

**MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY, OCTOBER 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 Bob Abramoski David Sherman	
Staff:	Bob Schmidt, Director of Operations Kay Jones, Clerk-Treasurer Mark Botello, Director of Planning/Building Chuck Zimmerman, City Attorney	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

Mayor Gomes announced that October 21<sup>st</sup> at 11:00 a.m. is the ribbon cutting ceremony at the new Wastewater Treatment Facility. The ceremony is by invitation and includes USDA and DOE representative and City Officials.

The Mayor informed the Council that the Chelan County PUD declared last week as power week. Also, October 25<sup>th</sup> is the hazardous waste collection event for Chelan County.

Mayor Gomes will be attending the Mayors Summit and the AWC Regional meeting on October 22<sup>nd</sup>.

The Mayor passed around the new rendering of the proposed 9-11 Memorial Site.

PUBLIC COMMENT

Marie Vecchio, Executive Director of the Cashmere Community Concert Series, explained that they are a 501-3C nonprofit organization that started in 2001. They are also known as the Cashmere Community Coffeehouse. Their mission is to provide the area with bluegrass music at an affordable cost. They are concerned about the future of Riverside Center. Marie stated that Riverside Center was built with the Coffeehouse in mind. They provide monthly concerts for the community from October through April. The current manager has charged them far less than the nonprofit pricing that is established. Director Vecchio stated that they cannot afford to pay anything higher than they are currently paying. She then requested that the City consider writing into the new Riverside Lease Agreement that the Coffeehouse would be free of charge since they provide a community service.

APPROVAL OF AGENDA

Mayor Gomes requested the addition of an Executive Session to discuss possible litigation.

MOVED by Councilor Fletcher and seconded by Councilor Erickson to approve the agenda as amended. Motion carried.

CONSENT AGENDA

Minutes of September 22, 2014 Regular Council Meeting  
Payroll and Claims Packet Dated October 13, 2014

Claim Check Nos. ACH 1438 and 34941 and 34943 - 35008 totaling \$1,197,836.91

Payroll Check Nos. 34934 – 34940 totaling \$104,700.73

Manual Check Nos. 34932, 34933 and 34942 not needing prior approval

Schedule Public Hearing on Monday, November 10<sup>th</sup> for the 2015 Preliminary Budget, including revenue sources and possible increase in property taxes

Schedule Public Hearing on Monday, November 24<sup>th</sup> for the 2015 Final Budget

MOVED by Councilor Moore and seconded by Councilor Sherman to approve the items on the consent agenda. Motion carried.

SURPLUS EQUIPMENT

MOVED by Councilor Fletcher and seconded by Councilor Erickson to declare the submitted list of items surplus to the city and dispose of them in a manner approved by the Clerk-Treasurer. Motion carried.

TASK AUTHORIZATION #11 FOR RH2 TO UPDATE STANDARD DETAILS

RH2 Engineering will provide updates and compile standard detail drawings for the City of Cashmere's water, sewer, and road development standards. The services provided are not to exceed \$5,000.

MOVED by Councilor Fletcher and seconded by Councilor Moore to approve Task Authorization No. 11 for RH2 Engineering to update the standard details. Motion carried.

SUPPLEMENTAL AMENDMENT NO. 3 TO THE GENERAL SERVICES AGREEMENT FOR THE APLETS WAY SEWER AND WATER IMPROVEMENTS

The proposed Supplemental Amendment No. 3 to the General Services Agreement is for RH2 Engineering to provide design, bidding, and construction services for the Aplets Way sewer and water improvements. The services provided are not to exceed \$42,347.

MOVED by Councilor Moore and seconded by Councilor Erickson to approve Supplemental Amendment No. 3 to the General Services Agreement for the Aplets Way sewer and water improvements. Motion carried.

2015 PROSECUTION SERVICE AGREEMENT

The annual cost for the Prosecution Service Agreement is calculated at \$210 per case, based on the number of cases handled by the Prosecutors Office for the City during a twelve month period. The per case amount has not increased for 2015. Calculating the 47 total cases at the \$210 per case is \$9,870 for 2015.

MOVED by Councilor Erickson and seconded by Councilor Fletcher to approve the 2015 Prosecution Service Agreement. Motion carried.

CASHMERE RIVERSIDE CENTER LEASE AGREEMENT

Mayor Gomes read a letter from John Bryant, which stated that his intent was to vacate Cashmere Riverside Center on or before October 31<sup>st</sup>, 2014, and that it has been a pleasure to serve the City of Cashmere and its citizens in operating Cashmere Riverside Center.

The City Council discussed the need to send out Requests for Proposals (RFPs) as quickly as possible. The Council was given copies of the new Lease Agreement, which now includes a transition plan, the outside restrooms are now a part of the leased area and can be used as storage if the lessee so chooses. The monthly lease amounts on page 2 were left blank and the user rental rates on Exhibit B were left blank for council discussion.

Discussions revolved around how much involvement the City wants to have with the Center and whether or not the City still wanted to control the user rates in Exhibit B. Some members thought the Center may be more successful if the City stayed out of it altogether and let the Lessee establish the user rates. The City would just set and collect the monthly lease payment.

When the Center was built, the main focus was for community events, festivals, performances and civic celebrations. The Council established three rate groups and set the rates in each group in an effort to keep the cost affordable for the residents that built the Center. Having rate groups and setting affordable rates has made it difficult to operate on a self-supporting basis.

The question to the Council was whether or not they still wanted to run it as a Community Center and continue to control the user rates or if they wanted to go in a different direction and lease it to an entrepreneur allowing them to do what they do best and also to set the user rates.

The consensus of the council was that after several years of trying to run it as a community center with controlling user rates they were ready to let go of the involvement and eliminate Exhibit B.

MOVED by Councilor Sherman and seconded by Councilor Moore that the Cashmere Riverside Center Lease Agreement with the footer date of 9-17-2014 be revised so that the effective date would be whenever it starts, that the rent on top of page 2 through December 31, 2015 be \$2,300.00 per month and then increased by \$100 each year through the end of the 5 year term on December 31, 2019. Paragraph 6(a) should be revised so that the bottom paragraph of the current Exhibit B, regarding city exemption, would move to there and the remainder of Exhibit B with maximum rates will be deleted. Exhibit C will now become Exhibit B, which will be the Riverside Center Equipment Inventory, which Kay Jones will update. Staff is authorized to send the revised Agreement out with a Request for Proposal (RFP) and develop a timeline associated with the RFP so that the Council has adequate time to consider the applications. Motion carried.

#### CRIMINAL JUSTICE FUNDING – SPECIAL PROGRAMS

This is the second year the School District has requested funding assistance for the School Resource Officer they are providing. The City contributed \$3,757 last year using the Criminal Justice Funding. The School District has requested a contribution of \$4,729 this year. The balance of the Criminal Justice Funds at year end will be around \$2,800, which is the estimated annual amount for Criminal Justice Special Program fund revenues.

The Clerk-Treasurer recommended an agreement be drafted providing for the balance of the Criminal Justice Funds to be contributed to the School District for the purpose of financial assistance for a Resource Officer on an annual basis, much the same as the City has done with other restricted funds.

Chuck Zimmerman will draft an agreement between the City and the School District. The agreement will end at the same time the City's Law Enforcement Agreement ends.

#### CURRENT REVENUES AND ESTIMATES

Clerk-Treasurer Kay Jones presented the current revenues and estimates. The main changes include the 1% increase in property tax, a 2.5% increase in water rates and a 6% increase in wastewater rates. Utility tax revenues will increase due to the increase in water and wastewater revenues. The majority of the revenues are pretty much status quo.

#### DISCUSSION ON NEW FIRE DEPARTMENT BUILDING AT THE CASHMERE CEMETERY

Councilman Sherman wants to make certain that Fire Chief Matt Brunner's requests at the last council meeting are addressed and answered.

The Chief asked for additional funds to pay the EMTs and Councilor Sherman wanted to give him an answer. The consensus of the council was that the request for additional wages would be addressed during the budget process. The council was not comfortable giving an answer before seeing a budget for 2015.

As for the new fire station at the Cemetery, Councilor Sherman suggested a committee be formed to address the pros and cons. Sherman wanted the council to know that he was volunteering to be on the committee.

Councilor Fletcher did not think a committee needed to be formed. This was a project request that normally staff would look into and give a staff report.

#### DISCUSS DEVELOPMENT STANDARDS FOR DOWNTOWN

Councilor Sherman had a few citizens approach him about why the City doesn't have development standards for downtown. Some citizens would like to see more regulations. Such as requiring awnings in the downtown corridor and regulating only certain colors for downtown. Not necessarily establishing a theme for Cashmere, but a certain look and feel.

Councilor Sherman requested \$5,000 - \$10,000 be budgeted in the planning department for professional services to assist Director Botello in creating development standards for downtown.

Councilors Moore and Fletcher were not interested in legislating aesthetics. The Planning Commission and City Council have worked together to make Cashmere a more business friendly community. If you make regulations too strict the minorities lose a voice.

Councilor Fletcher stated that normally the Planning Commission would hear this first and make a recommendation to the Council. Director Botello suggested that they have a brief discussion about development standards at the Joint Council and Planning Commission meeting at the first of the year. That way the Planning Commission will not spend a lot of time discussing development standards that the City Council is not interested in developing.

#### PROGRESS REPORTS

Director Bob Schmidt informed the Council that they will be making sludge next week. The facility is in need of a sludge hauling truck. He has found what he is looking for at an Auction in Chehalis, Washington on October 22<sup>nd</sup>. A budget amendment is not required, there is enough money remaining in the capital equipment budget to purchase the truck this year.

MOVED by Councilor Moore and seconded by Councilor Sherman to approve the Director of Operations to participate in the bidding for a sludge truck. Motion carried.

#### EXECUTIVE SESSION – To Discuss Litigation

At 7:40 p.m. Mayor Gomes entered into an executive session to discuss potential litigation for approximately 15 minutes. No action will be taken when back in session.

Regular session was reconvened at 7:55 p.m.

#### ADJOURNMENT

Mayor Gomes adjourned the meeting at 7:55 p.m.

  
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Jeff Gomes, Mayor

Attest:

  
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Kay Jones, Clerk-Treasurer