

MINUTES
CITY OF STEVENSON COUNCIL MEETING
June 17, 2021
6:00 PM, City Hall and remote

Those attending in-person were required to follow current state guidelines for face masks and distancing.

Information in parentheses after the agenda item reference the 2021-2022 council goal the item relates to.

Items with an asterisk (*) were added or modified after the initial draft publication of the agenda.

1. CALL TO ORDER/PRESENTATION OF THE FLAG: Mayor Anderson called the meeting to order at 6:01 p.m., led the group in reciting the Pledge of Allegiance and conducted roll call.

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

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

* 6/15 changes include: Addition of Main Street, and LDB Liquor License Renewals (item 3a), revision of Minutes to remove Councilmember Hendricks from the vote on the Consent Agenda (item 3b), addition of Fire Department Report (item 9i), addition of Voucher information (item 11)

** 6/17 changes include: Addition of public comments for 6-Year TIP (item 6a), revision of Vouchers to correct vendor payment, no changes to the amounts (item 11)

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

- a) *Liquor License Renewals - Main Street Convenience and LDB Beverage-Jester and Judge
- b) *Minutes of May 20, 2021 Council Meeting.

MOTION to approve consent agenda items (a-b) was made by **Councilmember Cox**, seconded by **Councilmember Hendricks**.

- Voting aye: **Councilmembers Weissfeld, Cox and Hendricks**.

4. PUBLIC COMMENTS:

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

Oral comments received:

Mary Repar referenced recent communications she sent to the City Council, **City Administrator Kinley and Community Development Director Shumaker** regarding affordable housing. She notified the Council she had filed a complaint regarding her recent exposure to Crossbow being sprayed by a city employee that had been blown by the wind. She noted she had sent a model ordinance to Councilmembers and urged the Council to consider adopting an ordinance prohibiting pesticide use within City limits. She then asked if the City verifies and inspects all the permits for development prior to issuance of the Certificate of Occupancy, stating she saw buildings close to shoreline areas.

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Skamania County Public Works** - Public Works Director/County Engineer Tim Elsea updated council on building inspection services as per the interlocal agreement. SCPWD Elsea reported all was going well. Since the last update permits for three new single-family residences, one commercial and one repair had been issued. Inspectors Marlon Morat and Arnold Bell may provide a presentation to Council next time.

Councilmember Hendricks asked if there was a place he could refer members of the public to for answers on questions regarding permits. SCPW Director Elsea suggested an FAQ page may be possible. PW Director Elsea will respond to **City Administrator Kinley** with information.

Councilmember Weissfeld thanked him for the update. He then asked **City Administrator Kinley** how she felt things were going. **Kinley** reported no problems, getting things streamlined was helpful. SCPW Director Elsea noted the increased workload may result in a request to the County Commissioners for an additional inspector.

6. PUBLIC HEARINGS:

- a) **Transportation Improvement Program (5a)** - **Mayor Anderson** opened the public hearing at 6:11. **City Administrator Leana Kinley** presented the six-year Transportation Improvement Program (TIP) for public input and council consideration. This was the second of two scheduled public hearings for the annual TIP update. She explained the only addition was the inclusion of a traffic study performed privately on Del Ray, which was included in the packet.

>Pat Rice stated Hann Lee would be speaking for a large number of people, with each allowing him their three minutes of public comment time.

Hann Lee with H. Lee & Associates, PLLC introduced himself and provided Councilmembers copies of a traffic study he performed on Del Ray Avenue. He contended the city should remove Del Ray Avenue from the TIP and pointed to reasons detailed in a memo contained in his traffic study. He stated Del Ray was not a collector or arterial street, and local roads are typically not part of TIP improvements. Lee said local streets are governed by development codes and street standards, which must be followed by developers. He said Del Ray Avenue is a development issue, not a part of comprehensive planning. Larger projects that are arterials or collectors are usually more within the TIP scope as they offer significant public benefits, while smaller, local street projects only benefit the developer or homeowner.

He stated expenses such as sewer extension should be covered by adjacent landowners through private dollars, not city funds. He commented on a road development agreement, and referenced a street vacation by Pat Rice, noting those issues would have to be dealt with under a separate process.

Lee then stated the decision before the council was whether they agreed Del Ray Avenue should be removed from the TIP. He provided further details from his needs study of Stevenson's roads, including capacity, accident rates, and volume of use. He stated they couldn't see the demand for the road based on the results of the needs study, and the only issue from the land and study area was one of private access which developers and landowners should negotiate. The city should get involved only if there is future development or subdivision. Lee reiterated the landowners or developers should be the ones responsible to pay for the road improvements, and the city would be protected from spending money on projects with little public benefit.

Councilmember Weissfeld asked Lee what his impression was regarding the reason Del Ray Avenue was on the TIP. He declared there was a lot of past history about the project, and the city should not get involved in something that is not the city's business. He related the landowners have had a change of heart-a short plat was no longer being planned and the owners simply want access to their properties by creating easements and alternative access routes that, if needed, would get necessary approval.

Councilmember Hendricks asked Lee if he had spoken with the Stevenson-Carson School District. Lee stated he had, and their position is to remain neutral no matter the outcome as they had not requested the change. He said it seemed the district did not want to pay for any improvements to school access as funds are an issue.

Councilmember Hendricks suggested if Del Ray Avenue were to be developed, the district could potentially save fuel costs as buses would have a shorter route to the elementary school. Lee related the transportation director of the district shared there was not enough interest in the matter for the district to attend the meeting.

Hendricks pointed out that municipalities often do build roads in order to encourage growth in areas. Lee noted it's often collectors or arterials that are built by larger

Lee suggested the city consult with its attorney regarding the public benefit and the classification of a local street as that was the biggest issues found. **Hendricks** further commented that cities evolve, and small streets can become larger. Lee shared there were further issues and processes that would have to be addressed, including the road agreement, the road vacation, and a right-of-way to the east before the city could do anything with Del Ray Avenue. Lee provided his contact information in the event further questions were raised.

Mayor Anderson closed the public hearing at 6:34 p.m.

Councilmembers then entered into an extended discussion regarding the requested removal of Del Ray Avenue from the TIP.

Councilmember Weissfeld stated she understood the reason Del Ray Avenue is on the TIP is to expedite access to any grant funds for a Safe Routes to Schools project. She noted there are other projects on the TIP that may or may not ever get built, and it is a way to qualify and be prepared for funding opportunities that arise. She questioned why it was on there if the school district was not interested enough to attend the meeting and offer input.

Councilmember Cox asked for and received an explanation on the Safe Routes to Schools programs. He also asked what the city's need was to develop Del Ray Avenue, and what would be affected by removing it from the TIP. A short side discussion took place on the current road improvement requirements and standards in place for developers and homeowners. **Councilmember Weissfeld** shared Del Ray Avenue still had a public right of way used as a trail and should remain on the TIP if it remains under public ownership. If it is vacated, that subject would then have to be addressed.

In response to **Councilmember Cox's** prior question, **Councilmember Weissfeld** observed that her understanding was the TIP was often used as a budgeting tool. **Councilmember Cox** noted if funds for projects became available, additional hearings would have to take place.

Community Development Director Shumaker pointed out Mr. Lee had just told the city that property owners on local roads were responsible bearing the cost of improvements, and to leave those projects in private hands rather than have the city bear the expense. **Mayor Anderson** asked how the private study presented matched up with city needs.

City Administrator Kinley asked if the Council would like a future review of the process regarding how projects are placed on the TIP, and if a more robust street plan would align with the comprehensive capital improvement plan. She advised the city was in the midst of its own traffic study and the results from that could inform the process for future TIP projects.

Mayor Anderson summarized the discussion and the questions raised and reminded Council the point of the public hearing was to approve the TIP as presented or with changes. **Councilmember Cox** stated he had not received an answer as to why Del Ray Avenue was on the TIP, and **Councilmember Weissfeld** reiterated it was for the purpose of accessing Safe Routes to Schools funding.

MOTION to approve the six-year Transportation Improvement Program as presented was made by **Councilmember Hendricks**, seconded by **Councilmember Weissfeld**.

- Voting aye: **Councilmembers Weissfeld, Hendricks.**
- Voting nay: **Councilmember Cox**

*The topic was brought up again after the Sewer Plant Update.

7. SITUATION UPDATES:

- a) **Sewer Plant Update (1)** - **City Administrator Leana Kinley** provided an update on the Stevenson Wastewater System and the Compliance Schedule. UV lights were recently received for the current UV channel to help keep it up and running. A new UV channel will be included in the WWTP upgrades. Since 2018 loading at the WWTP has been significantly lower due to efforts by commercial partners to reduce BOD levels and BOD effluent. The city is waiting to hear back from Tribeca with a haulage quote due to the Hood River WWTP potentially reducing its capacity for accepting bio-solids. More of Stevenson's bio-solids will be sent to Three Rivers in Kelso/Longview and trucking costs will increase.

She asked the Council for guidance on preferred payment options for the WWTP funding and provided a number of possibilities. Council advised lowest total cost was their choice.

***Councilmember Weissfeld** then requested returning to agenda item #6 concerning Council actions on the TIP. She said it was a valid concern that people think because a project is on the TIP it will happen and asked if a clearer explanation about project inclusion could be added to the TIP. She wants to assure residents there is a process to protect them, noting she sensed some people left the meeting feeling they were not heard.

Community Development Director Shumaker spoke how city staff has recognized the current method of determining projects for transportation funding is broken. The traffic analysis underway will be used in part to help fix the process. Explanations detailing why a project is on the list is needed. **City Administrator Kinley** said the work is part of the Capital Improvement Program, with tools being developed to enhance community input. She shared the TIP now states the city will not act on or apply for any projects on it until community engagement takes place.

Councilmember Weissfeld asked to have residents from Del Ray Avenue contacted regarding future TIP planning. It was suggested the message be in 2022 a very different

approach will be in place-the city will be starting over with a blank slate as it reviews the TIP process. **City Administrator Kinley** added that as part of the transportation study, looking at other cities TIP process could be useful. **Mayor Anderson** recommended the process of adding projects should be more robust. It was agreed a joint staff and Council workshop would be appropriate in working to fix the process. The traffic study being conducted is expected to be completed in October 2021, leaving time to develop a new TIP approach prior to June 2022.

>Rick May asked the Council to consider notifying the Del Ray Avenue residents the city is going to review the Lee & Associates Study and Stevenson's traffic analysis and use the best science to make decisions with. **City Administrator Kinley** and **Community Development Director Shumaker** advised the city traffic consultant had been made aware the private study was being conducted and had requested the city consultant reach out to Lee & Associates.

7. SITUATION UPDATES: (Continued)

City Administrator Kinley provided information on a chlorine shortage affecting the Stevenson's water treatment plant. A transformer failed at a plant in Longview that produces chlorine. Repairs are expected to be finished by June 27th. The city has taken steps to reduce water usage. Well-drilling on private properties for irrigation purposes was explained to be not possible due to spotty aquifer locations and issues with water rights. Emergency ordinances are in place already in the event further restrictions will be needed.

8. COUNCIL BUSINESS:

- a) **Award Contract for 2021 Collection Systems Improvement Project - Public Works**
Director Karl Russell recommended the council award the 2021 Collection Systems Improvement Project contract to Crestline Construction in the amount of \$1,939,897.79. A copy of the bid tabulation sheet was attached.

City Administrator Kinley noted the bid came in \$300K over the engineer's estimate. With three other life stations to be done, there will need to be some redesign work in order to stay under the \$5M total cost.

MOTION to award the 2021 Collection Systems Improvement Project to Crestline Construction in the amount of \$1,939,897.79 and to authorize the Mayor to sign project documents was made by **Councilmember Cox**, seconded by **Councilmember Hendricks**.

- Voting aye: **Councilmembers Weissfeld, Cox and Hendricks**.

- b) **Approve Interagency Data Sharing Agreement - City Administrator Leana Kinley** presented an agreement with the Office of the Washington State Auditor regarding data sharing in preparation for the 2020 audit for council consideration. She informed the Council the audit will be mainly performed remotely starting on July 5th or 6th. The

city is scanning and sending a large number of documents. Because of past data breaches and other challenges, this agreement is necessary.

MOTION to approve the interagency data sharing agreement between the City of Stevenson and the Office of the Washington State Auditor as presented was made by **Councilmember Cox**, seconded by **Councilmember Weissfeld**.

- Voting aye: **Councilmembers, Weissfeld, Cox and Hendricks.**

- c) **Approve American Rescue Plan Act Agreement - City Administrator Leana Kinley** presented the US Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions agreement for council review and consideration. This will provide the city with a total of \$446,916 over 2 years (\$223,458 in 2021 and 2022) to address negative economic impacts caused by the public health emergency, replace lost public sector revenue, provide premium pay for essential workers, and invest in water, sewer and broadband infrastructure. Following a short discussion, it was agreed city staff would develop and recommend suggested uses, as a requirement the funds need to be used for new technology.

MOTION to approve the US Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions agreement as presented was made by **Councilmember Weissfeld**, seconded by **Councilmember Hendricks**.

- Voting aye: **Councilmembers Weissfeld, Cox and Hendricks.**

- d) **Discuss Iman Cemetery ROW - Councilmember Dave Cox** initiated a discussion on solutions to reduce city liability at the city right of way at the end of Iman Cemetery Road. Some signage examples were included in the council packet.

Councilmember Cox provided information on a meeting he and **Councilmember Muth** had with the property owners, and recent actions by the Cemetery District. Following a short discussion, City Attorney Woodrich advised Council of the city's legal responsibility to post the area due to the steep cliff. He recommended a pictorial/graphic warning sign.

Community Development Director Shumaker pointed to a petition in the meeting packet from neighborhood property owners asking Council to consider solutions to reduce trespassing issues. He shared the Planning Commission at their last meeting had agreed to help with the issue as part of their work plan.

Further discussion included consideration of a trail, and **Councilmember Weissfeld** reminded Council of the existing task force formed to address the issue.

Councilmember Cox suggested having the Corrections work crew help build a trail to reduce costs.

City Administrator Kinley discussed a potential land swap between the Cemetery District and a property owner as a possible solution. All agreed the warning sign(s) should be installed as soon as possible.

- e) **Discuss Tools for Affordable Housing (6)** - **City Administrator Leana Kinley** presented the staff memo regarding the various tools available to Stevenson for increasing affordable housing for council discussion. She shared slides provided by Attorney Woodrich (with permission of Alice Ostdiek) that show options available to municipalities to support affordable housing.

The Council considered a number of potential tools, including utility discounts for seniors or those with disabilities, spreading out system development charges over time, utilizing Community Development Block Grants, reducing system development fees for smaller, less expensive dwellings, market incentives vs public investment, sales tax credits, inclusionary zoning, community land trusts and more. Use of lodging tax fees to support affordable housing was not favored.

City Administrator Leana Kinley clarified that waivers for system development fees are calculated only on the completed number of affordable housing units constructed, not provided as a total. She suggested reviewing how impact fees are structured and possibly develop a sliding scale discount program. **Community Development Director Shumaker** shared the Planning Commission is holding discussions at the subcommittee level regarding solutions for affordable housing and general affordability of living in Stevenson. He spoke about the land use review process and how the timelines in place may influence decision making. **Councilmember Hendricks** pointed out the role of the Council in providing due diligence regarding decisions by the Planning Commission.

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

- a) **Skamania County Chamber of Commerce** activities in May 2021.
- b) **Skamania County Sheriff's** activity report within Stevenson city limits for May 2021.
- c) **Planning Commission Minutes** from the 5/10/21 meeting were presented.
- d) **Financial Report** - **City Administrator Leana Kinley** presented the Treasurer's Report and year-to-date revenues and expenses through May 2021.
- e) **Project Status Updates** - **City Administrator Leana Kinley** and city staff presented updates on city projects in process.
- f) **Cascade Locks Update** - Maps for the Multi-Use Trail System project mentioned at the last council meeting were attached.
- g) **Petition from Iman Rock Creek Tract Community** – An enclosed petition received from residents in the Iman Cemetery neighborhood requested action be taken to alleviate the problems of trespass and abuse in the neighborhood.
- h) **Stevenson Fire Department Report** of Activities within Stevenson during May 2021

10. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) **Karl Russell, Public Works Director** was not in attendance. City Administrator Kinley provided report.

- Repairing Rock Creek intake valve was removed and re-worked.
- Rock Creek lift stations/interceptor project bid was just acted on by Council (agenda item 8a).
- 1st Street Overlook meeting with WSDOT is being arranged.
- Rock Creek storm drain repair was approved with the interceptor project.
- Rock Creek Drive planting strip being redone on west side of Rock Creek may be put on pause due to chlorine shortage and irrigation restrictions.
- Tree inventory as part of the tree management plan is taking place.
- WWTP upgrades are ongoing, the PUD is installing an electrical main, isolated power outages may occur during that work.
- Vegetation maintenance around the water reservoir is taking place. Utilities will also be relocated in anticipation of the Rock Creek lift station project.
- Jonathan/Susan have received their water treatment plant operator certifications, next will be certifications to operate the wastewater treatment plant and be cross-connection control specialists.

b) **Ben Shumaker, Community Development Director reported on the following:**

- Water sampling on Rock Creek Drive stormwater has been completed with the help of Underwood Conservation District. He sent the raw numbers to Councilmembers and is working with UCD to get a better interpretation of the results. Nothing overly concerning was discovered. A report will be provided. Orange staining is related to the presence of iron bacteria. Having actual data is helpful, and the county and interested residents will be notified.
- Some downtown planning has been completed for phase 1, some zoning changes including parking reductions have been initiated. The intern hired to conduct the parking analysis accepted another offer. Shumaker is reaching out to UW for students for summer work. Traffic consultant may be able to help with some parts of the parking analysis.
- A brownfield grant from DOE is supporting the Columbia Street relocation. A consultant will be needed to assist with developing the scope of work and then implementation of the grant.
- A 1st Street overlook meeting is scheduled to begin figuring out details for design standards WSDOT will require. **Councilmember Hendricks** advocated for room to place a statue of York, Captain William Clark's enslaved person, in the overlook area.
- The Planning Commission has put immediate consideration of zoning issues on hold until broader agreement of public engagement expectations are reached. After reviewing their work calendar, they determined a review of the Critical Area Ordinance is not needed as it is not due until 2026; consideration of a new cemetery site with the Cemetery District will not take place, and review of on-street parking regulations was deferred to City Council. This last statement led to a brief Council discussion on parking permits and an agreement to put the issue on an upcoming agenda.
- The Planning Commission will work on developing guidance for Opportunity Zones, and to help with the Rock Creek access. Ongoing work includes final approval of the Shoreline Management Program following DOE recommendations and working through the residential building capacity grant. Development review for conditional

use permits is continuing. Aligning standards for lot divisions will take place as time permits.

c) **Leana Kinley, City Administrator reported on the following:**

- Council rescheduled the August 2021 City Council meeting to the 12th due to the county fair.

MOTION to excuse **Councilmembers Annie McHale's and Robert Muth's** absence from the meeting was made by **Councilmember Hendricks**, seconded by **Councilmember Cox**.

- Voting aye: **Councilmembers, Weissfeld, Cox and Hendricks.**
- FEMA flood maps are being updated from paper documents to GIS, will be easier to understand. Eight local properties will potentially be removed from the flood zone. Community notifications and public meetings will be held in the fall of 2021.
- **City Administrator Kinley** will be appointed at the county level to serve on the Homeless Housing Council.
- Washington Gorge Action Programs has received funding to provide showers for houseless individuals at the Stevenson Pool.
- Skamania County is getting a camp host for fairgrounds to manage usage.
- Stevenson-Carson School District will have a full-time social worker available to help connect students and their families to community resources. The school district has created a program for high school students needing food, clothing, school supplies, etc.
- Skamania County is updating their hazard mitigation program. **City Administrator Kinley** reviewed city projects that had been completed.
- Stevenson now has transit connections to Cascade Locks and Bingen. Connections to the Dog Mountain Shuttle are available. **City Administrator Kinley** spoke about other transit links in the eastern gorge that need to be established and spoke of a "One-Gorge Pass" usable for all the different transit systems. **Councilmember Weissfeld** urged more community outreach to alert people to the new system. **Community Development Director Shumaker** related Google Maps has been updated to provide information.
- Mid-Columbia Economic Development District is applying for a \$2M loan program for scenic areas affected by wildfire.

11. VOUCHER APPROVAL: Vouchers were presented for approval.

*May 2021 payroll & June 2021 AP checks were audited and presented for approval. May payroll checks 15176 thru 15181 total \$97,253.50 which includes EFT payments. June 2021 AP checks 15182 thru 15227 total \$246,843.07 and includes EFT payments and checks. The AP check register with fund transaction summary was attached for review.

MOTION to approve the vouchers as presented was made by **Councilmember Hendricks**, seconded by **Councilmember Weissfeld**.

- Voting aye: **Councilmembers Weissfeld, Hendricks, Cox.**

10. CITY ADMINISTRATOR AND STAFF REPORTS: (continued)

Community Development Director Shumaker spoke with Councilmembers further on a matter that may affect the TIP. The capital improvement planning (aka, the “well, duh”) process is being reviewed, with city staff seeking to increase public knowledge of and engagement with projects and democratize the decision making. He briefly described a project being considered as an example of how greater analysis and outreach to those affected would look and suggested it would improve Council’s decision-making opportunities and grant narratives.

Councilmember Hendricks asked who was responsible for street trees that may buckle sidewalks. City Attorney Woodrich noted it may depend on who planted it, and **City Administrator Kinley** said the city looks to determine if it is on city property and then go from there.

12. MAYOR AND COUNCIL REPORTS:

Councilmember Cox reported he and **Councilmember Muth** will be meeting on the issue of tools for affordable housing.

Councilmember Weissfeld stated the Skamania County EDC is dealing with the \$2M appropriation and provided background information on the Scenic Area Act funds. The issue is around the language in the funds for counties who have adopted the National Scenic Area regulations, which may exclude Klickitat County.

13. ISSUES FOR THE NEXT MEETING:

On-street parking as mentioned earlier in the meeting.

14. ADJOURNMENT – Mayor Anderson adjourned the meeting at 9:07 pm.



Scott Anderson, Mayor

07.15.21

Date