



Vancouver City Council

Anne McEnery-Ogle, Mayor
Bart Hansen - Ty Stober - Erik Paulsen
Sarah J. Fox - Diana H. Perez - Kim D.
Harless

City Council Meeting Agenda December 16, 2024

In accordance with the Open Public Meetings Act (OPMA), the Vancouver City Council meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting remotely will also be accommodated. The City Council will be attending this meeting in person.

All City Council workshops and meetings are broadcast ([live closed captioning available](#)), CVTV cable channels 23 / HD 323, and on the [City's Facebook page](#).

Public testimony will be accepted regarding any matter on the agenda below. Advance registration will be required.

Unless otherwise announced by the Presiding Officer, each speaker may testify once for up to three minutes under each public testimony opportunity below and will be asked to provide their name and city of residence for the record.

Testimony will be accepted in the following manner:

- **Written comments submitted in advance:** [Email comments to the City Council](#) until 12:00 p.m. December 16, 2024. Comments will be compiled and sent to the City Council and entered into the record.
- **In-person or remote testimony during the meeting:** Register in-person at City Hall. In-person registration is open until 6:30 p.m. on December 16, 2024. Instructions will be provided on-site. Register to testify online. Online registration is open until 12:00 p.m. on December 16, 2024.

Visit the [city's website](#) for more information and to register under Public Participation or call the City Manager's Office at (360) 487-8600.

Further instructions for accessing the virtual meeting (for remote testimony) will be provided upon registration.

Upon request, printouts of agenda materials will be provided, including large print.

Workshops: 5:00 -5:30 p.m.

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

Green Building Program Update (Approximately 30 minutes)

Rebecca Small, Senior Policy Analyst, rebecca.small@cityofvancouver.us

Council Dinner / Executive Session Re: Potential Litigation RCW 42.30.110 (1)(i)(iii) (approximately 30 minutes)

Regular Council Meeting

6:30 PM

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

Pledge of Allegiance

Call to Order and Roll Call

Approval of Minutes

Minutes - November 22, 2024

Minutes - November 25, 2024

Minutes - December 2, 2024

Minutes - December 9, 2024

Proclamations

Community Service Week

Homeless Persons' Memorial

Community Communication

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined.

Consent Agenda

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately – after the motion has been made and passed to approve the remaining items.

1. Bid Award - Office Furniture and Design Services - C-101822

Staff Report: 260-24

Request: Approve the attached contract for office furniture and design services to HMI Oregon Dealership, Inc. (d/b/a Pacific WRO) for a five-year period beginning 1/1/2025.

Linda Carlson, Property Management Specialist, linda.carlson@cityofvancouver.us

2. Bid Award - Agreement Between the City of Vancouver and Scott Edwards Architecture for Architectural Services for the Bridge Shelter - C-101824

Staff Report: 261-24

Request: Professional Services Contract approval

John Kearns, Capital Projects Project Manager, Kevin.Kearns@cityofvancouver.us

3. Contract Increase - Houston-Galveston Area Council AM10-23 for Purchase of Ambulance, EMS, and Other Special Services Vehicles - C-101461

Staff Report: 262-24

Request: Approve an increase in the contract threshold from \$300,000 to \$400,000 to accommodate the construction of one mobile command unit for Police for crime scene negotiations.

Jacob Mahan, Senior Management Analyst, jacob.mahan@cityofvancouver.us

4. Contract Amendment - Fourth Plain Commons Operator - C-101345

Staff Report: 263-24

Request: Approve contract amendment for the Fourth Plain Commons Operator Contract C-101345 to extend the term through December 31, 2026.

Shannon Williams, Senior Planner, shannon.williams@cityofvancouver.us

5. Contract Amendment - Thrive2Survive Service Provider 2025 Contract Renewal - C-101457

Staff Report: 264-24

Request: On Monday, December 16, 2024, approve the 2025 amendment for Thrive 2 Survive as the Service Provider at Safe Park for a second year.

Jamie Spinelli, Homeless Response Manager, jamie.spinelli@cityofvancouver.us

6. Contract Amendment- Professional Services Agreement for Community Court Services- C-20241212

Staff Report: 271-24

Request: On Monday, December 16, 2024, approve a Second Amendment to the Professional Services Contract for Community Court Services to extend the term through December 31, 2028.

Jamie Spinelli, Homeless Response Manager, jamie.spinelli@cityofvancouver.us

7. Lease Agreement - 2025 Fixed Base Operator

Staff Report: 265-24

Request: Authorize the City Manager, or designee, to sign a new lease agreement with Aero Maintenance Inc. for the use of facilities at Pearson Field Airport.

Meredith Fox, Airport Manager, meredith.fox@cityofvancouver.us

8. Approval of Real Property Purchase and Sale Agreement for 5313 NE 94th Avenue

Staff Report: 266-24

Request: Approve the real property purchase and sale agreement for the property at 5313 NE 94th Avenue in substantially the form attached with the intention of siting the bridge shelter at that location. Direct and authorize the City Manager, or designee, to waive administrative City of Vancouver land use development and building permit fees for design and construction of a bridge shelter at this site.

Aaron Lande, Program and Policy Development Manager,
aaron.lande@cityofvancouver.us

9. Ratification of Emergency Order 2024-01

A RESOLUTION ratifying Emergency Order No. 2024-01, issued by the Vancouver City Manager on December 12, 2024.

Staff Report: 272-24

Request: Adopt a resolution ratifying Emergency Order 2024-01.

Jamie Spinelli, Homeless Response Manager, jamie.spinelli@cityofvancouver.us

10. 2025 Public, Educational and Governmental Grants

A RESOLUTION relating to cable television and to the award of Public, Educational and Governmental ("PEG") capital contribution funds to The Vancouver Educational Telecommunications Consortium ("TV ETC") and Clark Vancouver Television ("CVTV") respectively, the designated educational and government access providers for the City of Vancouver.

Staff Report: 267-24

Request: Approve the resolution for the 2025 Public, Educational and Governmental Grants for CVTV and TV ETC.

Kerry Peck, Administrative Assistant, Kerry.Peck@cityofvancouver.us

11. 2025 Affordable Housing Fund Administrative and Financial Plan Updates

A RESOLUTION relating to low-income housing; providing amendments to the 2024 – 2033 Affordable Housing Financing Plan adopted in 2022 for the collection and use of monies authorized by RCW 84.52.105 to fund very low-income housing; providing for Severability; and an Effective Date

Staff Report: 268-24

Request: Approve the execution of the resolution adopting revisions to the Affordable Housing Fund (AHF) Administrative and Financial Plan.

Hayley Woodbridge, Associate Housing Project Coordinator, Samantha Whitley,

Housing Programs Manager, hayley.woodbridge@cityofvancouver.us,
samantha.whitley@cityofvancouver.us

12. Construction Sales Tax Deferral Program

A RESOLUTION declaring the intent of the City of Vancouver to adopt legislation to authorize a limited sales and use tax deferral incentive program for affordable housing on underdeveloped lands in accordance with Substitute Senate Bill 5755 (Chapter 241, Laws of 2022), and other matters related thereto.

Staff Report: 269-24

Request: Approve the resolution to proceed with the drafting of an ordinance establishing a sales and use tax deferral program.

Bryan Monroe, Associate Housing Project Coordinator,
bryan.monroe@cityofvancouver.us

13. Heights Business Improvement District

A RESOLUTION to initiate a Business Improvement Area to be known as the Heights Business Improvement Area (Heights BIA).

Staff Report: 270-24

Request: Approve a resolution to initiate the process for establishing a Business Improvement Area to be known as the Heights Business Improvement Area.

Amy Stewart, Real Estate Project Manager, amy.stewart@cityofvancouver.us

14. Approval of Claim Vouchers

Request: Approve claim vouchers for December 16, 2024.

Public Hearings

The following item(s) are scheduled for public hearing. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Unless otherwise announced by the Presiding Officer, speakers are to limit their testimony to three minutes for each public hearing.

15. Vancouver Housing Authority 121st Ave Annexation

AN ORDINANCE relating to approval of an annexation pursuant to RCW 35.13.125; establishing the geographic extent, defining the Comprehensive Plan and land use designations, and determining the assumption of all or any portion of existing City indebtedness; accepting the certified petition supporting annexation; and providing for an effective date for the VHA 121st Avenue annexation.

Staff Report: 258-24

Request: On Monday, December 16, 2024, upon second reading and public hearing, adopt the ordinance to annex subject property into the City of Vancouver.

Bryan Monroe, Associate Housing Project Coordinator,
bryan.monroe@cityofvancouver.us

16. 2024 Second Supplemental Budget

AN ORDINANCE relating to the 2023-24 Biennial Budget and making various appropriations in various funds; declaring an emergency.

Staff Report: 259-24

Request: On Monday, December 16, 2024, upon second reading and public hearing, approve the ordinance.

Shannon Olsen, Budget Manager, Natasha Ramras, Chief Financial Officer,
shannon.olsen@cityofvancouver.us, natasha.ramras@cityofvancouver.us

Communications

A. From the Council

B. From the Mayor

C. From the City Manager

Boards and Commissions Program Update

2024 Comprehensive Plan and Zoning Code

Community Forum

This is the place on the agenda where the public is invited to speak to Council regarding any matter. Members of the public addressing Council are requested to give their name and city of residence for the record. Speakers are to limit their testimony to a total of three minutes. Up to 90 minutes will be allotted for the Community Forum.

Adjournment

City Hall is served by C-TRAN. Route information and schedules are available online at www.c-tran.com. You also may reach C-TRAN at (360) 695-0123 for more information on times, fares, and routes.

Anyone needing language interpretation services or accommodations with a disability at a Vancouver City Council meeting may contact the City Manager's staff at (360) 487-8600 (RELAY: 711). Assistive listening devices and live Closed Captioning are available for the deaf, hard of hearing and general public use. Please notify a staff person if you wish to use one of the devices. Every attempt at reasonable accommodation will be made. To request this agenda in another format, please also contact the phone numbers listed above.