**MINUTES OF THE CASHMERE CITY COUNCIL MEETING**

**MONDAY, DECEMBER 9, 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

Present Not Present

Mayor: Jeff Gomes

Council: Skip Moore

Jim Fletcher

Donna Wynne

Derek Knutsen

John Bryant

Staff: Bob Schmidt, Director of Operations

Kay Jones, Clerk-Treasurer

Mark Botello, Dir of Planning/Building

FLAG SALUTE

EXCUSED ABSENCES

MOVED by Councilor Fletcher and seconded by Councilor Wynne to excuse the absence of Councilor Bryant. Motion carried.

ANNOUNCEMENTS & INFORMATION

Mayor Gomes announced that the November Financial reports are on the city website.

The Mayor presented a Certificate of Appreciation to Councilor Donna Wynne for her loyal and dedicated service as a member of the Cashmere City Council from January 2009 through December 2013.

Director Botello announced that the Cashmere Chamber is having an after-hours event tomorrow night at the Mission District at 6:00. At the event they will also be saying farewell to Chamber Manager Jill Fitzsimmons.

Also, Botello announced that the Chamber has hired Wendy LeSensne as the new Chamber Manager.

PUBLIC COMMENT

No comments from the public.

APPROVAL OF AGENDA

Mayor Gomes added the following item to the agenda; #5 Interagency Agreement for Fire Protection Services.

MOVED by Councilor Wynne and seconded by Councilor Knutsen to approve the agenda with the addition of item #5 Interagency Agreement for Fire Protection Services. Motion carried.

CONSENT AGENDA

Minutes of November 25, 2013 Regular Council Meeting

## Payroll and Claims Packet Dated December 9, 2013

# Claim Check Nos. 33939 and 33940 through 33996 totaling $50,135.85

Payroll Check Nos. 33936 through 33938 totaling $84,082.78

MOVED by Councilor Moore and seconded by Councilor Fletcher to approve the consent agenda. Motion carried.

ORDINANCE NO. 1224 REVENUE BONDS 2013

The proposed ordinance is providing for the issuance of $13,690,000 aggregate principal amount of Water and Sewer Improvement and Refunding Revenue Bonds, 2013 of the City to redeem the City’s Water-Wastewater Utility Revenue Bond Anticipation Note, 2012.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to adopt Ordinance No. 1224 Revenue Bonds 2013. Motion carried.

2014 EMERGENCY MANAGEMENT AGREEMENT

The proposed agreement is the same as previous years. The County has established a cost of $2.25 per capita. Using Cashmere’s estimated population of 3,055 the annual cost for Emergency Management services for 2014 is $6,873.75.

MOVED by Councilor Moore and seconded by Councilor Knutsen to approve the 2014 Emergency Management Agreement. Motion carried.

PROPOSED AMENDMENT TO TITLE 13 PUBLIC UTILITIES

Clerk-Treasurer Kay Jones explained this was the first draft of the amendments to Title 13 Public Utilities. Office staff has proposed date and language clarifications regarding utility billing and the City Engineer and Director of Operations have made several proposed changes to clarify language. An ordinance will be drafted for approving the final proposed amendments.

DISCUSS PROPOSED CHANGES TO DELINQUENCY AND TERMINATION DATES AND FEES

Clerk-Treasurer Kay Jones discussed the changes she is proposing to the utility bill due date, shutoff date, delinquency fees and disconnection/reconnection fees in an effort to save costs and streamline labor.

The changes include changing the due date from the 17th to the last business day of the month, giving an additional two weeks. This change will benefit those customers who get paid after the current due date. Changing the due date will also change the disconnect date. Staff is proposing increasing the late fee to $25 and eliminating the $30 shut off notice. The disconnection/reconnection fee will increase from $30 to $60.

An ordinance and resolution will be drafted with the proposed date and fee changes for council’s approval.

INTERAGENCY AGREEMENT FOR FIRE PROTECTION SERVICES

Mayor Gomes explained that the current Agreement for Fire Protection Services expires 12/31/2013. The Mayor and City Attorney made several changes to the new agreement including adding language that the annual amount shall be increased by the percentage change in the local Seattle-Tacoma-Bremerton Consumer Price Index-W.

The Fire District had concerns about using the CPI. They were contemplating using a different method. This is the Council’s last council meeting and the Fire District meets on Wednesday of this week. The Mayor is going to ask the Fire District to approve the agreement with minor changes; such as a flat percentage increase if they don’t want to use the CPI.

The Mayor asked the council for approval of the agreement as amended and also to authorize him to finalize negotiations with the District, allowing him to sign the agreement in order to continue providing services after December 31st as long as the intent of the agreement is not changed.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to authorize the Mayor to finalize negotiations and sign the agreement in substantially the same form. Motion carried.

PROGRESS REPORTS

Director Mark Botello gave an update on the upcoming Corridor Study. At the last Corridor Study meeting they discussed that the study will be done in three phases. Phase 1 will be the Goodwin Bridge, Phase 2 will be Aplets Way and Cotlets Way intersection and Phase 3 is an overall Cashmere transportation study.

Mayor Gomes thanked the council and staff for a very productive year. He has received positive comments on the city’s accomplishments through partnering with the Chamber and School District and the many projects the city has been able to complete.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 6:58 p.m.

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Jeff Gomes, Mayor

Attest:

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Kay Jones, Clerk-Treasurer