

AGENDA
CITY OF STEVENSON COUNCIL MEETING
April 15, 2021
6:00 PM, City Hall

Those attending in-person will be required to wear facemasks and comply with current state guidelines for distancing.

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

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

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

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

- a) * 4/13 changes include:
- Addition of Walking Man Liquor License Renewal (item 3b)
 - Addition of Water Adjustment-La Casa de Sabor (item 3c)
 - Addition of Monda Rd. Right of Way Acceptance (item 8d)
 - Addition of Fire Department Report (item 9e)
 - Addition of Voucher information (item 11)

- b) ** 4/14 changes include:
- Updated parking agenda item with staff memo (item 7a)
 - Corrected amount of back-billing waiver request (item 8b)
 - Addition of Emergency Declaration Resolution (item 8e)
 - Update of Project Status Update presentation (item 9b)
 - Addition of Executive Session (item 14a)

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

- a) **Liquor License Application** - 420 Evergreen - change in ownership from North Bonneville PDA to Southern Star Holdings, LLC.
- b) ***Liquor License Renewal** - Walking Man Brewing, LLC
- c) ***Water Adjustment** - La Casa de Sabor (meter No. 100300) requests a water adjustment of \$199.05 for a water leak which they have since repaired.

- d) **Minutes** of March 18, 2021 Council Meeting and March 27, 2021 Strategic Planning Retreat.

MOTION: To approve consent agenda items a-d.

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

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Skamania County Public Works** - Public Works Director/County Engineer Tim Elsea will update council on building inspection services as per the interlocal agreement.

6. SITUATION UPDATES:

- a) **COVID-19 Update** - Mayor Scott Anderson will provide an update on the city's response to the COVID-19 pandemic.
- b) **Sewer Plant Update** - Public Works Director Karl Russell will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

7. UNFINISHED BUSINESS:

- a) ****Third Reading Ord 2021-1172 Regarding Parking Requirements** - Community Development Director Ben Shumaker presents a staff memo and ordinance 2021-1172 amending the Stevenson zoning code (SMC 17); incentivizing mixed use development in the C1 District; reducing parking requirements, especially in the C1 commercial district; incorporating past parking-related zoning interpretations; and allowing greater opportunities for off-site parking for council discussion and consideration.

MOTION: To approve Ordinance 2021-1172 regarding parking requirements as presented/with changes as discussed.

- b) **Discuss Security Camera Use Policy** - Council will continue the discussion from the March 27th retreat on whether or not to have security cameras on property.
- c) **Discuss Extension of Services Past City Limits** - City Administrator Leana Kinley presents the staff memo from the March 27th retreat regarding the extension of city services (water and sewer) past city limits for discussion.
- d) **Review Updated Strategic Plan** - Council will discuss and consider the revised goals on the Strategic Plan.

MOTION: To approve the Strategic Plan for 2022-2023 as presented.

8. COUNCIL BUSINESS:

- a) **Approve Interlocal Agreement with Clark County** - Public Works Director Karl Russell presents the interlocal agreement between Clark County and the City of Stevenson for administrative or engineering, construction and maintenance services not to exceed \$50,000 per calendar year. This contract is used for annual road striping.

MOTION: To approve the interlocal agreement with Clark County not to exceed \$50,000 per calendar year as presented.

- b) ****Waiver Back-billing Request** - City Administrator Leana Kinley presents the request from Michael Johnson to waive the back-billing charges for the difference between the senior rate and residential base billing for 15 months. Guidance from the Attorney General regarding assistance during COVID-19 is attached.

MOTION: To waive the back-billing charges for Michael Johnson in the amount of \$822.83.

- c) **Approve Resolution 2021-378 Revising Light Shade Fees** - City Administrator Leana Kinley presents resolution 2021-378 revising the street light shade fees for council discussion and consideration. All street lights were changed in 2018 and the policy was never updated to reflect the change in fixture types nor cost.

MOTION: To approve resolution 2021-378 revising the street light shade fees [as presented/with changes as discussed].

- d) ***Acceptance of Right of Way** - Community Development Director Ben Shumaker presents the staff memo regarding the Monda Road right of way for council discussion and consideration.

MOTION: To accept the Monda Road right of way as presented.

- e) ****Approve Emergency Resolution** - Mayor Scott Anderson presents resolution 2021-379 responding to the COVID-19 pandemic and conditionally suspending parking requirements for outdoor food service areas for council review and consideration.

MOTION: To approve resolution 2021-379 responding to the COVID-19 pandemic and conditionally suspending parking requirements for outdoor food service areas.

9. INFORMATION ITEMS:

- a) **Chamber of Commerce Activities** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in March, 2021.
- b) ****Project Status Updates** - City Administrator Leana Kinley and city staff present updates on city projects in process.

- c) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for March, 2021 is presented for council review.
- d) **Financial Report** - City Administrator Leana Kinley presents the Q1 2021 Financial Report, Treasurer's Report and year-to-date revenues and expenses through March 2021.
- e) ***Fire Department Report** - The Stevenson Fire Department's report for March, 2021 is presented for council review.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

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

11. VOUCHER APPROVAL: Vouchers will be presented prior to the meeting.

- a) *March 2021 payroll & April 2021 AP checks have been audited and are presented for approval. March payroll checks 15059 thru 15063 total \$101,678.37 which includes EFT payments. April 2021 AP checks 15064 thru 15109 total \$202,065.05 and includes EFT payments and checks. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

12. MAYOR AND COUNCIL REPORTS:

13. 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.]*

14. EXECUTIVE SESSION:

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

15. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- April 24, 2021 (Saturday) - Drug Take Back Event
- May 1, 2021 (Saturday) - 9am-noon Spruce-up Stevenson
- May 10, 2021 (Monday) - 6pm Regular Planning Commission Meeting
- May 20, 2021 (Thursday) - 6pm Regular Council Meeting
- 6-Year Transportation Improvement Program First Public Hearing