

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**March 17, 2016**  
**6:00 p.m., City Hall**

---

1. **CALL TO ORDER:** Mayor to call the meeting to order and conduct roll call.  
Excused Absences – No absences requested by Council.
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].*
3. **MINUTES:** The following minutes have been circulated and are ready for discussion and approval:
  - a) February 18, 2016, City Council Meeting
4. **CONSENT AGENDA:** The following items are presented for Council approval. *[Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of an individual item is requested by a Council member, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.]*
  - a) Liquor license renewal – A&J Select Market, Spirits retailer
  - b) Liquor license renewal – Skunk Brothers Spirits, Craft Distillery
  - c) Liquor license renewal – Fraternal Order of the Eagles, Stevenson, WA.
  - d) Liquor license renewal – Skamania Lodge, Stevenson, WA.
  - e) Special Occasion Liquor License– Skamania County Chamber of Commerce, Fairgrounds, July 21–24, 2016.
  - f) Special Occasion Liquor License– Stevenson Business Association, Fairgrounds, June 24-25, 2016.
  - g) Special Occasion Liquor License– Pink Sistas Inc, Fairgrounds, May 21, 2016.
  - h) Special Occasion Liquor License– Friends of Stevenson / North Bonneville Libraries, March 23, 2016, special event – an evening of poetry & music.
5. **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, or five minutes when speaking on behalf of a group. 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.]*
6. **FIRE DEPT UPDATE:** Quarterly report from Fire Chief Rob Farris.
7. **PRESENTATIONS FROM OUTSIDE AGENCIES:**
  - a) Skamania County Chamber of Commerce – Executive Director Casey Roeder will provide an update on recent events and activities.

**8. OLD BUSINESS:**

- a) Downtown Stevenson Traffic and Pedestrian Safety - City Administrator Nick Hogan and Public Works Director Eric Hansen will brief Council on the status of the remaining action items requested by City Council and start the process for reconsideration of the one-way couplet.
- b) Overnight Lodging including Vacation Rentals - Planning Director Ben Shumaker will present proposed amendments related to overnight lodging uses and the appropriate locations for bed and breakfasts, campgrounds, hostels, hotels, and vacation rental homes within the City.
  - i) Zoning Text Amendment, Ordinance 2016-1092, overnight lodging uses and locations.
  - ii) Municipal Code Addition – Ordinance 2016-1091, vacation rental homes.
  - iii) Vacation Rental Fee Schedule, Resolution 2016-0285, vacation rental fee schedule.
  - iv) City Council deliberation of Ordinances 2016-1092 & 1091 and Resolution 2016-0285. (Council may adopt as presented, modify, or postpone action to a future date).
- c) Public Works Department Temporary Employee –Public Works Director Eric Hansen will present a revised request to Council for approval to hire a temporary employee for the summer to assist with landscape maintenance and other public works activities.
- d) Vancouver / Columbia Intersection – Eric Hansen will provide information and possible solutions as requested by Council for the reported problem with the Vancouver / Columbia intersection and pedestrian visibility.

**9. NEW BUSINESS:**

- a) Ordinance 2016-1095, Closing of Trust Fund – City Administrator Nick Hogan will present Ordinance 2016-1095 for Council consideration to discontinue Fund 622, Unemployment Reserve Trust Fund, and roll the balance in this fund to the General Fund.
- b) Resolution 2016-287, Reserve Fund Balances – Nick Hogan will present Resolution 2016-287 for Council designation of portions of the General Fund ending fund balance as “Reserved”.
- c) Lower Columbia Fish Recovery Board Member Vacancy – The Lower Columbia Fish Recovery Board is inviting a Councilmember to volunteer to serve on this board. If you wish to be considered for this vacancy, please submit a letter of interest by March 23, 2016, in accordance with the attached letter.
- d) Universal Field Services Contract – Public Works Director Eric Hansen requests ratification of the attached contract with Universal Field Services to complete a Right of Way True Cost Estimate in conformance with the WSDOT LAG Manual for the Kuskie property and assist with property acquisition under WSDOT guidelines for a not to exceed amount of \$5,666.74.

**10. INFORMATION ITEMS:**

- a) BOG proposed Toll Increase - City Administrator Nick Hogan will provide an update on the proposed Bridge of the Gods toll increase.
- b) Online Bill payment system – Nick Hogan will provide an update on Invoice Cloud, our new online bill payment system.
- c) Trail of the Gods Retaining Wall - Planning Director Ben Shumaker will provide an update on the Trail of the Gods retaining wall beautification project.

- d) Deleted
- e) Sheriff's report – A copy of the Skamania County Sheriff's report for February, 2016 is attached for Council review.
- f) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed is attached for Council's review.
- g) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in February, 2016.
- h) MRSC Funding – The Senate Ways and Means Committee proposed budget amendment removes funding for MRSC effective July 1, 2016. Please see attached article and letter of concern.
- i) State Job Creation Strategies – A copy of a recent article concerning job creation strategies is attached for Council information.
- j) Suggestions for Successful Public Service – AWC has provided the attached document for Councilmembers, "53 Suggestions for Successful Public Service".
- k) Cruise Ship Schedules – 2016 Cruise Ship schedules attached for Council information.
- l) EDC Annual Luncheon – Councilmember are invited to attend the EDC annual luncheon.

**11. CITY ADMINISTRATOR AND STAFF REPORTS:**

- a) Nick Hogan, City Administrator
- b) Eric Hansen, Public Works Director
- c) Ben Shumaker, Planning Director

**12. MAYOR AND COUNCIL REPORTS:**

**13. VOUCHER APPROVAL AND INVESTMENTS UPDATE:**

February 2016 payroll checks and March 2016 A/P checks have been audited and are presented for approval. February payroll checks 10229 through 10248 total \$78,783.59 which includes one EFTPS and two ACH payments. A/P Checks 10249 through 10314 total \$72,505.31 which includes one ACH payment. The March A/P Check Register and Fund Transaction Summary are attached for your review. Detailed claims vouchers will be available for review at the Council meeting. Check 10197 issued in February was voided and replaced by Check 10228 for the same dollar amount to correct the vendor. There were no investment sales or purchases in February 2016.

**14. 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.]*

**15. EXECUTIVE SESSION** – City Council will convene in executive session under RCW 42.30.110(1)(i) to discuss with the City Attorney litigation or potential litigation involving the City.

**16. ADJOURNMENT**