

AGENDA
CITY OF STEVENSON COUNCIL MEETING
January 26, 2017 (Rescheduled from January 19, 2017)
6:00 p.m., City Hall

1. **CALL TO ORDER:** Mayor to call the meeting to order and conduct roll call.
Excused Absences:
 - a. Councilmember Paul Hendricks requests an excused absence for a previously arranged trip out of country.
 - b. Councilmember Amy Weissfeld requests an excused absence as she is not being able to make the rescheduled Council meeting due to having a previously scheduled engagement in Portland.
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) City Council meeting November 17, 2016.
 - b) City Council meeting December 15, 2016.
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 – Backwoods Brewing Company.
 - b) Liquor license renewal – Big River Grill.
 - c) Training Request - Building Inspector Karl Russel requests approval to attend a two-day workshop, *2017 Annual Education Institute*, in Seattle, Washington, March 20 to 21, 2017. Approximate cost to the City will be \$788 plus use of a city vehicle.
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. 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. **PUBLIC HEARINGS:** *[Advertised public hearings have priority over other agenda items. The Mayor may reschedule other agenda items to meet the advertised times for public hearings].*
 - a) 6:30 - Zoning Code reformat – Planning Director Ben Shumaker will brief Council and request public input on a proposed reformatting of the Stevenson zoning code.
7. **FIRE DEPT UPDATE:** Fire Chief Rob Farris will provide a recap of 2016 Fire Department activities and brief Council on efforts to proceed with acquisition of SCBA's for the Fire Department as per the City of Stevenson and Skamania County Fire District No. 2 2016 and 2017 adopted budgets.
8. ~~**PRESENTATIONS FROM OUTSIDE AGENCIES: (Deleted)**~~
 - a) ~~Big River Grill – Joe Schlick and Justin Gross will present a request to City Council to lease a portion of Walnut Park for use as an outdoor serving area.~~

9. OLD BUSINESS:

- a) Annual Appointments – Nick Hogan will present the annual appointments list for 2017 and request Council nominations for filling vacant positions.

10. NEW BUSINESS:

- a) City Council Rules of Procedure – Mayor Frank Cox requests Council consideration of modifying *City Council Rules of Procedure* section 15 to more clearly define “Excused” absences.
- b) Tourism Promotion Areas – Nick Hogan will review RCW Chapter 35.101 with City Council for Council consideration of establishment of a Tourism Promotion Area in the City of Stevenson.
- c) Contract approvals – City Administrator Nick Hogan requests Council approval of the attached contract with Skamania County for *2017 Prosecuting Attorney Services* for an annual cost of \$16,000 (\$1,333.33 per month).
- d) Contract approvals – Nick Hogan requests Council approval of the attached contract with Skamania County for *2017 Incarceration Services* for a rate of \$55.00 per day for City inmate incarceration, \$25.00 per day for each booking into County Jail, and \$10.00 per day for inmate participation in non-custody work crew.
- e) Contract approvals – Nick Hogan requests Council approval of the attached contract with Skamania County for *2017 Probation Services* for a rate of \$40.00 per month per client to be paid by probation clients.
- f) Contract approvals – Nick Hogan requests Council approval of the attached contract with *Washington Gorge Action Program* for operation of the Stevenson Food Bank in 2017 and 2018 for a City payment of \$6,000 per year (\$12,000 for the two-year period).
- g) Contract approvals – Nick Hogan requests Council approval of the *Stevenson WiFi project 2017* tourism funding contract with Joe Schlick for a total not to exceed amount of \$6,500.
- h) Contract approvals – Nick Hogan requests Council approval of the 2017 tourism funding contract with *Skamania County General Services* for a total not to exceed amount of \$17,500.
- i) Contract approvals – Nick Hogan requests Council approval of the 2017 tourism funding contract with *Columbia Gorge Interpretive Center* for a total not to exceed amount of \$55,000.
- j) Contract approvals – Public Works Director Eric Hansen requests Council approval of the attached contract with *Crestline Construction* for Kanaka Creek Road Improvements for a total amount of \$610,755.
- k) Resolution 2017-295 Declaration of Local Emergency – City Administrator Nick Hogan will present Resolution 2017-295 for Council Consideration.

11. INFORMATION ITEMS:

- a) Financial Report - City Administrator Nick Hogan will present the City’s Financial Report for year-to-date revenues and expenditures through December 31, 2016.
- b) Fund Closures – City Administrator Nick Hogan will provide an update on the results of Ordinance 2016-1100 approved by City Council in November, 2016, for closure of funds 302 (Bridging Byways Community Trail), 305 (Quad Gates), and 307 (Cascade Avenue Improvements)

with ending fund balances transferred to / from Fund 300 (Capital Projects - "Reserved for Future Waterfront Improvements").

- c) Timber Sale Update – Nick Hogan will provide an update on the City's Timber Harvest and cumulative revenues and expenditures.
- d) Sheriff's report – A copy of the Skamania County Sheriff's report for December, 2016 is attached for Council review.
- e) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed is attached for Council's review.
- f) Planning Commission Minutes – Minutes are attached from the November 2016 Planning Commission meeting.
- g) AWC Small City Resource Manual – A copy of Chapter 3 of the AWC Small City Resource Manual is attached for Council review (recommended by AWC).

12. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Nick Hogan, City Administrator
- b) Eric Hansen, Public Works Director – Ice Storm damage and potential FEMA funding.
- c) Ben Shumaker, Planning Director

13. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

December 2016 payroll, 2016 13th period A/P checks, & January 2017 A/P checks have been audited and are presented for approval. December payroll checks 11061 thru 11079 total \$83,194.09 which includes one EFTPS and two ACH payments. A/P Checks 11080 thru 11141 total \$250,175.00 which includes two ACH payments. Check 11137 for \$0 was voided. 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 December 2016.

14. MAYOR AND COUNCIL REPORTS.

15. 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.]*

16. EXECUTIVE SESSION – City Council will convene in Executive Session under:

- a) RCW 42.30.110.1(b) to consider the selection of a site or the acquisition of real estate.

17. RETURN TO REGULAR SESSION – Mayor will reconvene the regular Council meeting and call it order.

18. CITY COUNCIL ACTION – City Council will consider action based on the discussions held in Executive Session.

19. ADJOURNMENT – Mayor will adjourn the meeting.