

**City of White Salmon
Petition for Annexation**

**Petitioners:
Nancy White, Shelley Baxter, Ray Klebba, Et Al**

WS-ANX-2019-001

**Staff Report
Jan Brending, Clerk Treasurer
Patrick Munyan, Jr. City Administrator**

Petition request the annexation of 14 parcels of land comprising 20.94 acres within the White Salmon Urban Growth Area (as designated by the Columbia Gorge National Scenic Area Act), Klickitat County, Washington, into the city limits of the City of White Salmon as requested by submittal of “Petition for Annexation – WS-ANX-2019-01” by the Owner(s)/Petitioner(s) as received February 26, 2019.

Notice of Intent to Annex Approved

On September 19, 2018, the White Salmon City Council, by a vote of five to zero (0) accepted the Petitioner’s Notice of Intent to Annexation, (See Exhibit , Minutes of City Council Meeting of September 19, 2018). The City Council accepted the Notice of Intent to Annexation (See Exhibit E) subject to the following provisions:

- A. As a provision of the Council’s acceptance of the Notices of Intent to Annex submitted by Nancy White, Shelley Baxter and Ray Klebba, the subject property shall, as a condition to annexation, be zoned R1 Single-Family Residential at such time as annexation of the subject parcels into the City of White Salmon shall, by ordinance, be authorized to occur.
- B. As a provision of Council’s acceptance of the Notices of Intent to Annex submitted by Nancy White, Shelley Baxter and Ray Klebba, the owners of the subject parcels to be annexed shall, as a condition to annexation, be required to assume a pro rata share of the City’s then outstanding indebtedness that has been approved by the voters, contracted, or incurred prior to, or existing at, the date of annexation.

General Property Location and Tax Parcel Numbers

The proposed annexed area is located within the Columbia River Gorge Scenic Area White-Salmon Urban Exempt Area and includes Klickitat County Parcels 03111909100200, 03102475000400, 03111969000600, 03111969000500, 03111969000700, 03111970000300, 03102475000100, 03102475000300, 03111970000100, 03111970000200, 03111922000700, 0310247500200 . The annexation area is bounded on the west by current city limits of White Salmon; is bounded on the east by N. Main Avenue; is bounded on the south by city limits of White Salmon and NW Spring Street and is bounded on the north by city limits of White Salmon (Klickitat County Parcel 03102411001200) and Klickitat County Parcels 031102417000400, 03102411000100, 03111922000200.

Existing Lot Sizes

The subject parcels proposed for annexation into the City of White Salmon total approximately 20.94 acres.

Current Zoning

The subject parcels totaling approximately 20.94 acres of urban exempt area outside of the current city limits. The proposed annexation consists of Suburban and Rural Residential 2 zoning per Klickitat County.

Parcels 03102475000400, 03102475000100, 03102475000300, 03102475000200, 03111909100200, 03111909100200, 03111909100100, 03111922000700, 031119691000700 (a small portion of this parcel is zoned Rural Residential 2), 0311192000400 are zoned Suburban Residential. Suburban Residential provides for a minimum area of lot of 20,000 square feet or larger if deemed by the health officer and planning director for protection of public health. Klickitat County Zoning Ordinance 2.11:4 3.

Parcels 03111969000600, 03111969000500, 03111969000700 (the majority of this parcel is zoned Suburban Residential), 03111970000300, 03111970000200, 03111970000200 are zoned Rural Residential 2. Rural Residential 2 provides for a minimum lot size of two acres.

Zoning Application If Annexation Approved

Upon approval of the Petition for Annexation into the City of White Salmon, the subject parcels will be zoned R1 Single-Family Residential, a zone allowing for residential lots a minimum lot size of 5,000 square feet.

The city zoning within the city limits that is adjacent to the proposed annexation area is as follows:

To the south of the proposed annexation area (south of Spring Street) Two-Family Residential (R2).

To the west and north of the proposed annexation area Single-Family Residential (R1).

To the northeast of the proposed annexation area on the east side of Main Street (Innovative Composite) Commercial.

Determination of Petition Sufficiency

Legal Requirements (RCW 35A.01.04 and 35A.14.120):

Signers of the Petition for Annexation shall constitute owners of “of not less than sixty percent in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned.”

The Petition for Annexation was submitted to the Klickitat County Assessor’s Office on February 26, 2019 for a determination of sufficiency.

On April 18, 2019, the Klickitat County Assessor determined the Petition for Annexation was sufficient with the signatures representing 64.84% of the assessed valuation within the proposed annexation area.

Current Land Use

The area is zoned for residential use. The proposed annexation area is located with Study Area C of the White Salmon Urbanization Study completed in 2009. The White Salmon Urbanization Study completed in 2009 targeted the commercial area located north of the city limits and did not speak to residential development of the area. The proposed annexation area is adjacent to city limits with zoning that includes Two-Family Residential (R2) and Single-Family Residential (R1). The area immediately south of the proposed annexation area is zoned R2 with the area to the west zoned with a mixture of R2 and R1.

All current uses within the proposed annexation area are residential.

Available Utility Services

A. Water and Wastewater Utilities

There is sufficient water and sanitary sewer infrastructure within reasonable proximity of the proposed annexation area. However, it is important to recognize the availability of utility connections works on a first-come first-serve basis and there is no guarantee of utility services. In addition, it will be the responsibility of any developer to make necessary infrastructure improvements within the proposed annexation area if approved. Given that this is an annexation proposal and not a development proposal, there is insufficient information available to provide detailed infrastructure improvement requirements other than stating that developers shall be required to comply with the most recent construction standards as required by law, ordinance or policy.

No water or sanitary sewer service accounts shall be sold to any development project prior to final approval of the proposed development. No property may develop or take service in such a manner that leaves adjacent properties without means to obtain service. In accordance with water and sewer policies, line extensions are required to cover all frontage of the property requesting service unless all adjacent properties have other means of being served.

B. Stormwater Utility

There is no stormwater system in this area. New developments will be required to provide for conveyance, detention and water quality protection on site.

C. Refuse Collection

Upon annexation, refuse collection will be provided by Republic Services. Refuse collection will be mandatory in compliance with White Salmon Municipal Code 8.08.030.

D. Electrical Utility

Electrical utilities are provided by P.U.D. No. 1 of Klickitat County.

E. Natural Gas Utility

Natural gas utilities are provided by Northwest Natural Gas Company.

F. Telephone

Landline services are provided by CenturyLink.

G. TV Cable

TV Cable is provided by Charter Communications.

H. Internet

Internet is provided by several different internet providers.

Topography

The proposed annexation area is slightly to moderately sloped. The area has been developed in a variety of lot sizes from small to larger lots.

Street and Road Access

Access to the proposed annexation area is provided primarily by Spring Street and Main Street.

Upon approval of this Petition for Annexation, that portion of Spring Street covered on both side by White Salmon city limits will be considered to exist within the White Salmon City Limits and will

become the responsibility of the city of White Salmon for operations and maintenance. The current condition of Spring Street is poor.

Upon approval of this Petition for Annexation, that portion of Main Street covered on both sides by White Salmon city limits will be considered to exist within the White Salmon City Limits and will become the responsibility of the city of White Salmon for operations and maintenance. The current of Main Street is good to excellent.

The city desires to see improvements to Spring Street to address vehicular and pedestrian safety. In order for this to be accomplished, the properties on the north side of Spring Street need to be annexed into the city so the entire street is located in the city limits. Another option is for the City of White Salmon and Klickitat County to work together to address necessary improvements. Access for new development should be limited off of Spring Street as it currently does not have the capacity for significant higher levels of traffic.

Main Street is a major arterial to which Spring Street connects. It is expected that future development will need to access Main Street. Main Street is a 60-foot wide street with sidewalks on both sides of the street..

Proposed Annexation Area Contiguous to City Limits Boundary

The subject parcels have common boundaries and are contiguous with the exiting White Salmon City limits along the west and south boundaries of the parcels and are deemed legally suitable for annexation into the City of White Salmon.

The proposed annexation will create an island of property located in Klickitat County within the city limits of White Salmon. The island would be located immediately east of Main Street, west, south and north of city limits of City of White Salmon. The southern portion of the island is bounded by Spring Street.

Wetlands and Existing Hazards

As long as potential erosion on exposed slopes is contained during construction, no known hazards or wetlands have been identified in the proposed annexation area. Some mapped critical areas existing throughout the proposed annexation areas. These are mostly comprised of habitat and wildlife areas. Development will be permitted in a manner that achieves protection of these areas through compliance with the City's Critical Areas Ordinance.

Police and Fire Emergency Response

A. Police Protection

The Klickitat County Sheriff's Department currently provides primary police protection to the subject parcels. If annexed into the City, primary police protection will be the jurisdictional responsibility of the Bingen-White Salmon Police Department. There are no immediate impacts to the Interlocal Agreement with the City of Bingen for Police Services. There are expected to be minimal cost impacts to the department based on the size and location of the area to be annexed.

B. Fire Protection

Fire District 3 of Klickitat County currently provides primary protection to the subject parcels. If annexed into the City, the primary fire protection provider will be the jurisdictional responsibility of the City of White Salmon's Volunteer Fire Department. There is no estimated impact to the revenues received by Fire District 3.

Parks and Recreation Facilities

There are no existing park or recreation facilities located on the subject parcels and none are anticipated. The nearest City Park is Rheingarten Park.

Current Assessed Real Property Value

The Klickitat County Assessor lists the assessed valuation of the subject parcels at \$3,447,160 in total (as of April 18, 2019).

Assumption of City’s Indebtedness

As a provision of Council’s acceptance of the Notices of Intent to Annex submitted by Nancy White, Shelley Baxter and Ray Klebba, the owners of the subject parcels to be annexed shall, as a condition to annexation, be required to assume a pro rata share of the City’s then outstanding indebtedness that has been approved by the voters, contracted, or incurred prior to, or existing at, the date of annexation. As of April 22, 2019 there is no general obligation debt.

Estimate of Revenues

A. City Tax Assessment

The Klickitat County Assessor lists the value of the subject parcels as \$3,447,160. The current estimated property tax revenue the City of White Salmon could receive, based on the 2019 valuations and the 2019 tax rate, is an additional \$3,654. Once the parcels are annexed, the assessed value of the parcels may increase and therefore the amount of property tax revenue would also increase.

Note: RCW 84.09.030 provides that, “if the annexation is completed after March 1st, the City will have to wait until the following year to levy the tax to apply in the annexed area.”

The current total levy rate for properties within the proposed annexation area is 10.2684. For a property that is assessed at \$200,000 the property taxes would be \$2,053.68.

The total levy rate for the city of White Salmon is 8.2378 (does not include the excess one-year levy of 0.18). For a property that is assessed at \$200,000 the property taxes would be \$1,647.56 which would be a savings of \$406.12 annually.

B. State-Shared Revenue

The state-shared revenues (fuel tax, liquor board profits, liquor excise tax and criminal justice (special programs) are distributed to the cities based on population. Approval of the proposed Petition for Annexation will increase the City’s population by an estimate of 26 (eleven properties are occupied with residential structures times 2.4 which is the average household size within White Salon based on the US Census Bureau, Census 2000 Summary File). A comprehensive census will take place in conjunction with the annexation process. The estimated revenue increase for state-shared revenues based on the population estimate is \$977.08 using the 2019 estimated distributions. As properties within the annexation area develop, the city would receive additional state-shared revenues as the population increases.

| | |
|--------------------------|--------------------|
| Gas Tax | \$20.72 per capita |
| Increased Gas Tax | \$1.09 per capita |
| Multi-Modal Distribution | \$1.38 per capita |
| Liquor Board Profits | \$8.16 per capita |

| | |
|-------------------------------------|---------------------------|
| Liquor Excise Tax | \$5.14 per capita |
| Criminal Justice (Special Programs) | \$1.09 per capita |
| Total | \$37.58 per capita |

C. Utility Fees and Charges Impact

1. Water

Current “Outside-of-City” ¾” water meter base rate for residential is 58.30 per month or \$699.60 annually. For developed lands that are annexed into the City and connected to the city’s water system, the current “In-City” ¾” water meter base rate is 39.61 per month or \$475.32 annually. If the subject area is annexed into the city, there will be an annual savings of \$224.28 to the property owner and a loss of revenue to the water department of the same amount.

All water consumed both “In-City” and Out-of-City” is charge at the same rate schedule and therefore the annexation will not have an affect on charges for water consumption.

Connection charges for new water connections are charged at \$7,464 per connection for Outside-of-City and \$5,287 for In-City. Developers of any vacant parcels that are annexed into the city will save \$2,177 per connection.

City water is available on NE Spring Street and N Main Avenue.

2. Wastewater

Current “Outside-of-City” monthly residential wastewater fee is \$58.35 or \$700.20 annually. For developed lands that are annexed into he City and connected to the city’s wastewater system, the current “In-City” monthly residential wastewater fee is \$53.05 or \$636.60 annually. If the subject area is annexed into the city, there will be an annual savings of \$63.60 to the property owner and a loss of revenue to the wastewater department of the same amount.

Connection charges for new wastewater connections are charged \$2,000 for both inside the city and outside of the city.

There are four properties that are currently served by septic systems for handling wastewater. It is the city’s policy that when the septic system fails or needs to be replaced, and city sewer is available within 500 feet the property must connect to the city sewer at that time paying the appropriate connection fees.

City sewer is available on NW Spring Street and N Man Avenue.

D. Sales Tax

Property owners that live within the city limits pay 7.5% sales tax on items they have shipped or delivered to their property or any construction or services that take place on tthe property. The rate in Klickitat county is currently 7.0%. Property owners will pay an additional 0.5% in sales tax for those items shipped or delivered to their property and for any construction or service that is conducted on their property.

It is not possible to determine how much additional sales tax the city would receive if the annexation is approved. However, it is clear the city would see an increase, although possibly slight, in its sales tax revenue.

Summary of Total Annual Financial Impact From All Revenues Gained or Lost

| | |
|----------------------|---|
| Population Changes | 26 (11 x 2.4) |
| Property Taxes | \$3,644.27 (White Salmon levy rate 1.0572 x (3,447,160/1000)) |
| Sales Tax | Unknown |
| State Shared Revenue | \$977.08 |

Sales taxes and state-shared revenue is placed directly into the Current Expense Fund. Property taxes are currently split between the Current Expense Fund and the Street Fund with 58% going to Current Expense and 42% going to Street

| | |
|------------------------------------|-------------|
| Current Expense Fund Annual Impact | \$2,872.10 |
| Street Fund Annual Impact | \$1,749.25 |
| Water Utility Annual Impact | -\$5,228.52 |
| Wastewater Utility Annual Impact | -\$455.20 |
| Total Revenue Annual Impact | -\$1,062.37 |

Additional Information

1. Livestock

Klickitat County allows agricultural uses (including livestock) on parcels that are zoned Suburban Residential and Rural Residential. The City of White Salmon allows limited livestock animals to be kept within the city limits (chickens, ducks, rabbits, goats and lambs under limited circumstances). It is the city's policy that property owners that are annexed into the city limits will be allowed to keep their livestock animals until the animals are sold, given away or die. Livestock animals shall not be replaced except in compliance with the city's code. In addition, if the property is sold after coming into the city limits and the property owner still has livestock, that livestock or the right to have livestock on the property (except according to city code) cannot be assigned to the new property owner.

Public Notification of Annexation

Staff has published a Public Notice of Annexation in The Enterprise on April 25, 2019 for the WS-ANX-2019-001 Petition for Annexation and has posted such notification in three locations within the potential annexation area as per RCW 35A.14.130 – Direct Petition Method – Notice of Hearing. In addition, the notice was posted at White Salmon City Hall, White Salmon Post Office, White Salmon Community Library and on the city's webpage. Copies of the notice and staff report were mailed to all property owners within the proposed annexation area.

Exhibits

- Exhibit A Petition for Annexation (WS-ANX-2019-001)
- Exhibit B Vicinity, Area and Site Maps
- Exhibit C Parcel Listings, Assessed Valuations and Owner Name
- Exhibit D Minutes of City Council Meeting of September 19, 2018: Accepted Notices of Intent to Annex
- Exhibit E Notices of Intent to Annex

Exhibit A

PETITION FOR ANNEXATION
TO THE CITY OF WHITE SALMON

TO: The City Council
City of White Salmon
PO Box 2139
White Salmon, WA 98672-2139
(509) 493-1133

WE, the undersigned representing legal ownership of not less than sixty percent (60%) of the assessed valuation of the acreage and real property of the area legally described in Exhibit "A" and as presented in map Exhibit "B" attached hereto, lying contiguous to the City of White Salmon, Washington, by our signatures affixed hereto, request that City Council accept this instrument of notice to serve as our intention to commence Annexation proceedings of said real properties into the City of White Salmon.

Said real property described in Exhibit "A" attached hereto, lying contiguous to the City of White Salmon, Washington, do hereby petition that such territory be annexed to and made a part of the City of White Salmon under the provisions of RCW 35A.14.120, et seq., and RCW 35A.01.040, and any amendments thereto, of the State of Washington.

The territory proposed to be annexed is within Klickitat County, Washington, and is legally described and presented in Exhibit "A" attached hereto.

Evidence of legal ownership of the real properties subject to this Petition For Annexation is presented in Exhibit "C" attached hereto.

WHEREFORE, the undersigned petitions the White Salmon City Council and ask;

- a) That appropriate action be taken to entertain this petition, fixing date for public hearing, causing notice to be published and posted, specifying the time and place of such hearing, and inviting all persons interested to appear and voice approval or disapproval of such annexation; and

- b) That following such hearing, the City Council determine by Ordinance that such annexation shall be effective; and that property so annexed shall become a part of the City of White Salmon, Washington, subject to its laws and ordinances then and thereafter in force.

The Petitioners subscribing hereto agree:

- a) That all property within the territory hereby sought to be annexed shall be assessed and taxed at the same rate and on the same basis as property within the City of White Salmon for any now outstanding indebtedness of said City, including assessments, or taxes in payments of any bonds issued or debts contracted, prior to or existing at the date of Annexation;
- b) That simultaneous adoption of proposed zoning regulations be required in accordance with the requirements of the City Council of said City and as quoted herein from the Minutes Entry of the records of said City Council meeting. It is further understood the proposed zoning of said area proposed for annexation as shown on the White Salmon Comprehensive Plan as adopted by the White Salmon City Code is determined to be: (Check only those that apply).

*As deemed
by the City
Council*

- RL Single Family Large Lot Residential District
 R-1 Single-Family Residential District
 R-2 Two-Family Residential District
 R-2 Multi-Family Residential District
 MHR - Mobile Home Residential District
 Public Use / Public Institutional District
 C - General Commercial District
 RD - Riverfrontage District

This petition is accompanied and has attached hereto as Exhibit "B" a diagram which outlines the boundaries of the property sought to be annexed.

These pages are a group of pages containing an identical text intended by the signers of this petition to be presented and considered as one petition and may be filed with other pages containing additional signatures which cumulatively may be considered as a single petition.

WARNING: Every person who signs this petition with any other than his true name, or who knowingly signs more than one of these petitions, or signs a

be filed with other pages containing additional signatures which cumulatively may be considered as a single petition.

WARNING: Every person who signs this petition with any other than his true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he is not a legal voter, or signs a petition when he is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

PRAYER OF PETITION: (1) Annexation of area described in Exhibits "A" and "B", and (2) assumption of indebtedness of the City of White Salmon and (3) adoption of the City of White Salmon Comprehensive Plan Zone District identified as: R, ~~RTE~~ RSK as determined by the City as appropriate to the properties of this proposed Annexation.

OWNER'S SIGNATURES

Note: Print name and sign your NAME, ADDRESS AND DATE

| <u>Husband and Wife</u> | <u>Address</u> | <u>Date</u> |
|--|--|-----------------|
| <u>Jerry PAPA</u> <u>[Signature]</u> | <u>1110 N Maw Ave</u> <u>White Salmon, WA 98672</u> | <u>12/31 18</u> |
| <u>Nancy White</u> <u>Nancy White</u> | <u>40 Rocky Rd</u> <u>Trout Lake WA 98650</u> | <u>1/24/19</u> |
| <u>Shelley Baxter</u> <u>Shelley Baxter</u> | <u>1006 NW Cherry Hill Rd</u> | <u>2/19/19</u> |
| <u>Raymond Klebba</u> <u>Ray Klebba</u> | <u>1006 NW Cherry Hill Rd</u> | <u>2/19/19</u> |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Owner's

REGISTERED VOTERS SIGNATURE

Note: Print name and sign your NAME, ADDRESS and DATE

| | | |
|--|---------------------------|---------|
| William Hunsaker 178 N.W. Spring St | <i>William Hunsaker</i> | 1-20-19 |
| Kathy Hunsaker 178 NW Spring St. | <i>Kathy Hunsaker</i> | 1/21/19 |
| Haley Mangum 122 NW Spring St | <i>Haley Mangum</i> | 1/21/19 |
| Daniel Mangum 122 NW Spring St | <i>Daniel Mangum</i> | 1/21/19 |
| Kathleen Gilderhus 1080 NW Patton Dr | <i>Kathleen Gilderhus</i> | 1/21/19 |
| Michael GILDERHUS 1080 N.W. PATTON DR | <i>Michael Gilderhus</i> | 1/21/19 |
| Danielle Gilderhus 138 NW Spring St | <i>Danielle Gilderhus</i> | 1/21/19 |
| | | |
| | | |
| | | |
| | | |

For additional information, call the City Finance Department at (509) 493-11133 ext. 205 and/or see RCW 35A.14.120 and RCW 35A.01.040

Provide Attachments:

- Exhibit "A" - Property Legal Description
- Exhibit "B" - Boundary of Property Proposed for Annexation
- Exhibit "C" - Evidence of Legal Ownership of Property Proposed for Annexation

For additional information, call the City Finance Department at (509) 493-1133 ext. 205 and/or see RCW 35A.14.120 and RCW 35A.01.040

Provide Attachments:

- **Exhibit "A" – Property Legal Description**
- **Exhibit "B" – Boundary of Property Proposed for Annexation**
- **Exhibit "C" – Evidence of Legal Ownership of Property Proposed for Annexation**

**City of White Salmon
Spring/Main Option 2**



- Legend**
- County Boundary
 - City
 - County
 - Other Govt
 - Parish
 - State
 - Towns (Points)
 - City Limits
 - Roads
 - City
 - County
 - Other Govt
 - Parish
 - State
 - Percels

Created by White Salmon County, utilizing County resources and
 information. Information is provided as is, without warranty,
 accuracy, or completeness of data.

Exhibit C1

White Salmon Prop;osed Anneation 2019-001 Annexation Area

| Parcel # | Name | Valuation | Signed Petition |
|---------------------------|--------------|-----------|-----------------|
| 03111922000400 | Shaw, D | 304,630 | No |
| 03111909100100 | Papac, J | 563,370 | Yes |
| 03111909100200 | White, N | 117,730 | Yes |
| 03102475000400 | Nisbaum, J | 120,610 | Yes |
| 03111969000600 | Gilerhus, M | 202,230 | Yes |
| 03111969000500 | Hunskær, W | 254,750 | Yes |
| 03111969000700 | Gilderhus, D | 574,950 | Yes |
| 03111970000300 | Mangum, D | 74,200 | Yes |
| 03102475000100 | Klebba, R | 186,600 | Yes |
| 03102475000300 | Baxter, S | 140,970 | Yes |
| 03111970000100 | Nelson, M | 25,000 | No |
| 03111970000200 | Nelson, M | 119,360 | No |
| 03111922000700 | Jacobs, C | 369,400 | No |
| 03102475000200 | Herman, D | 393,360 | No |
| | | 3,447,160 | |
| 60% of Assessed Valuation | | 2,068,296 | |
| Signatures | | 2,235,410 | |

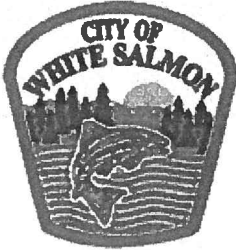
Exhibit C2

City of White Salmon

WS-ANX-2019-001 Annexation Area

| Parcel # | Owner Name | Assesed Valuation | Acreage | Vacant |
|-----------------|-------------------|------------------------------|----------------|---------------|
| 03111970000100 | Nelson, M | 25,000 | 0.17 | Yes |
| 03111970000200 | Nelson, M | 119,360 | 0.15 | No |
| 03111922000400 | Shaw, D | 304,630 | 0.50 | No |
| 0311922000700 | Jacobs, C | 369,400 | 0.71 | No |
| 03111909100100 | Papac, J | 563,370 | 0.86 | No |
| 03111909100200 | White, N | 117,730 | 4.33 | Yes |
| 03102475000400 | Nussbaum, J | 120,610 | 7.93 | Yes |
| 03102475000100 | Klebba, R | 186,600 | 1.59 | No |
| 03102475000300 | Baxter, S | 140,970 | 0.51 | No |
| 03102475000200 | Herman, D | 393,360 | 0.57 | No |
| 03111969000600 | Gilderhus, M | 202,230 | 0.46 | No |
| 03111969000500 | Hunskær, W | 254,750 | 0.54 | No |
| 03111969000700 | Gilderhus, D | 574,950 | 2.26 | No |
| 03111970000300 | Mangum, D | 74,200 | 0.36 | No |
| | | <u>3,447,160</u> | <u>20.94</u> | |

Exhibit D



CITY OF WHITE SALMON City Council Regular Meeting – Wednesday, September 19, 2018

Council and Administrative Personnel Present

Council Members:

Jason Hartmann
Ashley Post
Amy Whiteman

Staff Present:

Dave Poucher, Mayor
Pat Munyan, City Administrator
Jan Brending, Clerk Treasurer
Ken Woodrich, City Attorney
Kevin English, Public Works Operations Mgr.
Mike Hepner, Police Chief
Erika Castro-Guzman, Associate Planner

1. Call to Order

Mayor Poucher called the meeting to order at 6 p.m. There were approximately 7 people present.

2. Roll Call

*Ashley Post moved, Amy Whiteman seconded.
Motion to excuse Donna Heimke and Marla Keethler. CARRIED.*

3. Comments – Public and Council

Ruth Olin, White Salmon thanked the city for working with them related to the 4th Street project. She said she feels the changes have made it better. Olin said she would still like to see impervious surfaces minimized and the usage of drainage and green areas. She said she has two requests: 1) that shoulder area south of Mark's Auto not be paved and left as dirt or gravel so that it could be made in to a green space in the future with no parking in that area when the business is sold and 2) that the area of sidewalk proposed after the sidewalk wraps around the corner at Wyers be eliminated.

Dave Poucher said he met with Dan Kent with Salmon Safe and that permeable roadways will help the salmon. He said there may be grants for White Salmon. Poucher said it would be great to adopt "salmon safe policies."

Ray Klebba, Cherry Hill Street, White Salmon said that the public works night lights on Spring street are very bright and shines on his property. He said he does not believe they are "night sky" friendly and asked if something could be done about them.

Pat Munyan said no changes have been made to the lights but he could see if some changes could be made to make them less intrusive.

4. Changes to the Agenda

There were no changes to the agenda.

5. Notices of Intent to Annex – Shelley Baxter/Ray Klebba and Nancy White

Jan Brending presented information to the city council regarding two Notices of Intent to Annex submitted by Shelley Baxter/Ray Klebba and Nancy White. Brending presented four different options for possible annexation area and associated proposed zoning. She noted that residential areas were proposed to be zoned as R2 Two-Unit Residential and those areas zoned as Commercial by Klickitat County are proposed to be zoned Commercial. Brending said the main purposes of expanding the proposed annexation area was to bring more of Spring Street into the city limits and to bring areas in that are already surrounded by city limits.

Shelley Baxter and Ray Klebba said they thought they could not have a say in the proposed zoning. They said they would prefer a vision of sustaining the rural character of the area and would prefer R1 Single-Family Residential zoning.

Nancy White and Mike Rockwell (representing Nancy White) said that R1 Single-Family Residential would be fine and that R2 zoning seems a little dense. Rockwell spoke to the four proposed annexation areas. He said that option 2 for the annexation area is doable but that anything beyond that becomes more difficult to get the required signatures for the petition. Nancy White noted that portions of her property might not be suitable for R2 zoning due to the steepness of the property.

Ken Woodrich asked White if R1 zoning would be acceptable.

Nancy White said she would prefer R2.

Ken Woodrich provided an overview of the annexation process.

Jason Hartmann moved, Amy Whiteman seconded.

*Motion to accept Notice of Intent to Annex submitted by Shelly Baxter and Raymond Klebba and Notice of Intent to Annex submitted by Nancy White, to be combined into one annexation area and expanding the annexation area as noted per Option 2 map provided by staff with proposed zoning of R1 Single-Family Residential and requiring assumption of all City indebtedness.
CARRIED.*

6. Labor Attorney – Terms of Engagement, Menke Jackson Beyer LLP

Pat Munyan reviewed the proposed “Terms of Engagement” with Menke Jackson Beyer LLP for providing attorney services related to labor and personnel issues.

Ken Woodrich said he does not have the expertise that is needed regarding labor and personnel issues. He noted that Menke Jackson Beyer is about half the rate of most labor attorneys and will do a good job for the city.

*Amy Whiteman moved, Ashley Post seconded.
 Motion to approve “Terms of Engagement” with Menke Jackson Beyer LLP to provide labor attorney services based on the fee schedule included in the “Terms of Engagement” dated September 13, 2018. CARRIED.*

7. Leak Adjustment Request – Alejandro Pita

Jan Brending presented a “Leak Adjustment Request” from Alejandro Pita. She said the city’s ordinance authorizes the clerk treasurer to approve leak adjustment requests related to utility billing up to \$500, anything over that amount requires council approval. Brending said she has reviewed the request and recommends the council authorize a utility billing adjustment in the amount of \$804.42.

*Amy Whiteman moved, Jason Hartmann seconded.
 Motion to approve Leak Adjustment Request submitted by Alejandro Pita in the amount of \$804.42. CARRIED.*

8. Personal Services Contract – Arborist, City Tree Inventory and Management Plan

Jan Brending presented information to the city council regarding the request for proposals for a city tree inventory and management plan. She said the city received six proposals that were evaluated by members of the Tree Board. Brending said interviews were then scheduled with the top three candidates. She said the Tree Board is recommending the city enter into a contract with Peninsula Urban Forestry to inventory and develop a management plan for city trees in the amount of \$11,200.

*Ashley Post moved, Jason Hartmann seconded.
 Motion to authorize the mayor to sign a personal services contract with Peninsula Urban Forestry to inventory and develop a management plan for city trees in the amount of \$11,200. CARRIED.*

9. Consent Agenda

a. Approval of Vouchers

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 19th day of September, 2018.

| Type | Date | From | To | Amount |
|----------------------|-----------|-------|----------------------|-------------------|
| Claims | 9/19/2018 | 34225 | 34255 | 166,462.82 |
| | | EFT | EFT | 13,664.01 |
| | | | Claims Total | 180,126.83 |
| Payroll | | | | |
| | | | Payroll Total | 0.00 |
| Manual Claims | | | | |

| | | | | |
|--|--|--|---------------------------|-------------------|
| | | | Manual Total | 0.00 |
| | | | | |
| | | | Total All Vouchers | 180,126.83 |

*Jason Hartmann moved, Amy Whiteman seconded.
Motion to approve consent agenda. CARRIED.*

10. Department Head and Committee Reports

Bill Hunsaker, Fire Chief showed the city council the new radios for the fire department. He said the burn ban has been extended to October 2.

Jan Brending, Clerk Treasurer said the audit has begun and auditors will be in the office all next week. She noted that the Budget Committee meeting scheduled for Monday has been cancelled and will be rescheduled.

Brending noted that a Special Council Meeting with the Planning Commission has been scheduled for Monday, September 24 from 1 to 3 p.m. She said a representative from Blue Zones LLC will make a presentation to the city council and planning commission regarding walking audits. Brending said attendees should wear walking shoes and dress appropriately for the weather as participants will be walking around White Salmon.

Ashley Post said she has been busy with the Tree Board. She asked if there are any options for the 4th Street project.

Ruth Olin noted that time is of the essence as they are going to be paving soon.

Pat Munyan said the area is a slope and the decision to pave the area is that cars currently park there and it will make a better parking area so that gravel and dirt do not move onto the asphalt. He said the decision to pave it or not needs to happen now. Munyan said the paving was supposed to be part of the original plan and was left out. He said if it is not paved it will be an ongoing maintenance problem for staff.

Jason Hartmann said he does not have strong feelings one way or another.

Dave Poucher said he would like to see it graveled instead of paved.

Jason Hartmann said the city can always come back and pave it if it becomes a serious maintenance issue.

There was a consensus of the city council not to pave the shoulder on the west side of 4th Street just below Mark's Auto.

Pat Munyan said he would need to review the plans related to the sidewalk to see if the area in question is needed to meet ADA requirements.

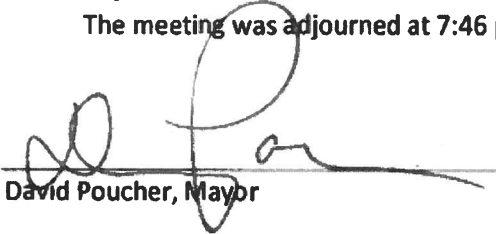
Jason Hartmann said he met with Fire District 3 to understand their goals and obtain information regarding the Fire District's ballot measure.

Dave Poucher said he met with the individual who is doing the EIS on the new bridge. He said they talked about the toll and concerns with the idea of having a drive by toll only and how that impacts low income individuals.

Ken Woodrich, City Attorney said that if the council wants to support a specific ballot measure there are procedures that it must follow.

11. Adjournment

The meeting was adjourned at 7:46 p.m.



David Poucher, Mayor



Jan Breeding, Clerk-Treasurer

Rec. 8/29/2018
JD

Exhibit E-1
**NOTICE OF INTENT
TO ANNEXATION**

TO: The City Council
City of White Salmon
PO Box 2139
White Salmon, WA 98672-2139
(509) 493-1133

WE, the undersigned representing legal ownership of not less than ten percent (10%) of the acreage and real property of the area legally described in Exhibit "A" and as presented in map Exhibit "B" attached hereto, lying contiguous to the City of White Salmon, Washington, by our signatures affixed hereto, request that City Council accept this instrument of notice to serve as our intention to commence Annexation proceedings of said real properties into the City of White Salmon.

It is our understanding that City Council will set a date for a meeting with the initiating parties, which may occur no later than sixty (60) days after the filing of said Notice of Intent, for the purpose to:

- Accept the Annexation as proposed;
- Geographically modify the proposed Annexation (and accept the proposed Annexation as modified; or
- Reject the Annexation.

By accepting a proposed Notice of Intent to Annexation, the decision to accept merely allows the Annexation to go forward procedurally, and is not a commitment of the City Council to ultimately annex the territory proposed at such time a sufficient petition is presented.

In accepting the Notice of Intent for proposed Annexation the City Council also must decide:

- Whether it will propose a zoning regulation for the area proposed for Annexation, and;
- Whether it will require the assumption of all or any portion of existing City indebtedness by the area to be Annexed.

Further, it is our understanding that should the City Council decide to require either or both of the above, that decision will be reflected in the meeting minutes of record.

Upon City Council's acceptance of the Notice of Intent for the proposed Annexation, the initiating parties may draft and circulate a formal Petition for Annexation (available at the City Planning Department) which, upon completion and submittal of

all required appurtenances thereto, the City Clerk/Treasurer will determine the sufficiency thereof and prepare a Staff Report of the findings and recommendations to the City Council regarding the Petition For Annexation and its compliance with RCW 35A.01.040 – Petitions.

If, however, the City Council rejects the proposed Annexation, the initiating parties have no right of appeal.

It is our understanding that procedurally, the Petition For Annexation will be presented to the City Planning Commission at a regularly scheduled public meeting for their consideration and recommendation to the City Council.

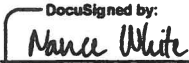
The City Council will set a date and location for the Public Hearing at which time it will act to:

- Approve the Petition For Annexation, or;
- Reject the Petition For Annexation

Upon acceptance of this Notice of Intent To Annexation it shall be the responsibility of the parties to said "notice" to file a formal Petition For Annexation with the City Council through the office of the Director of Finance. (Petitions For Annexation are available at the Planning Department or Finance Department at City Hall.)

PROPERTY OWNER'S SIGNATURE

Note: Print name and sign your Name, Address and Legal Date

| Owner(s) Name | Address | Date |
|---|---------|--------------------------|
| <small>DocuSigned by:</small>  _____ <small>Signature</small> | _____ | 7/11/2018 5:30:40 PM PDT |

Name

Signature

Name

be filed with other pages containing additional signatures which cumulatively may be considered as a single petition.

WARNING: Every person who signs this petition with any other than his true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he is not a legal voter, or signs a petition when he is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

PRAYER OF PETITION: (1) Annexation of area described in Exhibits "A" and "B", and (2) assumption of indebtedness of the City of White Salmon and (3) adoption of the City of White Salmon Comprehensive Plan Zone District identified as: _____ as determined by the City as appropriate to the properties of this proposed Annexation.

OWNER'S SIGNATURES

Note: Print name and sign your NAME, ADDRESS AND DATE

| <u>Husband and Wife</u> | <u>Address</u> | <u>Date</u> |
|--|--|----------------|
| <u>William F. Hunsaker</u> <u>William F. Hunsaker</u> | <u>178 NW Spring St.</u> | <u>8-20-18</u> |
| <u>Kathy A. Hunsaker</u> <u>Kathy A. Hunsaker</u> | <u>178 NW Spring St.</u> | <u>8-20-18</u> |
| <u>Danielle E Gildehus</u> <u>Danielle E Gildehus</u> | <u>139 NW Spring St.</u> | <u>8-20-18</u> |
| <u>Kathleen A Gildehus</u> <u>Kathleen A Gildehus</u> | <u>1080 NW Patton Dr</u> <u>White Salmon, WA 98662</u> | <u>8/20/18</u> |
| <u>Michael J. Gildehus</u> <u>Michael J. Gildehus</u> | <u>1080 N.W. PATTON DR.</u> <u>White Salmon, WA 98662</u> | <u>8/20/18</u> |
| <u>Hunsaker Oil Co. Inc</u> <u>William Hunsaker, Pres</u> | <u>1107 N. Main Ave</u> | <u>8/20/18</u> |
| _____ | _____ | _____ |

ANNEXATION LEGAL DESCRIPTION

Commencing at the Northwest corner of Section 19, Township 3 North, Range 11 East, Willamette Meridian, Klickitat County, Washington;

Thence Southerly along the West line of Section 19 to the Northwest corner of Lot 2 of Klickitat County Short Plat SPL-2009-10 and the Point of Beginning;

Thence Southerly along the West line of said Lot 2 of SPL-2009-10 to the Northwest corner of Lot 6 of Klickitat County Short Plat Short Plat SP-85-10;

Thence Southerly along the West line of Short Plat SP-85-10 to the Southwest corner of Lot 5 of said Short Plat SP-85-10;

Thence South to the South Right-of-Way of Northwest Spring Street;

Thence Easterly, along said Right-of-Way, to the intersection of the South Right-of-Way of Northwest Spring Street and the West Right-of-Way of North Main Avenue;

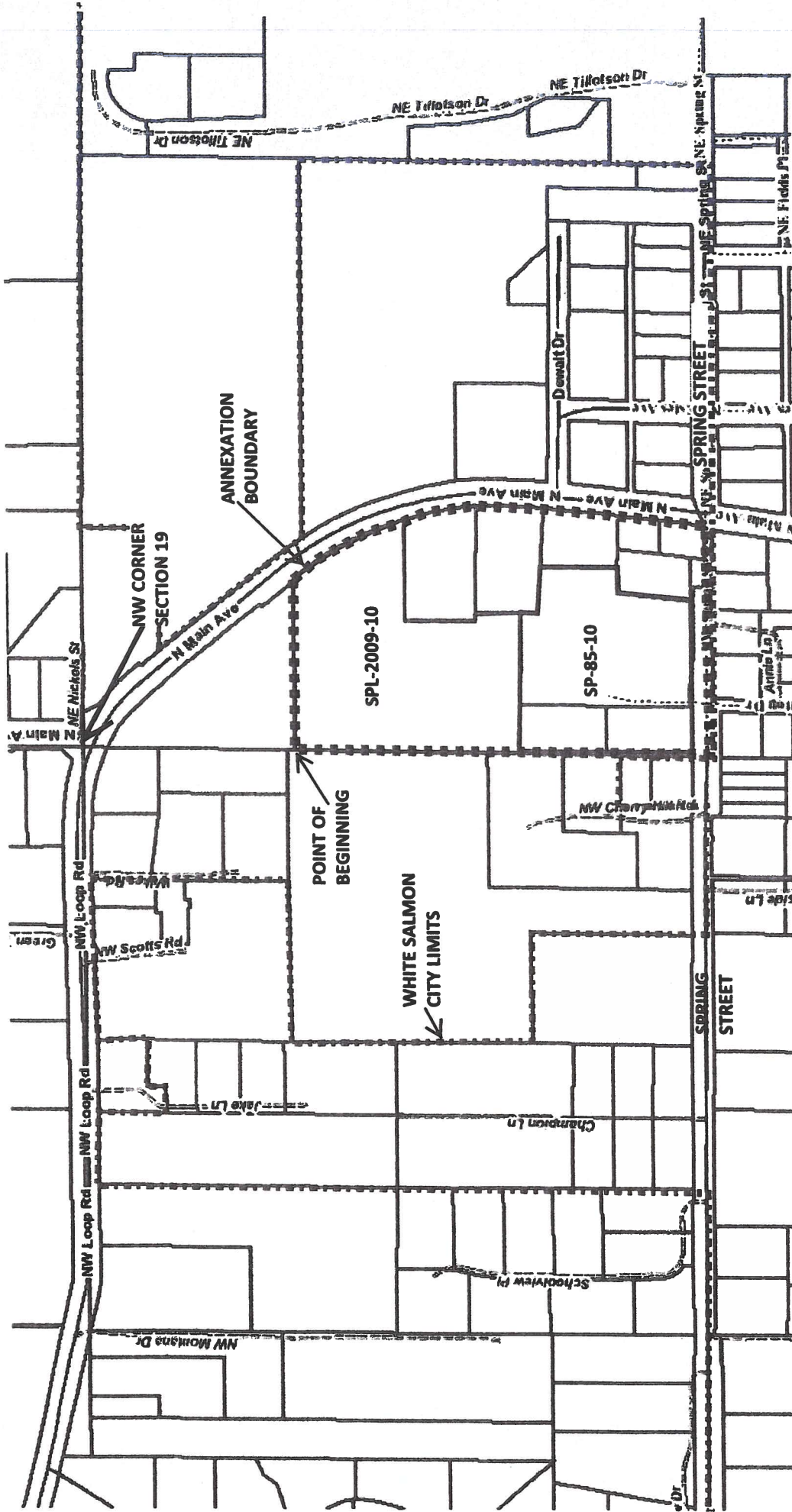
Thence Northerly along the said West right of way of North Main Avenue to the Northeast corner of said Lot 2 of Short Plat SPL-2009-10;

Thence Westerly along the North line of said Lot 2 to the Point of Beginning.

Containing 10.6 Acres, more or less.

ANNEXATION MAP TO CITY OF WHITE SALMON

Area of Interest



Legend

- County Boundary
- Towns (Points)
- Roads
 - City
 - County
 - Other Govt
 - Private
 - State
- Parcels

200 ft



Created by Kilditch County, Kilditch County provides no warranty, expressed or implied, as to the accuracy, reliability or completeness of this data.

CHECKED JUL 06 2018

Exhibit E-2

Shelley Baxter

509-637-4500

**NOTICE OF INTENT
TO ANNEXATION**

TO: The City Council
City of White Salmon
PO Box 2139
White Salmon, WA 98672-2139
(509) 493-1133

Ray Klebba

509-637-4393

WE, the undersigned representing legal ownership of not less than ten percent (10%) of the acreage and real property of the area legally described in Exhibit "A" and as presented in map Exhibit "B" attached hereto, lying contiguous to the City of White Salmon, Washington, by our signatures affixed hereto, request that City Council accept this instrument of notice to serve as our intention to commence Annexation proceedings of said real properties into the City of White Salmon.

It is our understanding that City Council will set a date for a meeting with the initiating parties, which may occur no later than sixty (60) days after the filing of said Notice of Intent, for the purpose to:

- Accept the Annexation as proposed;
- Geographically modify the proposed Annexation (and accept the proposed Annexation as modified; or
- Reject the Annexation.

By accepting a proposed Notice of Intent to Annexation, the decision to accept merely allows the Annexation to go forward procedurally, and is not a commitment of the City Council to ultimately annex the territory proposed at such time a sufficient petition is presented.

In accepting the Notice of Intent for proposed Annexation the City Council also must decide:

- Whether it will propose a zoning regulation for the area proposed for Annexation, and;
- Whether it will require the assumption of all or any portion of existing City indebtedness by the area to be Annexed.

Further, it is our understanding that should the City Council decide to require either or both of the above, that decision will be reflected in the meeting minutes of record.

Upon City Council's acceptance of the Notice of Intent for the proposed Annexation, the initiating parties may draft and circulate a formal Petition for Annexation (available at the City Planning Department) which, upon completion and submittal of

all required appurtenances thereto, the City Clerk/Treasurer will determine the sufficiency thereof and prepare a Staff Report of the findings and recommendations to the City Council regarding the Petition For Annexation and its compliance with RCW 35A.01.040 – Petitions.

If, however, the City Council rejects the proposed Annexation, the initiating parties have no right of appeal.

It is our understanding that procedurally, the Petition For Annexation will be presented to the City Planning Commission at a regularly scheduled public meeting for their consideration and recommendation to the City Council.

The City Council will set a date and location for the Public Hearing at which time it will act to:

- Approve the Petition For Annexation, or;
- Reject the Petition For Annexation

Upon acceptance of this Notice of Intent To Annexation it shall be the responsibility of the parties to said "notice" to file a formal Petition For Annexation with the City Council through the office of the Director of Finance. (Petitions For Annexation are available at the Planning Department or Finance Department at City Hall.)

PROPERTY OWNER'S SIGNATURE

Note: Print name and sign your Name, Address and Legal Date



| Owner(s) Name | Address | Date |
|--|---|----------|
|  Signature | 1006 N.W Cherry Hill Rd W Salmon 98642 | 6/6/2018 |
| Shelley S Baxter Name | | |
|  Signature | 1006 N.W Cherry Hill Rd White Salmon 98672 | 6/6/2018 |
| Raymond J Klebba Name | | |

Exhibit A- Property Legal Description Klebba/Baxter Annexation Request

The following 2 parcels contiguous to the City of White Salmon are to be considered for annexation:

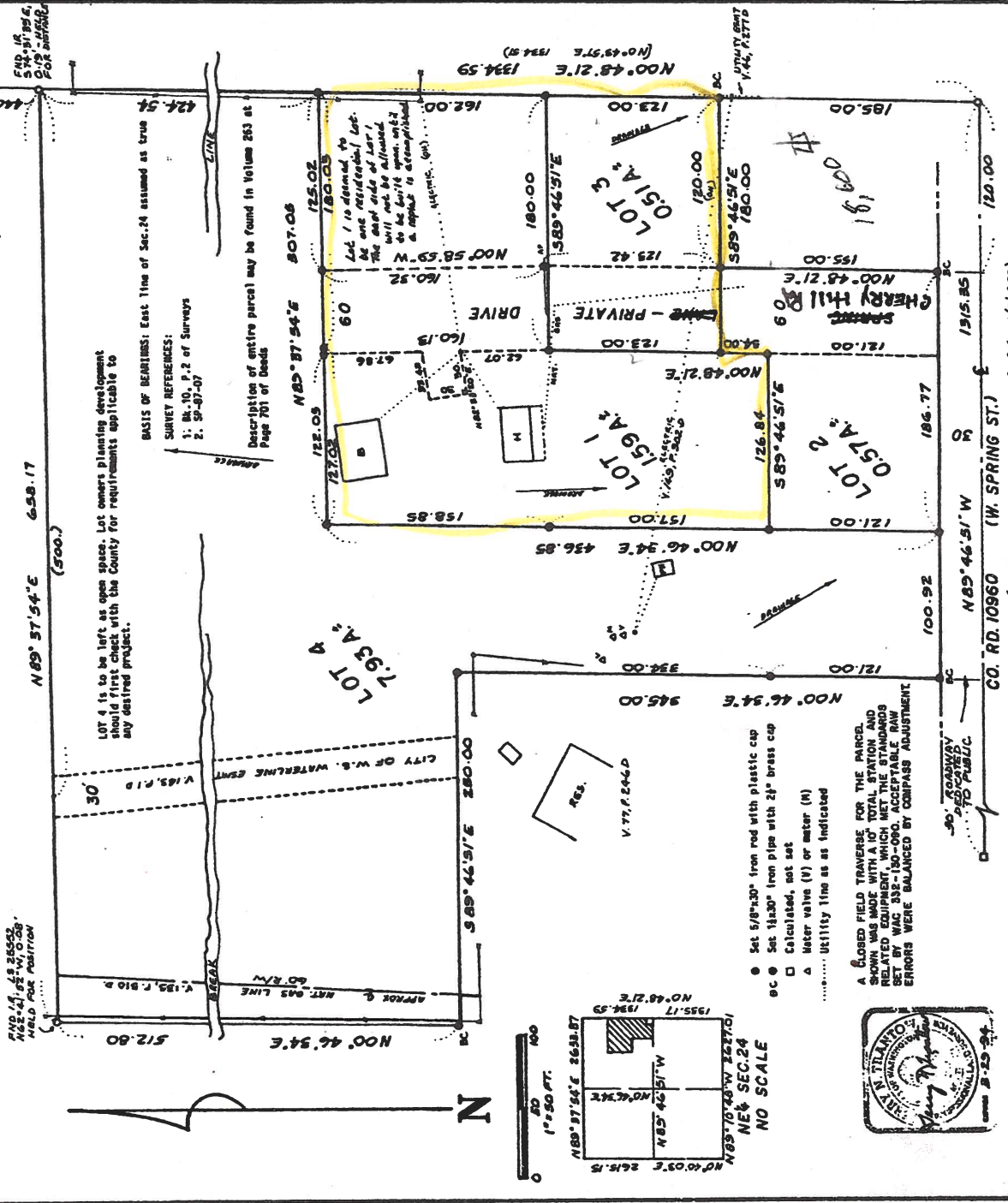
Short Plat No. SP 91-17

NE1/4 NE1/4 Section 24, T.3N.,R. IOE., W.M.

Including lot #1 for 1.59 acres and lot #3 for .51 acres, and excluding lot #2 and lot #4.

Exhibit B

KLICKITAT COUNTY, WA. SHORT PLAT NO. SP-91-17
NE 1/4 NE 1/4 SEC. 24, T.3N, R.10E, W.M.
"CHERRY HILL ESTATES"



We, the owners of Short Plat No. SP-91-17, above recited, hereby certify that this division of land has been made with our free consent and in accordance with our desires.

Jeffrey Allen, July 21, 1992

PLAT NO. 192-17

FILED FOR RECORD IN THE OFFICE OF THE CLERK OF SUPERIOR COURT, CLATSOP COUNTY, OREGON, THIS 21st DAY OF JULY, 1992.

I, *Robert Thibodeau*, registered as a land surveyor by the State of Washington, certify that this plat is based on an actual survey of the land described herein, conducted by me or under my supervision, during the period of *February 19, 1992* through *July 16, 1992*, that the distances, courses, and angles are shown thereon correctly and that no monument other than that shown appears for setting of the corners and that the monument set out on the plat conforms to the plat as depicted on the plat.

Robert Thibodeau, Surveyor
 Filed this *19th* day of *July*, 19*92*.

I hereby certify that all taxes, and compensating taxes and/or penalties and property contained within the plat shown herein have been paid, discharged or applied.

Robert Thibodeau, Surveyor
 Filed this *19th* day of *July*, 19*92*.

I hereby certify that this Short Subdivision has been examined by me and that it conforms with the requirements of the County Ordinance, and that I am not aware of any other applicable laws or policies.

Robert Thibodeau, Surveyor
 Filed this *19th* day of *July*, 19*92*.

I hereby certify that this Short Subdivision has been examined by me and that it conforms with the requirements of the County Ordinance, and that I am not aware of any other applicable laws or policies.

Robert Thibodeau, Surveyor
 Filed this *19th* day of *July*, 19*92*.

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Robert Thibodeau, Surveyor
 Filed this *19th* day of *July*, 19*92*.

Construction and maintenance of any private road segments providing access to and/or within this short subdivision are not the responsibility of Klickitat County.

24/3-10 SP-91-17

Klebba/Baxter Property Annexation

2 parcels contiguous to city R2 zone

Exhibit B



Legend

- County Boundary
- Towns (Points)
- City Limits

- Roads
 - City
 - County
 - Other Govt
 - Private
 - State

- Parcels

1:1000



Created by Klickitat County. Klickitat County provides no warranty, expressed or implied, as to the accuracy, reliability or completeness of this data.