



City of Cashmere

101 Woodring Street

Cashmere, WA 98815

Ph: (509) 782-3513 Fax (509) 782-2840

Website www.cityofcashmere.org

CASHMERE CITY COUNCIL MEETING MONDAY, JANUARY 27, 2014 6:00 P.M., CITY HALL

AGENDA

CALL TO ORDER

FLAG SALUTE

EXCUSE ABSENCE

ANNOUNCEMENTS & INFORMATION

- Tony Frytag – Report on the Greater Wenatchee Public Facilities District

PUBLIC COMMENT PERIOD (For Items Not on the Agenda)

APPROVAL OF AGENDA

CONSENT AGENDA

1. Minutes of January 13, 2014 Regular Council Meeting
2. Payroll and Claims Packet Dated 2013 Year End
3. Payroll and Claims Packet Dated January 27, 2014

BUSINESS ITEMS

1. Public Hearing to discuss surplus of a portion of property known as the former Tree Top BVF site
2. Resolution No. 04-2014 Declaring a portion of the former Tree Top BVF site surplus
3. Cashmere Chamber report on expending Lodging Tax funds per the Agreement
4. Washington Growers League presentation on proposed housing development

PROGRESS REPORTS

ADJOURNMENT

TO ADDRESS THE COUNCIL, PLEASE BE RECOGNIZED BY THE MAYOR AND STATE YOUR NAME WHEN YOU BEGIN YOUR COMMENTS
Americans with Disabilities Act (ADA) accommodations provided upon request (48-hour notice required)

The City of Cashmere is an equal opportunity provider and employer.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202)720-6582 (TDD).

**MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY, JANUARY 13, 2014 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:	Skip Moore Jim Fletcher Dave Erickson Derek Knutsen John Bryant	
Staff:	Bob Schmidt, Director of Operations Kay Jones, Clerk-Treasurer Mark Botello, Dir of Planning/Building	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

APPROVAL OF AGENDA

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

CONSENT AGENDA

Minutes of December 9, 2013 Regular Council Meeting
Payroll and Claims Packet Dated December 23, 2013
Payroll and Claims Packet Dated December 31, 2013
Claim Check Nos. EFT 11/2013 and EFT 12/2013 and 33997 and 33940 through 34036
totaling \$1,329,055.17
Payroll Check Nos. 33983 through 34075 totaling \$117641.79
Set Public Hearing January 27, 2014 on City's proposal to declare a property surplus

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

CHELAN COUNTY FLOOD CONTROL ZONE DISTRICT

The Chelan County Board of Commissioners passed a Resolution declaring Chelan County's intention to establish a countywide flood control zone district. Commissioner Keith Goehner, Director/County Engineer Mitch Reister, Environmental Coordinator Jason Detamore, and Public Information Officer Lauren Loebisak were all present to give a presentation and answer questions on the proposed Chelan County Flood Control Zone. The County representatives discussed the recent Commissioner action, the purpose of the Flood Control Zone District (FCZD) and how it would work, the benefits the FCZD would provide for the public and a timeline of 2015 implementation was discussed.

RATIFY MAYOR'S SIGNATURE ON THE FIRE SERVICES AGREEMENT

With City Council authorization Mayor Gomes negotiated and signed a new Fire Services Agreement. The new agreement is a six month term. This allowed services to continue without interruption and gives the parties six months to negotiate a long term agreement.

MOVED by Councilor Fletcher and seconded by Councilor Erickson to ratify the Mayor's signature on the Fire Services Agreement. Motion carried.

ORDINANCE NO. 1226 AMENDING TITLE 13, AMENDING CITY PROVISIONS RELATED TO UTILITY SERVICES

MOVED by Councilor Bryant and seconded by Councilor Moore to adopt Ordinance No. 1226 Amending Title 13 amending city provisions related to utility services. Motion carried.

ORDINANCE NO. 1227 AMENDING THE BUDGET FOR 2013

The City Council authorized Revenue Bonds 2013 to redeem Bond Anticipation Note 2012, for interim financing for the new wastewater treatment plant, on December 19, 2013. The 2013 Budget is amended to reflect the bond proceeds and payoff of the BAN.

MOVED by Councilor Fletcher and seconded by Councilor Knutsen to adopt Ordinance No. 1227 amending the budget for 2013. Motion carried.

RESOLUTION NO. 01-2014 AMENDING MISCELLANEOUS FEES AND PENALTY RATES

MOVED by Councilor Moore and seconded by Councilor Bryant to approve Resolution No. 01-2014 amending miscellaneous fees and penalty rates. Motion carried.

RESOLUTION NO. 02-2014 AMENDING UTILITY BILL POLICIES AND PROCEDURES

The proposed changes in the billing policies and procedures reflect the changes in Title 13 and other language and procedure clarifications.

MOVED by Councilor Bryant and seconded by Councilor Fletcher to approve Resolution No. 02-2014 amending utility bill policies and procedures.

Attorney Chuck Zimmerman recommended adding Section 2 to the resolution stating that the resolution is effective on January 31, 2014.

MOVED by Councilor Bryant and seconded by Councilor Fletcher to approve the amendment. Motion carried.

Motion carried to approve Resolution No. 02-2014 amending utility bill policies and procedures.

RESOLUTION NO. 03-2014 DECLARING A PORTION OF CHELAN COUNTY TAX PARCEL 23-19-03-320-110 SURPLUS

The proposed resolution declares a portion of Chelan County Tax Parcel No. 23-19-03-320-110, commonly known as a portion of the former Tree Top Bulk Volume Fermenter site, surplus to the needs of the City and setting a date for a public hearing to consider the surplus action described in the resolution.

MOVED by Councilor Fletcher and seconded by Councilor Moore to approve Resolution No. 03-2014 declaring a portion of Chelan County Tax Parcel 23-19-03-320-110 surplus. Motion carried.

AGREEMENT WITH PUD NO. 1 OF CHELAN COUNTY RELATED TO UTILITY TAX ON ELECTRICAL SERVICES

City Attorney Chuck Zimmerman explained the recommended language change in Section 2 and the reason Section 3 should be removed.

MOVED by Councilor Bryant and seconded by Councilor Erickson to approve the Agreement with PUD No 1 of Chelan County with the amendment to Section 2 and removal of Section 3 of the agreement. Motion carried.

AGREEMENT WITH ANOVAWORKS REGARDING DOT SUBSTANCE ABUSE COLLECTION PROGRAM

MOVED by Councilor Moore and seconded by Councilor Fletcher to approve the Agreement with Anovaworks for DOT Substance Abuse Collection. Motion carried.

AFFIRM MAYOR'S APPOINTMENT OF COMMITTEE MEMBERS FOR 2014

MOVED by Councilor Moore and seconded by Councilor Bryant to affirm the Mayor's appointments of Committee Members for 2014. Motion carried.

Dave Erickson was appointed as the Council Audit Committee Member to replace Donna Wynne.

PROGRESS REPORTS

Director Mark Botello reported that a Skate Park Committee has been formed and they had their first meeting last week to discuss constructing a skate park at Riverside Park.

Botello also informed the Council that he will be applying for a RCO grant. The grant will be used to complete Riverside Park. The improvements would include paving the east end parking lot, restrooms and constructing a skate park.

EXECUTIVE SESSION – To Discuss Potential Litigation

Mayor Gomes called an executive session to discuss potential litigation for approximately 20 minutes. No action will be taken after the executive session.

Regular session was reconvened at 8:18 p.m.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 8:23 p.m.

Jeff Gomes, Mayor

Attest:

Kay Jones, Clerk-Treasurer

RESOLUTION NO. 04-2014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, CONFIRMING THE DETERMINATION THAT A PORTION OF CHELAN COUNTY TAX PARCEL NO. 23-19-03-320-110, COMMONLY KNOWN AS A PORTION OF THE FORMER TREE TOP BULK VOLUME FERMENTER SITE, IS SURPLUS TO THE NEEDS OF THE CITY AND SHOULD BE SOLD TO THE NEIGHBORING PROPERTY OWNERS, MICHAEL J. ADDLEMAN AND LINDA B. ADDLEMAN, IN EXCHANGE FOR A PAYMENT OF \$13,500.00 TO THE CITY, AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY TO COMPLETE THIS TRANSACTION.

WHEREAS, pursuant to City Resolution No. 03-2014 as required by RCW 35.94.040, the City Council held a Public Hearing on January 27, 2014 as a part of the regular City Council Meeting; and

WHEREAS, having duly considered this matter further, the City Council continues to find that the property that is the subject of this Resolution should be confirmed as declared surplus and the Mayor should be authorized to execute all documents necessary to complete the transaction as further described in this Resolution and that this action is in the best interest of the citizens of the City and the general public;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council confirms that a portion of Chelan County Tax Parcel No. 23-19-03-320-110, commonly known as a portion of the former Tree Top Bulk Volume

Fermenter site, identified as "Subject Area" in Exhibit "A" to this Resolution, should be declared surplus and sold to the neighboring property owner, Michael J. Addleman and Linda B. Addleman, husband and wife, for the sum of \$13,500 based upon the recitals set forth in City Resolution No. 03-2014.

Section 2. The Mayor is hereby authorized to execute all documents necessary to complete a Boundary Line Adjustment and transfer ownership of the property described in Section 1 of this Resolution.

Section 3. The net proceeds received by the City after costs and expenses associated with the Boundary Line Adjustment, title insurance, closing costs and fees, shall be deposited by the City Clerk/Treasurer in the City Sewer Fund.

Section 4. This Resolution shall be effective immediately upon passage by the City Council.

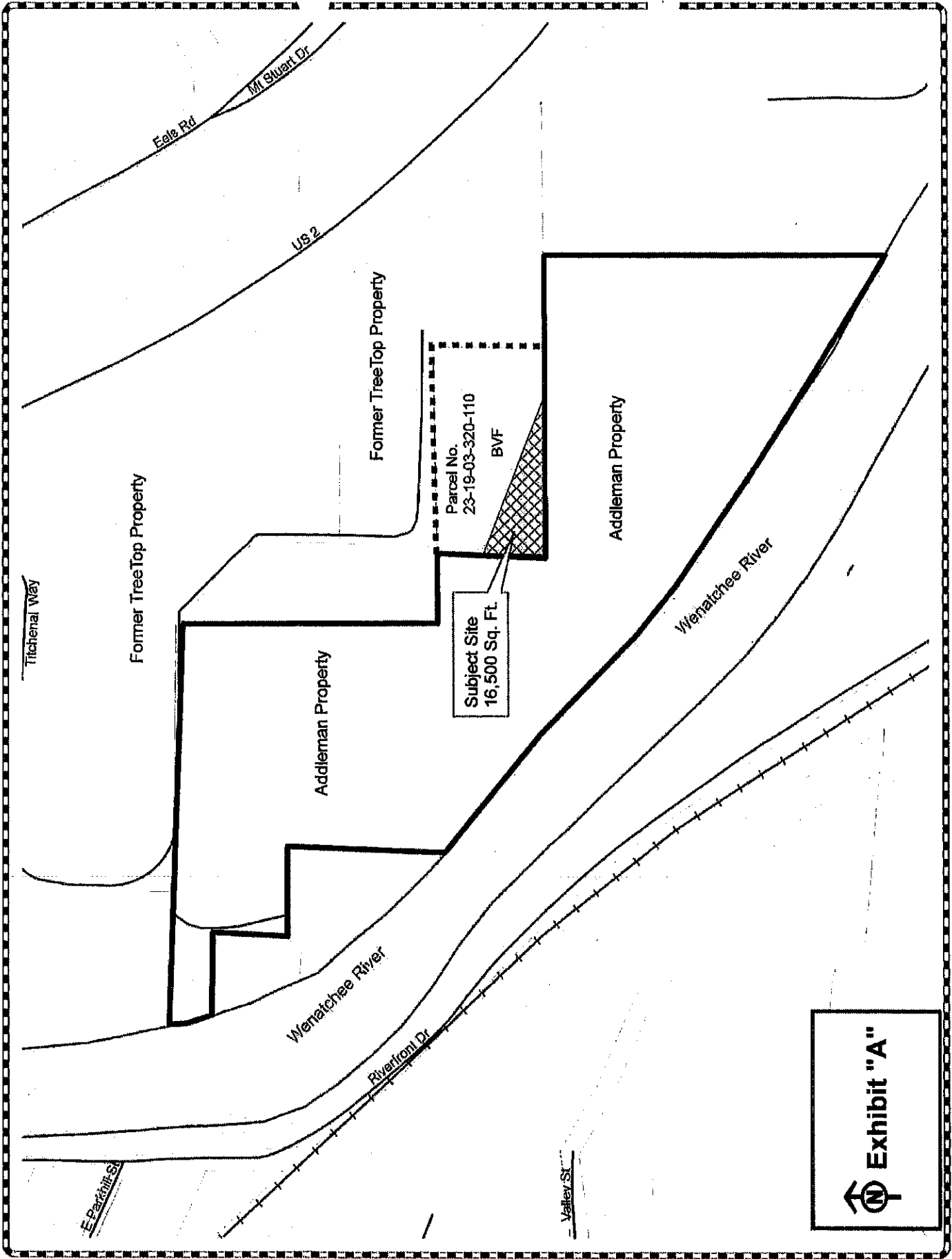
APPROVED by the City Council the 27th day of January, 2014.

APPROVED:

Jeff Gomes, Mayor

ATTEST:

Kay Jones, City Clerk-Treasurer



⬆️ (N) Exhibit "A"

City of Cashmere/Cashmere Chamber of Commerce Lodging Tax Agreement

2013 Report

In December 2012, the City of Cashmere and Cashmere Chamber of Commerce entered into a contractual relationship, stipulating the Chamber shall operate a visitor information center and provide tourism promotion services, for the purpose of attracting tourists to the City. In return, the City allocated the monies generated by the Lodging Tax dollars to the Chamber, to pay for such services. Those monies amounted to \$4,570 in 2013.

In January 2013, the Chamber then established guidelines for other community organizations to apply for up to \$500 in Chamber funds, to be used in tourism promotion. Requests were taken through March 2013, when the Chamber's Board of Directors awarded three organizations with \$500 each in funding: the 2013 Wenatchee River Bluegrass Festival, the Cashmere Museum's Apple Days festival and the Cashmere Float Association.

This past year, the Chamber mailed out approximately 40 relocation/tourism packets to people who requested them. It is expected that those packets will decrease in the future, as even more people use the Chamber website for such inquiries. The Chamber's website, updated and redesigned in 2012, has all of the material included in the tourism packets.

Because the Chamber manager is a part-time position, it is difficult to measure the number of visitors coming into the office seeking information about Cashmere. The office recorded an average of 39 visitors a month, with the most traffic in the spring and the fall. The Chamber expects those numbers are low because the office is not staffed 40 hours a week; however, the office lobby is open to the public for self-service during the week days.

In 2013, the Chamber completed a mix of promotional campaigns. They were:

Cashmere Tourism Brochure

The tourism brochure, listing all businesses a visitor to Cashmere may need, is a six-panel rack card that is distributed throughout North Central Washington and portions of Seattle (in the Seatac region). About 25,000 brochures are distributed by a professional distribution company.

Cost: \$4,052, includes printing, distribution and design

Chamber Website

The Chamber website saw a major facelift in 2012. So in 2013, the only expenses incurred were in updates performed by the Chamber web designer.

Cost: \$500

Cashmere Restaurant Guide

The restaurant guide, the most popular promotional piece handed out in Cashmere, is updated twice a year – in the spring and the fall. It is distributed throughout the community at high visitor traffic areas, including the antique malls, Aplets and Cotlets candy factory, the Cashmere Museum and the Mission District. It is also distributed at The Village Inn and Chelan County Expo Center, where it is placed in visitor packets for large groups or on their visitors racks. Approximately 2,500 restaurant guides were distributed last year.

Cost: \$237

City of Cashmere/Cashmere Chamber of Commerce Lodging Tax Agreement

2013 Report

Come Ashore & Explore

In the spring, the Chamber launched "Come Ashore & Explore," a pilot project aiming to encourage visitors coming to Cashmere to whitewater raft to frequent local businesses, including The Village Inn. About 6,000 rubber bracelets were given to four rafting companies, which in turn distributed them to their rafters taking out at Riverside Park. About 20 Chamber members then offered special deals to anyone wearing bracelets who visited their businesses. The bracelets also were distributed to overnight guests camping at the Chelan County Expo Center. In addition, a large banner, advertising the promotion, was placed on the Aplets Way bridge.

Cost: \$2,699. Includes bracelets, banner and posters

Scare-Crazy in Cashmere

In October, the Chamber created a new community event – a scarecrow festival called Scare-Crazy in Cashmere. The goal was to provide a family friendly event to attract not only visitors participating in Oktoberfest in Leavenworth but also families in Cashmere and throughout the Wenatchee Valley. The Chamber initially asked 20 businesses to participate to kick off the event. In the end 108 scarecrows were put up. A scarecrow map was published in the Wenatchee World and then distributed both online and at various locations around town. The event was a success, energizing the community and bringing people to town to join in the fun.

Cost: \$1,287 includes advertising, printing and a banner

Founders' Days

The annual community celebration was able to mark its 35th year in 2013. In the past, the city has paid for the extra garbage collection needed for the day from Lodging Tax dollars. The Chamber was able to pay for the event using only community sponsorships and donations; no Lodging Tax dollars were used for the event.

Cost: \$7,950, paid for entirely from community sponsorships/donations

It also must be noted that the Chamber partnered with the City on a couple of projects in 2013. While the projects were not directed at getting people in hotel beds, they were aimed at sprucing up the town and, hopefully, attracting more day visitors to the community. The Chamber and City partnered on new banners on the bridge as well as new LED lights on the canopies and downtown walkways. The Chamber's financial share of those projects was a combined \$4,700.

In 2014, the Chamber hopes to expand on new efforts, including the Come Ashore & Explore effort and Scare-Crazy in Cashmere, as well as continue its web, radio and print promotional efforts. It is also considering building a new visitors kiosk at Chief Hartmelt Park at the Cashmere Museum. The Chamber also has hired an event director for Founders' Days at the cost of \$2,500, in hopes that she can grow and improve that community festival.

Thank you,

Dan Dean
President, Cashmere Chamber of Commerce