



City of Stevenson

Leana Kinley, City Administrator

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To: Stevenson City Council
From: Leana Kinley, City Administrator
RE: City Administrator Staff Update
Meeting Date: September 16, 2021

Overview of items staff has been working on over the past month not listed in the project updates:

Community Workshop on Diversity, Equity and Inclusion – The workshop has been pushed out to next spring due to the rise in COVID-19 cases. A contract extension is on the agenda for approval.

ARPA Funding – At the October 21st council meeting the Stevenson Downtown Association Executive Director will be present to provide information and to discuss how the city can provide funds to help businesses raise salaries as requested at the July 15th council meeting. Information will also be provided regarding options for direct relief to residents (lower utility rates) and other business and economic development projects. The funds need to be obligated by December 2024 and spent by December 2026.

Finalizing 2020 Audit – The audit has been completed and all recommended changes for 2020 have been implemented. While there were minor changes which impact 2021 beginning balances, no budget amendment is currently being proposed. There will be a revision to the purchasing and financial policies in the coming months based on recommendations.

Parking – Updates to the parking code as discussed at the July 15th council meeting will be incorporated into the overall analysis performed by Alex Ralston, the city's Interdisciplinary Parking Coordinator. An ordinance for council review is anticipated in the fall.

The Dalles Bridge – This is a reminder the bridge crossing at The Dalles/Dallesport will be closed every Thursday night-Monday morning through June 2022.

Insurance – The Washington Cities Insurance Authority contracted for an appraisal of all the city's properties this year. The report identified a \$13.7 M undervaluation of the city's property (from \$3M to \$16.7M). We will be working with WCIA to ensure this 5.5-fold increase in valuation does not overly impact our rates. The values will increase again once the upgrades at the treatment plant are completed.

2022 Budget – The budget is being developed and the initial draft will be presented prior to the council meeting. The recommended COLA is 5.1% based off the CPI. Projects included are in-line with council priorities and will be refined throughout the process.

Homeless Housing – I reached out and had separate discussions with Leslie Naramore from Washington Gorge Action Programs and County Commissioner Bob Hamlin. If we were to change the current temporary shelter set-up and increase capacity, the maximum ongoing increased staffing cost for an

additional FTE would be \$80k. Ideally the temporary shelter would have 7 self-contained units, pallet housing and space to accommodate short-term camping. I've discussed possible options and will need direction from council on how far to pursue this solution.

Action Needed:

Direction on how to proceed with homeless housing project.