



City of Stevenson

Leana Kinley, City Administrator

Phone (509)427-5970
FAX (509) 427-8202

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

To: Stevenson City Council
From: Leana Kinley, City Administrator
RE: City Administrator Staff Update
Meeting Date: November 19, 2020

Overview of items staff has been working on over the past month:

COVID-19 Response –The COVID-19 ICS updates are taking place as needed rather than once a month. Information on the local numbers can be found on the county's website <https://www.skamaniacounty.org/departments-offices/community-health/public-health/covid-19>. Most of the Governor's proclamations are extended until December 7th, including the restriction on open public meetings.

The installation of a plexiglass barrier is complete and City Hall is open to the public. The contract for a short door/barrier by the entrance to prevent people from walking past the front counter is on the agenda for approval. This is to help with security and to maintain distancing protocols.

Pacific Crest Endurance Sports Festival – The festival, held in Sunriver, OR for the past 24 years, is being moved to Cascade Locks in 2021. We have put the event organizers, Why Racing Events, in touch with the chamber and will work to make this change as smooth as possible. The proposed dates are 6/18-20.

Wastewater Rate Study –The rate study with RCAC has been officially completed. The public hearing is scheduled on this agenda for 2021 rate increases. We will continue to update the model as we confirm the financing package for the construction phase of the upgrades and determine an amount for future reserves.

Christmas in the Gorge – The city will host an Open House on December 4th from 10-2 as part of Christmas in the Gorge. We may provide candy canes or some other treat that complies with appropriate COVID-19 prevention guidelines and forgo our usual cookies, cocoa and cider fare.

Business Licensing – Letters have gone out to businesses regarding the change in our process. The city will stop processing licenses on November 27th and the new system will go live on December 17th. Information will go out to businesses and the chamber as we get closer to the cut-over date.

Dude Solutions – Due to vacations in November our first implementation meeting takes place on December 1st. We will start with implementing the work-order system, entering in assets and scheduling preventative maintenance. The next phase will be developing the predictor model some time in 2021.

Action Needed:

None.