028		Online
Annual Crisis Intervent			Completed	2.0	Feb 10, 2026	Feb 10, 2026	C.I.T. Annual Refre		Feb 10, 2026	Feb 9, 2027		Online
Domestic Violence Tra			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Feb 10, 2026	Feb 10, 2026						Online
Evidence Collection a			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Det Jeremy Schul
Officer Safety and Pro		N/A	Completed	2.0	Feb 2, 2026	Feb 2, 2026						Online
Pursuit policy/EVOC R			Completed	1.5	Feb 5, 2026	Feb 5, 2026						Sgt Ryan Taylor
				<b>Total Hours: 12.5</b>								

Employee ID 00009  
Employee Schultz, Jeremy M.

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Mar 6, 2026	Mar 6, 2026	C.I.T. Annual Refre		Mar 6, 2026	Mar 5, 2027		Online
Domestic Violence Tra			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Mar 6, 2026	Mar 6, 2026						
Drone Flight Training/			Completed	2.0	Mar 15, 2026	Mar 15, 2026						Det Jeremy Schul
Evidence Collection a			Completed	2.0	Mar 5, 2026	Mar 5, 2026						
Pursuit policy/EVOC R			Completed	1.5	Mar 5, 2026	Mar 5, 2026						Sgt Ryan Taylor

### Course Detail By Employee

Jan 1, 2026 - Mar 30, 2026

Branch: Sheriff's Office Filter: All Unit: All All Employees

Employee ID **00009**  
 Employee **Schultz, Jeremy M.**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
<b>Total Hours: 10.5</b>												

Employee ID **000012**  
 Employee **Sloniker, Stephen**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Jan 23, 2026	Jan 23, 2026	C.I.T. Annual Refre		Jan 23, 2026	Jan 22, 2027		Adam Kick
Domestic Violence Tra			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Online
Domestic and Sexual		DSVC101	Completed	1.0	Feb 5, 2026	Feb 5, 2026						Det Jeremy Schul
Evidence Collection a			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Sgt Ryan Taylor
Pursuit policy/EVOC R			Completed	1.5	Feb 5, 2026	Feb 5, 2026						Online
SAI-VCERT: Victim-C		7100-33	Completed	28.7	Jan 13, 2026	Jan 16, 2026						Online
				<b>Total Hours: 37.25</b>								

Employee ID **00005**  
 Employee **Taylor, Ryan**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Jan 5, 2026	Jan 5, 2026	C.I.T. Annual Refre		Jan 5, 2026	Jan 4, 2027		Online
Domestic Violence Tra			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Feb 5, 2026	Feb 5, 2026						Online
Evidence Collection a			Completed	2.0	Feb 5, 2026	Feb 5, 2026						Det Jeremy Schul
ICS-100, Introduction t		ICS-100	Completed	2.0	Jan 5, 2026	Jan 5, 2026						Online
ICS-700, An Introduci		ICS-700	Completed	4.0	Jan 5, 2026	Jan 5, 2026						Online
Pursuit Driving Basics		EVOC102	Completed	1.0	Jan 30, 2026	Jan 30, 2026						
Pursuit policy/EVOC R			Completed	1.5	Feb 5, 2026	Feb 5, 2026						Sgt Ryan Taylor

**Course Detail By Employee**

Jan 1, 2026 - Mar 30, 2026

Branch: Sheriff's Office Filter: All Unit: All All Employees

Employee ID **00005**  
 Employee **Taylor, Ryan**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
<b>Total Hours: 15.5</b>												

Employee ID **000016**  
 Employee **Van Pelt, Brandon T.**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
ACCESS I Recertificat			Completed	2.0	Mar 14, 2026	Mar 14, 2026	ACCESS		Mar 14, 2026	Mar 13, 2028		Online
Annual Crisis Intervent			Completed	2.0	Mar 5, 2026	Mar 5, 2026	C.I.T. Annual Refre		Mar 5, 2026	Mar 4, 2027		Online
Domestic Violence Tra			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Mar 5, 2026	Mar 5, 2026						Online
Evidence Collection a			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Det Jeremy Schul
Pursuit policy/EVOC R			Completed	1.5	Mar 5, 2026	Mar 5, 2026						Sgt Ryan Taylor
				<b>Total Hours: 10.5</b>								

Employee ID **000015**  
 Employee **Vejar, Jennifer Lynn**

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Annual Crisis Intervent			Completed	2.0	Mar 6, 2026	Mar 6, 2026	C.I.T. Annual Refre		Mar 6, 2026	Mar 5, 2027		Online
Domestic Violence Tra			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Adam Kick
Domestic and Sexual		DSVC101	Completed	1.0	Mar 6, 2026	Mar 6, 2026						Det Jeremy Schul
Evidence Collection a			Completed	2.0	Mar 5, 2026	Mar 5, 2026						Det Jeremy Schul
ICS-100, Introduction t		ICS-100	Completed	2.0	Jan 26, 2026	Jan 26, 2026						Sgt Ryan Taylor
Pursuit policy/EVOC R			Completed	1.5	Mar 5, 2026	Mar 5, 2026						Sgt Ryan Taylor

### Course Detail By Employee

Jan 1, 2026 - Mar 30, 20

Branch: Sheriff's Office Filter: All Unit: All All Employees

Employee ID 000015

Employee Vejar, Jennifer Lynn

Training Course	Name	Course No.	Status	Grade Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
<b>Total Hours: 10.5</b>												



2026 Overall	January	February	March	April	May	June	July	August	September	October	November	December	Totals
<b>Mileage</b>													
County	16632	15112	17834	0	0	0	0	0	0	0	0	0	49578
Stevenson	1566	1575	1497	0	0	0	0	0	0	0	0	0	4638
N. Bonneville	751	890	817	0	0	0	0	0	0	0	0	0	2468
USFS	443	603	861	0	0	0	0	0	0	0	0	0	1907
Title 3	45	0	0	0	0	0	0	0	0	0	0	0	45
Other	975	1042	1834	0	0	0	0	0	0	0	0	0	3851
<b>TOTAL</b>	<b>20422</b>	<b>19222</b>	<b>22843</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>62487</b>
<b>Hourly Report</b>													
Vacation	284.50	0.00	115.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	379.50
Sick Leave	118.50	166.00	36.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	322.50
Training	58.00	20.50	127.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	206.00
Administration	155.00	179.00	173.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	507.00
<b>Patrol/Investigations</b>													
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
Mill A Project	0.00	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	977.00	839.25	935.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2751.75
Stevenson	566.50	459.50	565.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1591.25
Stew 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
N. Bonneville	196.25	178.75	236.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	611.50
N. Bonn Court	7.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.50
District Court	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Superior Court	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
USFS	41.25	51.75	67.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	160.75
George Scenic	168.25	123.00	153.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	444.50
PP&L	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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
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
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
County Traffic Enforce.	206.00	217.75	234.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	658.00
SAR County	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
<b>Title 3</b>													
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
SAR Missions	6.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Title 3 Subtotal</b>	<b>6.00</b>	<b>4.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.00</b>
<b>SubTotal Reg</b>	<b>2379.75</b>	<b>2070.00</b>	<b>2493.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6942.75</b>
<b>OT Time</b>													
Schools/Com Svc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
County	20.00	43.50	43.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.00
Stevenson	0.50	6.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.50
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
N. Bonneville	0.00	2.00	1.50	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
District Court	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Superior Court	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00
USFS	0.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00
Training	0.00	56.50	92.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	148.50
Marine Patrol	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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
PP&L	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
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
County Traffic Enforce.	0.00	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	45.50	43.00	46.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	134.50
SAR County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SAR Title 3	15.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00
<b>Total Overtime</b>	<b>66.00</b>	<b>158.00</b>	<b>184.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>408.00</b>
<b>Total Title 3</b>	<b>21.00</b>	<b>9.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30.00</b>
<b>TOT HRS</b>	<b>2848.75</b>	<b>2460.50</b>	<b>2830.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8140.25</b>



# City of Stevenson

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

## MEMORANDUM

From: Jenny Taylor

To: City Council

RE: Sewer Connection Policy Options – Council Consideration

Date: March 18, 2026

### Purpose:

This memo provides Council with clear policy options and a recommended path forward for revising the City’s sewer connection ordinance.

The goal is to establish a policy that is clear, workable, and sustainable—one that property owners can realistically comply with and the City can consistently administer over time.

The proposed framework is intended to:

- Remove penalty-based enforcement
- Provide reasonable timelines for connection
- Align with practices used by comparable small cities
- Support public health while recognizing financial constraints
- Clarify when and how connection is expected

### Policy Context and Authority:

State law establishes a baseline requirement that properties must connect to public sewer when necessary to protect public health, particularly in cases of septic system failure or when required by local health authorities. State law also provides cities with the authority to require connection to municipal sewer systems when service is available, reinforcing the importance of establishing a clear and consistent local policy framework.

Beyond these minimum requirements, cities in Washington are granted broad authority to determine how and when sewer connections are required as infrastructure becomes available. As a result, local policies vary, but most cities utilize some form of connection requirement when sewer is accessible, often based on distance (commonly 200 feet), timing, or development triggers.

The City of Stevenson's current ordinance reflects this authority but includes provisions that rely on penalty-based enforcement and do not clearly articulate the policy rationale or provide flexible pathways for compliance. This proposal reflects lessons learned from the current ordinance and is intended to provide a clearer, more workable framework that property owners can realistically comply with while still advancing the City's long-term infrastructure goals.

The intent of this policy discussion is not to determine whether connection should ever be required this is already established under state law in certain circumstances but rather to provide clarity around:

- When connection should be required?
- How quickly it should occur?
- What level of flexibility should be provided to property owners?

The options presented to Council reflect the range of approaches used across Washington communities, from health-triggered requirements to phased or incentive-based models.

***The goal is to establish a policy that is clear, workable, and sustainable. One that property owners can realistically comply with and the City can consistently administer over time.***

### **Lessons from the Current Ordinance**

The current ordinance has not achieved its intended goal of encouraging connection to the sewer system. Among the approximately 25 properties currently affected, ongoing monthly charges have resulted in limited connection activity while contributing to frustration among property owners.

Due to the City's moratorium on new sewer connections during this period, these charges have not generated meaningful financial benefit, further reinforcing that the current structure has not been effective in achieving either connection or cost recovery.

Instead, the ordinance has led to delayed participation, increased administrative effort, and reduced public support for future sewer expansion.

**Sewer Ordinance Update**

Notifications of sewer availability went out in early October; here is the responses thus far.

<p style="text-align: center;"><b>Connected</b></p> <p>We have had <b>one</b> homeowner connect to the public sewer system.</p>	<p style="text-align: center;"><b>Planning stages</b></p> <p>We have had <b>four</b> homeowners sign their notice to connect form and have indicated they will connect within the timeline.</p>
<p style="text-align: center;"><b>Appeal</b></p> <p>We have had <b>four</b> homeowners sign their notice to connect form – <i>Appeal section</i>.</p>	<p style="text-align: center;"><b>No Response</b></p> <p>We have not heard back from the other <b>seventeen</b> homeowners.</p>

**Policy Considerations:**

**Refinement of Prior Approach**

Previous versions of the ordinance included aggressive timelines, penalty-based enforcement, and limited incentives, which created concern around affordability and fairness for property owners with functioning, Health Department–approved septic systems.

The revised framework presented here is intended to better align with prior Council direction by: (1) Reducing reliance on penalties (2) Expanding flexibility and incentives and (3) Providing clearer pathways to compliance

1. **Public Health & Environmental Protection**  
Municipal sewer systems are designed to protect groundwater, surface water, and public health over time. While not all septic systems are currently failing, they have a finite lifespan and can fail without immediate visibility. Policy approaches vary in how proactively communities address this risk.
2. **Financial Sustainability**  
The City’s wastewater system requires ongoing investment in operations, maintenance, regulatory compliance, and capital infrastructure. Expanding the customer base over time helps distribute these costs more equitably and reduces upward pressure on existing ratepayers.
3. **Real-World Cost Consideration**  
Estimated connection costs for some properties may exceed \$20,000–\$30,000 depending on site conditions (pumping, trenching, decommissioning, etc.). This framework is designed to:
  - Reduce upfront costs (SDC waiver, payment plans)
  - Provide flexibility (variance, extended timelines)
  - Ensure connection requirements are practical and achievable
4. **Coordination with Health Department Standards**

This policy framework recognizes the role of the Health Department in approving and regulating on-site septic systems and avoids creating conflicting requirements where systems are functioning as approved.

#### 5. Feasibility Consideration

Connection requirements should reflect whether a property is reasonably able to connect, taking into account:

- Topography and distance
- Need for pumping or specialized infrastructure
- Total cost relative to property value

#### 6. Impact on Development & Growth

Connection policies should support, not hinder, infill development and future growth. A balanced approach helps ensure that property owners and developers are not discouraged from investing in the community due to uncertainty or disproportionate costs.

#### 7. Cost-Based Variance (Applies to All Options):

- One-time variance available if connection cost exceeds **5% of assessed property value**
- Requires documented cost estimates and assessed value
- If approved:
  - Defers connection until failure, redevelopment, or change of use

#### 8. Compliance & Enforcement Approach (Applies to All Options):

- Initial notice with timelines, incentives, and options
- Final notice with opportunity for extension or variance
- Post-deadline (if not corrected):
  - Expiration of applicable incentives, including SDC waiver
  - Implementation of a **monthly stub fee** (typically equivalent to the base sewer rate or a portion thereof)
- Continued non-compliance (if necessary):
  - Nuisance provisions
  - Cost recovery or lien as last resort
- Enforcement is tied to clear trigger points such as permit activity, health department action, or property transfer, rather than ongoing monitoring or arbitrary timelines.

#### 9. System Responsibility and Cost Sharing:

- The City is responsible for making sewer service available as infrastructure is expanded. At the same time, as properties gain access to that system, a reasonable contribution is necessary to support ongoing operations, regulatory requirements, and long-term infrastructure investment, without placing the full burden on existing ratepayers.

#### 10. Avoiding Unnecessary Cost:

- A private system that is functioning properly should not be required to be removed solely due to the availability of sewer service. The proposed framework allows for a more practical transition over time.

#### **Stub Fee Clarification:**

The stub fee reflects that a property has access to the sewer system while recognizing that

connection costs can be significant, particularly for properties where connection has historically been more difficult or cost-prohibitive due to site conditions, distance, or infrastructure constraints.

It is intended as a measured contribution for access to public infrastructure, rather than a penalty for non-connection.

Based on the City's current base sewer rate of \$145.15 per month, the stub fee is recommended to be established at approximately **25%–50% of the base rate (approximately \$36–\$73 per month)**.

Stub fee payments may be credited toward future connection costs or system development charges if the property connects at a later date.

**OPTION 1 – Reactive / Trigger-Based Model**: This approach requires connection only when specific conditions occur and does not proactively move properties onto the system.  
**"Connect when something changes)**

**Connection Required When:**

- Septic system failure
- New development or major remodel
- Sewer available within 200 feet

**Timeline:**

- 12 months (up to 24 months with extension)

**Pros:**

- Aligns with public health triggers
- Limits burden on functioning systems

**Cons:**

- Slower system expansion
- Less predictable revenue

**OPTION 2 – Managed Transition Model (Recommended)**: This approach establishes a clear expectation of connection over time while providing flexibility and financial tools to support compliance.

***"Connect over time once service is available"***

**Connection Required When:**

- Sewer service available at or adjacent to the property line

**Timeline:**

- 24 months to connect

**Flexibility Tools:**

- Hardship extensions

- Deferrals (recorded on title)
- Triggers at sale or redevelopment
- Connection may be required at time of property sale or transfer.

**Incentives (Optional Add-Ons):**

- SDC waiver (up to 2 years)
- Payment plans / financing
- Reduced permit fees

**Pros:**

- Predictable system growth
- Practical and flexible
- Encourages participation without pressure

**Cons:**

- Requires clear communication
- Moderate administrative effort

**OPTION 3 – Voluntary / Market-Driven Model:** This approach relies primarily on voluntary participation and incentives, with limited mandatory connection requirements.

***“Connect if and when you choose”***

**Connection Required When:**

- Septic failure or health risk

**Otherwise:**

- Voluntary

**Long-Term Triggers:**

- Property sale
- Subdivision or change of use

**Approach:**

- Emphasizes voluntary participation and financial incentives
- Defers mandatory connection unless a clear health or redevelopment trigger occurs

**Pros:**

- Lowest immediate burden
- High public acceptance

**Cons:**

- Slowest participation and connection rate
- Least predictable revenue and cost recovery
- May delay full utilization of existing sewer infrastructure
- Shifts long-term financial burden to existing ratepayers due to delayed system participation
- Creates uncertainty in long-term capital planning and debt management
- Less consistent with common practices among Washington cities, where connection is typically required at some point when sewer is available
- May result in uneven application, where some properties connect and others remain on septic indefinitely despite having access

- Potential for future policy conflict, requiring additional regulatory action if public health concerns emerge later
- May require future Council action to revisit or strengthen requirements if voluntary participation remains low

### **Key Policy Shift**

- Removes penalty-based enforcement
- Replaces with clear timelines, flexibility, and defined triggers
- Provides a more transparent policy framework for property owners
- Provides clear and consistent expectations
- Supports Long-term system sustainability

### **Staff Recommendation**

Based on the considerations outlined above, Option 2 – Managed Connection with Flexibility is recommended as it provides the best balance between:

- Public health protection
- Financial sustainability of the sewer system
- Practical implementation

This approach aligns most closely with common practices among Washington cities while incorporating additional safeguards, including incentives, extended timelines, and cost-based variance provisions.

### **Requested Council Direction**

Council is asked to:

- Select a preferred policy approach (Option 1, 2, or 3)
- Provide direction on:
  - Connection timelines
  - SDC waiver duration (recommended: up to 2 years)
  - Use of payment plans and financing tools
  - Application of the 5% cost-based variance
- Confirm whether to proceed with:
- Option 2 as presented, or
  - Option 2 with modifications
- Direct staff to:
  - Conduct targeted outreach to affected property owners
  - Return with draft ordinance language for adoption

### **What Happens Next**

- April 2026: Finalize direction
- May 2026: Return with draft ordinance language
- June 2026: First reading of revised ordinance
- July 2026: Final adoption and implementation planning

a)

**Closing Statement:**

The intent of this proposal is not to impose a one-size-fits-all solution, but to provide a clear, consistent framework that acknowledges real-world constraints while allowing the City to move forward responsibly with its infrastructure investments.

a)

<b>At-a-Glance Comparison of Policy Options</b>					
<b>Category</b>	<b>Current Ordinance “General Incentives” Future connections</b>	<b>Current Ordinance “Limited Incentives” (~25 people)</b>	<b>Option 1 Trigger-Based Connection (Reactive Model)</b>	<b>Option 2 Managed Transition with Phased Connection (Recommended)</b>	<b>Option 3 Voluntary / Incentive-Based Participation Model</b>
Policy Intent	Encourage early connection through increasing cost over time	Accelerate connection in existing service areas	Allow connection when conditions change	Transition properties onto system over time	Minimize burden and rely on voluntary participation
When Connection is Required	Sewer available; applies broadly to new and future connections	Sewer already available as of ordinance effective date	Septic failure, redevelopment, or major remodel (if Sewer service available at or adjacent to the property line)	Sewer service available at or adjacent to the property line	Only upon septic failure or health risk
Connection Timeline	Not fixed; tied to incentive schedule with decreasing benefits over time	Short, fixed timeline with accelerated deadlines due to existing service availability	12 months from trigger (up to 24 months with extension)	18–24 months from availability, with (3) 1-year extensions and deferrals	No defined timeline unless triggered by failure or redevelopment
Penalties or Stub Fees issued	Penalties begin after initial incentive period; increases over time until full sewer rate is charged	Penalties Begin sooner due to shorter timeline; escalates more quickly to full sewer rate	Stub fee after grace period	Stub fee after defined timeline	Stub fee only if access exists
Level of Flexibility	Low	Low	Moderate	High	Very High
Incentive structure	Time-based, decreases over time	Time-based, shorter window	Limited	Optional + targeted	No incentives
Cost-Based Variance	Yes – one-time variance if cost exceeds 5% of assessed value	Yes – one-time variance if cost exceeds 5% of assessed value	Yes – one-time variance if cost exceeds 5% of assessed value	Yes – one-time variance if cost exceeds 5% of assessed value	Yes – one-time variance if cost exceeds 5% of assessed value

a)

Impact on Property Owners	Higher immediate pressure to connect early to maximize incentives and avoid escalating costs	Highest pressure due to shorter timelines and faster loss of incentives	Lower immediate impact	Moderate, with reduced upfront cost due to SDC waiver	Lowest immediate impact
Public Health Protection	Proactive (encourages early system connection)	Proactive (more immediate connection expectation)	Proactive (phased system connection)	Proactive (phased system connection)	Reactive (primarily failure-based)
Financial Sustainability	Strong if participation occurs early	Strongest due to more immediate participation expectation	Lower predictability	Strongest / most predictable (with phased participation)	Least predictable
Alignment with Common WA Practice	More aggressive than typical timelines	More aggressive due to shorter timelines	Common	Most typical approach	Less common (but used in some areas)
Overall Approach	Reactive / Trigger-Based (connect when conditions change)	Reactive / Trigger-Based (accelerated timelines)	Reactive / Trigger-Based with Standard Grace Period	Managed Transition with Phased Connection (Recommended)	Voluntary / Market-Driven Participation



## *City of Stevenson*

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Stevenson, Washington 98648

### **MEMORANDUM**

To: City Council Members: Tina Van Pelt, Erin Minnis, Jeff Breckel and Dave Cox

Cc: Robert Muth, City Attorney

From: Jenny Taylor, Mayor

Date: April 14, 2026

Subject: Sewer Connection Policy: History, Engagement, and Next Steps

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#### **Introduction and Background**

Over the past three years, the City has undertaken an extensive, iterative, and highly public process to evaluate and update its sewer connection policies. This has not been a single decision point or a staff-driven change, but rather a sustained community and Council conversation with numerous opportunities for input, refinement, and reconsideration.

Since mid-2023, this topic has been discussed at regular City Council meetings, public workshops, Planning Commission meetings, special Council sessions, and through a dedicated Sewer Ordinance Committee made up of community members. This process has included multiple public hearings, draft ordinance reviews, and structured opportunities for feedback at nearly every stage.

In total, the City has held dozens of touchpoints on this issue, including:

- Repeated Council discussions spanning 2023 through 2026
- A public workshop specifically designed to introduce the ordinance and gather early community input
- A multi-meeting Sewer Ordinance Committee process focused on equity, financing, and implementation
- Ongoing Planning Commission involvement and recommendations
- Multiple public hearings with direct testimony from residents, business owners, and stakeholders
- Iterative draft revisions reflecting both technical analysis and community feedback

Throughout this process, the City has evaluated a wide range of policy approaches, including connection triggers, timelines, financial impacts, system development charge waivers, penalties, and alternatives such as standby or availability fees. Council direction has evolved over time, reflecting both policy priorities and community concerns.

Importantly, this work has been conducted in full compliance with open public meeting requirements, with discussions occurring in noticed public meetings and supported by publicly available materials, maps, and staff reports. The level of engagement on this topic has been significant, with consistent public participation and feedback shaping each phase of the work.

Most recently, in February 2026, the City Council adopted a six-month moratorium on implementation of the ordinance to allow additional time for review, refinement, and alignment. This action reflects both the complexity of the issue and the City's commitment to getting the policy right.

Taken together, this represents one of the most robust policy development efforts the City has undertaken in recent years, with substantial time, analysis, and community input already invested.

#### **Next Steps:**

The City is now positioned to move from extended review into a clear policy direction. Staff will return with a refined ordinance that reflects Council priorities, incorporates prior public input, and focuses on a balanced approach grounded in public health, affordability, and practical implementation.

This will include updated recommendations on connection triggers, timelines, and financial tools, along with a simplified framework for community review ahead of Council consideration.

#### **Timetable: Sewer Ordinance Timeline (public engagement)**

1. Jun 15 ,2023 City Council - Staff initiated discussion to change the sewer connection requirement under SMC 13..08.070 and 120
2. Aug 24, 2023 City Council - Council reviewed proposed sewer connection changes, discussed impacts, and agreed to proceed with amendments while requesting more information for the next meeting.
3. Sep 21, 2023 City Council - Public workshop introduced proposed sewer ordinance changes, shared maps and materials, and invited community input while staff explained impacts and process. Council reviewed the revised sewer ordinance draft incorporating workshop feedback and public comments, held a detailed discussion on requirements, financing, and future impacts, requested additional information, and proposed forming a citizen committee.
4. Oct 19, 2023 City Council - City updated council on forming a broadly representative sewer ordinance committee, outlining a three-meeting process to review data, analyze impacts, and present recommendations by the end of 2023.

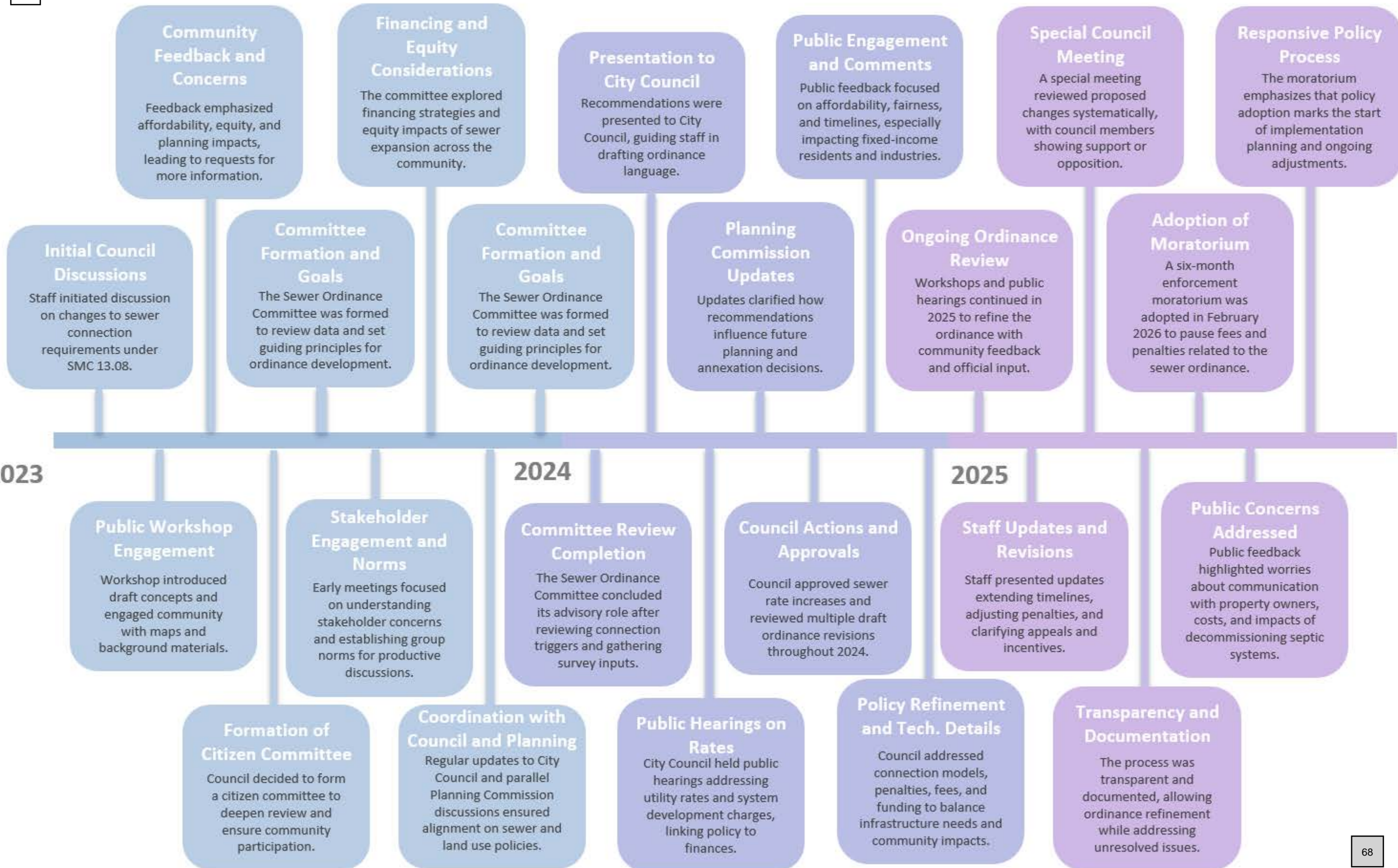
5. Oct 30, 2023 Sewer Ordinance Committee - The committee discussed proposed sewer ordinance changes, gathered stakeholder perspectives on impacts and concerns, and established group norms while identifying key questions and next steps.
6. Nov 6, 2023 Sewer Ordinance Committee - The committee approved its charter and agreements, refined definitions of success, explored financing strategies for sewer expansion, and developed initial ideas and action steps toward an equitable ordinance proposal.
7. Nov 16, 2023 City Council -City reported two committee meetings held, ongoing work on ordinance, financial policies, and planning documents, with updates to council and a next meeting set for Dec. 4, 2024.
8. Dec 4, 2023 Sewer Ordinance Committee - The committee shared and discussed individual perspectives, identified key themes and concerns around sewer expansion and financing, and agreed on next steps toward developing a collective recommendation for City Council.
9. Dec 11, 2023 Planning Commission - Subcommittee continues septic/sewer discussions and is developing recommendations for council, while annexation discussions are on hold until that work is complete.
10. Dec 21, 2023 City Council -Public comments raised concerns about road projects, sewer moratorium, zoning density, and hookup costs; staff outlined public outreach, hearings, and committee progress, clarified permitting and timelines, and council approved rescinding the septic moratorium ordinance. 2024.
11. Jan 8, 2024 Sewer Ordinance Committee - The committee reviewed and voted on proposed sewer ordinance triggers, completed financial and evaluation surveys, and finalized key inputs and next steps to support ordinance development.
12. Jan 18, 2024 City Council - Public hearing included a presentation on the utility rate increase study and proposed system development charge changes, with public feedback on water conservation, sewer rate hikes, and cost impacts; staff also provided a sewer committee update, with further council discussion deferred to a future meeting.
13. Jan 22, 2024 Planning Commission - PC Chair Breckel updated commissioners on the sewer committee's recommendations: homeowners must connect to the system but aren't responsible for mainline extension costs; incentives and state law compliance are being explored. Annexation policy work remains pending sewer committee input.
14. Feb 15, 2024 City Council - Public comment thanked council and staff for Sewer Committee outreach. Public hearing reviewed utility rate and system development charge drafts, with feedback—especially concerns from fixed-income residents—informing the March 22, 2024 hearing. Sewer Committee update noted five meetings over three months with diverse community participation to develop ordinance changes and solutions.
15. Feb 22, 2024 Special Council -Staff presented the Sewer Committee's results and proposed ordinance changes on connection requirements; council discussed revisions and directed staff to compile a final draft for review at the March 21st meeting before further public engagement.
16. Mar 21, 2024 City Council -Public comments addressed the proposed sewer ordinance and utility rate changes, including concerns from fixed-income residents and lodging businesses. A 10% sewer rate increase for 2024 was approved (3–2 vote). Staff presented a final draft of the

- updated SMC 13.08 ordinance, with further public engagement and informational materials to be scheduled; discussion was moved to the April 18, 2024, council meeting.
17. Apr 18, 2024 City Council -City Administrator Kinley presented draft ordinances and a staff memo on utility rates and system development charges, clarifying 2024 increases (10% sewer, 5.5% water) and billing structure, with further ordinances to be presented in May 2024 for public hearings. Community Development Director Shumaker shared a draft updated SMC 13.08 sewer ordinance; council agreed to require sewer connections for lots with three dwellings or more than two lot divisions, but further revisions are needed before public release.
  18. May 16, 2024 City Council -Staff presented a revised draft of SMC 13.08 Sewer Pretreatment, detailing updates and clarifications on connection responsibilities, fees, appeals, and rate adjustments. Council discussed various considerations, including latecomer fees, standby charges, and reserve funding, and by consensus agreed to release the draft for public comment.
  19. Aug 7, 2024 City Council - Council directed staff to adopt a mandatory connection with penalties model instead of the standby fee option, retain the System Development Charges waiver with strengthened language to address public funding concerns, and prepare a revised draft ordinance for council review before public release.
  20. Sep 19, 2024 City Council - Public comment thanked staff and the Sewer Ordinance Committee and highlighted draft Section F. Staff presented a memo on the proposed ordinance from the August 7th discussion, and council authorized releasing the draft for public review (3–2 vote).
  21. Apr 14, 2025 Planning Commission - Community Development Director Shumaker reported on the first sewer ordinance workshop, noting light attendance and providing connection options for homeowners; a public hearing is scheduled for April 17. Planning Commissioners discussed the ordinance, agreeing it is feasible for property owners and that further annexation policy work depends on its passage.
  22. Apr 17, 2025 City Council - The public hearing on the Sewer & Pretreatment Ordinance opened with a staff presentation highlighting revisions, including redefining sewer “availability,” financial assistance for low- to moderate-income owners, and connection penalties with reduced fees for timely compliance. Maps and timelines for sewer extensions were shared. Public comments were mixed: 3 comments supported the ordinance with suggestions, while other 3 opposed mandatory connections for functioning septic systems. Council held detailed discussion on timelines, penalties, costs, and system development charges, and planned a workshop with the new City Manager. A revised ordinance will be presented at the May City Council meeting.
  23. May 15, 2025 City Council - Public comment focused on penalties in the proposed sewer/septic ordinance. Community Development Director Shumaker presented updates, including longer connection timelines, incentives, SDC waivers, appeal processes, and penalty adjustments. Rick Jessell supported the ordinance, suggesting removal of Section F; no opposition or neutral comments were received. Council discussed unresolved issues, including rate impacts, septic properties along sewer mains, and development considerations, and planned a workshop/special meeting before the June 2025 Council meeting to address these questions.
  24. Jun 16, 2025 Special Council - Public comments highlighted concerns about the sewer ordinance, including the need for more data, slowing the decision process, homeowner costs, and past

enforcement issues affecting the wastewater treatment plant. Council reviewed 26 suggested changes to the draft ordinance using a thumbs-up/thumbs-down exercise, approving 9 changes for incorporation. They unanimously set two next steps: release the draft ordinance for public comment and present options for the fine amount for consideration.

25. Jul 17, 2025 City Council - Staff report
26. Aug 21, 2025 City Council – Received public comment on the sewer ordinance, expressing concern about hookup costs, suggesting the brewing industry could help reduce waste, and noting requested system analysis data was not received.
27. Feb 19, 2026 City Council - Public comments addressed the sewer ordinance, with Brian McNamara advocating for direct communication with affected property owners and fee waivers, and Scott Robinson raising concerns about costs and decommissioning a working septic system. Mayor Taylor proposed delaying implementation for further discussion. The council, via a resolution, adopted a six-month moratorium on enforcement, fees, and penalties of the sewer ordinance, effective immediately and not extending beyond August 31, 2026 (approved unanimously by five councilmembers).

# Sewer Ordinance Process Timeline



a)



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**Subject: Sewer Connection Policy – Local Comparison and Context**

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**From** Jenny Taylor <jenny.taylor@ci.stevenson.wa.us>

**Date** Mon 3/30/2026 9:04 PM

**To** Dave Cox <dave.cox@ci.stevenson.wa.us>; Jeff Breckel <jeff.breckel@ci.stevenson.wa.us>; Tina Van Pelt <tina.vanpelt@ci.stevenson.wa.us>; Erin Minnis <erin.minnis@ci.stevenson.wa.us>

**Cc** Robert C Muth <rmuth@kilmerlaw.com>; Daniel Pitariu <daniel@ci.stevenson.wa.us>; Cody Rosander <cody@ci.stevenson.wa.us>

FOR INFORMATIONAL PURPOSES ONLY – No action or deliberation outside a public meeting. Do not reply all.

Council Members,

Ahead of our next discussion, I wanted to share some local context on how neighboring communities structure sewer connection policies. This is intended to provide background information as Council considers how you want to move forward. We’ve heard concerns from some property owners that the current or proposed approach may feel unfair. That feedback is important to acknowledge. At the same time, it may be helpful to understand how neighboring cities of similar size are addressing this issue.

I’ve attached three city ordinances for reference, along with a table below that outlines the requirements at a high level.

### **What other cities are doing**

Across neighboring communities, there is a consistent baseline approach:

- When public sewer is available to a property, connection is required
- Distance thresholds are typically around 100 feet
- Septic systems are not treated as a long-term alternative once sewer is available
- Cities rely on clear triggers such as proximity, system failure, or property changes

For example:

- City of Bingen requires connection within 30 days once notified
- City of White Salmon requires connection within 180 days when sewer is available within 100 feet
- City of North Bonneville requires connection when sewer becomes available or at the time of property sale for certain systems, with enforcement mechanisms that include liens and utility shutoffs

### **How Stevenson compares**

As discussed in prior meetings, Stevenson’s current direction includes exploring:

- Longer timelines than neighboring cities
- Additional flexibility, including administrative extensions or hardship considerations
- Alternatives to a penalty-first structure

a) Based on what we're seeing regionally, one question for Council to consider is not whether connection is ever required, as that is a common element across jurisdictions, but how that requirement is structured.

This includes:

- What triggers should apply (distance, health, sale, etc.)
- What timeline is appropriate
- What level of flexibility should be built in
- How enforcement, if any, should be approached

**Next steps**

This is ultimately a policy decision for Council. My goal is to make sure you have the information and context needed to decide how far you want to go and what approach best reflects your priorities. I look forward to your direction at the next meeting.

Best,  
Jenny

City	When Connection is Required	Distance Trigger	Timeline to Connect	Enforcement	Flexibility / Exceptions
Bingen	Mandatory upon City notice	100 ft (500 ft for public/commercial)	30 Days	City can complete work, lien property, add penalties/interest	Very limited
White Salmon	Mandatory when sewer is available	100 Ft	180 Days	Violation subject to enforcement and penalties	Moderate (longer timeline)
North Bonneville	Mandatory when sewer available or septic fails; also triggered at <b>property sale (for some systems)</b>	Not explicitly distance-based	90 days after notice	City can enforce, place lien, and even shut off water	Some exemptions for older compliant systems

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*Chapter 13.12 SEWER CONNECTIONS*

**13.12.010 Sewer connections required.**

The owner or owners of each lot or parcel of real property within the area to be served by the sanitary sewage disposal system, upon which there shall be situated any building or structure for human occupation or use for any purpose shall, within 30 days of the publication in the official newspaper of a notice signed by the Mayor for connections to be made therewith, cause a connection to be made between the said sewer and each such building or structure; provided, that where more than one such building is located on a lot or parcel of land not larger than 100 feet in width and 100 feet in depth and all such buildings may be served by one sewer connection, only one connection for such buildings need be made.

(Ord. No. 117, § 1 (part), 1954; Ord. No. 219 (part), 1974; Ord. No. 237 (part) 1977)

**13.12.020 Sewer connection—Area served.**

- A. All premises upon which any portion of any building is situated within 100 feet of a sewer line or lateral shall be deemed to be within the area served by the sewerage system, except where the difference in the elevation between the property upon which said building is located and said sewer makes a gravity flow of sewage from such property to said sewer impossible.
- B. Any buildings or areas for public use, including but not limited to schools, hospitals, apartments, hotels, cabin or auto courts, motels, trailer courts, shall be deemed to be within the area served by such sewage disposal system if such building or buildings or any of them are within 500 feet of a sewer line or lateral.

(Ord. No. 117, § 1 (part), 1954; Ord. No. 219 (part), 1974; Ord. No. 237 (part) 1977)

**13.12.030 Sewer connection—Penalty for noncompliance.**

If any connection shall not be made within the time provided, in Section 13.12.010, the water and sewer superintendent, or such other employee of the City as the Council may designate, is authorized and directed to cause the connection to be made and to file a statement of the cost thereof with the City Clerk, which cost shall in no event be less than \$300.00 and thereupon a warrant shall be issued under the direction of the City Council by the City Treasurer and against the water and sewer revenue fund created for the payment of such cost. Such amount, together with a penalty of ten percent, plus interest at the rate of six percent per year upon the total amount of such cost and penalty, shall be assessed against the property upon which the building or structure is situated, and shall become a lien thereon as herein provided. Such total amount when collected shall be paid into said Water and Sewer Revenue Fund.

(Ord. No. 117, § 1 (part), 1954; Ord. No. 219 (part), 1974; Ord. No. 237 (part) 1977)

**13.12.040 Sewer connection charge.**

The City shall charge the sum of \$2,000.00 per hook-up/residential equivalent unless another rate is later set by the Council by written ordinance, which sum shall become due and payable at the time each connection is

completed, and if not so paid on or before such date shall become delinquent and shall bear interest at the rate of six percent per annum from the date of delinquency until paid.

(Ord. No. 117, § 1 (part), 1954; Ord. No. 219 (part), 1974; Ord. No. 237 (part), 1977; Ord. No. 399, 1989)

### **13.12.050 Unauthorized connection prohibited.**

No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenances thereof without first obtaining a written permit from the superintendent.

(Ord. No. 118, § 401, 1955)

### **13.12.060 Building sewer connection—Required.**

All connections shall be made to the sewerage system in a permanent and sanitary manner, subject to approval of the water and sewer superintendent, and shall be sufficient to carry all sewage and waste fluids of any kind from the building into the sewerage systems, and each toilet, stationary waste stand or any other piece or type of equipment having waste fluids shall be connected with the sewerage system; provided, that where the building or structure has not been completed before the publication of such notice, connections shall be made on or before the completion of such building or structure and before any use or occupancy thereof.

(Ord. No. 117, § 1 (part), 1954; Ord. No. 219 (part), 1974; Ord. No. 237 (part) 1977)

### **13.12.070 Building sewer connection—Classification—Permit fees.**

There shall be two classes of building sewer permits: for residential and commercial service, and for service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a special form furnished by the City. The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the superintendent. A permit and inspection fee of \$5.00 for a residential or commercial building sewer permit shall be paid to the City Clerk at the time the application is filed.

(Ord. No. 118, § 402, 1955)

### **13.12.080 Building sewer connection—Owner to bear cost.**

All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installations.

(Ord. No. 118, § 403, 1955)

### **13.12.090 Building sewer—Materials.**

The building sewer shall be Polyvinyl Chloride (PVC), SDR 35 for gravity sewers, or SDR21 for pressure sewer systems, or a material that meets the Uniform Plumbing Code as of the date the project commences. Joints shall be tight and water-proof.

(Ord. No. 118, § 405, 1955; Ord. No. 724, § 2, 2022)

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**13.12.100 Building sewer—Size and slope.**

The size and slope of the building sewer shall be subject to the approval of the superintendent, but in no event shall the diameter be less than four inches. The slope of such four-inch pipe shall be not less than one-eighth inch per foot.

(Ord. No. 118, § 406, 1955)

**13.12.110 Building sewer—Alignment.**

Building sewers serving buildings with basements shall, whenever possible, be brought to the building at an elevation below the basement floor. The building sewer shall be laid at uniform grade and in straight alignment in so far as possible. Changes in direction shall be made only with properly curved pipe and fittings.

(Ord. No. 118, § 407, 1955)

**13.12.120 Building sewer—Artificial lift when.**

In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such drain shall be lifted by approved artificial means and discharged to the building sewer.

(Ord. No. 118, § 408, 1955)

**13.12.130 Building sewer connection—Excavation.**

All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the superintendent. Pipe laying and backfill shall be performed in accordance with regulations of the Washington State Sanitary Authority.

(Ord. No. 118, § 409, 1955)

**13.12.140 Building sewer connections—Joints and connection.**

All joints and connection shall be made gas-tight and water-tight. Cast iron joints shall be firmly packed with oakum or hemp and filled with molten lead and calked tight.

(Ord. No. 118, § 410, 1955)

**13.12.150 Building sewer connections—"T" branch required.**

The connection of the building sewer into the public sewer shall be made at the "T" branch, if such branch is available at a suitable location, if no properly located "T" branch is available, the owner shall at his expense install a "T" branch in the public sewer at the location specified by the superintendent. The invert of the building sewer at the point of connection shall be at the same or at a higher elevation than the invert of the public sewer. A smooth, neat joint shall be made, and the connection made secure and water-tight.

(Ord. No. 118, § 411, 1955)

**13.12.160 Building sewer connection—Inspection.**

The applicant for the building sewer permit shall notify the superintendent when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the superintendent or his representative.

(Ord. No. 118, § 412, 1955)

**13.12.170 Building sewer connections—Restoration, safety requirements.**

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City.

(Ord. No. 118, § 413, 1955)

## Chapter 13.12

### SEWER SYSTEM

**Sections:**

- 13.12.010 Authority and intent.**
- 13.12.020 Definitions.**
- 13.12.030 Sewer service extensions--Site plan.**
- 13.12.040 Building sewer connection--Site plan.**
- 13.12.050 Call for inspection.**
- 13.12.070 Service calls.**
- 13.12.080 Extensions--Sewer mains.**
- 13.12.090 Sewer extensions prohibited outside city.**
- 13.12.100 Connection with public sewer required--Abandonment of private facilities.**
- 13.12.110 Charges for sewer service charge--Levied and imposed.**
- 13.12.115 Connection with public sewer required--Appeal procedure.**
- 13.12.120 Refusal to connect--Connection by city--Cost assessment--Lien.**
- 13.12.125 Dwellings served by pumping units.**
- 13.12.130 Property owner responsible for charges.**
- 13.12.135 Rate schedule.**
- 13.12.140 Sewer connection fee--Levied and imposed.**
- 13.12.145 Sewer connection fees--Established--Payment due.**
- 13.12.150 Appeals procedure.**
- 13.12.155 Payment.**
- 13.12.160 Collection.**
- 13.12.165 Discharge provisions.**
- 13.12.170 Private septic systems.**
- 13.12.175 Discharge waste conforming to standards.**
- 13.12.180 Discharge standards.**
- 13.12.185 Preliminary treatment.**
- 13.12.190 Unlawful to damage or plug sewer system.**
- 13.12.195 Inspectors-Powers and authority--Authorized.**
- 13.12.200 Inspectors--Powers and authority-Safety**
- 13.12.205 Inspectors--Powers and authority--Easements.**
- 13.12.210 Enforcement-Lien--Penalties and procedures.**
- Prior ordinance history: Ord's. 808,680,676,660,635,612,574,527,524.**

### **13.12.010 Authority and intent.**

Pursuant to the statutes of the State of Washington and the powers granted the City of North Bonneville, the City does declare its intention to acquire, own, construct, equip, operate and maintain sanitary sewers, sewage pump lift stations, sewage treatment plants and outfall sewers; to extend and expand the existing sewer system to areas exclusively within the incorporated municipal boundaries; and to reconstruct or replace the existing sanitary sewers, sewage pump lift stations and sewage treatment plants as determined necessary by the City Council. (Ord.1037, 2014; Ord. 832 (part), 2003)

### **13.12.020 Definitions.**

As used in this chapter, the following terms are defined:

"As Built Construction Drawing" A revised set of drawings submitted by a contractor upon completion of a project or a particular job. They reflect all changes made in the specifications and working drawings during the construction process, and show the exact dimensions, geometry, and location of all elements of the work completed under the contract.

"Base capacity" means the existing capacities of the sewer system prior to any sizing for increased demand flows.

"BOD" means biochemical oxygen demand.

"Building Official" means City representative charged with review of building plans in accordance with International Fire and Building Codes.

"Building sewer" means sewer line construction between the building and the City sewer line.

"Capacity" means the physical capability of the collection and treatment system to receive and process municipal sewage as measured on a volume scale of gallons per day or hour or by other accepted measurements.

"City" means the City of North Bonneville, Washington.

"City Administrator" means the employee charged with administration of this chapter.

"Commercial" means any premise connected to sewer that operates as a business including a home-based business.

"Commercial zone" means areas zoned for commercial use including, but not limited to, Central Business District (CBD), Commercial (CI), Commercial Recreation (CR), Industrial / Business Park (I/BP) and Mixed Use (MU).

"Connection fee" means a service connection fee charged for accessing the City's sanitary sewer system. The fee is due and payable at the time of building permit issuance.

"Demand flow" means the flow of municipal waste from any single element, structure, development or complex of developments within the City that places a direct demand for collection and processing upon the system.

"Equivalent service use" means any nonresidential use which has been reasonably found to place an additional demand on the City sewage system and based on an equivalent residential unit ERV.

"Industrial" means industrial sewer hookups for lots or land parcels zoned industrial.

"Minimum monthly charge" is the minimum fee charged to each customer who has water sewer service.

"Multifamily dwelling" means:

I. A building containing two (2) or more dwelling units, designed to house two (2) or more families living independently of each other; or

2. A cluster of buildings, each building being designed to house one (1) or more families living independently of each other.

"Natural outlet" means, but not limited to, streams, ponds, drainage ditches, bioswales, catch basins, lakes and sloughs.

"Property Owner" means a person, association, company, partnership or corporation ultimately responsible for payment of all City utility rates, charges and fees.

"Utility Supervisor" means the City representative authorized to perform the duties designated in this chapter.

"Pumping unit" means a pump for raising or lifting sewage to gravity flow level of sewage line.

"Sanitary sewer" means a sewer which carries sewage and intended to exclude storm, surface and groundwater.

"Sewer availability" means the availability of public sewer to a habitable structure reliant upon a septic system where the public system is located within proximity to the subject property.

"Service connection" means the sewer piping between the connection point of the building sewer line and City sewer line at the property line.

"Sewage" means a combination of waste water and grey water from residences, business buildings, institutions and industrial establishments, together with such ground, surface, and storm waters as may be present.

"Sewage treatment plant" means any arrangement of devices and structures used for treating sewage.

"Sewer" means a pipe or conduit for carrying sewage.

"Sewerage system" means all City-owned facilities for collecting, pumping, treating and disposing of sewage.

"Sizing" means the increased physical sizing of lines, equipment, physical plant and elements of the collection and treatment system necessary to accommodate existing or proposed sewerage demand flows. (Ord. 1068, 2016; Ord.1037, 2014; Ord. 873 (part), 2005; Ord. 832 (part), 2003)

#### **13.12.030 Sewer service extensions--Site plan.**

A property owner requesting a sewer service extension shall provide the City with a sewer site plan and statement of use for which the request is made signed by civil engineer licensed in the State of Washington. The statement of use shall include technical information concerning demand flow and sizing of the system. The site plan shall illustrate and identify the location of all extensions, points of desired hookup to existing facilities, and stub-outs for all service connections within a development. The plan shall illustrate and describe the method, location and materials required to connect to any City sewer main or manhole. A property owner intending to divide land through a land use process shall submit detailed plans for City review and approval. The site plan and service request shall be evaluated based upon the demand flow, base capacity and development sizing requirements. The plan approval process shall note the property owner's financial obligation to meet demand flow requirements. (Ord. 1037, 2014; Ord. 922, 2007; Ord. 832 (part), 2003)

#### **13.12.040 Building sewer connection--Site plan.**

When a property owner applies to connect into an existing sewer stub-out they shall supply information about the location and elevations of the building sewer connection points at the building foundation. The building site plan shall note the location of the building sewer line, methods of connection and proposed material applications including bedding and backfilling. The property owner shall provide the City with "As Built Construction Drawings" upon completion of the project or particular job. (Ord. 1068, 2016; Ord.1037, 2014; Ord. 832 (part), 2003)

#### **13.12.050 Call for inspection.**

It shall be the property owner's responsibility to request a sewer hookup inspection prior to connection and/or backfilling of ditches. Failure to request and obtain on-site inspection prior to backfilling shall be a basis for denying a certificate of occupancy for a structure requiring sewer service. The Building Official shall deny the certificate of occupancy until compliance is assured. The Building Official has the authority to insure that proper inspections are carried out prior to use of the system to include requiring the owner to uncover any sewer line or connection point backfilled or covered prior to final inspection (Ord.1037, 2014; Ord. 832 (part), 2003)

**13.12.070 Service calls.**

The City assumes no responsibility for the adequacy, reliability or maintenance of the sewer line construction between the building and the City sewer line. If blockage or other malfunctions occur in this segment of line they shall be corrected at the property owner's expense. The City's maintenance crew will respond to complaint calls to determine if the problem is a public or private concern. If the problem is on the public side of the connection, the City staff will address the issue at no cost to the property owner. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.080 Extensions-Sewer mains.**

Public sewer main extensions shall be built based upon plans and specifications developed by a civil engineer licensed in the State of Washington. The engineer shall inspect and verify the work is completed according to the plan. The property owner shall provide the City with "As Built Construction Drawings" upon completion of the project or particular job. (Ord. 1068, 2016; Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.090 Sewer extensions prohibited outside city.**

The City's sewer system shall not be extended outside the municipal boundaries. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.100 Connection with public sewer required-Abandonment of private facilities.**

If a property contains a private sewage disposal system that cannot meet the State of Washington Health Standards and/or public sewer becomes available to a property served by a private sewage disposal system, the property shall be connected to the public sewer in compliance with this chapter. Additionally, any septic sewage disposal system that is not utilized for a continuous six (6) month period shall be considered abandoned. The property owner shall have the abandoned system pumped free of sewage and dismantled. Septic tanks shall be removed or opened and filled with soil or gravel at the owner's expense subject to Health Department regulation. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.110 Charges for sewer service charge-Levied and imposed.**

A property owner whose property has a habitable structure shall be charged a sewer connection fee to connect into the City sewer system in accordance with the adopted utility rates, charges and fees schedule. Private or public septic systems that were installed prior to October, 1977, shall be excluded from a mandatory connection to the City sewer system as long as that system can meet State of Washington Health Standards. When a property subject to this exemption is sold to a new property owner the dwelling shall be connected to the public sewer system. If the new property owner fails to connect to public sewer within sixty (60) days after the City has provided them written notice of that obligation; the City shall shut off the property's public water service as a means to render the structure inhabitable. The City's turnoff fees shall apply to this shutoff action. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.115 Connection with public sewer required-Appeal procedure.**

The property owner shall connect to public sewer in accordance with provisions of this chapter, within ninety (90) days after the date of official notice to do so. If during that time period the property owner files a written objection to this action, the provisions of this chapter shall be set aside until the City Council has held a meeting for purposes of hearing the objection and rendered a decision. The meeting shall be held not less than ten (10) days or more than forty-five (45) days after the date of the filing of the objection. Not less than seven (7) days prior to the meeting date, the City Council shall provide the owner

with a date and time certain for that purpose. The decision of the City Council shall be final unless timely appealed to a court with jurisdiction. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.120 Refusal to connect--Connection by city-Cost assessment--Lien.**

If a property owner fails, neglects or refuses to connect their premise to the City's public sewer within the time specified in the notice referred to in Section 13.12.115, or fails, neglects or refuses to do other work as specified and ordered to be done as provided in Section 13.12.115 within the time specified in the notice served upon them as provided in Section 13.12.115. In this circumstance the utilities supervisor shall cause the work to be completed and the connection cost assessed against the property. City employees shall not enter private property for addressing sewer related activities without the owner's permission and/or court authorization. The cost shall become a lien upon the premises connected. The City staff is directed to collect this cost by either lien foreclosure or by a suit filed against the owner or occupant of the premises. Such suit shall be maintained in the name of the City as plaintiff, in any court of competent jurisdiction. As noted above, failure to comply with Section 13.12.100 will result in the City performing or causing the necessary procedure. The property owner shall pay all associated costs. (Ord. 1068, 2016; Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.125 Dwellings served by pumping units.**

The property owner of a property served by pumping units is subject to the sewer service charges provided by this chapter and may be subject to other charges enacted by City Council resolution. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.130 Property owner responsible for charges.**

The property owner is ultimately responsible for payment of all sewer service charges. If the charges are not paid a lien will be placed on the property in accordance with Section 13.12.210. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.135 Rate schedule.**

Base Rate.

The sewer base rate shall be charged each utility customer in accordance with the adopted utility rates, charges and fees schedule multiplied by the number of units served.

(Ord. 1092, 2018; Ord. 1083, 2017; Ord. 1068, 2016; Ord. 1056, 2015; Ord. 1037, 2014; Ord. 1023, 2013; Ord. 1022, 2013; Ord. 1015, 2012; Ord. 1004, 2012; Ord. 992, 2011; Ord. 982, 2011; Ord. 979, 2011; Ord. 873 (part), 2005; Ord. 832 (part), 2003)

**13.12.136 Low Income Senior Citizen Utility Rate-Granted**

There is granted relief to low-income senior citizens who meet the qualifications and requirements of 13.12.137 from any municipal utility charges of the follows: for all billings by the City after May 1, 2022, low-income senior citizens shall pay 50% of the minimum service charge for base rate for municipally operated water service. Such reduced rate does not apply to excess water consumption or other charges beyond the base rate for the services provided.

**13.12.137 Low Income Senior Citizen Utility Rate-Requests and Qualifications.**

To qualify for the relief set forth in Section 13.04.061; a senior citizen shall:

- A. Be 62 years of age or older at time of application.

- B. If a single person, have an income, from all sources whatsoever, not to exceed 25% of the median income for a family of four in the State of Washington, or if multiple persons, have income, from all sources whatsoever, not to exceed 40% of the median income for a family of four in the State of Washington. Median income shall be established by Title XX of the Social Security Act and the Washington States Senior Citizens Services program, Guidelines for Income Resources, WAC 388-17-160(1976), including any amendments thereto.
- C. File an annual claim for relief with the clerk-treasurer of the City on forms provided by the clerk-treasurer. (Ord., 1145, 2022)

**13.12.140 Sewer connection fee--Levied and imposed.**

A. A property owner will be charged a connection fee for connecting their property into the City's sanitary sewer system. The fee is based upon the existing or intended use of the property at the time the application is made for connection.

B. Properties served by pumping units shall be subject to the sewer connection fee. The City Council may determine to impose other charges for properties reliant on these types of systems. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.145 Sewer connection fees--Established--Payment due.**

Sewer connection fees shall be levied on each property connecting into the City's sanitary sewer system at the time of building permit application. Property owners shall pay all construction costs required for installation of a service lateral to the owner's lot line. The property owner will also pay their proportionate share of new service trunk extension costs. Sewer connection fees are charged in accordance with the adopted utility rates, charges and fees schedule.

At the time the City approves the service connection, the property owner will be charged a minimum monthly sewer rate based on the type of development. The property owner shall be responsible for actual costs to install the service lateral from the main trunk line to the premises. All installations shall be reviewed and approved by the utility supervisor prior to construction. Each separate unit structure located within the commercial zone shall be charged a connection fee based on sewer line size.

Each separate dwelling unit within a Multi-Family structure shall be charged a connection fee based on sewer line size. (Ord. 1068, 2016; Ord. 1037, 2014; Ord. 922, 2007; Ord. 928, 2007; Ord. 908, 2006; Ord. 873 (part), 2005; Ord. 832 (part), 2003)

**13.12.150 Appeals procedure.**

A. A property owner aggrieved by City staff's interpretation of this chapter may submit a written appeal to the City Council setting forth the events and circumstances leading to the appeal.

B. A Council hearing set for appeal purposes shall be held no less than ten (10) days or more than forty-five (45) days after the appeal has been filed. No less than seven (7) days prior to the meeting date the City Council shall provide the property owner with notice of the date and time established for the hearing. The decision of the City Council shall be final unless appealed as provided by law. A separate utility billing appeals procedure is set forth in 13.12.155, which shall be the exclusive means of appeal of utility service charges. (Ord. 1056, 2015; Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.155 Payment.**

A. Obligation to pay. Each person shall pay the City Utility charges owed when due. The charges for utilities [sewer and water] shall accrue monthly and be billed bi-monthly. Utility bills shall be mailed to the property owner or account holder's most current address or known address the first part of January, March, May, July, September and November. Utility payments are applied in a priority fashion, first to payment of wastewater [sewer] charges and second to water charges.

B. Content of Bill Notice. The Utility bill shall contain the following: Notify the customer that payment of the bill is due within 20 days after it has been sent and if not paid within that timeframe will be deemed to be delinquent on the 21<sup>st</sup> day and subject to a late fee applied in accordance with the adopted utility rates, charges and fees schedule. The late fee will be added to the account.

C. Content of Notice of Delinquency. A notice of the Delinquency shall be designed to alert the customer of a delinquent balance. It also serves as a shutoff [discontinuation] notice and notice of right to appeal.

1. Notice of Right to Appeal. The notice of delinquency shall advise the property owner or account holder of an opportunity to present billing objections and discrepancies to the City's attention through a hearing process. The notice shall provide that the property owner or account holder must contact the City in writing within 10 days after the notice of delinquency is sent in order to request a hearing.

2. The Notice of Delinquency shall be mailed to the property owner's or account holder's most current address provided to the City in writing, allowing them an additional 10 days to pay the full utility amount due or make payment arrangements by way of a payment agreement.

3. The notice shall advise customers that if they wish to make payment arrangements, they shall do so by way of a water/sewer payment agreement. A property owner in billing arrears whose service has not been shut off for non-payment shall provide a minimum 50 percent payment of their unpaid utility balance. If the property owner has multiple accounts, payment arrangements can only be made on one account at a time. The property owner is responsible for the tenant's unpaid bills. The unpaid balance is subject to additional late fees and must be paid off prior to the next billing.

4. The notice of delinquency shall contain a shut off notice advising the customer that delinquent accounts shall result in water service discontinuation action [shut off] on the 11<sup>th</sup> day after the Notice of Delinquency has been sent in accordance with provisions of this chapter.

D. Appeal Hearing Procedure: the written request of the property owner or account holder to seek and informal hearing shall suspend water disconnection action. The hearing shall be held within 5 days of the hearing request, or longer upon mutual agreement of the appellant and the City. The property owner or account holder shall have the right to present evidence why such utility should not be terminated. The hearing shall be conducted during normal hours on an informal basis. A record of the hearing, including the date of the hearing, who was present, and the findings made as to whether or not the customer had good cause not to pay the bill and the reasons therefore, shall be in writing. The written finding shall be filed in the town utility system record. The hearing shall be conducted by the City administrator or designee familiar with the customer's billing information.

E. Service Reconnection Fee. In the event the City shuts off a water supply, the property owner/account holder will be assessed a turn on fee in accordance with the adopted utility rates, charges and fees schedule. If the water service is discontinued for non-payment the City shall only accept full sewer and water payment to include all payment in arrears before water service is restored. Water service restoration requests made after 3:00 P.M. Monday through Thursday will be subject to an additional fee in accordance with the adopted utility rates, charges and fee schedules. If water shut off is scheduled for Friday or on a City or Federal Holiday the service will be continued until the next work day.

F. NSF Checks. If the City receives a non-sufficient check [NSF] the property owner/account holder shall be charged a handling fee in accordance with the adopted utility rates, charges and fees schedule. If a person writes more than one NSF check to the City within a 12 month period, the City reserves the right to require cash payment for services rendered.

Deposit Upon Reconnection: If a property owner or account holder has their water shut off twice in the past 12 months the City shall require an additional deposit to reconnect the water in accordance with the adopted utility rates, charges and fees schedule. Termination of service does not relieve the utility customer of the obligation to pay all outstanding bills and charges. (Ord. 1056, 2015; Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.160 Collection.**

A. The City is directed to collect the sewer service charges and connection fees and distribute them as follows: Sewer service charges shall be paid into a fund designated as the "sewer fund." and connection fees shall be paid into a fund designated as the "sewer reserve fund."

B. Sewer charges shall accrue and if not paid on or before 20 days after the billing date they will become delinquent on the 21<sup>st</sup> day. At that time a delinquency fee will be added to the bill mid a notice of the delinquency, will be sent by mail to the last known mailing address or known address. The notice provides an additional 10 days to pay the full amount due or make payment arrangements by way of a payment contract. If utility charges are not paid according to the timelines outlined in 13.12.155 and/or an appeal filed timely, the property owner/account holder is subject to water disconnection. The City reserves the right to assign delinquent utility customer debts to licensed collection agencies under the authority provided in RCW 19.16.500. (Ord. 1056, 2015; Ord. 1037, 2014; Ord. 982, 2011; Ord. 971, 2010; Ord. 832 (part), 2003)

**13.12.165 Discharge provisions.**

A. It is unlawful to discharge any wastewater or other polluted waters into any storm drain or natural outlet within the City.

B. It is unlawful for any person to discharge or cause to be discharged any stormwater, groundwater, roof runoff, subsurface drainage, cooling water or unpolluted industrial process water to any sanitary sewer.

C. Stormwater, industrial cooling water, or unpolluted process waters may be discharged into a storm sewer provided that action is in compliance with State and Federal laws governing such action. This water shall not be discharged over a public walk way into a storm sewer.

D. The City reserves the right to limit commercial businesses that discharge high volumes of waste water to certain time periods of the day where overall wastewater flow volumes are low.

E. No person shall discharge or cause to be discharged, any of the following described waters or wastes to any public sewer:

1. Liquid or vapor having a temperature higher than one hundred forty (140) degrees Fahrenheit;
2. Water or waste which contains more than forty (40) parts per million by weight of animal or vegetable fat, oil or grease;
3. Gasoline, benzene naphtha, fuel oil, or other flammable liquid, solid or gas, or other petroleum products and their derivatives;
4. Garbage that has not been properly shredded;
5. Ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, hair, bristles, or other solid or viscous substance capable of causing obstruction to the flow in sewers or having the capacity to interfere with the proper operations of the sewer works;
6. Waters or wastes having pH lower than five and one-half (5.5) or higher than nine (9) or having any other corrosive properties capable of causing damage or hazard to sewer structures, equipment, personnel or in any way impacting the sewage treatment processes;
7. Waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials at the sewage treatment plant;
8. Any noxious or malodorous gas or substance capable of creating a public nuisance or hazard. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.170 Private septic systems.**

Private or quasi public wastewater disposal systems are prohibited within the City. Every habitable property located within the City shall connect to the City's sanitary sewer and water systems other than the exceptions noted in Title 13. Septic Tank Effluent Pumping Systems [STEP] as noted in Chapter 13.36 are not considered private septic systems. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.175 Discharge waste conforming to standards.**

A property owner or business concern shall comply with all of the wastewater discharges provisions found in 13.12.165 or discharge standards found in 13.12.180 before discharging into the public sewer. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.180 Discharge standards.**

A. No wastewater shall be admitted into public sewers possessing the following characteristics: (1) a five (5) day BOD greater than three hundred (300) parts per million by weight; (2) containing more than three hundred fifty (350) parts per million by weight of suspended solids, or six hundred (600) parts per million of total solids; (3) containing any quantity of substances having the characteristics described in Section 13.12.240(D) of this chapter; or (4) having an average daily flow greater than two (2) percent of the average daily sewage flow of the City.

B. If the property owner or business concern cannot meet the discharge standards noted in 13.12.165 and 13.12.180 they shall provide the City's utility supervisor and the Washington State Department of Ecology with plans and specifications demonstrating how a pretreatment system, constructed and maintained at their expense, will comply with City and State standards to achieve the following; (1) reduce the BOD to three hundred (300) parts per million by weight; (2) reduce objectionable characteristics or constituents to within the maximum allowable limits provided for in Section 13.12.240 of this chapter; or (3) control the quantities and rates of discharge of such waters or wastes. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.185 Preliminary treatment.**

The property owner or business concern shall continuously maintain their pretreatment system in a satisfactory and effective manner and provide reports to the City as requested, qualifying the system's ability to resolve discharge conflicts and meet acceptable standards. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.190 Unlawful to damage or plug sewer system.**

A. No person shall uncover, connect, open, use, alter, or disturb any public sewer or appurtenance without first obtaining City permission in the form of a permit.

B. It is unlawful for a person to deposit garbage, rubbish, animals, heavy metals or other substances that obstruct the flow of the sewer, in a manhole, lamp hole, flush tank or sewer opening.

C. It is unlawful for a person to break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is part of the City's sewer system. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.195 Inspectors--Powers and authority--Authorized.**

A. City employees may enter private property connected to the City's sewer or water systems with the owner's permission, according to directives found in documents, and/or court authorization for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this chapter.

B. City employees shall limit their inspections and inquires to those concerns relating to the City's sanitary sewer or water systems. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.200 Inspectors--Powers and authority--Safety.**

Sewer or water issues originating on private property are the property owner's concern; pretreatment measurement, sampling and testing shall be the property owner's obligation. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.205 Inspectors-Powers and authority--Easements.**

City employees are permitted to enter private property after the City has acquired a recorded easement that provides this type of access consent. The access should be in accordance with the terms and conditions of the easement which are generally limited to inspection, observation, measurement, sampling, repair and maintenance of the sewer or water system lying within the easement. (Ord. 1037, 2014; Ord. 832 (part), 2003)

**13.12.210 Enforcement-Lien--Penalties and procedures.**

A. The City Administrator may use all available collection means provided by the laws of the State of Washington and/or permitted by the Charter and ordinances of the City of North Bonneville.

B. Utility liens shall be levied against the property with the County of Skamania for the amount that is delinquent; collection and interest charges shall be added to the lien amount along with a ten percent (10%) penalty.

C. A fine will be levied for discharging septic tank waste or other waste substance not conforming to Sections 13.12.165, 13.12.170 and 13.12.185 into the public sewer system. The fine will be levied in accordance with Section 7.01.020(E) for each infraction plus any cost that may have been incurred by the City including sampling, testing and time required for monitoring, treating or otherwise correcting the effects or impacts resulting from the discharge.

D. The City Administrator shall administer and enforce the terms of this chapter. (Ord. 1037, 2014; Ord. 982, 2011; Ord. 832 (part), 2003)

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## Chapter 13.12 SEWER SYSTEM

### Sections:

#### **13.12.010 Definitions.**

Unless the context specifically indicates otherwise, the meaning of terms used in this chapter shall be as follows:

- A. "ASTM Specifications." All references of the form ASTM-C1 shall mean the Standard Specifications or Methods of the American Society for Testing Materials, of the serial designation indicated by the number and, unless otherwise stated, refer to the latest adopted revision of such specification or method.
- B. "BOD (biochemical oxygen demand)" means the quantity of oxygen utilized in the biochemical oxidation of organic matter under a standard laboratory procedure in five days at twenty degrees Centigrade, expressed in parts per million by weight.
- C. "Building drain" means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.
- D. "Building sewer" means the extension from the building drain to the public sewer or other place of disposal.
- E. "Garbage" means solid wastes from the preparation, cooking and dispensing of food, and from the handling, storage and sale of produce.
- F. "Industrial wastes" means the liquid wastes from industrial processes, as distinct from sanitary sewage.
- G. "Natural outlet" means any outlet into a watercourse, pond, ditch, lake or other body of surface water or groundwater.
- H. "Person" means any individual, firm, company, association, society, corporation or group.
- I. "pH" means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.
- J. "Properly shredded garbage" means the wastes from the preparation, cooking and dispensing of food, that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch in any dimension.
- K. "Public sewer" means a sewer in which all owners of abutting properties have equal rights, and which is controlled by public authority.
- L. "Sanitary sewer" means a sewer which carries sewage, and to which stormwaters, surface waters and groundwaters are not intentionally admitted.
- M. "Sewage" means a combination of the water-carried wastes from residences, business buildings, institutions and industrial establishments, together with such groundwaters, surface waters and stormwaters as may be present.
- N. "Sewage treatment plant" means any arrangement of devices and structures used for treating sewage.
- O. "Sewage works" means all facilities for collecting, pumping, treating and disposing of sewage.
- P. "Sewer" means a pipe or conduit for carrying sewage.
- Q. "Shall" is mandatory; "may" is permissive.

- R. "Storm sewer" or "storm drain" means a sewer which carries stormwaters and surface waters and drainage, but which excludes sewage and polluted industrial wastes.
- S. "Superintendent" means the superintendent of sewage works of the city, or his authorized deputy, agent or representative.
- T. "Suspended solids" means solids that either float on the surface of, or are in suspension in water, sewage or other liquids, and which are removable by laboratory filtering.
- U. "Watercourse" means a channel in which a flow of water occurs, either continuously or intermittently.
- (Ord. 238 Art. 1 (part) and §§101-121, 1971)

### **13.12.020 Privys, septic tanks and cesspools prohibited.**

Except as hereinafter provided, it is unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.

(Ord. 238 §203, 1971)

### **13.12.030 Installation of toilet facilities and connection to system required when.**

- A. The owners of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes, situated within the city and abutting on any street, alley or right-of-way in which there is now located, or may in the future be located, a public sanitary sewer of the city, are required, at their expense, to install suitable toilet facilities therein, and to apply for a permit and pay the fees therefor to connect such facilities directly with the proper public sewer in accordance with the provisions of this chapter, within one hundred eighty days after the date of official notice to do so, providing that such public sewer is within one hundred feet of the property line.
- B. The owner shall make connection to the public sewer system within one hundred eighty days after the permit to connect is issued.

(Ord. 1990-5-261 §2, 1990: Ord. 238 §204, 1971)

### **13.12.040 Depositing wastes prohibited where.**

It is unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner, upon public or private property within the city, or in any area under the jurisdiction of the city, any human or animal excrement, garbage, or other objectionable waste.

(Ord. 238 §210, 1971)

### **13.12.050 Discharging wastes to watercourses or natural outlets.**

It is unlawful to discharge to any natural outlet within the city, or in any area under the jurisdiction of the city, any sanitary sewage, industrial wastes, or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this chapter.

(Ord. 238 §202, 1971)

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**13.12.060 Private sewage disposal system-Required when.**

Where a public sanitary or combined sewer is not available under the provisions of Section 13.12.030, the building sewer shall be connected to a private sewage disposal system complying with the provisions of Sections 13.12.060 through 13.12.120.

(Ord. 238 §301, 1971)

**13.12.070 Private sewage disposal system-Permit-Construction requirements.**

Before commencement of construction of a private sewage disposal system, the owner shall first obtain a written permit signed by the superintendent. The application for such permit shall be made on a form furnished by the city, which the applicant shall supplement by any plans, specifications and other information as are deemed necessary by the superintendent. A permit and inspection fee of five dollars shall be paid to the city clerk-treasurer at the time the application is filed.

(Ord. 238 §302, 1971)

**13.12.080 Private sewage disposal system-Permit-Inspection requirements.**

A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the superintendent. He shall be allowed to inspect the work at any stage of construction and, in any event, the applicant for the permit shall notify the superintendent when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within forty-eight hours of the receipt of notice by the superintendent.

(Ord. 238 §303, 1971)

**13.12.090 Private sewage disposal system-Type, location, and other conditions.**

The type, capacities, location and layout of a private sewage disposal system shall comply with the requirements of the Washington State Sanitary Authority and the Washington State Board of Health.

(Ord. 238 §304, 1971)

**13.12.100 Private sewage disposal system-Operation and maintenance.**

The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense of the city.

(Ord. 238 §306, 1971)

**13.12.110 Private sewage disposal system-Connection to public system required when.**

At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in Section 13.12.030, a direct connection shall be made to the public sewer in compliance with this chapter, and any septic tanks, cesspools and similar private sewage disposal facilities shall be abandoned and filled with suitable material, unless the superintendent shall otherwise permit.

(Ord. 238 §305, 1971)

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**13.12.120 Scope of Sections 13.12.060 through 13.12.100.**

The provisions of Sections 13.12.060 through 13.12.100 shall be in addition to and not in derogation of the requirements of general law.

(Ord. 238 §307, 1971)

**13.12.130 Connection to or alteration of system-Permit required.**

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenances thereof without first obtaining a written permit from the superintendent.

(Ord. 238 §401, 1971)

**13.12.140 Connection and installation costs.**

All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the city from any loss or damage that may, directly or indirectly, be occasioned by the installation.

(Ord. 238 §404, 1971)

**13.12.150 Installation-Size and slope.**

The size and slope of the building sewer shall be subject to the approval of the superintendent, but in no event shall the diameter be less than four inches. The slope of such four-inch pipe shall be not less than one-eighth inch per foot.

(Ord. 238 §406, 1971)

**13.12.160 Installation-Sewer pipe materials.**

The building sewer shall be cast iron soil pipe, or cement asbestos building sewer pipe. Joints shall be tight and waterproof.

(Ord. 238 §405, 1971)

**13.12.170 Installation-Joints and connections.**

All joints and connections shall be made gastight and watertight. Cast iron pipe joints shall be firmly packed with oakum or hemp, and filled with molten lead and calked tight.

(Ord. 238 §410, 1971)

**13.12.180 Installation-Connection to public sewer.**

The connection of the building sewer into the public sewer shall be made at the "T" branch, if such branch is available at a suitable location. If no properly located "T" branch is available, the owner shall, at his expense, install a "T" branch in the public sewer at the location specified by the superintendent. The invert of the building sewer at

the point of connection shall be at the same or at a higher elevation than the invert of the public sewer. A smooth, neat joint shall be made, and the connection made secure and watertight.

(Ord. 238 §411, 1971)

### **13.12.190 Installation-Building sewer elevation.**

Building sewers serving buildings with basements shall, whenever possible, be brought to the building at an elevation below the basement floor. The building sewer shall be laid at uniform grade and in straight alignment insofar as possible. Changes in direction shall be made only with properly curved pipe and fittings.

(Ord. 238 §407, 1971)

### **13.12.200 Installation-Lift for connection to public sewer.**

In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such drain shall be lifted by approved artificial means and discharged to the building sewer.

(Ord. 238 §408, 1971)

### **13.12.210 Excavations-General requirements.**

All excavations required for the installation of a building sewer shall be open-trench work, unless otherwise approved by the superintendent. Pipe-laying and backfill shall be performed in accordance with regulations of the Washington State Sanitary Authority.

(Ord. 238 §409, 1971)

### **13.12.220 Excavations-Safety barricades and lights.**

All excavations for building sewer installations shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the city.

(Ord. 238 §413, 1971)

### **13.12.230 Inspection of installation.**

The applicant for the building sewer permit shall notify the superintendent when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the superintendent or his representative.

(Ord. 238 §412, 1971)

### **13.12.240 Sewer or septic tank worker-License required.**

No person shall construct or attempt to construct a sewer connection within the city until he has first obtained a license as a sewer worker. No person shall engage in septic tank cleaning, construction or repair within the city until he has first obtained a license as a septic tank worker.

(Ord. 238 §601, 1971)

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**13.12.250 Sewer or septic tank worker-Application for license.**

Every person desiring to obtain a license as a sewer worker or septic tank worker in the city shall make application to the sewer superintendent of the city for an examination as a sewer worker or septic tank worker.  
(Ord. 238 §602, 1971)

**13.12.260 Sewer or septic tank worker-Investigation of qualifications.**

The superintendent shall promptly examine the applicant, touching his qualifications to construct sewer connections, testing his familiarity and experience in jointing sewer pipe, and the specifications set forth in this chapter. Septic tank workers will be examined on fundamentals of tank construction, connection, and cleaning.  
(Ord. 238 §603, 1971)

**13.12.270 Sewer or septic tank worker-Certification of approval.**

If the applicant is found to possess sufficient qualification and experience, and satisfy the superintendent, the superintendent shall certify in writing the fact of his approval to the city clerk-treasurer, and deliver such certificate to the applicant.  
(Ord. 238 §604, 1971)

**13.12.280 License-Fee.**

Upon payment of ten dollars to the city clerk-treasurer, he shall issue a license authorizing the applicant to make sewer connections or do septic tank work within the city for a period of one year from the date of license. The license shall state upon the face of same that it is revocable at the pleasure of the city council.  
(Ord. 238 §605, 1971)

**13.12.290 Appeal from disapproval of certification.**

In the event the sewer superintendent should refuse to grant to the applicant the certificate of approval, the applicant shall have the right to appeal to the city council.  
(Ord. 238 §606, 1971)

**13.12.300 License-Revocation-Council powers.**

The council shall have the right at any time to revoke any license granted under the provisions of this chapter, and return the pro rata unearned license fee.  
(Ord. 238 §701, 1971)

**13.12.310 License-Revocation-Conditions.**

In addition to other causes, the neglect, omission, failure or refusal of any sewer worker licensed under this chapter to comply with and observe the provisions of this chapter in the manner of construction, or class of

material used therein, shall be deemed sufficient cause to justify the council in revoking the license of such sewer worker.

(Ord. 238 §310, 1971)

### **13.12.320 Performing work while license suspended prohibited.**

No person whose license has been suspended shall perform any acts for which a license is required by this chapter until the matter of such suspension has been voted by the council.

(Ord. 238 §703, 1971)

### **13.12.330 License-Exemptions.**

The provisions of Sections 13.12.230 through 13.12.280 of this chapter shall not apply to any person who is a bona fide employee of any person or firm in the city duly licensed as a sewer worker; provided, however, that every person engaged in laying pipe and making joints shall be required to obtain a license as provided in Sections 13.12.230 through 13.12.280.

(Ord. 238 §704, 1971)

### **13.12.340 Stormwater or other unpolluted water-Discharge to sewer prohibited.**

No person shall discharge or cause to be discharged any stormwater, surface water, ground water, roof runoff, subsurface drainage, cooling water, or unpolluted industrial process water to any sanitary sewer.

(Ord. 238 §501, 1971)

### **13.12.350 Stormwater or other unpolluted water-Location for discharge.**

Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or to a natural outlet approved by the superintendent. Industrial cooling water or unpolluted process water may be discharged, upon approval of the superintendent, to a storm sewer or natural outlet.

(Ord. 238 §502, 1971)

### **13.12.360 Prohibited discharges to sewers.**

Except as hereinafter provided, no person shall discharge or cause to be discharged any of the following described water or wastes to any public sewer:

- A. Any liquid or vapor having a temperature higher than one hundred fifty degrees Fahrenheit;
- B. Any water or waste which may contain more than one hundred parts per million, by weight, of fat, oil or grease;
- C. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas;
- D. Any garbage that has not been properly shredded;

- E. Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, or any other solid or viscous substance capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works;
- F. Any waters or wastes having a pH lower than 5.5 or higher than 9.0, or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the sewage works;
- G. Any waters or wastes containing a toxic or poisonous substance in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, or create any hazard in the receiving waters of the sewage treatment plant;
- H. Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such material at the sewage treatment plant;
- I. Any noxious or malodorous gas or substance capable of creating a public nuisance.

(Ord. 238 §503, 1971)

### **13.12.370 Grease, oil and sand interceptors-Required when.**

Grease, oil and sand interceptors shall be provided when, in the opinion of the superintendent, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, and other harmful ingredients; except that such interceptors shall not be required for private living quarters. All interceptors shall be of a type and capacity approved by the superintendent, and shall be located as to be readily and easily accessible for cleaning and inspection.

(Ord. 238 §504, 1971)

### **13.12.380 Grease, oil and sand interceptors-Maintenance.**

Where installed, all grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operations at all times.

(Ord. 238 §505, 1971)

### **13.12.390 Wastes requiring pretreatment-Discharge conditions.**

The admission into the public sewers of any waters or wastes having (1) a five-day biochemical oxygen demand greater than three hundred parts per million by weight, or (2) containing any quantity of substances having the characteristics described in Section 13.12.360, or (3) containing more than three hundred fifty parts per million by weight of suspended solids, or (4) having an average daily flow greater than two percent of the average daily sewage flow of the city, shall be subject to the review and approval of the superintendent. Where necessary, in the opinion of the superintendent, the owner shall provide, at his expense, such preliminary treatment as may be necessary. Plans, specifications, and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for the approval of the superintendent and of the Washington State Sanitary Authority, and no construction of such facilities shall be commenced until such approvals are obtained in writing.

(Ord. 238 §506, 1971)

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### **13.12.400 Pretreatment facilities-Operation and maintenance.**

Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner, at his expense.

(Ord. 238 §507, 1971)

### **13.12.410 Manhole installation conditions.**

When required by the superintendent, the owner of any property served by a building sewer carrying industrial wastes shall install a suitable control manhole in the building sewer to facilitate observation, sampling and measurement of the wastes. Such manhole, when required, shall be accessible at all times.

(Ord. 238 §508, 1971)

### **13.12.420 Tests and analyses-Standard Methods designated-Use of manhole.**

All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made above shall be determined in accordance with the Standard Methods for the Examination of Water and Sewage, and shall be determined at the control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected.

(Ord. 238 §509, 1971)

### **13.12.430 Pretreatment-Special arrangements not restricted.**

No statement contained in this chapter shall be construed as preventing any special agreement or arrangement between the city and any industrial concern whereby industrial waste of unusual strength or character may be accepted by the city for treatment, subject to payment therefor by the industrial concern.

(Ord. 238 §510, 1971)

### **13.12.440 Inspection-Right of entry.**

The superintendent and other duly authorized employees of the city, bearing proper credentials and identification, shall be permitted to enter upon all properties for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this chapter.

(Ord. 238 §901, 1971)

### **13.12.450 Damaging or destroying system prohibited.**

No unauthorized person shall maliciously, wilfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the municipal sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct.

(Ord. 238 §801, 1971)

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**13.12.460 Violation-Notice required.**

Any person found to be violating any provision of this chapter, except Section 13.12.450, shall be served by the city with written notice stating the nature of the violation and providing a reasonable time limit for satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

(Ord. 238 §1001, 1971)

**13.12.470 Violation-Penalty.**

Any person who continues any violation beyond the time limit provided for in Section 13.12.460 shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined in the amount not exceeding one hundred dollars for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.

(Ord. 238 §1002, 1971)

**13.12.480 Violation-Liability for expenses and damage.**

Any person violating any of the provisions of this chapter shall become liable to the city for any expense, loss or damage occasioned the city by reason of such violation.

(Ord. 238 §1003, 1971)

CITY OF STEVENSON  
RESOLUTION NO. 2026-\_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEVENSON,  
WASHINGTON, ADOPTING UPDATED DRIVEWAY DESIGN AND  
CONSTRUCTION STANDARDS AS PART OF THE CITY’S STREET STANDARDS  
AND GUIDELINES

**WHEREAS:**

1. The City of Stevenson maintains and enforces public works and street standards to ensure safe, durable, and accessible infrastructure within the public right-of-way;
2. The City has previously adopted standard street details, including driveway approach standards, as part of its engineering and development regulations;
3. The City has updated its standard plans, including but not limited to Driveway Approach Type 1 (Drawing S03, Feb. 2026), Driveway Approach Type 3 (Drawing S04, Feb. 2026), and Driveway Plan View (Drawing S04A, Feb. 2026);
4. The updated standards refine requirements for accessibility, grades, driveway widths, structural design, and placement;
5. The City Council finds that adoption of these updated standards promotes public safety and consistency with engineering practices.

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

**Section 1. Adoption of Updated Driveway Standards.**

The City hereby adopts the updated driveway design and construction standards as set forth in the City of Stevenson Standard Plans, February 2026 Edition, including Drawings S03, S04, and S04A, incorporated by reference.

**Section 2. Applicability.**

These standards apply to all new development, modifications, and right-of-way work requiring driveway construction or alteration.

**Section 3. Key Requirements (Summary).**

Includes accessibility (minimum 4-foot route), maximum 15% grade, regulated driveway widths, required concrete and reinforcing standards, and placement requirements.

**Section 4. Administration.**

The City Engineer is authorized to interpret and implement these standards and approve minor deviations consistent with safety and engineering principles.

**Section 5. Severability.**

If any provision is held invalid, such invalidity shall not affect the remaining provisions.

**Section 6. Effective Date.**

This Resolution shall take effect immediately upon adoption.

**Section 7. Authority and Police Power.**

The City Council adopts these standards pursuant to RCW 35A.11.020 and its police powers to regulate rights-of-way, protect public health, safety, and welfare, and ensure orderly development.

**Section 8. No Vested Right to Prior Standards.**

No person shall have a vested right to the continuation of prior driveway standards. Applications not fully complete at the time of adoption shall be subject to the standards adopted herein.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF STEVENSON

\_\_\_\_\_  
Mayor, Jenny Taylor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney, Robert C. Muth

## Treasurer's Report – Fund Totals

The Treasurer's Report – Fund Totals details information about the balance of each Fund.

- Previous Balance details the prior month's balance for the fund.
- Revenue details total revenues that were posted to the fund.
- Expenditures details total expenditures that were posted to the fund.
- Ending Balance details the ending balance as of the end of the prior month.
- Claims Clearing, Payroll Clearing, Outstanding Deposits relate to items that remain to be reconciled on the bank statement. This is often related to timing of the transaction. Transactions posted at the end of the month often don't show on the bank statement until the next month, due to processing by the recipient.
- Adjusted Ending balance details the ending balance of the fund including any outstanding amounts.

Currently there are four funds with a negative ending balance. Each of these funds is related to a capital project. These projects are funded on a reimbursement basis, meaning the City pays for the project work, then expenses are submitted to the funding authority for reimbursement.

- **First Street:** has an ending balance of -\$53,251.13, this project has concluded. Staff are researching to verify if all reimbursements have been claimed, or if additional reimbursement can be requested. If there are no reimbursements remaining, then this amount will be the City's portion of the expenses to cover for the project.
- **Lasher Street Improv. Fund:** has an ending balance of -\$13,103.35. Staff will be submitting a reimbursement request soon.
- **Wastewater System Upgrades:** has an ending balance of -\$180,023.67. The final reimbursement request has been submitted to the EDA for processing. Once the request is approved then funds will be received that will cover this balance. The reimbursement request was for the remaining reimbursable balance of \$352,678.77.
- **Cascade Avenue Utility:** Staff are waiting for one more pay application from the contractor. Once this is received then a reimbursement request will be sent to the funding authority.

a)

**TREASURER'S REPORT**  
**Fund Totals**

City Of Stevenson

03/01/2026 To: 03/31/2026

Time: 11:25:17 Date: 04/15/2026  
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Expense Fund	1,686,531.24	78,505.92	153,971.70	1,611,065.46	37,854.23	135.04	-75.00	1,648,979.73
010 General Reserve Fund	365,979.07	2,281.65		368,260.72	0.00	0.00	0.00	368,260.72
020 General Fire Fund	2,309,416.58	11,186.02	187.29	2,320,415.31	0.00	910.00	0.00	2,321,325.31
100 Street Fund	176,241.01	35,866.87	38,934.72	173,173.16	0.00	0.00	0.00	173,173.16
103 Tourism Promo & Develop Fund	1,637,692.90	34,647.52	54,340.54	1,617,999.88	0.00	0.00	0.00	1,617,999.88
105 Affordable Housing Fund	28,215.43	107.02		28,322.45	0.00	0.00	0.00	28,322.45
107 HEALing SCARS Fund	10,738.40	114.68		10,853.08	0.00	0.00	0.00	10,853.08
300 Capital Improvement Fund	330,999.32	4,960.19		335,959.51	0.00	0.00	0.00	335,959.51
311 First Street	-53,251.13	0.00		-53,251.13	0.00	0.00	0.00	-53,251.13
314 Lasher Street Improv. Fund	-10,381.66	0.00	2,721.69	-13,103.35	0.00	0.00	0.00	-13,103.35
400 Water/Sewer Fund	1,829,566.75	219,728.73	226,845.50	1,822,449.98	3,910.00	0.00	0.00	1,826,359.98
406 Wastewater Short Lived Asset Res. Fund	130,674.00	0.00		130,674.00	0.00	0.00	0.00	130,674.00
408 Wastewater Debt Reserve Fund	61,191.00	0.00		61,191.00	0.00	0.00	0.00	61,191.00
410 Wastewater System Upgrades	-180,023.67	0.00		-180,023.67	0.00	0.00	0.00	-180,023.67
415 Cascade Avenue Utility Improvements	-256,876.49	0.00		-256,876.49	0.00	0.00	0.00	-256,876.49
420 Cascade Avenue Mitigation Fund	19,550.00	0.00		19,550.00	0.00	0.00	0.00	19,550.00
500 Equipment Service Fund	86,528.83	73,974.25	17,489.23	143,013.85	0.00	0.00	0.00	143,013.85
630 Stevenson Municipal Court	0.00	143.04	143.04	0.00	143.04	0.00	0.00	143.04
	<b>8,172,791.58</b>	<b>461,515.89</b>	<b>494,633.71</b>	<b>8,139,673.76</b>	<b>41,907.27</b>	<b>1,045.04</b>	<b>-75.00</b>	<b>8,182,551.07</b>

### **Treasurer's Report – Account Totals**

The Treasurer's Report – Account Totals details information about the balance of each of the City's bank accounts or investment accounts.

#### Cash Accounts

- Checking, Xpress Bill Pay, Cash Drawer, and Petty Cash are the accounts that pertain to the daily finance transactions of the City.

#### Investment Accounts

- LGIP and US Bank Safekeeping are the investment accounts where the city has invested into Bonds or Securities. Interest from these investments is distributed into the different funds as it is received.

All accounts reflect positive balances that meet the anticipated levels this far into the year.

a)

### TREASURER'S REPORT

#### Account Totals

City Of Stevenson

03/01/2026 To: 03/31/2026

Time: 11:25:17 Date: 04/15/2026

Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	2,475,193.05	451,419.83	419,574.86	2,507,038.02	-75.00	42,951.51	2,549,914.53
10	Xpress Bill Pay	103,573.85	61,371.04	135,648.02	29,296.87	0.00	0.00	29,296.87
11	Cash Drawer	100.00	0.00	0.00	100.00	0.00	0.00	100.00
12	Petty Cash	399.20	0.00	0.00	399.20	0.00	0.80	400.00
<b>Total Cash:</b>		<b>2,579,266.10</b>	<b>512,790.87</b>	<b>555,222.88</b>	<b>2,536,834.09</b>	<b>-75.00</b>	<b>42,952.31</b>	<b>2,579,711.40</b>
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5	LGIP	2,955,931.40	9,314.19	0.00	2,965,245.59	0.00	0.00	2,965,245.59
6	US Bank Safekeeping	3,646,197.17	0.00	0.00	3,646,197.17	-989,435.18	0.00	2,656,761.99
<b>Total Investments:</b>		<b>6,602,128.57</b>	<b>9,314.19</b>	<b>0.00</b>	<b>6,611,442.76</b>	<b>-989,435.18</b>	<b>0.00</b>	<b>5,622,007.58</b>
		<b>9,181,394.67</b>	<b>522,105.06</b>	<b>555,222.88</b>	<b>9,148,276.85</b>	<b>-989,510.18</b>	<b>42,952.31</b>	<b>8,201,718.98</b>

Treasurer's Report – Fund Investment by Account

a)

The Treasurer's Report – Fund Investment by Account details the interest posted to each fund.

Since interest is received from the investment and posted into the Fund Accounts and not back into the investments, the interest only shows as being received by the Fund Accounts at the top of the page.

The original investment transactions distributed amounts from each fund to create the investment balances.

The balance information shows the amounts invested from each fund. These balances are different from the Fund Totals report because these only reflect the invested balances and not the total balance of each fund.

a)

**TREASURER'S REPORT**  
**Fund Investments By Account**

City Of Stevenson

03/01/2026 To: 03/31/2026

Time: 11:25:17 Date: 04/15/2026

Page: 3

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 General Expense Fund	747,159.38		2,354.31	2,354.31		749,513.69
010 000 General Reserve Fund	135,356.97		426.51	426.51		135,783.48
020 000 Fire Reserve Fund	920,633.25		2,900.93	2,900.93		923,534.18
100 000 Street Fund	14,681.48		46.26	46.26		14,727.74
103 000 Tourism Promo & Develop Fund	699,045.83		2,202.71	2,202.71		701,248.54
105 000 Affordable Housing Fund	4,286.33		13.51	13.51		4,299.84
107 000 HEALing SCARS Fund	150.63		0.48	0.48		151.11
300 000 Capital Improvement Fund	200,026.15		630.29	630.29		200,656.44
400 000 Water/Sewer Fund	234,591.38		739.19	739.19		235,330.57
<b>5 - LGIP</b>	<b>2,955,931.40</b>	<b>0.00</b>	<b>9,314.19</b>	<b>9,314.19</b>		<b>2,965,245.59</b>
001 000 General Expense Fund	1,102,276.46					1,102,276.46
010 000 General Reserve Fund	282,578.48					282,578.48
020 000 Fire Reserve Fund	1,261,996.38					1,261,996.38
100 000 Street Fund	34,997.74					34,997.74
103 000 Tourism Promo & Develop Fund	838,664.85					838,664.85
105 000 Affordable Housing Fund	18,940.60					18,940.60
107 000 HEALing SCARS Fund	12,697.18					12,697.18
300 000 Capital Improvement Fund	94,045.48					94,045.48
<b>6 - US Bank Safekeeping</b>	<b>3,646,197.17</b>	<b>0.00</b>	<b>0.00</b>			<b>3,646,197.17</b>
	<b>6,602,128.57</b>	<b>0.00</b>	<b>9,314.19</b>	<b>9,314.19</b>		<b>6,611,442.76</b>

## Budget Position Report

The Budget Position Report details each Fund and each main account within each fund.

- Revenues – details the totals for each revenue account of each fund.
- Expenditures – details the totals for each expenditure account of each fund.

Column explanations:

- Amount Budgeted – This is the combined beginning balance of each account within fund.
- March – Details the revenues and expenditures for the month.
- YTD – Details the revenues and expenditures Year to Date.
- Remaining – Details the remaining balance of the accounts within the funds.
  - Revenues – if the remaining balance shows as a negative (x.xx), then that means that the account has received more than the budgeted revenue amount.
  - Expenditures – if the remaining balance shows as a negative (x.xx), then that means the account has expended more than the budgeted expenditure amount.
- Percentages – Details the amount of the budget that is left to utilize. This is not the amount used.

The City's budget is adopted at the Fund level, which means that the accounts within each fund are allowed to show a negative balance.

The Fund balance must remain positive, except for capital project funds that can show a negative balance due to the reimbursement process.

This is beneficial because there can be accounts within the funds that do not have full utilization; thus, the unutilized funds will cover the accounts that have a negative balance.

In the General Fund, there are some sub-accounts that have a negative balance. These account balances are balanced out by sub-accounts that are not utilized or are under-utilized.

**Sub-Accounts and balances:**

It is a common and acceptable practice for budgets that are adopted at the fund level to have accounts and/or sub-accounts that report a negative balance. As long as the ending fund balance is positive.

Example 1: The Elections sub-account was over utilized and has a negative balance of -\$28,826.48; this can be offset by other lines in the General Fund that are not utilized such as the Planning Salary which has a balance of \$49,733.80. No budget amendment is needed since these are sub-accounts and not funds with negative balances.

Example 2: Some sub-accounts do not have an initial starting budget. This is common as not all expenditures can be anticipated for the budget year. These sub-accounts end each year with a negative sub-account balance. The sub-account Promotion Supplies from the Tourism Fund has an ending balance of -\$103.68; the utilization of this sub-account varies by year. It is pays for various supplies related to tourism tasks completed by staff.

### **Budget Position Totals**

The Budget Position Totals report details the health and activity of each fund from the beginning of the year through the prior month's reconciled totals. The presented report details January through March. This report does not detail the fund balances.

- Fund – Details which fund is being reported
- Revenue – Details the budgeted revenues for the year for the fund.
- March – Details the revenue received for the month.
- Received – Details the revenues received year to date.
- Percentage – shows the remaining amount of revenue to receive to achieve the budgeted amount.
- Expenditures – Details the budgeted expenditures for the year for the fund.
- March – Details the expenditures for the month.
- Spent – Details the expenditures year to date.
- Percentage – shows the remaining percentage to utilize from the fund.

Below is a breakdown of the sub-accounts that show a negative balance:

a)

514 41410000	Elections				29,826.48	1,000.00	General Expense Fund	-28,826.48	Unanticipated expenses for election costs from 2025. Account is over budget, however fund is not.
515 41410000	Advisory Board Services	5,541.18	2,800.00	7,525.00	23,071.18	15,000.00	General Expense Fund	-8,071.18	Expenses related to legal services. \$\$ Varies depending upon litigation each year. Budget has not changed since 2022, set at \$15,000. Average amount spent is \$21,000 per year.
518 20 44 0000	DNR Fire Control Assessment			23.50	23.50		General Expense Fund	-23.50	No starting budget, always over budget each year.
518 30 45 0099	Eq Svc Internal-Bldg Repair	4,840.93	3,009.00	5,146.91	12,996.84	1,000.00	General Expense Fund	-11,996.84	Related to internal transfers.
518 30 46 0000	Insurance - Liability	31,792.64			31,792.64	26,560.00	General Expense Fund	-5,232.64	Increased insurance rates, which we do not know until after the budget has been created. Consider increasing this account budget for 2027.
518 30 48 0000	Building Repair Services		68.42	148.65	261.06		General Expense Fund	-261.06	No starting budget, always over budget each year.
522 20 46 0000	Fire Truck Insurance	2,771.99			2,771.99	2,545.00	General Fire Fund	-226.99	Increased insurance rates, which we do not know until after the budget has been created. Consider increasing this account budget for 2027.
535 20 410000	Ww-Admin Planning Sewer - Consulting	6,294.15	8,548.22	676.92	33,541.22	18,000.00	Water/Sewer Fund	-15,541.22	Expense varies based upon services used each year. Average is \$35K per year, only budgeted \$18K. Consider increasing this account budget for 2027.
535 80 46 0000	Sewer Insurance	45,134.38			45,134.38	44,310.16	Water/Sewer Fund	-824.22	Increased insurance rates, which we do not know until after the budget has been created. Consider increasing this account budget for 2027.
535 85 45 0000	Ww Sampling Equipment Rental		141.60		141.60		Water/Sewer Fund	-141.60	No starting budget, always over budget each year. Consider adding a starting budget amount for the 2027 budget cycle.
542 40 45 0099	Eq Svc Internal - Storm Drain Maint	8,047.26	920.40	4,810.51	13,778.17	10,500.00	Street Fund	-3,278.17	Related to internal transfers.
543 3143 0001	Misc/Recording Fees/Dues-Street Genera		840.00		1,453.00	1,000.00	Street Fund	-453.00	EDA will be reimbursing costs for recording the UCC documents.
548 65 47 0000	Heat & Lights		2,332.98	2,063.56	6,307.09	6,270.00	Equipment Service Fund	-37.09	Budget needs to increase, it has been the same amount since 2025. The cost of utilities has increased, but the budget has not.
553 70 410000	Air Pollution Authority				667.60	521.00	General Expense Fund	-146.60	Budget needs to increase, it has been the same amount since 2025. The cost of utilities has increased, but the budget has not.
573 90 310000	Promotion Supplies	103.68			103.68		Tourism Promo & Develop Fund	-103.68	No starting budget, always over budget each year. Consider adding a starting budget amount for the 2027 budget cycle.
573 90 410021	Computer Services	208.17	341.89	187.99	936.02		Tourism Promo & Develop Fund	-936.02	No starting budget, always over budget each year. Consider adding a starting budget amount for the 2027 budget cycle.
573 90 410100	TAC - Professional Services		175.00	910.00	1,085.00		Tourism Promo & Develop Fund	-1,085.00	No starting budget, always over budget each year. Consider adding a starting budget amount for the 2027 budget cycle.
573 90 45 0099	Eq Svc Internal - Promotion Field			134.56	134.56		Tourism Promo & Develop Fund	-134.56	Related to internal transfers.
586 90 00 0000	Agency Disbursement - Court Remit		320.72	136.74	687.34		Stevenson Municipal Court	-687.34	No starting budget, always over budget each year. Consider adding a starting budget amount for the 2027 budget cycle.
586 90 00 0001	Agency Disbursement - CVC		3.67	6.30	13.95		Stevenson Municipal Court	-13.95	No starting budget, always over budget each year. Consider adding a starting budget amount for the 2027 budget cycle.
589 99 00 0000	Payroll Clearing	2,088.39	-1,136.36	-1,106.38	3,426.02		General Expense Fund	-3,426.02	No starting budget, always over budget each year. Consider adding a starting budget amount for the 2027 budget cycle.
594 18 64 0001	Computer Equipment		8,748.00		8,748.00		General Expense Fund	-8,748.00	No starting budget, was used for Council Laptops. Not an account we normally use.
594 34 63 0000	WA Reservoir Improvement		3,769.58	20,714.90	24,484.48		Water/Sewer Fund	-24,484.48	No starting budget, new account for the Water Reservoir logging.
594 35 414110	WwTP-Consultant Services		2,570.00		2,570.00		Wastewater System Upgrades	-2,570.00	No starting budget, always over budget each year. Covers Legal and Engineering expenses.

a)

### 2026 BUDGET POSITION TOTALS

City Of Stevenson

Months: 01 To: 03

Time: 13:05:28 Date: 04/16/2026

Page: 24

Fund	Revenue	March	Received		Expenditures	March	Spent	
001 General Expense Fund	2,993,999.53	78,505.92	1,954,254.63	34.7%	3,041,749.54	153,971.70	343,189.17	88.7%
010 General Reserve Fund	354,785.42	2,281.65	368,260.72	0.0%	354,785.42	0.00	0.00	100.0%
020 General Fire Fund	2,588,356.88	11,186.02	2,329,718.09	10.0%	2,638,356.88	187.29	9,302.78	99.6%
100 Street Fund	748,899.70	35,866.87	315,483.60	57.9%	748,899.70	38,934.72	142,310.44	81.0%
103 Tourism Promo & Develop Fund	1,794,244.87	34,647.52	1,714,498.51	4.4%	1,804,244.87	54,340.54	96,498.63	94.7%
105 Affordable Housing Fund	32,250.75	107.02	28,322.45	12.2%	32,250.75	0.00	0.00	100.0%
107 HEALing SCARS Fund	10,436.64	114.68	10,853.08	0.0%	10,436.64	0.00	0.00	100.0%
300 Capital Improvement Fund	326,406.26	4,960.19	335,959.51	0.0%	326,406.26	0.00	0.00	100.0%
311 First Street	-385,304.60	0.00	-53,251.13	0.0%	-385,304.60	0.00	0.00	0.0%
312 Columbia Ave	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
313 Park Plaza Fund	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
314 Lasher Street Improv. Fund	412,250.16	0.00	-119.70	100.0%	412,250.16	2,721.69	12,983.65	96.9%
400 Water/Sewer Fund	4,495,816.43	219,728.73	2,493,414.42	44.5%	4,497,066.43	226,845.50	670,964.44	85.1%
401 Water Short Lived Asset Reserve	75,000.00	0.00	0.00	100.0%	75,000.00	0.00	0.00	100.0%
406 Wastewater Short Lived Asset Res. Fund	152,453.00	0.00	130,674.00	14.3%	152,453.00	0.00	0.00	100.0%
408 Wastewater Debt Reserve Fund	61,191.00	0.00	61,191.00	0.0%	61,191.00	0.00	0.00	100.0%
410 Wastewater System Upgrades	0.00	0.00	-177,453.67	100.0%	0.00	0.00	2,570.00	0.0%
415 Cascade Avenue Utility Improvements	0.00	0.00	-256,876.49	100.0%	0.00	0.00	0.00	100.0%
420 Cascade Avenue Mitigation Fund	19,550.00	0.00	19,550.00	0.0%	19,550.00	0.00	0.00	100.0%
500 Equipment Service Fund	352,945.17	73,974.25	192,675.64	45.4%	352,945.17	17,489.23	49,661.79	85.9%
630 Stevenson Municipal Court	0.00	143.04	467.43	0.0%	0.00	143.04	467.43	0.0%
	<b>14,033,281.21</b>	<b>461,515.89</b>	<b>9,467,622.09</b>	<b>32.5%</b>	<b>14,142,281.22</b>	<b>494,633.71</b>	<b>1,327,948.33</b>	<b>90.6%</b>

a)

## 2026 BUDGET POSITION

City Of Stevenson

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**001 General Expense Fund**

Revenues	Amt Budgeted	March	YTD	Remaining	
100 Unreserved	1,376,733.98	0.00	1,664,552.75	(287,818.77)	0.0%
102 Unemployment Reserve	33,414.00	0.00	0.00	33,414.00	100.0%
104 Custodial Reserve	51,135.13	0.00	0.00	51,135.13	100.0%
<b>308 Beginning Balances</b>	<b>1,461,283.11</b>	<b>0.00</b>	<b>1,664,552.75</b>	<b>(203,269.64)</b>	<b>0.0%</b>
000	0.00	0.00	0.00	0.00	100.0%
311 Property Tax	591,739.75	11,280.15	23,521.62	568,218.13	96.0%
313 Sales Tax	430,000.00	45,541.99	157,907.39	272,092.61	63.3%
316 Utility Tax	32,000.00	757.79	31,604.11	395.89	1.2%
317 Other Tax	16,000.00	1,103.73	7,544.35	8,455.65	52.8%
<b>310 Taxes</b>	<b>1,069,739.75</b>	<b>58,683.66</b>	<b>220,577.47</b>	<b>849,162.28</b>	<b>79.4%</b>
321 Licenses	2,900.00	367.50	1,615.83	1,284.17	44.3%
322 Permits	0.00	3,910.45	23,208.02	(23,208.02)	0.0%
<b>320 Licenses &amp; Permits</b>	<b>2,900.00</b>	<b>4,277.95</b>	<b>24,823.85</b>	<b>(21,923.85)</b>	<b>0.0%</b>
000	0.00	0.00	0.00	0.00	100.0%
330 Grants	0.00	0.00	0.00	0.00	100.0%
335 State Shared	11,000.00	0.00	0.00	11,000.00	100.0%
336 State Entitlements, Impact Payments &	19,014.55	1,507.02	5,742.08	13,272.47	69.8%
337 Interlocal Loan Repayments	0.00	0.00	0.00	0.00	100.0%
<b>330 Intergovernmental Revenues</b>	<b>30,014.55</b>	<b>1,507.02</b>	<b>5,742.08</b>	<b>24,272.47</b>	<b>80.9%</b>
341 Admin, Printing & Probation Fees	364,862.12	46.00	346.00	364,516.12	99.9%
345 Planning	4,500.00	75.00	225.00	4,275.00	95.0%
376 Parks	0.00	0.00	0.00	0.00	100.0%
<b>340 Charges For Goods &amp; Services</b>	<b>369,362.12</b>	<b>121.00</b>	<b>571.00</b>	<b>368,791.12</b>	<b>99.8%</b>
350 Fines & Penalties	12,700.00	1,153.55	2,295.82	10,404.18	81.9%
000	0.00	0.00	0.00	0.00	100.0%
100 General Interest Income	5,500.00	12,656.24	35,184.16	(29,684.16)	0.0%
376 Parks	2,500.00	0.00	0.00	2,500.00	100.0%
<b>360 Interest &amp; Other Earnings</b>	<b>8,000.00</b>	<b>12,656.24</b>	<b>35,184.16</b>	<b>(27,184.16)</b>	<b>0.0%</b>
380 Non Revenues	40,000.00	106.50	507.50	39,492.50	98.7%
390 Other Financing Sources	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>2,993,999.53</b>	<b>78,505.92</b>	<b>1,954,254.63</b>	<b>1,039,744.90</b>	<b>34.7%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
511 Legislative	37,000.00	1,130.32	3,282.12	33,717.88	91.1%
512 Judicial	96,510.00	7,000.00	18,294.99	78,215.01	81.0%
513 Executive	161,967.22	35,979.16	57,946.00	104,021.22	64.2%
514 Financial, Recording & Elections	214,997.94	17,774.17	53,675.07	161,322.87	75.0%
515 Legal Services	17,500.00	7,525.00	15,866.18	1,633.82	9.3%
517 Employee Benefit Programs	10,525.00	0.00	5,098.44	5,426.56	51.6%
518 Centralized Services	137,280.18	16,639.64	80,815.52	56,464.66	41.1%
521 Law Enforcement	402,300.00	29,325.93	60,610.86	341,689.14	84.9%
524 Protective Inspections	22,000.00	0.00	0.00	22,000.00	
528 Dispatch Services	6,000.00	3,414.69	3,414.69	2,585.31	

a)

### 2026 BUDGET POSITION

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001 General Expense Fund

Expenditures	Amt Budgeted	March	YTD	Remaining	
<b>553 Conservation</b>					
553 Conservation	521.00	0.00	0.00	521.00	100.0%
000	65,000.00	0.00	0.00	65,000.00	100.0%
550 Development Review	40,000.00	9,821.25	9,821.25	30,178.75	75.4%
560 Planning	219,789.40	3,398.18	6,695.51	213,093.89	97.0%
570 Economic Development	28,085.00	15,435.00	15,435.00	12,650.00	45.0%
558 Planning & Community Devel	352,874.40	28,654.43	31,951.76	320,922.64	90.9%
562 Public Health	10,000.00	0.00	0.00	10,000.00	100.0%
565 Welfare	10,000.00	0.00	0.00	10,000.00	100.0%
566 Substance Abuse	150.00	0.00	0.00	150.00	100.0%
573 Cultural & Community Activities	1,500.00	0.00	0.00	1,500.00	100.0%
576 Park Facilities	93,154.00	7,634.74	12,387.89	80,766.11	86.7%
580 Non Expenditures	0.00	(1,106.38)	(154.35)	154.35	100.0%
597 Interfund Transfers	325,811.00	0.00	0.00	325,811.00	100.0%
100 Unreserved	1,057,109.67	0.00	0.00	1,057,109.67	100.0%
102 Unemployment Reserve	33,414.00	0.00	0.00	33,414.00	100.0%
104 Custodial Reserve	51,135.13	0.00	0.00	51,135.13	100.0%
999 Ending Balance	1,141,658.80	0.00	0.00	1,141,658.80	100.0%
<b>Fund Expenditures:</b>	<b>3,041,749.54</b>	<b>153,971.70</b>	<b>343,189.17</b>	<b>2,698,560.37</b>	<b>88.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>(47,750.01)</b>	<b>(75,465.78)</b>	<b>1,611,065.46</b>		

a)

### 2026 BUDGET POSITION

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010 General Reserve Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	354,785.42	0.00	364,260.74	(9,475.32)	0.0%
360 Interest & Other Earnings	0.00	2,281.65	3,999.98	(3,999.98)	0.0%
<b>Fund Revenues:</b>	<b>354,785.42</b>	<b>2,281.65</b>	<b>368,260.72</b>	<b>(13,475.30)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
999 Ending Balance	354,785.42	0.00	0.00	354,785.42	100.0%
<b>Fund Expenditures:</b>	<b>354,785.42</b>	<b>0.00</b>	<b>0.00</b>	<b>354,785.42</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>2,281.65</b>	<b>368,260.72</b>		

a)

### 2026 BUDGET POSITION

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#### 020 General Fire Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	2,126,547.88	0.00	2,310,052.74	(183,504.86)	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	100.0%
340 Charges For Goods & Services	50,000.00	0.00	0.00	50,000.00	100.0%
360 Interest & Other Earnings	0.00	11,186.02	19,665.35	(19,665.35)	0.0%
397 Interfund Transfers	411,809.00	0.00	0.00	411,809.00	100.0%
<b>Fund Revenues:</b>	<b>2,588,356.88</b>	<b>11,186.02</b>	<b>2,329,718.09</b>	<b>258,638.79</b>	<b>10.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
202 Fire Department	260,136.88	187.29	9,179.48	250,957.40	96.5%
203 Fire District 2	64,940.00	0.00	123.30	64,816.70	99.8%
522 Fire Control	325,076.88	187.29	9,302.78	315,774.10	97.1%
999 Ending Balance	2,313,280.00	0.00	0.00	2,313,280.00	100.0%
<b>Fund Expenditures:</b>	<b>2,638,356.88</b>	<b>187.29</b>	<b>9,302.78</b>	<b>2,629,054.10</b>	<b>99.6%</b>
<b>Fund Excess/(Deficit):</b>	<b>(50,000.00)</b>	<b>10,998.73</b>	<b>2,320,415.31</b>		

a)

## 2026 BUDGET POSITION

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**100 Street Fund**

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	46,655.90	0.00	230,194.67	(183,538.77)	0.0%
000	0.00	15,258.59	52,819.86	(52,819.86)	0.0%
313 Sales Tax	400,000.00	0.00	0.00	400,000.00	100.0%
316 Utility Tax	70,000.00	14,319.20	20,337.32	49,662.68	70.9%
310 Taxes	470,000.00	29,577.79	73,157.18	396,842.82	84.4%
320 Licenses & Permits	600.00	350.00	1,081.25	(481.25)	0.0%
330 Grants	0.00	0.00	0.00	0.00	100.0%
336 State Entitlements, Impact Payments &	42,643.80	5,663.06	10,590.38	32,053.42	75.2%
330 Intergovernmental Revenues	42,643.80	5,663.06	10,590.38	32,053.42	75.2%
360 Interest & Other Earnings	0.00	276.02	460.12	(460.12)	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	189,000.00	0.00	0.00	189,000.00	100.0%
<b>Fund Revenues:</b>	<b>748,899.70</b>	<b>35,866.87</b>	<b>315,483.60</b>	<b>433,416.10</b>	<b>57.9%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
542 Roadway	429,933.73	18,122.94	67,538.52	362,395.21	84.3%
543 Stormwater	35,039.93	7,937.75	23,172.94	11,866.99	33.9%
545 Lights, Signs, Paths, Landscaping	40,357.50	5,077.79	8,937.43	31,420.07	77.9%
546 Snow Removal	37,092.19	0.00	0.00	37,092.19	100.0%
542 Streets - Maintenance	542,423.35	31,138.48	99,648.89	442,774.46	81.6%
543 Streets Admin & Overhead	121,310.70	7,796.24	42,661.55	78,649.15	64.8%
544 Road & Street Operations	8,000.00	0.00	0.00	8,000.00	100.0%
566 Substance Abuse	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance	77,165.65	0.00	0.00	77,165.65	100.0%
<b>Fund Expenditures:</b>	<b>748,899.70</b>	<b>38,934.72</b>	<b>142,310.44</b>	<b>606,589.26</b>	<b>81.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>(3,067.85)</b>	<b>173,173.16</b>		

a)

### 2026 BUDGET POSITION

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#### 103 Tourism Promo & Develop Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	1,307,054.87	0.00	1,602,327.57	(295,272.70)	0.0%
310 Taxes	487,190.00	26,938.92	98,592.42	388,597.58	79.8%
360 Interest & Other Earnings	0.00	7,708.60	13,578.52	(13,578.52)	0.0%
<b>Fund Revenues:</b>	<b>1,794,244.87</b>	<b>34,647.52</b>	<b>1,714,498.51</b>	<b>79,746.36</b>	<b>4.4%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
573 Cultural & Community Activities	654,017.00	54,340.54	96,498.63	557,518.37	85.2%
594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance	1,150,227.87	0.00	0.00	1,150,227.87	100.0%
<b>Fund Expenditures:</b>	<b>1,804,244.87</b>	<b>54,340.54</b>	<b>96,498.63</b>	<b>1,707,746.24</b>	<b>94.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>(10,000.00)</b>	<b>(19,693.02)</b>	<b>1,617,999.88</b>		

a)

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#### 105 Affordable Housing Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	27,250.75	0.00	27,488.43	(237.68)	0.0%
310 Taxes	5,000.00	0.00	625.88	4,374.12	87.5%
360 Interest & Other Earnings	0.00	107.02	208.14	(208.14)	0.0%
<b>Fund Revenues:</b>	<b>32,250.75</b>	<b>107.02</b>	<b>28,322.45</b>	<b>3,928.30</b>	<b>12.2%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
999 Ending Balance	32,250.75	0.00	0.00	32,250.75	100.0%
<b>Fund Expenditures:</b>	<b>32,250.75</b>	<b>0.00</b>	<b>0.00</b>	<b>32,250.75</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>107.02</b>	<b>28,322.45</b>		

a)

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#### 107 HEALing SCARS Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	10,436.64	0.00	10,677.34	(240.70)	0.0%
360 Interest & Other Earnings	0.00	114.68	175.74	(175.74)	0.0%
<b>Fund Revenues:</b>	<b>10,436.64</b>	<b>114.68</b>	<b>10,853.08</b>	<b>(416.44)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
999 Ending Balance	10,436.64	0.00	0.00	10,436.64	100.0%
<b>Fund Expenditures:</b>	<b>10,436.64</b>	<b>0.00</b>	<b>0.00</b>	<b>10,436.64</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>114.68</b>	<b>10,853.08</b>		

a)

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300 Capital Improvement Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	306,406.26	0.00	325,621.42	(19,215.16)	0.0%
310 Taxes	20,000.00	3,712.50	8,104.44	11,895.56	59.5%
360 Interest & Other Earnings	0.00	1,247.69	2,233.65	(2,233.65)	0.0%
<b>Fund Revenues:</b>	<b>326,406.26</b>	<b>4,960.19</b>	<b>335,959.51</b>	<b>(9,553.25)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
597 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance	326,406.26	0.00	0.00	326,406.26	100.0%
<b>Fund Expenditures:</b>	<b>326,406.26</b>	<b>0.00</b>	<b>0.00</b>	<b>326,406.26</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>4,960.19</b>	<b>335,959.51</b>		

a)

### 2026 BUDGET POSITION

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311 First Street

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	(385,304.60)	0.00	(53,251.13)	(332,053.47)	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>(385,304.60)</b>	<b>0.00</b>	<b>(53,251.13)</b>	<b>(332,053.47)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance	(385,304.60)	0.00	0.00	(385,304.60)	0.0%
<b>Fund Expenditures:</b>	<b>(385,304.60)</b>	<b>0.00</b>	<b>0.00</b>	<b>(385,304.60)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(53,251.13)</b>		

a)

### 2026 BUDGET POSITION

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312 Columbia Ave

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance	0.00	0.00	0.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

a)

### 2026 BUDGET POSITION

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313 Park Plaza Fund

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

a)

### 2026 BUDGET POSITION

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314 Lasher Street Improv. Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	(37,749.84)	0.00	(127,858.83)	90,108.99	238.7%
330 Intergovernmental Revenues	450,000.00	0.00	127,739.13	322,260.87	71.6%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>412,250.16</b>	<b>0.00</b>	<b>(119.70)</b>	<b>412,369.86</b>	<b>100.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
594 Capital Expenditures	450,000.00	2,721.69	12,983.65	437,016.35	97.1%
999 Ending Balance	(37,749.84)	0.00	0.00	(37,749.84)	0.0%
<b>Fund Expenditures:</b>	<b>412,250.16</b>	<b>2,721.69</b>	<b>12,983.65</b>	<b>399,266.51</b>	<b>96.9%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>(2,721.69)</b>	<b>(13,103.35)</b>		

a)

## 2026 BUDGET POSITION

City Of Stevenson

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**400 Water/Sewer Fund**

Revenues	Amt Budgeted	March	YTD	Remaining	
400 Water/Sewer	758,541.93	0.00	1,807,051.25	(1,048,509.32)	0.0%
401 Water	426,912.04	0.00	0.00	426,912.04	100.0%
402 Sewer	315,136.92	0.00	0.00	315,136.92	100.0%
<b>308 Beginning Balances</b>	<b>1,500,590.89</b>	<b>0.00</b>	<b>1,807,051.25</b>	<b>(306,460.36)</b>	<b>0.0%</b>
343 Water	0.00	118.25	468.25	(468.25)	0.0%
344 Sewer	0.00	121.00	819.09	(819.09)	0.0%
<b>320 Licenses &amp; Permits</b>	<b>0.00</b>	<b>239.25</b>	<b>1,287.34</b>	<b>(1,287.34)</b>	<b>0.0%</b>
343 Water	1,102,437.54	67,508.42	206,053.51	896,384.03	81.3%
344 Sewer	1,785,582.00	151,241.87	449,897.64	1,335,684.36	74.8%
<b>340 Charges For Goods &amp; Services</b>	<b>2,888,019.54</b>	<b>218,750.29</b>	<b>655,951.15</b>	<b>2,232,068.39</b>	<b>77.3%</b>
<b>350 Fines &amp; Penalties</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>
000	0.00	0.00	0.00	0.00	100.0%
343 Water	46,674.00	0.00	21,031.00	25,643.00	54.9%
344 Sewer	56,532.00	0.00	6,683.00	49,849.00	88.2%
400 Water/Sewer	4,000.00	739.19	1,410.68	2,589.32	64.7%
<b>360 Interest &amp; Other Earnings</b>	<b>107,206.00</b>	<b>739.19</b>	<b>29,124.68</b>	<b>78,081.32</b>	<b>72.8%</b>
380 Non Revenues	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>4,495,816.43</b>	<b>219,728.73</b>	<b>2,493,414.42</b>	<b>2,002,402.01</b>	<b>44.5%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
534 Water Utilities	1,317,514.68	92,845.91	303,337.07	1,014,177.61	77.0%
535 Sewer	1,202,929.11	90,031.46	296,660.58	906,268.53	75.3%
534 Water	60,621.80	18,077.77	18,077.77	42,544.03	70.2%
535 Sewer	485,691.70	0.00	0.00	485,691.70	100.0%
<b>591 Debt Service</b>	<b>546,313.50</b>	<b>18,077.77</b>	<b>18,077.77</b>	<b>528,235.73</b>	<b>96.7%</b>
534 Water	116,126.54	25,890.36	52,889.02	63,237.52	54.5%
535 Sewer	0.00	0.00	0.00	0.00	100.0%
<b>594 Capital Expenditures</b>	<b>116,126.54</b>	<b>25,890.36</b>	<b>52,889.02</b>	<b>63,237.52</b>	<b>54.5%</b>
000	75,000.00	0.00	0.00	75,000.00	100.0%
534 Water	0.00	0.00	0.00	0.00	100.0%
535 Sewer	21,779.00	0.00	0.00	21,779.00	100.0%
<b>597 Interfund Transfers</b>	<b>96,779.00</b>	<b>0.00</b>	<b>0.00</b>	<b>96,779.00</b>	<b>100.0%</b>
400 Water/Sewer	475,848.64	0.00	0.00	475,848.64	100.0%
401 Water	369,886.04	0.00	0.00	369,886.04	100.0%
402 Sewer	371,668.92	0.00	0.00	371,668.92	100.0%
<b>999 Ending Balance</b>	<b>1,217,403.60</b>	<b>0.00</b>	<b>0.00</b>	<b>1,217,403.60</b>	<b>100.0%</b>
<b>Fund Expenditures:</b>	<b>4,497,066.43</b>	<b>226,845.50</b>	<b>670,964.44</b>	<b>3,826,101.99</b>	<b>85.1%</b>

a)

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400 Water/Sewer Fund

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**Fund Excess/(Deficit):**

**(1,250.00)**

**(7,116.77)**

**1,822,449.98**

a)

### 2026 BUDGET POSITION

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401 Water Short Lived Asset Reserve

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	75,000.00	0.00	0.00	75,000.00	100.0%
<b>Fund Revenues:</b>	<b>75,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>100.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
999 Ending Balance	75,000.00	0.00	0.00	75,000.00	100.0%
<b>Fund Expenditures:</b>	<b>75,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

a)

### 2026 BUDGET POSITION

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406 Wastewater Short Lived Asset Res. Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	130,674.00	0.00	130,674.00	0.00	0.0%
397 Interfund Transfers	21,779.00	0.00	0.00	21,779.00	100.0%
<b>Fund Revenues:</b>	<b>152,453.00</b>	<b>0.00</b>	<b>130,674.00</b>	<b>21,779.00</b>	<b>14.3%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
999 Ending Balance	152,453.00	0.00	0.00	152,453.00	100.0%
<b>Fund Expenditures:</b>	<b>152,453.00</b>	<b>0.00</b>	<b>0.00</b>	<b>152,453.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>130,674.00</b>		

a)

### 2026 BUDGET POSITION

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#### 408 Wastewater Debt Reserve Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	61,191.00	0.00	61,191.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>61,191.00</b>	<b>0.00</b>	<b>61,191.00</b>	<b>0.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
999 Ending Balance	61,191.00	0.00	0.00	61,191.00	100.0%
<b>Fund Expenditures:</b>	<b>61,191.00</b>	<b>0.00</b>	<b>0.00</b>	<b>61,191.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>61,191.00</b>		

a)

### 2026 BUDGET POSITION

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#### 410 Wastewater System Upgrades

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	0.00	0.00	(177,453.67)	177,453.67	100.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	100.0%
390 Other Financing Sources	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>(177,453.67)</b>	<b>177,453.67</b>	<b>100.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
591 Debt Service	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures	0.00	0.00	2,570.00	(2,570.00)	0.0%
999 Ending Balance	0.00	0.00	0.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>2,570.00</b>	<b>(2,570.00)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(180,023.67)</b>		

a)

### 2026 BUDGET POSITION

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#### 415 Cascade Avenue Utility Improvements

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	0.00	0.00	(888,357.23)	888,357.23	100.0%
330 Intergovernmental Revenues	0.00	0.00	94,722.12	(94,722.12)	0.0%
390 Other Financing Sources	0.00	0.00	536,758.62	(536,758.62)	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>(256,876.49)</b>	<b>256,876.49</b>	<b>100.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance	0.00	0.00	0.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>(256,876.49)</b>		

a)

### 2026 BUDGET POSITION

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420 Cascade Avenue Mitigation Fund

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

a)

### 2026 BUDGET POSITION

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#### 500 Equipment Service Fund

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	98,845.17	0.00	4,441.96	94,403.21	95.5%
340 Charges For Goods & Services	254,100.00	73,974.25	188,233.68	65,866.32	25.9%
360 Interest & Other Earnings	0.00	0.00	0.00	0.00	100.0%
390 Other Financing Sources	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>352,945.17</b>	<b>73,974.25</b>	<b>192,675.64</b>	<b>160,269.53</b>	<b>45.4%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
548 Public Works - Centralized Services	185,449.01	17,489.23	49,661.79	135,787.22	73.2%
591 Debt Service	58,187.19	0.00	0.00	58,187.19	100.0%
594 Capital Expenditures	92,000.00	0.00	0.00	92,000.00	100.0%
999 Ending Balance	17,308.97	0.00	0.00	17,308.97	100.0%
<b>Fund Expenditures:</b>	<b>352,945.17</b>	<b>17,489.23</b>	<b>49,661.79</b>	<b>303,283.38</b>	<b>85.9%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>56,485.02</b>	<b>143,013.85</b>		

a)

### 2026 BUDGET POSITION

City Of Stevenson

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630 Stevenson Municipal Court

Revenues	Amt Budgeted	March	YTD	Remaining	
308 Beginning Balances	0.00	0.00	(73.84)	73.84	100.0%
380 Non Revenues	0.00	143.04	541.27	(541.27)	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>143.04</b>	<b>467.43</b>	<b>(467.43)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	March	YTD	Remaining	
580 Non Expenditures	0.00	143.04	467.43	(467.43)	0.0%
999 Ending Balance	0.00	0.00	0.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>143.04</b>	<b>467.43</b>	<b>(467.43)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

a)

### 2026 BUDGET POSITION TOTALS

City Of Stevenson

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Fund	Revenue	March	Received		Expenditures	March	Spent	
001 General Expense Fund	2,993,999.53	78,505.92	1,954,254.63	34.7%	3,041,749.54	153,971.70	343,189.17	88.7%
010 General Reserve Fund	354,785.42	2,281.65	368,260.72	0.0%	354,785.42	0.00	0.00	100.0%
020 General Fire Fund	2,588,356.88	11,186.02	2,329,718.09	10.0%	2,638,356.88	187.29	9,302.78	99.6%
100 Street Fund	748,899.70	35,866.87	315,483.60	57.9%	748,899.70	38,934.72	142,310.44	81.0%
103 Tourism Promo & Develop Fund	1,794,244.87	34,647.52	1,714,498.51	4.4%	1,804,244.87	54,340.54	96,498.63	94.7%
105 Affordable Housing Fund	32,250.75	107.02	28,322.45	12.2%	32,250.75	0.00	0.00	100.0%
107 HEALing SCARS Fund	10,436.64	114.68	10,853.08	0.0%	10,436.64	0.00	0.00	100.0%
300 Capital Improvement Fund	326,406.26	4,960.19	335,959.51	0.0%	326,406.26	0.00	0.00	100.0%
311 First Street	-385,304.60	0.00	-53,251.13	0.0%	-385,304.60	0.00	0.00	0.0%
312 Columbia Ave	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
313 Park Plaza Fund	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
314 Lasher Street Improv. Fund	412,250.16	0.00	-119.70	100.0%	412,250.16	2,721.69	12,983.65	96.9%
400 Water/Sewer Fund	4,495,816.43	219,728.73	2,493,414.42	44.5%	4,497,066.43	226,845.50	670,964.44	85.1%
401 Water Short Lived Asset Reserve	75,000.00	0.00	0.00	100.0%	75,000.00	0.00	0.00	100.0%
406 Wastewater Short Lived Asset Res. Fund	152,453.00	0.00	130,674.00	14.3%	152,453.00	0.00	0.00	100.0%
408 Wastewater Debt Reserve Fund	61,191.00	0.00	61,191.00	0.0%	61,191.00	0.00	0.00	100.0%
410 Wastewater System Upgrades	0.00	0.00	-177,453.67	100.0%	0.00	0.00	2,570.00	0.0%
415 Cascade Avenue Utility Improvements	0.00	0.00	-256,876.49	100.0%	0.00	0.00	0.00	100.0%
420 Cascade Avenue Mitigation Fund	19,550.00	0.00	19,550.00	0.0%	19,550.00	0.00	0.00	100.0%
500 Equipment Service Fund	352,945.17	73,974.25	192,675.64	45.4%	352,945.17	17,489.23	49,661.79	85.9%
630 Stevenson Municipal Court	0.00	143.04	467.43	0.0%	0.00	143.04	467.43	0.0%
	<b>14,033,281.21</b>	<b>461,515.89</b>	<b>9,467,622.09</b>	<b>32.5%</b>	<b>14,142,281.22</b>	<b>494,633.71</b>	<b>1,327,948.33</b>	<b>90.6%</b>



# CITY COUNCILMEMBER APPLICATION

Application is due by 11:59 p.m. April 15<sup>th</sup>, 2026

**Name:** Adi Elliott

**Are you a registered voter?** Yes

**Are you a resident of the City of Stevenson?** Yes

**Length of residence in Stevenson?** Since December 2023

1. List your educational background (or attach resume).

See attached resume.

2. Please state your occupational background, beginning with your current occupation and employer (or attach resume).

See attached resume.

3. Describe your community activities and volunteer work (or attach resume).\_\_

See attached resume.

4. Describe your special qualifications applicable to City Council.

I bring governance experience, executive leadership, financial oversight, and strong legal/compliance judgment. I have spent nearly twenty years in legal services, legal software, data privacy, and security, including senior roles with budget, planning, contract, and fiduciary responsibility. I currently serve as Chief Operating Officer and as a board director of a software company. I also served as an elected Trustee of a 133-unit cooperative, where I helped oversee budgets, legal matters, long-term planning, and community relations. Those experiences prepared me to read carefully, ask good questions, weigh tradeoffs, and make thoughtful decisions on behalf of the Stevenson community.

5. Why do you want to serve on the Stevenson City Council?

I want to serve on the Stevenson City Council because Stevenson is my home, and I care about helping it be well-run, financially responsible, and worthy of the public's trust. I believe local government works best when it is practical, transparent, and focused on real-world results. I would take the role seriously: reading the materials, understanding the tradeoffs, asking good questions, and helping make sound decisions for the city as a whole. I also believe Stevenson is heading in a positive direction, and the opportunity to contribute to that progress is genuinely motivating to me.

6. Specify any activities that might create a conflict of interest if you should be appointed to the City Council.

I am not aware of any current financial or contractual relationship with the City of Stevenson that would create a conflict of interest. If any matter were to come before the Council involving a personal financial interest, my employer, or any other actual or apparent conflict, I would disclose it promptly and recuse myself when appropriate. I take those obligations seriously and would be careful to follow applicable legal and ethical requirements.

7. Briefly explain what you believe are the most important issues facing the Stevenson community at this time and the role the City Council can play in addressing each issue.

I believe some of the most important issues facing Stevenson right now are infrastructure and utility costs, housing, city management and accountability, and public trust in local government. These issues are connected, and the City Council has an important role in setting priorities, asking hard questions, and making sure city decisions are practical, transparent, and financially responsible.

Infrastructure and utility management are a major issue because Stevenson residents already bear very high base utility costs, and future capital decisions will have long-term consequences for households, businesses, and the city's growth. Some of that is simply the reality of being a small city with expensive infrastructure and a limited number of ratepayers. But that is exactly why the Council needs to be careful, disciplined, and clear with the public. In reviewing budget and planning materials, I have seen significant future water and sewer spending tied to areas that are currently outside city limits. That raises important questions about annexation, timing, who benefits, who pays, and whether residents are being asked to carry costs today for future expansion that has not yet been clearly debated. The Council's role is to make sure those questions are asked directly and that major infrastructure decisions are well-vetted and clearly explained.

Housing is another important issue, especially the lack of market-rate 'middle' housing. Stevenson has very little of the kind of housing that makes it possible for people in their 20s and early 30s to live and work in town. If we want young adults to be able to stay in Stevenson after high school, and if we want local employers to be able to attract and retain workers, then the city

needs to take seriously the fact that not everyone can jump straight into a single-family home. The Council should pay close attention to whether city rules, costs, timelines, and infrastructure planning are making it easier or harder to add the kinds of housing the community actually needs.

City management and accountability also matter a great deal. A city works best when elected leadership sets a clear direction and staff are accountable to that direction. From my perspective, part of the problem in recent years was not excessive oversight of staff, but the opposite: a lack of clear management, accountability, and aligned execution. When that happens, residents experience city government as frustrating, inconsistent, or unresponsive. I believe this is already improving, and I would want to help continue that progress. The Council's role is to set policy, establish priorities, support competent administration, and insist on clarity and accountability in how city business is carried out.

Public trust and communication are also essential in a small town. Residents should be able to understand what the city is doing, why it is doing it, and how decisions affect them. That has not always been the case. The recent sewer ordinance is a good example of the problem: whatever its policy goals, it was written in a way that is very difficult for an ordinary homeowner to read and understand. It reads more like a technical code than a set of rules that directly affect real people's property and finances. Even when the city must make difficult decisions, those decisions should be communicated in plain English, with the rationale clearly explained.

Overall, I believe the City Council's role is to make careful and lawful decisions, exercise fiscal discipline, ask hard questions before costs and obligations are imposed on residents, and help ensure that Stevenson is governed in a way that is practical, understandable, and worthy of the public's trust.

**I declare under penalty of perjury under the laws of the State of Washington that the information provided herein is true and correct.**

  
\_\_\_\_\_  
Signature

4/1/26  
\_\_\_\_\_  
Date

Application Form Attachment

**PERSONAL INFORMATION**

Name: Adi Elliott

Home Address: PO Box 1310, Stevenson, WA  
Zip Code: 98648

Cellular/Home Telephone Number:

Email address: AdiForStevenson@gmail.com

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## ADI ELLIOTT

PO Box 1310 Stevenson, WA 98648 |

| AdiForStevenson@gmail.com

### Summary

Business executive and former elected cooperative trustee with experience in governance, budgeting, fiduciary oversight, contracts, regulated industries, compliance, and public communication. Nearly 20 years of leadership experience in legal services, legal software, data privacy, and security. Brings practical judgment, financial discipline, and a strong interest in clear, accountable local government.

### Relevant Governance & Community Experience

#### **Sherman Garden Apartments Cooperative – Elected Trustee**

**Evanston, Illinois | May 2011 – August 2013**

Elected by residents to serve as one of three trustees governing a 133-unit, multi-building cooperative. Shared responsibility for budgets, governance, legal matters, resident approvals, staffing-related issues, and long-term planning for aging buildings and common property. Worked to improve communication and trust between the board and residents through clearer explanations of plans, decisions, and reasoning.

#### **Stevenson Downtown Association – “Renegade Squad” Volunteer**

**Stevenson, Washington | 2025 – Present**

Volunteer participant in beautification in and around downtown Stevenson.

### Professional Experience

#### **Canopy Software**

**Chief Operating Officer & Board Director | 2021 – Present**

Executive leader and board member for a software company focused on data breach response. Oversees sales, marketing, customer success, HR, and selected legal matters. Serves as a fiduciary on the board of directors. Regular responsibilities include strategic planning, budget oversight, contract review, cross-functional leadership, and decision-making in a heavily regulated privacy and compliance environment.

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## **Epiq**

### **Vice President, Market Planning | 2015 – 2018**

Led software and market strategy for a major business unit within a global legal services company. Worked on planning, pricing, positioning, and strategic decision-making in a regulated industry under both public-company and private-equity ownership.

## **Iris Data Services**

### **Vice President, Marketing & Product | 2014 – 2015**

Led marketing, product management, and training teams. Helped align teams around a clear managed-services strategy that contributed to the company's successful acquisition by Epiq.

## **Relativity**

### **Leadership roles in Marketing and Enterprise Sales | 2008 – 2014**

Early employee of what became a global legal software company. Built and led marketing and enterprise sales teams serving law firms, corporations, and government agencies.

## **Education**

### **University of Illinois – Chicago**

B.A., Criminal Justice, 2002

Minor in Philosophy

**Susie Schade**

, Stevenson, WA 98648

April 12, 2026

Stevenson City Council  
City Hall  
7121 E Loop Road  
PO Box 371  
Stevenson, WA 98648

**Re: Application for City Council Position No. 3**

Dear Members of the Stevenson City Council,


I am writing to express my sincere interest in the City Council Position No. 3 vacancy. I am a registered voter and three-year resident of Stevenson, and I meet all eligibility requirements for appointment. It would be an honor to serve our community in this capacity.

I bring more than four decades of experience in financial systems, budget management, and strategic business operations. As CEO and Founder of Vector Business Solutions, I have led complex ERP system migrations, managed outsourced accounting engagements, and architected technology solutions for growing organizations. My 41-year business track record translates directly to the responsibilities of a city council member — particularly in the areas of budget review and modernizing operations.

Beyond my professional qualifications, I am deeply invested in Stevenson. My husband, Bob, owns and operates Ocean Flight surfski and accessory shop on 2<sup>nd</sup> Street. My husband and I own a three-acre property in town, raise chickens, and have relocated both our lives and my businesses here. I want to put my professional expertise to work for my neighbors and help Stevenson thrive.

I would welcome the opportunity to discuss my qualifications at the upcoming interview session. Thank you for your consideration, and for your continued service to our community. My application and resume are enclosed for your review.

Sincerely,



**Susie Schade**

*Enclosures: Application, Resume*

# CITY COUNCILMEMBER APPLICATION

Application is due by 11:59 p.m. *April 15th, 2026*

**Name:** Susan ("Susie") Schade

**Are you a registered voter?** Yes

**Are you a resident of the City of Stevenson?** Yes

**Length of residence in Stevenson?** 3 years

**1. List your educational background (or attach resume).**

BS in Mathematics, University of California, Santa Barbara

Graduated 1985, with honors

**2. Please state your occupational background, beginning with your current occupation and employer (or attach resume).**

Currently Founder, CEO and President of Vector Business Solutions (past 17 years), relocated to Stevenson.

See attached resume for professional history.

**3. Describe your community activities and volunteer work (or attach resume).**

- Board of Directors member for Kids Korps in Solana Beach, California, including active involvement in environmental cleanup, community services, and family participation in community.
- Performed as Campaign Manager for the successful election of Solana Beach Elementary School District Board Member Debra Schade, PhD, for each campaign each four years (of her first 20 years of service)

**4. Describe your special qualifications applicable to City Council.**

I bring strong experience in business, financial analysis from my 41-year career in technology, finance, and business ownership. I have a strong collaborative nature and can work well to bring

a)

reason and rationale to decisions. As a three-year resident of the Stevenson community, I can represent the unique perspective of a recent addition to the community.

**5. Why do you want to serve on the Stevenson City Council?**

I would be able to bring additional skills and perspective to the City Council. I also am personally driven to become more involved in our community.

**6. Specify any activities that might create a conflict of interest if you should be appointed to the City Council.**

My husband, Bob, and I are developing 3 homes, over the next few years, in Stevenson. These are small entry-level homes, and I don't anticipate any conflict of interest with these projects. I would recuse myself from City Council level involvement if any conflict arose.

My husband owns Ocean Flight, a surfski shop in downtown Stevenson. Again, I don't anticipate conflict of interest, but would be fast to recuse myself if issues ever arose.

**7. Briefly explain what you believe are the most important issues facing the Stevenson community at this time and the role the City Council can play in addressing each issue.**

I believe Stevenson has some challenges based on growth and change in the community.

- **Trust and Fairness:** There is some community distrust in some historical Council decisions. I believe Stevenson will benefit from strong leadership and open communication to help reclaim community trust.
- **Financial Management:** Several recent challenges require a balancing of community needs, fairness, and city financials. This balance can be notoriously tough to navigate, and requires careful navigation and focus from the Council. An example of this is the sewer system and residential requirements to connect (or not), and how to balance these requirements with the financial impact to the city and residents alike.

I declare under penalty of perjury under the laws of the State of Washington that the information provided herein is true and correct.

Signature



Date: 04/12/2026

a)

**Application Form Attachment**

**PERSONAL INFORMATION**

**Legal Name:** Susan Margaret Schade

**Home Physical Address:** , Stevenson, WA 98648.

**Mailing Address:** PO Box 861, Stevenson, WA 98648.

**Phone:**

**Email:**

## SUSAN (“SUSIE”) SCHADE

, (PO BOX 861), Stevenson, WA 98648 |

### PROFESSIONAL SUMMARY

Strategic business leader and financial systems executive with 41 years of experience in enterprise resource planning, fiscal management, global project delivery, and organizational leadership. CEO/Founder of Vector Business Solutions with deep expertise in budget oversight, technology modernization, and process optimization. Stevenson resident and property owner committed to transparent, data-driven governance and community service.

### CORE COMPETENCIES

Budget Analysis & Fiscal Oversight Strategic Planning & Project Leadership ERP Systems (NetSuite, JDEdwards) Technology Modernization & Process Improvement Stakeholder Engagement & Consensus-Building

Financial Reporting & Compliance Small Business Operations & Management Global Team Leadership & Collaboration Data-Driven Decision-Making Community Engagement & Public Service

### PROFESSIONAL EXPERIENCE

#### CEO / Founder / Financial Consultant & Systems Architect

##### Firm: Vector Business Solutions • 2008 – Present (18 years)

- Built financial systems implementation and outsourced accounting firm from the ground up,
- Developed AI strategy and systems to provide improvements to customer service and deliverable quality across clients
- Led end-to-end NetSuite ERP migrations for multiple growing companies, delivering on-time, on-budget implementations
- Managed outsourced accounting operations, ensuring financial accuracy, compliance, and timely reporting
- Architected and integrated SaaS-based business systems to streamline operations and reduce costs and provided long-term strategic technology support and business advisory services to diverse client base

#### Various Leadership & Technical Roles – Senior Software Engineer, Accounting Systems Manager, Business Development Manager, Account Executive

##### Firms: Electronic Data Systems, Coopers & Lybrand, Affiliated Computer Services, Perot Systems • 1985-2008 (23 years)

- Managed IT outsourcing engagements for large enterprise clients, overseeing service delivery and client satisfaction
- Designed and implemented financial systems supporting multi-million-dollar operations
- Provided strategic consulting on technology adoption and organizational efficiency
- Managed JDEdwards ERP implementation for a global medical glove manufacturer with operations across the United States, Malaysia, and Thailand
- Coordinated cross-functional teams across three countries to deliver complex system integration on schedule
- Drove new business development and account management for enterprise technology services

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## COMMUNITY & CIVIC ENGAGEMENT

### Historic

- Board of Directors member, Kids Korps — Solana Beach, California (environmental cleanup, community services, and family participation)
- Campaign Manager for Solana Beach Elementary School District Board Member Debra Schade, PhD (first 20 years of Debra’s service)

### Current

- Stevenson, WA resident and three-acre property owner
- Support spouse in his ownership of Ocean Flight surfski shop in Stevenson
- Active community member invested in local development, economic development
- Building entry-level houses in the city of Stevenson
- Understands rural community needs, Columbia River Gorge environmental stewardship, and small-town governance challenges

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## EDUCATION

Bachelor of Science, Mathematics  
University of California, Santa Barbara  
Graduated in 1985, with honors

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## TECHNICAL PROFICIENCIES

Claude AI • Microsoft 365 • Quicken Online and Enterprise • NetSuite ERP • JDEdwards • SaaS Integration Architecture • Financial Systems Design • Data Analysis & Reporting • Project Management Tools

# CITY COUNCILMEMBER APPLICATION

Application is due by 11:59 p.m. April 15th, 2026

Name Thad Roth \_\_\_\_\_

Are you a registered voter? Yes \_\_\_\_\_

Are you a resident of the City of Stevenson? Yes \_\_\_\_\_

Length of residence in Stevenson? 6 years \_\_\_\_\_

1. List your educational background (or attach resume). \_\_\_\_\_  
 Masters Degree - Public Administration  
 \_\_\_\_\_  
 Bachelors Degree - History  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Please state your occupational background, beginning with your current occupation and employer (or attach resume). \_\_\_\_\_  
 Retired - 12/31/25  
 \_\_\_\_\_  
**Energy Trust of Oregon - 04/2008 through 12/25**  
 Responsible for overseeing implementation of residential efficiency programs for the state of Oregon's mandated utility programs. Responsibilities included staff management, budget development, program design and implementation, and reporting.  
 \_\_\_\_\_  
 Coordinated strategic planning, program design, and implementation with key stakeholders including utilities, state agencies, municipalities, and relevant federal government agencies.  
 \_\_\_\_\_  
 Oversaw performance management of a staff of eight and contract management of a total of 50+ FTE.  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Columbia River PUD - 05/1991 through 03/2008**  
 Managed a Key Account program focused on large industrial customers and key local stakeholders to meet community strategic goals;  
 \_\_\_\_\_  
 Managed utility communications utilizing web, print and electronic media;  
 Managed cross-functional teams implementing strategic programs;  
 Represented the PUD in economic development efforts and utility forums.

3. Describe your community activities and volunteer work (or attach resume).  
 Much of my recent community activities have been focused through my previous employer's volunteer program in support of such groups as Oregon Food Bank, Community Energy Project and other non-profit community based organizations.

I have also served as a Board member of a Community Action Agency (Community Action Team) and as a Board member of Scappoose Bay Watershed council

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4. Describe your special qualifications applicable to City Council. \_\_\_\_\_  
 I have significant experience working in the public sector, through direct employment, and through contract work in support of public sector and legislative initiatives.

Experience developing program strategies, budget development, and program implementation in the public sector.

Significant experience in working with various key stakeholder groups to accomplish shared goals and achieve alignment of efforts.

Finally I have a strong technical background in utility management including contract management, RFP development and implementation, and project execution.

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5. Why do you want to serve on the Stevenson City Council? \_\_\_\_\_  
 As a newer member of this community, and recently retired, I'm looking for opportunities to contribute to the community.

I have skills that are a good match for the requirements of a city councilor and I think I can work effectively with all stakeholders to establish and accomplish the goals of the city and its residents.

I am an advocate of the importance for high functioning government services in support of maintaining a vibrant community.

One specific interest I have is advancing the city's role in support of low and moderate income residents of the city.

The challenges that the city of Stevenson faces are substantial considering the limited resources to meet those challenges. While the city needs to meet its localized needs (infrastructure) the solution to larger challenges like housing, education, economy require a much higher degree of regional coordination which I would advocate for.

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6. Specify any activities that might create a conflict of interest if you should be appointed to the City Council. \_\_\_\_\_

I am not aware of any conflicts of interest that might impact my service. Much of my work experience has been primarily in Oregon so it is unlikely that would represent any issues.

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the information provide herein is true and correct.

  
\_\_\_\_\_  
Signature

4.15.26  
\_\_\_\_\_  
Date

**PERSONAL INFORMATION**

Name Thad Roth

Home Address \_\_\_\_\_

Stevenson WA \_\_\_\_\_ Zip Code 98648 \_\_\_\_\_

Cellular/Home Telephone Number \_\_\_\_\_

Work Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

Work Telephone Number \_\_\_\_\_

Email address. \_\_\_\_\_