

MINUTES
CITY OF STEVENSON COUNCIL MEETING
September 15, 2016
6:00 p.m., City Hall

CITY COUNCIL MEMBERS PRESENT: Amy Weissfeld, Mark Peterson, Robert Muth (Mayor pro tem), Jenny Taylor

Excused Absences – Paul Hendricks, Frank Cox

Public present: Rick Leavitt, Rick May, Mary Repar, Scott Anderson, SCS D Supt Karen Douglass

MEETING CALLED TO ORDER at 6:03 PM.

CHANGES TO THE AGENDA: There were no changes to the agenda.

MINUTES: PETERSON motioned, **WEISSFELD** seconded to approve the minutes from **August 18, 2016**, as presented. Unanimously approved.

CONSENT AGENDA:

- a) Special Occasion Liquor License – Friends of the Stevenson Library Gallery, Stevenson Library, October 1, 2016, 6 PM to 9 PM.
- b) Special Occasion Liquor License – American Legion Post 137 of Carson, September 10, 2016. (Ratification of letter of no objection signed by Mayor Cox).
- c) Payment of Overtime – Public Works Director Eric Hansen requests payment for 4 hours of callout coverage in August, 2016, for sewer lift station repairs.

WEISSFELD motioned, **PETERSON** seconded to approve the Consent Agenda as presented. Unanimously approved.

PUBLIC COMMENTS:

No public comment offered.

PRESENTATIONS FROM OUTSIDE AGENCIES:

Skamania County Chamber of Commerce

Executive Director Casey Roeder provided an update on recent events and activities (Attachment 9.i). She reported an increase of 6% to the Bridge of the Gods Visitor Center, assisting 2,400+ people. She also reported the Skamania Lodge Tree Houses are open and are already booked through October. She added, the Skamania County Bluegrass festival had 300 campers and 2,000 attendees on Saturday, setting a new record for the event. The Chamber provided volunteer staffing for the beer garden this year and made \$1,000.00 in sales. She then reported the Skamania County Fair and Timber Carnival attendance was down this year, due to high temperatures but added the change in parade route was mostly well received, noting the 4H kids enjoyed the change because they got to see the parade. She noted the 4H Market Sale raised \$190,000.00 this year and had the most bidders

with the highest bids ever, for the event. Ms. Roeder then listed the upcoming events around the area: Agricultural Expo, Logtoberfest at Elk Ridge, RV events and Christmas in the Gorge.

She then gave overviews of the Chambers current marketing activities and promotions, local business updates and the newly formed, Stevenson Downtown Association and reported on her participation in the Columbia Gorge Tourism Alliance. She added the Chamber, through a grant from Travel Oregon, will have a Resource Assistant for Rural Environments (R.A.R.E.) student assisting in the Chamber office and explained the program mission is to increase the capacity of rural communities to improve their economic, social and environmental conditions and added this is the first time Tourism has been included in the R.A.R.E. program.

WEISSFELD inquired about the progress of the sprinkler project at the Skamania County Fairgrounds. Ms. Roeder explained the project has not yet moved forward as they have not yet reached agreement with Skamania County on the project, but hopes to make progress in the off-season in preparation for next summer's fairground events.

OLD BUSINESS:

Zoning Map Amendment Ordinance 2016-1077

SHUMAKER presented Ordinance 2016-1077, a zoning map amendment proposal for Chinidere Mountain Estates to downzone certain property from R3 Multi-Family Residential to R1 Single Family Residential for council consideration.

SHUMAKER discussed the handouts presented to Council members and explained the Council already reviewed the amendment and held the Public Hearing last month but noted no Appearance of Fairness Disclosures were confirmed during the Public Hearings and, for public records, needed to revisit the point tonight, to confirm no new disclosures needed to be declared. **WOODRICH** asked each of the Council members if they lived in an areas impacted by the Chinidere project. **WEISSFELD** confirmed she lives in the neighborhood, but not abutting the project. **WOODRICH** asked if any Council members had any new financial interests in or related to the project and no disclosures were made. **WOODRICH** asked the Council members if any had engaged in any positive or negative ex parte communication about the project and no disclosures were made. **WOODRICH** asked the Chinidere project representative in attendance, if they objected to any of the disclosures and he did not object.

SHUMAKER revisited the discussion of the last City Council meeting and explained how approving the proposed amendment limits the possibility of future City staff erroneously informing a property owner they could build multifamily on their lot in the project. He reiterated the fact, the only place the current limit of 4 multifamily units is referenced is on the plat, which could easily be missed in a future title search. He then discussed the Planning Commission intentions in reevaluating the number of multifamily lots to be allowed in the project. He then reviewed the findings in the staff report and the 3 possible actions Council members could make. He reviewed the color coded maps which graphically illustrate the outcomes of Option 1 (deny the proposed amendment) or option 2 (approve the proposed downzone request).

MUTH asked Planning Commission Chairman, Scott Anderson, to expand on their recommendation. **ANDERSON** commented how Planning Commission members felt, based on very limited rental units currently available in town, an opportunity existed to provide the options for additional multifamily housing construction in the project area. He added, the previous traffic studies completed for the project limit the maximum number of multifamily lots to 9, which is how they reached their recommendation to Council.

Rick Levitt, attending representing the Chinidere project, stated he has no opinion on the number of multifamily lots the Council ultimately approves because his company is not constructing multifamily homes on any of the lots, adding the number they approve does not impact his plans but does not want to prevent future landowners in the project from building multifamily construction on their lot, if they wish.

WEISSFELD asked who is promoting the proposed amendment and **SHUMAKER** confirmed city staff is urging the amendment to prevent future errors, because currently the only indicator of the allowable multifamily lots is in the plat notes, which could be easily missed as the project ages. There was general discussion about the MF construction and project impacts. **WEISSFELD** commented her concern is more than aesthetics and expressed continued concerned about the increased number of people and their impact on the community.

MUTH asked if the Council's action is only to approve the rezoning and **SHUMAKER** confirmed, yes. There was continued general discussion about the amendment and possible outcomes and impacts. **SHUMAKER** added it is within the City Council power whether or not to approve the rezone and authorize fewer lots, if desired.

WEISSFELD commented she doesn't object to the downzone, but objects to the number of MF lots recommended by Planning Commission, without input from the neighborhood. **ANDERSON** confirmed the Planning Commission settled on 9 lots because adding more would require an additional traffic study.

WEISSFELD motioned to approve Zoning Map Amendment Ordinance 2016-1077 with a maximum of 6 multifamily lots. **PETERSON** second motion.

Vote: IN FAVOR: 3 (Peterson, Muth, Weissfeld) - OPPOSED: 1 (Taylor)

SHUMAKER asked for Council members clarification on which 6 lots to designate and there was general discussion about which specific lots to include. **SHUMAKER** confirmed his understanding of which lots the Council wanted included as the most Northwestern lot of Phase 1 and 5 of the 6 most Southwestern lots of Phase 2, including 2 adjacent to Phase 1 on the east side of Lutheran Church Road and 3 on the west side of Lutheran Church Road.

SCSD Superintendent Update (Added to the Agenda)

Stevenson-Carson School District Superintendent Karen Douglass announced a group working on reopening the pool and wants to encourage City support. She commented **HOGAN** sits on the committee with other community members and is hopeful the pool may reopen in Spring 2017. She added she just returned from Washington DC where she talked with state representatives about the importance of continuing Secure Rural Schools (SRS) funds while Skamania County is figuring out how to open forests for logging to support ourselves. She finalized her comments by saying the new school year is off to a great start.

Resolution in Support of the John Wayne Trail

HOGAN presented Resolution 2016-291, Attachment 7.b, for Council's review.

PETERSON motion to support resolution 2016-291. **WEISSFELD** 2nd. Unanimously approved.

NEW BUSINESS:

Chinidere Phase 1 Final Plat Approval

SHUMAKER presented a request from Aspen Development for Chinidere Phase 1 final plat approval and the related staff report and introduced the handouts related to the Plat approval.

SHUMAKER reviewed previous City Council leading to the final Plat and explained the staff report. He discussed the Reviewed Administrators findings, Performance Bonds and listed the outstanding Punch-List which would be covered by the Bond. There was general discussion about the punch list items.

SHUMAKER commented the 12 identified punch list items are not compelling reasons to hold up the project. **SHUMAKER** reviewed the Staff Report options as 1) Approve the plat as is and mayor signs, or 2) Disapprove the plat and ask the developer to return when the punch list items are completed or 3) provide Conditional approval with a Construction Performance Bond.

Rich Leavitt commented as a representative for Aspen Development to update the Council on the status of each of the punch list items identified. He commented much of the work has been done on each of the noted items but failure of the Skamania PUD to complete utility work prevents the builder from being able to complete the punch list items. He added, Aspen Development has prepaid over \$200K to PUD but they have not completed the work and completion of the punch list items are at the mercy of the PUD. There was general discussion about Performance Bonds and progress of the other punch list items. Mr. Leavitt commented to include the PUD items in their Performance Bond is paying money on top of the money they've paid to the PUD, but in the interest of moving ahead, they are willing to bond the items as a show of continued good faith.

Mr. Leavitt further explained how without conditional approval, they can't record the Plat and sell lots. There was continued general discussion on the obstacles the developer faces without conditional approval.

WOODRICH referred to RCW 16.26.020 and stated the City does not object to conditional approval, subject to RCW requirements. **WOODRICH** commented, if conditional approval is desired, then the Performance Bond must include PUD dependent items on the punch list.

There was continued general discussion about RCW 16.26.020 and what work/items should be included in the performance bond amount and a revised MYLAR.

WOODRICH commented on the good faith efforts made by the developers throughout the process and should be considered in the Council's willingness to support their goal to move the project forward. There was continued general discussion about approval and bonding.

PETERSON motioned, **TAYLOR** seconded a motion to provide Conditional Approval to Aspen Development for Chinidere Phase 1 Final Plat Approval, provided the developer provide a Performance Bond with the City of Stevenson named as beneficiary, in an amount sufficient to cover items #4a-k listed in the staff report, attachment 8.a(2), with bonding amounts as determined by the Public Works Director. Unanimously approved.

Resolution 2016-292 – Surplus Timber

HOGAN presented Resolution 2016-292 to Surplus Timber and explained the City cannot sell the cut timber unless the cut timber is declared as a surplus. There was general discussion about the timber harvest and estimated value of the cut timbers.

PETERSON motioned approve Resolution 2016-292 to Surplus Timber as presented. **WEISSFELD** seconded motion. Unanimously approved.

Contract approvals – M&M Excavating

HOGAN presented Attachment 8.c for Council's review and approval. **HOGAN** requested Council's approval of a logging contract with M&M Excavating to harvest approximately 1,000 MBF of logs for a payment amount as stated in Exhibit A of the contract.

HOGAN presented attachment 8.c(2) and discussed how the last harvest was approximately 20 years ago and why harvest now is desirable. He added, the city paid \$8,000 in December, 2015 for an appraisal and forest management plan. **HOGAN** explained 8.c(2) and the report's recommendations. He referenced the report which explained how modern mills are equipped to mill up to 25-32" in diameter making larger logs worth less in the current timber market. He said the desired harvest age of timber is 40-60 years and some of the timber in the proposed harvest area are as old as 90 years.

HOGAN reported he will set up a special timber fund to receive the revenue from timber sales separate from the General Fund and subject to the City Council's approval for future spending for designated projects. He went on to say the total estimated market value of the proposed harvest is \$2.4M and discussed report highlights on harvest area selection process, timber types and growth, general market conditions, oversized logs.

TAYLOR expressed concern that the timber funds will throw off the City's books when applying for funding grants and added she wants to see a strategy for the timber funds first and to tie the timber funds to specific projects. **HANSEN** responded that most grants do not consider cash-on-hand in decision criteria. There was general discussion about grant application processes and the staff report findings.

PETERSON motioned, **MUTH** seconded a motion to approve the contract with M&M Excavating with payment terms as stated in schedule A of the contract.

VOTE Passed: In Favor: 3/ Opposed: 1 (Taylor)

Request for Joint Meeting

SHUMAKER presented Attachment 8.d, a request from the Stevenson Planning Commission for a joint meeting with City Council to discuss planning efforts for the coming population growth of Stevenson.

ANDERSON speaking as the Chairman of the Planning Commission, discussed general growth indicators in the area and his general concerns about the Planning Commission and City Council being obligated to approve proposed land subdivisions which simply meet building criteria guidelines and without consideration of how the community wants to see the City expand and grow. He also suggested the Planning Commission and City Council align their priorities before the next budget cycle. He ended by saying the Planning Commission desires proactive growth management

for the City. There was general discussion about possible dates. **HOGAN** and City staff will send the City Council and Planning Commission members a poll to determine available dates.

2017 Budget Calendar

HOGAN presented Attachment 8.e, the proposed 2017 budget development calendar, for Council approval. He commented he built the budget schedule to adhere to regular City Council meetings as much as possible, with 1 special meeting proposed for November 10, 2016 subject to Council members availability.

WEISSFELD motioned, **PETERSON** seconded the motion to approve the 2017 Budget Calendar, as presented. Unanimously approved.

INFORMATION ITEMS:

Fire Hall Site Selection

HOGAN provided an update on the Stevenson Fire Hall site selection process. He reported the selection committee (Farris, Griswold, Hogan) has met twice. **HOGAN** offered to let Council members review the top sites in executive session. He said the top sites have been narrowed to a small handful and discussed the process of further site analysis. He said he wants to hire a civil engineer to review the final sites from a constructability perspective to help the committee make a final recommendation to Council. Council concurred.

SR 14 (2nd Street) Truck Traffic –

HOGAN provided an update on SR 14 (2nd Street) and truck traffic issue. The public hearing is still scheduled for October 20, 2016 at Hegewald Center and the announcement has appeared in the local newspaper several times already. He reminded the Council members, the regular City Council meeting will take place at 6:00 PM in the West meeting rooms with the public hearing at 7:00 PM. He announced Dena Marshall will be the moderator for the public session. **MUTH** requested a copy of her agenda before the meeting. **HOGAN** reminded Council members that the meeting focus will be to discuss removal of the east / west stop signs on 1st street with discussion limited to only that topic as per City Council's direction. B. McNamara submitted a letter to City Council to update Council members on the Scenic Byway designation process and reported he has since learned the designation does not provide any protection against truck traffic on a state highway.

Building Permits Issued

HOGAN presented Attachment 9.c, a report of Building Permits issued for new residential or commercial/industrial buildings, for Council's review.

2017 Tourism Proposals Calendar

HOGAN presented Attachment 9.d , 2017 Tourism Funding calendar, for Council information.

MCEDD Appointment

HOGAN presented Attachment 9.e, a letter by the Skamania County Commissioners appointing **HENDRICKS** to represent the Cities of Skamania County as a MCEDD board member for the Mid-Columbia Economic Development District.

Minutes Guidance

HOGAN presented Attachment 9.f for Council's review. There was general discussion about the State Auditor's findings and statutory regulations. Council indicated general approval of the current level of detail being provided in the minutes.

Sheriff's report

HOGAN presented Attachment 9.g for Council review.

Municipal Court Cases Filed

HOGAN presented Attachment 9.h for Council's review. There was general discussion about why the City municipal court was moved to Skamania County District Court.

Audit Update

HOGAN reported the auditor has been in the office for a week and has reported no findings, comments or concerns and has praised the clean and concise bookkeeping of front office staff. The final report will be available to Council members next meeting.

Chamber of Commerce Activities

HOGAN presented Attachment 9.i for Council's review.

CITY ADMINISTRATOR AND STAFF REPORTS:

Nick Hogan, City Administrator

No reports.

Eric Hansen, Public Works Director

HANSEN reported continued work on the sewer update plan. He commented there are 5 samples in place for the 3rd week and the results will be available soon. He added the new businesses around town are having added an impact on the sewer system and discussed how and why. He also reported the City was given funding authorization for work on Kanaka Creek, construction in summer 2017. He also reported new Speed Limit signage had been installed by City staff on 1st Street.

Ben Shumaker, Planning Director

SHUMAKER discussed working on a grant application for the parking audit, due ASAP. He also commented his support of the joint meeting between Planning Commission and City Council to get on the same page about managing the growth coming to Stevenson. He also noted for Council that City staff had recently approved a short plat with identified problems and he's not sure the owners will appeal but wanted to alert Council members. There was general discussion about the short plat process.

MAYOR AND COUNCIL REPORTS:

WEISSFELD commented Albaugh resigned as the Executive Director of the EDC and was hired as the Executive Director at the Port of Skamania. There is discussion about him continuing in both roles. Many of the Legislative committees are mostly the same and she feels he's done a good job. The Port Commissioners support of the proposition remains unknown at this time.

VOUCHER APPROVAL AND INVESTMENTS UPDATE:

August 2016 payroll and September A/P checks have been audited and are presented for approval. August payroll checks 10722 thru 10741 total \$80,999.33 which includes one EFTPS and two ACH payments. A/P Checks 10742 thru 10793 total \$112,760.15 which includes two ACH payments. The 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. There were no investment sales or purchases in August 2016.

WEISSFELD motioned, **PETERSON** seconded to approve the Vouchers as presented. Unanimously approved.

ISSUES FOR THE NEXT MEETING:

WEISSFELD commented on the blank concrete wall by the lodge and Bridge of the Gods Trail and asked that something be done to it other than leaving it as a bare concrete wall. **HOGAN** stated he would have additional plants added along the wall as per the recent City Council discussion.

ADJOURNMENT at 8:42 PM

Frank Cox, Mayor

Nick Hogan, City Administrator/Clerk

Minutes by Jennifer A. Anderson