

**Town of Yacolt  
Council Meeting Agenda  
Monday, April 08, 2024  
7:00 PM  
Town Hall**

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**Call to Order**

**Flag Salute**

**Roll Call**

**Late Changes to the Agenda**

**Approve Minutes of Previous Meeting(s)**

- [1.](#) DRAFT Council Meeting Minutes 3-11-24
- [2.](#) DRAFT Special Council Meeting Minutes 3-18-24

**Citizen Communication**

***Anyone requesting to speak to the Council regarding items not on the agenda may come forward at this time. Comments are limited to 3 minutes. Thank you.***

**Unfinished Business**

- [3.](#) NCLL Batting Cage Permit
- [4.](#) Council Review of Security Camera System Features List
- [5.](#) ORD 597 Budget Amendment

**New Business**

- [6.](#) C-Tran Long-Term Plan Community Outreach
- [7.](#) 2025-2027 EMS Excess Levy Resolutions
- [8.](#) Community Events and Benches
- [9.](#) RES 626 Opposing Commercial Use of the Railroad Through Yacolt

10. Rotate Finance Committee

**Town Clerk's Report**

**Public Works Department Report**

**Citizen Communication**

*Anyone requesting to speak to the Council regarding items not on the agenda may come forward at this time. Comments are limited to 3 minutes. Thank you.*

**Attorney's Comments**

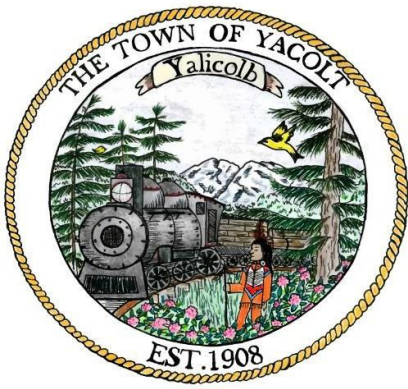
**Council's Comments**

**Mayor's Comments**

**Approve to Pay Bills on Behalf of the Town**

**Executive Session**

**Adjourn**



# Town of Yacolt

## Town Council Meeting Minutes

Monday, March 11, 2024  
7:00 PM  
Town Hall

### Call to Order

7:00 PM

### Flag Salute

### Roll Call

Council Members Present: Joe Wisniewski, Kandi Peto, Ronald Homola, Marina Viray

Also present: Mayor Ian Shealy, Attorney David Ridenour, Engineer Devin Jackson and his Planner Paul Dennis, Public Works Director Terry Gardner, and Clerk Stephanie Fields

Motion was made to excuse Councilmember Carroll as he is ill.

**Motion:** Wisniewski                      2<sup>nd</sup>: Homola

**Aye:** Wisniewski, Peto, Homola, Viray                      **Nay:** 0                      **Absent:** Carroll

**Motion Carried**

### Late Changes to the Agenda

Add "Complete Streets" Ordinance discussion as Item #9

### Approve Minutes of 2-12-24 Council Meeting

**Motion:** Homola                      2<sup>nd</sup>: Peto

**Aye:** Wisniewski, Peto, Homola, Viray                      **Nay:** 0                      **Absent:** Carroll

**Motion Carried**

### Citizen Communication

- Ann VanAntwerp asked why the Witt's trees got cut down.
- Kimberlee Goheen Elbon spoke regarding county politics, growth management and development, and asked locals to stand up against the upgrade of the railroad for commercial use.

### Unfinished Business

#### **Concerns about Motorcycle and WATV Laws**

Deputy Charlie Harris explained how some folks around Town have been confused about how our WATV Ordinance reads, and he feels like there should be some extra verbiage in there to specify that that when it comes to motorcycles, the State laws would prevail. Attorney Ridenour thinks including a distinction between the definitions of WATV vs. motorcycle in our Ordinance/Code would also help. He

added that this would be a good topic for the Mayor to bring up in his Newsletter to the Town. HE reminded Council that the decision is theirs to make a change if they so desire. Some discussion was then had among the attendees, Deputy Harris, and Council.

### **Comprehensive Plan Update Plan Agreement**

The Department of Commerce asked the Town to sign an Agreement regarding distribution of funds for the grant we have been awarded, to be used toward expenses for updating our Comprehensive Plan. Motion was made for the Town to sign the Agreement.

**Motion:** Viray                      **2<sup>nd</sup>:** Peto

**Aye:** Wisniewski, Peto, Homola, Viray                      **Nay:** 0                      **Absent:** Carroll

**Motion Carried**

### **Comprehensive Plan Update Update**

Town Engineer and Planner Devin Jackson and Paul Dennis presented a slideshow regarding the Comprehensive Plan Update. He explained that the update is required in order for the Town to be eligible for State Infrastructure Funding and certain other grants, and the idea is to align local regulations with state requirements, with a 20-year horizon directed toward population projections, roads, and growth. They spoke about HB 1181 and HB 1220, with climate resiliency and housing density goals carrying massive changes in the state's urban planning requirements.

### **Witt Counteroffer Update**

Attorney Ridenour spoke about what Mr. Witt's counteroffer could cost the Town, paying for some back taxes, a legal lot determination and boundary adjustment, and that the boundary adjustment may or may not be approved by the County. This will be part of the subject matter of the executive session to be held at next Monday's special meeting, March 18<sup>th</sup>.

### **Council's Input on Security Camera Systems**

Council, Mayor Shealy, and Public Works Director Gardner all listed features they thought would be important. Deputy Harris weighed in as well. Clerk Fields suggested that the Town could dedicate ARPA funds for the camera systems as well. Council decided they want to have this subject brought up again at the meeting next week for more discussion.

### **New Business**

#### **Robertson Chicken Permission Request**

The Robertson family requested to be able to keep up to 8 chickens in a coop and pen in their backyard. They had previously sent in a diagram showing the location of the coop and distances from neighbors' homes. Seeing all was in order per our Code, motion was made to allow the Robertsons to raise and keep up to 8 chickens in their backyard.

**Motion:** Homola                      **2<sup>nd</sup>:** Viray

**Aye:** Wisniewski, Peto, Homola, Viray                      **Nay:** 0                      **Absent:** Carroll

**Motion Carried**

### **Upcoming Budget Amendment**

Clerk Fields described the need for a budget amendment to cover revenues and expenses for school impact fees, requesting authorization for an increase in both revenues and expenditures in that fund to \$300,000 for this year. A finished Amendment Ordinance will be presented for adoption at the April 8<sup>th</sup> Council Meeting.

### **Introduction to the Complete Streets Ordinance**

Devin Jackson explained that a Complete Streets Ordinance deals with traffic (including bicycle and pedestrian) within the Town. This Ordinance needs to be in place prior to June for our TIB grant to be funded. Attorney Ridenour suggested bringing the Ordinance to the April 8<sup>th</sup> meeting in complete form for approval.

### **Town Clerk's Report**

- Has mainly been busy with Building Permit Applications; hard to get “normal” work done being so swamped.
- Preparing for Easter Egg Hunt on March 30<sup>th</sup>; asked for volunteers and Easter Basket donations for the raffle.

### **Public Works Department Report**

- Working outside of the ballfields; moved the bullpen.
- Went to meeting for local Public Works Directors, found out that they are all having the same trouble we’ve been having with the white decals on our speedbumps coming off.
- Picked up two new trucks from the City of Ridgefield.
- Asked people to report if/when they see potholes to let us know and he will go out and fill them.

### **Attorney's Comments**

- Workload is still oppressive, with litigation, Public Records Requests, and permitting, so new addressing policy and BGSD Capital Facilities Plan adoption keep getting pushed later and later.
- Explained how important it is to excuse Council Members from meetings when warranted.

### **Citizens' Communication**

- Jeff Carothers thanked elected officials and staff.
- Anne Van Antwerp said the meeting was very informative.
- Kimberlee Goheen Elbon said this is a great assembly of people.
- A permit Applicant expressed thanks to the staff working on processing the building permits for the Railroad Avenue Subdivision.

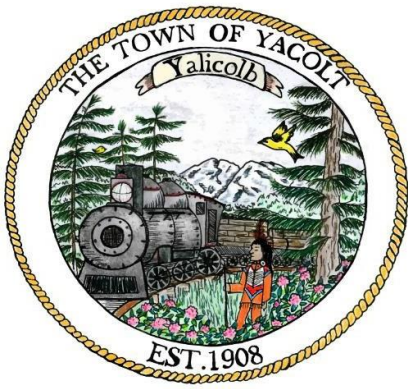
### **Council's Comments**

Homola – Attended EMS meeting where the Chief was reviewed, and the Chief had a good review.  
Peto – Has been going around soliciting Easter Basket donations and found that a number of businesses were unable to donate this year.

### **Mayor's Comments**

- Planning to order year-round, seasonal, and “hometown Heroes” banners. Reach out to the Town to purchase one or more.
- Ordering 50 flower baskets from a local 4-H club. Anyone who wishes to donate toward baskets is much appreciated; donate through Town Hall.





# Town of Yacolt

## Special Town Council Meeting

### Minutes

Monday, March 18, 2024  
6:00 PM  
Town Hall

#### **Call to Order**

6:00 PM

#### **Flag Salute**

#### **Roll Call**

Council Members Present: Kandi Peto, Ronald Homola, Marina Viray

Also present: Mayor Ian Shealy, Attorney David Ridenour, Public Works Director Terry Gardner, and Clerk Stephanie Fields

Motion was made to excuse Councilmembers Wisniewski and Carroll, as both were ill.

**Motion:** Homola

**2<sup>nd</sup>:** Viray

**Aye:** Peto, Homola, Viray

**Nay:** 0

**Absent:** Wisniewski, Carroll

**Motion Carried**

#### **Late Changes to the Agenda**

None

#### **Executive Session**

Mayor Shealy called for an Executive Session at 6:05 pm. to discuss potential litigation and pending potential property purchase. The Town Attorney and Clerk attended the meeting along with the Mayor and all Council members. At 6:50, the Mayor extended the Executive Session until 7:20 pm, and then again until 7:40 pm, at which time the regular meeting reconvened.

#### **Unfinished Business:**

##### **Follow-Up on Security Camera Input from Council**

Each Councilmember gave some ideas for what they wanted in a camera system. Input was also given by Mayor Shealy and Public Works Director Gardner. Consensus was that a firm list should be brought to the next meeting for final review and approval, in order to create the RFP shortly thereafter.

#### **New Business:**

##### **City Manager Concept**

Councilmember Homola brought up the idea of a re-structure for our Town's administration. He brought up the fact that elected officials rotate frequently and that a full-time city manager or perhaps a full-time Mayor might be warranted, with as busy as the Town's staff is now and will likely remain.

*Yacolt Town Council Special Meeting March 18, 2024*







## Town of Yacolt Request for Council Action

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Mayor Shealy

**Group Name:**

**Address:** 202 W. Cushman  
Yacolt, WA 98675

**Phone:** (360) 686-3922

**Email Address:** [mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** NCLL Permit Approval for Construction of a Carport- Style Batting Cage

**Proposed Meeting Date:** April 8, 2024

**Action Requested of Council:** Review the application and other submittals for the batting cage permit; decide if the Town should sign on to the Permit Application documents and approve the permit for the batting cage to be built.

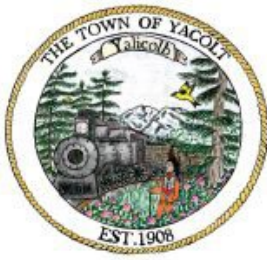
**Proposed Motion:** “ I move that the Town signs on NCLL’s required Permit Application documents for building a covered batting cage structure, and that the Permit Application is allowed to move forward and a Permit be issued once all of the Town’s Building Department consultants have had their conditions satisfied and approved the Permit documents.”

**Summary/ Background:** At the August 14, 2023 Council Meeting, North Clark Little League President Ken Pierce asked Council if they would consider approval for a carport-style batting cage structure to be built at the ballfields, between fields #3 and #4. Council liked the idea, and encouraged NCLL to apply for a permit to build the structure. In mid-February, NCLL submitted an application for the permit. The permit was reviewed by the Town’s Building Inspector and approved. The file has also been reviewed by the Town’s Attorney and final questions should hopefully be answered at this meeting, to satisfy his legal conditions. At the point of this writing, the permit file is still in review by the Town’s Engineer and must receive approval from him before a permit may be issued. At least one representative from NCLL will be in attendance at this meeting to help resolve any unanswered questions or other issues.

**Staff Contact(s):** Clerk Stephanie Fields  
[clerk@townofyacolt.com](mailto:clerk@townofyacolt.com)

Mayor Ian Shealy  
[mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)

(360) 686-3922



## Town of Yacolt Agenda Request

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Clerk Fields

**Group Name:** Staff

**Address:** 202 W Cushman St  
Yacolt, WA 98675

**Phone:** (360) 686-3922

**Email Address:** clerk@townofyacolt.com

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Final Review of Council's List of Security Camera System Features

**Proposed Meeting Date:** April 8, 2024

**Action Requested of Council:** Finalize the list of features you want to be included in a Request for Proposal for security cameras on Town properties

**Proposed Motion:** N/A; Discussion only

**Summary/ Background:** Vandalism has been running rampant around Town and seems to be getting worse. Repairs and replacements have cost the Town thousands of dollars and many man-hours. The Town needs to have cameras installed in order to catch and prosecute the perpetrators, and hopefully prevent future vandalism from occurring. During the past two Council meetings, Councilmembers offered their input regarding what features they would want in (a) security camera system(s) for installation on the Town's properties. They asked for a comprehensive list of their ideas to be brought to this meeting for a final review so that an RFP can be published as soon as possible. The list is attached.

**Staff Contact(s):** Mayor Shealy  
[mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)  
(360) 686-3922

## Security System Requirements Checklist for RFP Drafting

- Notification of loud noise (ie: in park bathroom, where no camera can be installed)
- Camera at each gate at Rec Park
- Cameras to cover specific higher-risk areas at parks
- Ability to clearly see license plates
- Fewer cameras, with higher picture resolution
- Cost of video storage and length of storage time
- Highest resolution possible
- Cloud storage/ local storage/both?
- Continuous or motion activated?
- Ability for multiple people to be able to access footage in case someone is unavailable
- Ability to access, troubleshoot, and maintain remotely
- Instant Ping if loud noise or other incident is observed
- Night vision
- Ability to remotely move camera to follow activity (or automatic follow?)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



## Town of Yacolt Request for Council Action

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Stephanie Fields, Town Clerk  
David W. Ridenour, Town Attorney  
**Group Name:** Staff

**Address:** 202 W. Cushman St.  
P.O. Box 160  
Yacolt, WA 98675  
**Phone:** David Ridenour (360) 991-7659

**Email Address:** david@davidridenourlaw.com  
**Alt. Phone:** Town Clerk (360) 686-3922

### ITEM INFORMATION:

**Item Title:** Proposal to Amend 2024 Operating Budget.

**Proposed Meeting Date:** March 11, 2024.

**Action Requested of Council:** None. (Informational, for proposed action at the April meeting)

**Proposed Motion:** None.

**Summary/ Background:** Staff is proposing a Budget amendment to increase estimates for revenues and expenditures from the School Impact Fee Fund.

Yacolt's School Impact Fee Fund works as a 'pass-through' account, because the impact fees collected by the Town are deposited in that Fund and then transferred to the Battle Ground School District.

School impact fees are collected when building permits are issued for certain new residential construction projects. With the recent approval of the Railroad Avenue Subdivision, the Town will issue building permits and collect school impact fees at a much faster rate than expected.

Yacolt's 2024 Budget estimated that the Town would collect \$50,000 in School Impact Fees. The Budget authorized the Clerk to transfer up to \$50,000 to the School District from the Fund.

The Town is not allowed to spend more from a Fund than the amount appropriated by the Council in the Budget. So the Town has

encountered a problem, because it is collecting more school impact fees than it is legally allowed to disburse to the School District.

For these reasons, Staff is proposing a budget amendment that would increase appropriations in the Fund so the Clerk may continue to transfer the fees to the School District where they belong.

Specifically, the Town Clerk proposes to increase the Fund's estimated revenue in 2024 from \$50,000 to \$300,000. The authorized expenditures from the Fund would increase by the same amount, from \$50,000 to \$300,000.

This amendment would not change projections for revenue or expenditures affecting the Town's own finances. The Budget amendment is a housekeeping matter to allow the continued pass-through of funds to the Battle Ground School District through the end of the year.

The Town interprets its budget statutes to require public transparency and an opportunity to comment when considering a budget amendment. Therefore, a public hearing will be scheduled for the Council meeting on April 8, after which the Council will be asked to consider the Budget amendment for adoption.

A draft Ordinance for the amendment is attached for the Council's review.

**Attachments:**

DRAFT Ordinance #597 Amending Yacolt's 2024 Operating Budget.

**Staff Contact(s):**

Stephanie Fields, Town Clerk.  
David W. Ridenour, Town Attorney.

**ORDINANCE #597**

**AN ORDINANCE OF THE TOWN OF YACOLT, WASHINGTON, AMENDING THE TOWN'S 2024 ANNUAL BUDGET (ORDINANCE #594) BY INCREASING EXPECTED REVENUE AND APPROPRIATIONS IN THE SCHOOL IMPACT FEE FUND (FUND #119); APPROVING PRIOR EXPENDITURES; AND PROVIDING FOR SUMMARY PUBLICATION**

**Whereas**, on May 8, 2023, the Town Council of the Town of Yacolt, (hereafter “Town” or “Yacolt”), adopted Ordinance #591, establishing a School Impact Fee Fund (Fund #119) for the purpose of accounting for impact fees collected and disbursed for the Battle Ground School District;

**Whereas**, on December 11, 2023, the Town adopted its 2024 annual budget by reference in Ordinance #594, entitled “An Ordinance of the Town of Yacolt, Washington, Adopting the Final Annual Budget for the Town of Yacolt for the Fiscal Year Ending December 31, 2024; Authorizing the Mayor and Town Clerk to Make Necessary Adjustments to Accounts; Establishing Employment Positions and Salary/Benefits Schedules; and Providing for Summary Publication”;

**Whereas**, the School Impact Fee Fund serves as a ‘pass-through’ or ‘zero-balance’ fund that distributes school impact fees collected for certain building permits to the Battle Ground School District;

**Whereas**, the Town Council from time to time reevaluates available resources and projected expenditures in its budgets in order to effectively utilize and manage the Town’s financial resources;

**Whereas**, revenue and expenditures in the School Impact Fee Fund are projected to exceed the current 2024 budget appropriation of \$50,000 for reasons that were not contemplated when the 2024 budget was originally adopted, including increased construction activity due to the completion of a large subdivision, the annexation of property, and the creation of new building lots by short-plat;

**Whereas**, the Town Clerk now estimates that school impact fees of between \$200,000 and \$300,000 could be collected and disbursed by the Town during 2024;

**Whereas**, pursuant to RCW 35.33.121 and 35.33.125, the Town may not spend or disburse money in excess of the total amount appropriated for any individual fund;

**Whereas**, the Town Council finds that the increased pace of new home construction requires an increase of the revenue and expenditures projected for the School Impact Fee Fund for fiscal year 2024;

**Whereas**, on April 8, 2024, the Town Council held a public hearing on this budget amendment following notice in the Town’s official newspaper that was published once each week for two consecutive weeks;

**Whereas**, the Town Council evaluated the circumstances surrounding these changes to the Town’s 2024 annual budget during regular public Council meetings on March 11 and April 8, 2024;

**Whereas**, in order to comply with State law and to provide sufficient resources and appropriations for the Town’s School Impact Fee Fund, the Town Council desires to adjust the estimated revenue and appropriations for that Fund;

**Whereas**, the Town Council finds that the amendments to the Town’s 2024 budget described herein are in the best interests of the Town and its residents, and are appropriate and necessary for the preservation of the general public health, safety and welfare of the community; and,

**Whereas**, the Town Council is in regular session this 8<sup>th</sup> day of April, 2024, and all members of the Town Council have had notice of the time, place, and purpose of said meeting:

**NOW THEREFORE, be it Ordained by the Town Council of the Town of Yacolt, Washington:**

**Section 1 – Legislative Findings and Adoption of Recitals:** Each and every recital set forth above is adopted as a true and correct legislative finding of the Town Council for purposes of this Ordinance.

**Section 2 – Amendments to the 2024 Budget:** The 2024 budget for the Town of Yacolt, adopted at the fund level in Ordinance #594, is hereby amended to increase resources and appropriations in the amounts and to the fund described below:

**Section 2.1 – Increase of Revenue in the School Impact Fee Fund (Fund #119):** The revenue expected in 2024 for the School Impact Fee Fund is hereby increased from \$50,000.00 by \$250,000.00, resulting in new total estimated revenue of \$300,000.00.

**Section 2.2 – Increase of Appropriations in the School Impact Fee Fund, (Fund #119):** The budgeted expenditures and appropriations for the School Impact Fee Fund (Fund #119) are hereby increased from \$50,000.00 by \$250,000.00, resulting in new total aggregate appropriations of \$300,000.00.

**Section 2.3 – Summary of Budget Amendments:** Following the adjustments described above, the Town’s 2024 fund-level aggregate resources and appropriations for all funds are as shown in the table below:

Fund #	Fund Name	Estimated Beginning Fund Balance	Estimated Revenues (Including Interfund Activity)	Aggregate Total Fund Resources	Total Appropriations (Including Interfund Activity)	Estimated Ending Fund Balance
001	General Fund	\$ 1,300,000	\$ 959,780	\$ 2,259,780	\$ 1,242,550	\$ 1,017,230
002	General Reserve Fund	\$ 353,000	\$ -	\$ 353,000	\$ 300,000	\$ 53,000
101	Street Fund	\$ 120,000	\$ 255,000	\$ 375,000	\$ 332,500	\$ 42,500
103	Cemetery Fund	\$ 35,000	\$ 10,500	\$ 45,500	\$ 26,000	\$ 19,500
105	REET Fund	\$ 240,000	\$ 50,000	\$ 290,000	\$ 115,000	\$ 175,000
114	Park Impact Fees	\$ 70,000	\$ 23,000	\$ 93,000	\$ 20,000	\$ 73,000
115	Transportation Impact Fees	\$ 55,000	\$ 27,000	\$ 82,000	\$ 30,000	\$ 52,000
119	School Impact Fees	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ -
403	Stormwater Fees	\$ 120,000	\$ 50,000	\$ 170,000	\$ 156,500	\$ 13,500
	<b>Totals</b>	<b>\$ 2,293,000</b>	<b>\$ 1,675,280</b>	<b>\$ 3,968,280</b>	<b>\$ 2,522,550</b>	<b>\$ 1,445,730</b>

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**Section 3 – Duties of the Mayor and Town Clerk:** The Mayor and Town Clerk are hereby authorized and instructed to make the necessary changes to the 2024 budget consistent with the provisions of this Ordinance.

**Section 4 – Transmittal to AWC:** Pursuant to RCW 35.33.075, the Town Clerk is hereby directed to transmit a complete copy of the Town’s final 2024 budget as amended by this Ordinance to the Association of Washington Cities together with a copy of this Ordinance.

**Section 5 – Yacolt Municipal Code:** This Ordinance #597 is a special Ordinance of the Town of Yacolt involving the Town’s 2024 budget. Being applicable for only a specific and limited period of time, this Ordinance #597 shall not result in any amendment to the Yacolt Municipal Code.

**Section 6 - Ratification and Confirmation of Prior Acts:** All acts taken by Town officers and staff prior to the enactment of this Ordinance that are consistent with and in furtherance of the purpose or intent of this Ordinance are hereby ratified, approved and confirmed by the Town Council. Any expenditure of monies from the School Impact Fee Fund during fiscal year 2024 and prior to the effective date of this Ordinance is hereby ratified, approved and confirmed.

**Section 7 – Savings Clause:** Except as provided herein and in any prior amendments, all provisions of Ordinance #591 and Ordinance #594 shall remain in full force and effect.

**Section 8 – Severability:** If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, or its application to any Person or circumstances is held invalid, the remaining portion of this Ordinance shall remain in full force and effect, and the application of the provision to other Persons or circumstances shall not be affected.

**Section 9 – Effective Date and Publication of Summary:** This Ordinance shall take effect immediately upon adoption and publication according to law. Notice of this Ordinance shall be provided by publication of the following summary in the Town’s official newspaper:

**Town of Yacolt - Summary of Ordinance #597**

The Town Council of the Town of Yacolt adopted Ordinance #597 at its regularly scheduled Town Council meeting held on April 8, 2024. The content of the Ordinance is summarized in its title as follows:

“AN ORDINANCE OF THE TOWN OF YACOLT, WASHINGTON, AMENDING THE TOWN’S 2024 ANNUAL BUDGET (ORDINANCE #594) BY INCREASING EXPECTED REVENUE AND APPROPRIATIONS IN THE SCHOOL IMPACT FEE FUND (FUND #119); APPROVING PRIOR EXPENDITURES; AND PROVIDING FOR SUMMARY PUBLICATION”

The effective date of the Ordinance is April 17, 2024.

A copy of the full text of the Ordinance will be mailed upon request to the undersigned at the Town of Yacolt Town Hall, P.O. Box 160, Yacolt, WA 98675: (360) 686-3922.

Published this 17<sup>th</sup> day of April, 2024.  
Stephanie Fields, Town Clerk

**PASSED** by the Town Council of the Town of Yacolt, Washington, at a regular meeting thereof this 8<sup>th</sup> day of April, 2024.

**TOWN OF YACOLT**

\_\_\_\_\_  
Ian C. Shealy, Mayor

**Attest:**

\_\_\_\_\_  
Stephanie Fields, Town Clerk

Approved as to Form:

\_\_\_\_\_  
David W. Ridenour, Town Attorney

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain: \_\_\_\_\_

**TOWN CLERK’S CERTIFICATION**

I hereby certify that the foregoing Ordinance is a true and correct copy of Ordinance #597 of the Town of Yacolt, Washington, entitled “AN ORDINANCE OF THE TOWN OF YACOLT, WASHINGTON, AMENDING THE TOWN’S 2024 ANNUAL BUDGET (ORDINANCE #594) BY INCREASING EXPECTED REVENUE AND APPROPRIATIONS IN THE SCHOOL IMPACT FEE FUND (FUND #119); APPROVING PRIOR EXPENDITURES; AND PROVIDING FOR SUMMARY PUBLICATION” as approved according to law by the Town Council on the date therein mentioned. The Ordinance has been published according to law, (RCW 35.27.300).

Attest:

\_\_\_\_\_  
Stephanie Fields, Town Clerk

Approved: April 8, 2024  
Published: April 17, 2024  
Effective Date: April 17, 2024  
Ordinance Number: 597



## Town of Yacolt Agenda Request

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Clerk Stephanie Fields

**Group Name:** Staff

**Address:** 202 W Cushman St  
Yacolt, WA 98675

**Phone:** (360) 686-3922

**Email Address:** [clerk@townofyacolt.com](mailto:clerk@townofyacolt.com)

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** C-Tran Long-Term Plan Presentation

**Proposed Meeting Date:** April 8, 2024

**Action Requested of Council:** Listen to the presentation and ask any questions and give any feedback you may have

**Proposed Motion:** N/A; Presentation and discussion only

**Summary/ Background:** C-Tran is doing public outreach before drafting their long-term plans. They are asking for public input as far as what people would like C-Tran to look like for now and into the future. This outreach involves multiple in-person open houses as well as an online forum. Scott Patterson and Taylor Eidt will be making tonight's presentation on behalf of C-Tran.

**Staff Contact(s):** Clerk Stephanie Fields  
[clerk@townofyacolt.com](mailto:clerk@townofyacolt.com)  
(360) 686-3922



## Town of Yacolt Request for Council Action

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Chief Bryce Shirley

**Group Name:** North Country EMS

**Address:** PO Box 189  
Yacolt, WA 98675

**Phone:** (360) 686-3271

**Email Address:** b.shirley@northcountryems.org

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Resolutions for NCEMS Excess Tax Levy

**Proposed Meeting Date:** April 8, 2024

**Action Requested of Council:** Approve Resolution # 624 to allow the attached Excess Levy measure to be placed on the August 6, 2024 Ballot; and should it fail to pass in August, approve Resolution #625 for the Excess Levy to be placed on the November 5th Ballot.

**Proposed Motion:** "I move that we approve Resolution # 624 to allow the attached NCEMS Excess Levy measure to be placed on the August 6th ballot; and if that measure fails in August, I move that by passing Resolution # 625 we pre-approve for the measure to be placed on the November 5th Ballot."

**Summary/ Background:** Approximately 25% of North Country EMS' operating revenue is dependent on an excess levy. This levy is a replacement of a 2021 levy which had an overall voter approval of 80.88%. In fact, there has never been a levy failure since the excess levy has first been placed on the ballot. The first resolution is for approval to place the measure on the August 6, 2024 ballot. The second is to place the measure on the November 5th ballot, should the measure fail in August.

**Staff Contact(s):** Clerk Stephanie Fields  
[clerk@townofyacolt.com](mailto:clerk@townofyacolt.com)

Mayor Ian Shealy  
[mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)  
(360) 686-3922

## Town of Yacolt Emergency Medical Service District No. 1

### RESOLUTION NO. 624

WHEREAS, the Town Council of the Town of Yacolt, Clark County, Washington, is proposing submission to the voters of the District at an election to be held therein on August 6, 2024, a proposition authorizing a levy to be made in 2024 for collection in 2025 upon all taxable property within the District of \$271,048, the estimated cost to be approximately \$1.30 per \$1,000 assessed valuation in excess of the maximum tax levy specified by law for Emergency Medical Service Districts without a vote of the electors for the General Fund of the District. The proceeds of the levy are to be used for operating funds, maintenance and salaries of the North Country Emergency Medical Service for an estimated period of three (3) years; and

WHEREAS, it is certain that the money which will be available for 2025-2027 will be insufficient to pay the costs of the Medical Program and to meet the other general expenses of the Emergency Medical Service District and that an additional tax levy of \$271,048 needs to be made for the purposes outlined above; and

WHEREAS, this situation requires that an election be held in the District; now therefore,

BE IT RESOLVED by the Town Council, Town of Yacolt, Clark County, Washington, as follows:

Section 1. It is hereby found and declared that a need exists requiring the calling of an election, and the County Auditor of Clark County, Ex-Officio supervisor of elections for said County, is hereby requested to find and declare the existence of such need. The Auditor is further requested and directed to call and conduct an election in the District in the manner provided by law to be held therein on August 6, 2024 between the hours of 7:00 am and 8:00 pm (D.T.) for the purpose of submitting to the electors of the District for their approval or rejection the question whether or not a tax levy shall be made in 2024 for collection in 2025 upon all the taxable property of the District for the General Fund of the District of \$271,048 (the estimated cost to be approximately \$1.30 per \$1,000 assessed valuation) in excess of the maximum tax levy provided by law for Emergency Medical Service Districts without a vote of the electors of the District, the proceeds thereof to be used for the sole purpose of continuing the operation, maintenance, and the staff salaries of the North Country Emergency Medical Service for an estimated three (3) year period.

**PASSAGE REQUIREMENTS.** Pursuant to RCW 84.52.052, this ballot measure must receive at least 375 votes to meet validation requirements and at least 60% of the ballots voted must be YES votes.

Section 2. The “Ballot Title” of the aforesaid proposition shall be as follows:

PROPOSITION NO. 1  
EMERGENCY MEDICAL PROGRAM EXCESS LEVY

The Town Council, Town of Yacolt, Clark County, Washington, adopted Resolution No. 624, referring to the voters the proposition described herein. This proposition allows the electors of the Town of Yacolt, to authorize a one-year excess levy to be made in 2024 for collection in 2025 in the total amount of \$271,048, at an approximate tax rate of \$1.30 per \$1,000 of assessed valuation, with the proceeds of such excess levy to be used for maintenance, operation and staff salaries for the North Country Emergency Medical Service for an estimated three (3) year period. Should this tax levy be approved?

TAX LEVY . . . YES

TAX LEVY . . . NO

Section 3. The Clerk of the Town of Yacolt is directed to certify to the County Auditor of Clark County, Ex-Officio supervisor of elections of said County, a copy of this Resolution showing its adoption by the Town Council, at least 45 days prior to the date of such election, and to perform such other duties as are necessary or required by law to the end that the question of whether or not said excess tax levy shall be made as herein provided for shall be submitted to the voters of Emergency Medical Service District at the aforesaid election.

ADOPTED this 8th day of April, 2024.

Attest:

\_\_\_\_\_  
Clerk, Town of Yacolt

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

## Town of Yacolt Emergency Medical Service District No. 1

### RESOLUTION NO. 625

WHEREAS, the Town Council of the Town of Yacolt, Clark County, Washington, is proposing submission to the voters of the District at an election to be held therein on November 5, 2024, a proposition authorizing a levy to be made in 2024 for collection in 2025 upon all taxable property within the District of \$271,048, the estimated cost to be approximately \$1.30 per \$1,000 assessed valuation in excess of the maximum tax levy specified by law for Emergency Medical Service Districts without a vote of the electors for the General Fund of the District. The proceeds of the levy are to be used for operating funds, maintenance and salaries of the North Country Emergency Medical Service for an estimated period of three (3) years; and

WHEREAS, it is certain that the money which will be available for 2025-2027 will be insufficient to pay the costs of the Medical Program and to meet the other general expenses of the Emergency Medical Service District and that an additional tax levy of \$271,048 needs to be made for the purposes outlined above; and

WHEREAS, this situation requires that an election be held in the District; now therefore,

BE IT RESOLVED by the Town Council, Town of Yacolt, Clark County, Washington, as follows:

Section 1. It is hereby found and declared that a need exists requiring the calling of an election, and the County Auditor of Clark County, Ex-Officio supervisor of elections for said County, is hereby requested to find and declare the existence of such need. The Auditor is further requested and directed to call and conduct an election in the District in the manner provided by law to be held therein on November 5, 2024 between the hours of 7:00 am and 8:00 pm (D.T.) for the purpose of submitting to the electors of the District for their approval or rejection the question whether or not a tax levy shall be made in 2024 for collection in 2025 upon all the taxable property of the District for the General Fund of the District of \$271,048 (the estimated cost to be approximately \$1.30 per \$1,000 assessed valuation) in excess of the maximum tax levy provided by law for Emergency Medical Service Districts without a vote of the electors of the District, the proceeds thereof to be used for the sole purpose of continuing the operation, maintenance, and the staff salaries of the North Country Emergency Medical Service for an estimated three (3) year period.

**PASSAGE REQUIREMENTS.** Pursuant to RCW 84.52.052, this ballot measure must receive at least 375 votes to meet validation requirements and at least 60% of the ballots voted must be YES votes.



Section 2. The “Ballot Title” of the aforesaid proposition shall be as follows:

PROPOSITION NO. 1  
EMERGENCY MEDICAL PROGRAM EXCESS LEVY

The Town Council, Town of Yacolt, Clark County, Washington, adopted Resolution No. 625, referring to the voters the proposition described herein. This proposition allows the electors of the Town of Yacolt, to authorize a one-year excess levy to be made in 2024 for collection in 2025 in the total amount of \$271,048 at an approximate tax rate of \$1.30 per \$1,000 of assessed valuation, with the proceeds of such excess levy to be used for maintenance, operation and staff salaries for the North Country Emergency Medical Service for an estimated three (3) year period. Should this tax levy be approved?

TAX LEVY . . . YES

TAX LEVY . . . NO

Section 3. The Clerk of the Town of Yacolt is directed to certify to the County Auditor of Clark County, Ex-Officio supervisor of elections of said County, a copy of this Resolution showing its adoption by the Town Council, at least 45 days prior to the date of such election, and to perform such other duties as are necessary or required by law to the end that the question of whether or not said excess tax levy shall be made as herein provided for shall be submitted to the voters of Emergency Medical Service District at the aforesaid election.

ADOPTED this 8th day of April, 2024.

Attest:

\_\_\_\_\_  
Clerk, Town of Yacolt

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member



## Town of Yacolt Agenda Request

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Melissa Yahn

**Group Name:** Community Member

**Address:** 109 W Yacolt Rd.  
Yacolt, WA 98675

**Phone:** (360) 686-8677

**Email Address:** melissa.yahn@impactautomotive.co

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Upcoming Community Events, Benches

**Proposed Meeting Date:** April 8, 2024

**Action Requested of Council:** Consider what Melissa presents regarding upcoming community events being planned and the idea of benches to be placed around Town

**Proposed Motion:** TBD

**Summary/ Background:** A group of community members have been meeting on the 4<sup>th</sup> Monday of each month to work on planning for events in Yacolt for this year. Melissa wants to present some of her events that are in the works (circus, car show, Rendezvous Days/July 4<sup>th</sup>), and also to talk about an idea she has for benches to be placed around Town.

**Staff Contact(s):** Mayor Shealy  
[mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)  
(360) 686-3922



## Proposal for Metal Benches in the Town of Yacolt

### **Introduction:**

The Town of Yacolt has long been a community that cherishes its history and values the bonds between its residents. As part of our ongoing efforts to enhance public spaces and create lasting memories, we propose the installation of metal benches throughout the town. These benches will serve as a place for residents and visitors alike to reflect, connect, and honor the memories of loved ones or to showcase business sponsorships.

### **Purpose:**

The purpose of this proposal is to provide an opportunity for individuals and businesses to contribute to the beautification of Yacolt while honoring someone special or promoting their business. By sponsoring a metal bench, donors can create a lasting legacy in the heart of our community.

### **Proposal Details:**

#### **Bench Specifications:**

The benches will be made of durable metal, designed to withstand the elements and provide comfort for those who use them.

Each bench will feature a customizable plaque where donors can include a personalized message in memory of a loved one or to acknowledge their business sponsorship.

The benches will be designed to complement the aesthetic of Yacolt's public spaces and will be strategically placed in parks, downtown areas, and other high-traffic locations.

## **Sponsorship Options:**

**Individual Sponsorship:** Residents of Yacolt and surrounding areas will have the opportunity to sponsor a bench in memory of a family member, friend, or beloved member of the community.

**Business Sponsorship:** Local businesses can sponsor benches as a way to promote their brand while contributing to the enhancement of public spaces in Yacolt.

## **Placement and Maintenance:**

The placement of benches will be determined in collaboration with the Town Council and community stakeholders to ensure they are placed in areas where they will be most appreciated and utilized.

The Town of Yacolt will assume responsibility for the ongoing maintenance and upkeep of the benches, including regular cleaning and repairs as needed.

## **Benefits:**

Provides a meaningful way for individuals and businesses to contribute to the community.

Enhances the aesthetic appeal and functionality of public spaces in Yacolt.

Creates lasting memories and fosters a sense of community pride and connection.

## **Implementation Timeline:**

Solicitation of sponsorships: February - April

Bench fabrication and installation: May - June

Dedication ceremony: July

## **Budget:**

Cost per bench: \$2276.40 (including fabrication, town employees to install)

Total budget: Dependent on the number of benches sponsored

## **Conclusion:**

The installation of metal benches sponsored by individuals and businesses will not only beautify the Town of Yacolt but also create lasting memories and connections within our community. We believe that this initiative aligns with our values of honoring the past while building towards the future, and we look forward to the support and participation of our residents and local businesses.

Thank you for considering this proposal. We welcome any feedback and look forward to working together to make this vision a reality.



## Town of Yacolt Request for Council Action

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Mayor Shealy

**Group Name:** Staff

**Address:** 202 W. Cushman  
Yacolt, WA 98675

**Phone:** (360) 686-3922

**Email Address:** [mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Resolution 626 Opposing Commercial Use of the Railroad in Yacolt

**Proposed Meeting Date:** April 8, 2024

**Action Requested of Council:** Adopt Resolution 626 which opposes commercial development and use of the Railroad through Yacolt

**Proposed Motion:** "I move that the Town adopts Resolution 626, opposing commercial development and use of the railroad in Yacolt."

**Summary/ Background:** Plans have been proposed to reinforce and then use the railroad for commercial use, to haul large loads of rock from Chelatchie through Battle Ground and further south. This would bring long, heavy trains right down the middle of Yacolt multiple times a day. Many citizens and entire communities have expressed opposition to this use of the railroad for various reasons. This Resolution would express the Town of Yacolt's wish to oppose commercial use of the railroad through our little Town.

**Staff Contact(s):** Clerk Stephanie Fields  
[clerk@townofyacolt.com](mailto:clerk@townofyacolt.com)

Mayor Ian Shealy  
[mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)  
(360) 686-3922

**Resolution #626**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YACOLT IN OPPOSITION TO THE PROPOSED AND FUTURE EXPANSION OF THE FREIGHT RAIL DEPENDENT USE (FRDU) AFFECTING THE TOWN OF YACOLT AND ADJACENT COUNTY LANDS**

**Whereas**, the Freight Rail Dependent Use (FRDU) is slated to be expanded to include heavy industrial use and zoning within the Town and surrounding area;

**Whereas**, train traffic adjacent to residential neighborhoods will likely decrease property values and curb appeal;

**Whereas**, all of the crossings within Yacolt are located in neighborhood commercial and residential neighborhoods and will require an audible horn lasting at least 15 seconds, decreasing the livability and small town feel of our community;

**Whereas**, large sums of government funding will be required to upgrade these crossings and provide maintenance which could be better used for other public needs;

**Whereas**, train traffic will likely increase potential delays in emergency vehicle response, adversely affecting our medically fragile population;

**Whereas**, all of the railroad crossings in Yacolt are at grade and non-signalized. They are located within high traffic intersections and neighborhoods used frequently by pedestrians, and will create safety hazards and traffic delays;

**Whereas**, the Town of Yacolt has no current or proposed customers for the railroad and would receive no positive economic gain from the industrial use of the railway;

**Whereas**, the industrial use of the railway has the potential to limit or eliminate the existing railroad tourist attractions which run most of the year;

**Whereas**, a commercial railroad would adversely affect and create a public safety concern during Yacolt's community events which tend to center around the railroad area; and

**Whereas**, the Town Council is in regular session this 8<sup>th</sup> day of April, 2024, and all members of the Town Council have had notice of the time, place, and purpose of said meeting:

**NOW THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Yacolt as follows:

Section 1: Any reactivation of the Chelatchie Prairie Railroad within the Yacolt Town limits would adversely affect Yacolt's economic health and livability.

Section 2: The Yacolt Town Council strongly urges the immediate cessation of the proposed and future expansion of the Freight Rail Dependent Use (FRDU).

Section 3: The Town Clerk of the Town of Yacolt is hereby directed to forward copies of this Resolution to the Clark County Council, all cities within Clark County, legislators of the 17<sup>th</sup>, 18<sup>th</sup>, 20<sup>th</sup>,

and 49<sup>th</sup> districts, the Washington State Department of Commerce, and the Governor of the State of Washington.

Section 4: This Resolution shall be effective upon passage, approval and signatures hereon in accordance with law. The Town Clerk may publish the following summary of this Resolution:

**Town of Yacolt - Summary of Resolution #626**

The Town Council of the Town of Yacolt adopted Resolution #626 at a regular meeting of the Town Council held on April 8, 2024. The content of the Resolution is summarized in its title as follows: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YACOLT IN OPPOSITION TO THE PROPOSED AND FUTURE EXPANSION OF THE FREIGHT RAIL DEPENDENT USE (FRDU) AFFECTING THE TOWN OF YACOLT AND ADJACENT COUNTY LANDS.

The effective date of the Resolution is April 8, 2024. A copy of the full text of the Resolution will be mailed upon request to the undersigned at the Town of Yacolt Town Hall, P.O. Box 160, Yacolt, WA 98675: (360) 686-3922.

Published this 17<sup>th</sup> day of April, 2024.  
Yacolt Town Clerk.

**Resolved** by the Town Council of the Town of Yacolt, Washington, at a regular meeting thereof this 8<sup>th</sup> day of April, 2024.

TOWN OF YACOLT

\_\_\_\_\_  
Ian Shealy, Mayor

Attest:

\_\_\_\_\_  
Stephanie Fields, Town Clerk

Approved as to Form:

\_\_\_\_\_  
David W. Ridenour, Town Attorney

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain: \_\_\_\_\_

**TOWN CLERK’S CERTIFICATION**

I hereby certify that the foregoing Resolution is a true and correct copy of Resolution #626 of the Town of Yacolt, Washington, entitled “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YACOLT IN OPPOSITION TO THE PROPOSED AND FUTURE EXPANSION OF THE FREIGHT RAIL DEPENDENT USE (FRDU) AFFECTING THE TOWN OF YACOLT AND ADJACENT COUNTY LANDS” as approved according to law by the Yacolt Town Council on the date therein mentioned.

Attest:

\_\_\_\_\_  
Stephanie Fields, Town Clerk

Adopted: April 8, 2024

Published: \_\_\_\_\_

Effective Date: April 8, 2024

Resolution Number: 626





## Town of Yacolt Request for Council Action

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Mayor Shealy

**Group Name:** Staff

**Address:** 202 W. Cushman St.

**Phone:** (360)686-3922

Yacolt, WA 98675

**Email Address:** [mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Rotate Finance Committee

**Proposed Meeting Date:** April 8, 2024

**Action Requested of Council:** Replace Craig Carroll with a new appointee to the Finance Committee

**Proposed Motion:** "I move we appoint \_\_\_\_\_ to serve on the Finance Committee of the Town of Yacolt for the next 6-month term, ending in October, 2024."

**Summary/ Background:** Yacolt's Finance Committee is appointed from and by the Town Council to review the Town's finances, particularly all bills before they get paid. Every 6 months, the position rotates to another Council Member. Council Member Carroll has served on the Committee since October of 2023, so it is time for him to rotate off. Council Members currently available for this position are Kandi Peto (Position #2), and Marina Viray (Position #5).

**Staff Contact(s):** Mayor Ian Shealy

[mayor@townofyacolt.com](mailto:mayor@townofyacolt.com)

(360) 686-3922