

**MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY, AUGUST 26, 2013 AT CASHMERE CITY HALL**

OPENING

Mayor Jeff Gomes opened the regular city council meeting at 6:00 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jeff Gomes	
Council:	Jim Fletcher Donna Wynne Derek Knutsen John Bryant	Skip Moore
Staff:	Bob Schmidt, Director of Operations Kay Jones, Clerk-Treasurer Mark Botello, Dir of Planning/Building	

FLAG SALUTE

EXCUSED ABSENCE

MOVED by Councilor Fletcher and seconded by Councilor Knutsen to excuse the absence of Councilor Moore. Motion carried.

ANNOUNCEMENTS & INFORMATION

Director Mark Botello handed out copies of the Sheriff's report for July that was hand delivered to the City.

Director Botello gave council members the draft Comprehensive Plan update and requested they send him their comments before the public hearing that's scheduled for September 23, 2013. Council action will be requested at the October 14.

Mayor Gomes invited the Council to attend a ceremony tonight at the Cashmere Fire Department at 7:00 p.m. A large plaque will be hung in the front window at the fire station honoring every firefighter with 20 years service.

PUBLIC COMMENT

No Public Comment.

APPROVAL OF AGENDA

MOVED by Councilor Fletcher and seconded by Councilor Wynne to approve the agenda as presented. Motion carried.

CONSENT AGENDA

Minutes of August 12, 2013 Regular Council Meeting

Payroll and Claims Packet Dated August 26, 2013

Claim Check Nos. 33584 and 33585 through 33614 totaling \$911026.09

Schedule a Public Hearing on September 23, 2013 at 6:00 pm for the 2013 Comprehensive Plan Update and Urban Growth Area Amendments

MOVED by Councilor Bryant and seconded by Councilor Knutsen to approve the consent agenda. Motion carried.

SMITH EXCAVATION CONTRACT FOR RIVERSIDE PARK IMPROVEMENT PROJECT

The contract between the City and Smith Excavation for the Riverside Park Improvement project is for a total of \$232,400. The contract includes completion of areas A, B and C of the adopted Park Plan.

Area "A" includes irrigation, landscaping, the welcome sign and miscellaneous work.

Area "B" includes development of the parking lot: asphalt, curbing, retention ponds, paint striping and miscellaneous work.

Area "C" includes restroom site preparation, utility work and miscellaneous work.

Director Mark Botello explained that the only bid received for the parking lot came in higher than anticipated and budgeted, partly due to enlarging the parking lot area for the rafters to park their trailers along the edge of Area "A". Staff is requesting a budget increase for the Riverside Park Improvement project in order to complete the project this year.

The first budget amendment would be to purchase the public restrooms, including grinder pump and miscellaneous in the amount of \$125,000 from the 412 Capital Wastewater Fund. RCW 35.67.010(7) identifies public restroom and sanitary facilities as being part of the system of sewerage. RCW 35.67.020(1) allows cities to use sewer funds to construct, purchase and maintain sanitary facilities/public restrooms. Purchasing the restrooms from the 412 Capital Wastewater fund would allow the funds budgeted in the 302 Capital Improvement fund to be used for and complete the development of the parking lot as outlined in the Construction Contract with Smith Excavation.

The second requested amendment would be to increase the Riverside Improvement project in the 302 Capital Improvement fund \$38,415. This would allow Area "A" to be completed this year instead of the 2014 budget. Landscaping this fall will give the grass and trees a better start.

Approving the contract with Smith Excavation for the Riverside Park Improvement project would be authorizing the budget increases and purchase of the Restrooms from the 412 Capital Wastewater fund.

MOVED by Councilor Bryant and seconded by Councilor Fletcher to approve the Smith Excavation Contract for the Riverside Park Improvement Project in the amount of \$232,400, authorizing the budget increases and the purchase of the restrooms of \$125,000 from the 412 Wastewater Capital Improvement Fund. Motion carried.

WANCO RADAR SPEED TRAILER

Staff requested three quotes for a speed trailer. The WANCO Radar Speed Trailer includes a data collection kit. The data obtained from the speed trailer can be passed on to the Sheriff's department to inform them of the areas that need more traffic patrol. Also, the vehicle count information can be used by the city planning department for grant applications. The trailer is portable so it can be moved to any location of concern.

Staff is proposing that criminal justice program funds be used. The speed trailer qualifies for innovative law enforcement. Staff is requesting \$10,912, which includes a laptop computer to download information from the trailer.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to approve the purchase of the radar speed trailer with the laptop using the criminal justice funds. Motion carried.

ORDINANCE NO 1217 AMENDING PROCEDURES FOR BILLING, COLLECTION AND TERMINATION OF SERVICE

Staff explained that even though the City follows the required procedures for notice of termination for delinquent accounts and for tenants of rental property the procedures are not specifically outlined in the city's code. The proposed ordinance outlines the required procedures and current practice.

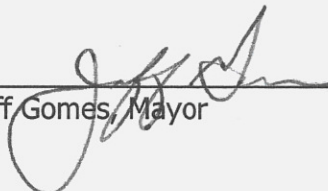
MOVED by Councilor Fletcher and seconded by Councilor Bryant to adopt Ordinance No. 1217 amending procedures for billing, collection and termination of service. Motion carried.

PROGRESS REPORTS

Director Bob Schmidt reported that the headworks and maintenance buildings have been started, they have starting roofing the administration building, the basins and clarifiers are 75% complete. The project is on schedule. Director Schmidt pointed out that the project is 38% complete, whereas the RH2 Engineering contract is 58.5% complete. At this point it doesn't look like the project management is going to slow down. At a later date Schmidt will discuss the engineering contract with council.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 6:48 p.m.

  
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Jeff Gomes, Mayor

Attest:

  
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Kay Jones, Clerk-Treasurer