



## City of Cashmere

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CASHMERE CITY COUNCIL MEETING  
MONDAY, FEBRUARY 23, 2015 6:00 P.M., CITY HALL

### **AGENDA**

#### CALL TO ORDER

#### FLAG SALUTE

#### EXCUSED ABSENCE

#### ANNOUNCEMENTS & INFORMATION

#### PUBLIC COMMENT PERIOD (For Items Not on the Agenda)

#### APPROVAL OF AGENDA

#### CONSENT AGENDA

1. Minutes of February 9, 2015 Regular Council Meeting
2. Payroll and Claims Packet Dated February 23, 2015

#### BUSINESS ITEMS

1. Aplets Way and Cottage Avenue intersection design options

#### 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)720-6382 (TDD).

**MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY, FEBRUARY 9, 2015 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 Abramowski David Sherman	
Staff:	Bob Schmidt, Director of Operations Kay Jones, Clerk-Treasurer Mark Botello, Planning/Building Chuck Zimmerman, City Attorney	
Planning Commission:	Dick Ryan Christopher Carlson Rick Shorett Ann Snyder Jared Novak John Torrence Wendy Riddle	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

Director Botello reported that he and Councilor Fletcher were two of the six people that participated in the selection of the Citizen and Business of the year award. Citizen of the Year was awarded to Jenny Cravens from Cashmere Valley Bank and the Business of the Year was awarded to Weeds Café.

Director Botello announced that Arbor Day is in April and he has a patch for the Boy Scouts to earn if they participate in planting the trees.

Mayor Gomes announced that the Chelan County Solid Waste Facility construction contract has been executed and the facility should be completed in 2016.

Mayor Gomes and the mayors from the other cities in Chelan County met to review the Flood Control District's interim plan. The plan has been revised to include beaver restoration.

The Mayor informed the Council that he gave testimony on Senate Bill 5491 regarding the Water Work Group.

The Council was reminded of the Council Do's and Don'ts training on Tuesday, February 24<sup>th</sup> at 5:00 p.m.

PUBLIC COMMENT

No public present.

APPROVAL OF AGENDA

Item #3 Ordinance 1239 and Item #7 Port Reimbursement Agreement were switched to accommodate the people present to discuss the Agreement. Also, Mayor Gomes added an Executive Session to discuss potential litigation.

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

CONSENT AGENDA

Minutes of January 26, 2015 Regular Council Meeting

Payroll and Claims Packet Dated February 9, 2015

Claims Check No. 35363 – 35401 totaling \$62,974.62

Payroll Check No. 35359 – 35362 totaling \$110,051.43

Manual Check No. 35358

Confirm the appointment of Wendy Riddle to the Cashmere Planning Commission

MOVED by Councilor Erickson and seconded by Councilor Fletcher to approve the items on the consent agenda. Motion carried.

JOINT CITY COUNCIL AND PLANNING COMMISSION MEETING

Planning Director Mark Botello discussed the following 2014 Planning Commission work schedule which the City Council has considered and adopted.

- Updates to Cashmere's Title-16 Subdivision Code.
- Zoning Map amendments & Comprehensive Plan Land Use Map amendments:
  - Douglas Fehrer (Quality Welding located on Sunset Highway)
  - Quality Land Management (Quality Welding located on Sunset Highway)
  - Jeanette Petersen (213 Pioneer Ave)

Director Botello discussed the following items proposed for the 2015 Planning Commission schedule, subject to City Council approval:

- Update Cashmere Design Standards
- Update City of Cashmere Parks & Recreation Plan
  - Parks Plan needs updated to stay eligible for various park grants
- Update Cashmere's Transportation Plan
  - Include results for the "Cashmere Area Transportation Study"
- Discussion of downtown Cashmere design standards
  - May apply to Properties within Downtown Zoning District (DB).
  - Work with Cashmere Chamber
  - Hold meetings with businesses to discuss standards

Each of the council and planning members gave their thoughts on design standards downtown. Councilor Sherman stated he thought design standards for the downtown zoning district were important to protect the look and feel of Cashmere. He has had several citizens contact him asking why the city didn't require awnings on the new building downtown. They think the city should have design standards in place so the look and feel of the downtown district is consistent. Another concern Sherman and others have is that nothing is in place to prohibit a new business from building an all glass structure, which in his opinion would not fit the small town feel of Cashmere.

Councilor Moore has no interest in legislating aesthetics. The City has building standards to regulate buildable lot size, structure height and setback requirements. These are the standards needed not design/aesthetics. Buildings don't make a city the people do. Regulating aesthetics puts people and businesses in a box.

Mayor Gomes reminded the council that at the first public forum 3 years ago one of the issues was the city needs to be more business friendly. The City made changes in the sign code in an effort to be more business friendly. Design standards would be seen as the opposite of business friendly.

Councilor Fletcher stated that design standards are not practical. He does not want to regulate aesthetics; he would rather look at incentives. Work with the business owner. If the city wants awnings over city sidewalks then the city should work with the business owners, and pay for the construction.

Councilor Erickson believes the cost of a consultant would be more like \$20,000 to \$50,000 to draft design standards, which is not in the budget.

Councilor Abramoski doesn't want to spend the money on a consultant.

The consensus of the Planning Commissioners is that design standards would be more of a public process than a planning process and would be very difficult to develop and enforce.

MOVED by Councilor Fletcher and seconded by Councilor Moore to remove the Downtown Cashmere design standards from the 2015 Planning Commission work plan. Motion carried with four voting in favor and Councilor Sherman voting no.

Councilor Erickson suggested that a Habitat Element be added when the Park & Recreation Plan is updated.

MOVED by Councilor Fletcher and seconded by Councilor Erickson to approve the Planning Commission 2015 work plan with the habitat element added to the park plan. Motion carried.

Mayor Gomes wanted to personally thank the Planning Commissioners for their work. Planning Commissioner spoke for the Planning Commission, stating that Director Botello is a good leader and makes their job easier, he does the work of three people.

REVIEW OF 2014 ACTIVITIES AT THE TOWN TOYOTA CENTER - GENERAL MANAGER MARK MILLER

Mark Miller, General Manager of the Town Toyota Center gave a brief financial update. He states that the sales tax is doing exactly what it was intended to do. Mr. Miller reviewed the 2014 activities and discussed the upcoming activities at the Town Toyota Center.

UTILITY REIMBURSEMENT AGREEMENT BETWEEN THE CITY AND THE PORT OF CHELAN COUNTY

Tom Gray residing at 5405 Mill Road stated that he saw where the reimbursement assessment had been reduced for his property in the amended reimbursement. He was happy that it was reduced but thought the assessment was still too high and asked how they came up with the new number. He asked if he was the only one that got a letter about the revised agreement.

Attorney Chuck Zimmerman explained that Mr. Gray was the only one that attended the public hearing so he was the only one that was sent a letter regarding the revision. If they didn't attend the public hearing to voice concerns they aren't going to have an issue with the assessments being reduced.

Attorney Zimmerman explained that the City doesn't have to hold another public hearing since the reimbursement area did not change. What led to the reduction of the property assessments is that four parcels that were already fully developed were not included. The square footage of these four properties were added and the assessments recalculated, which resulted in a reduction in assessments. The Port of Chelan agreed to include these four properties and recalculate the assessment even though they were fully developed and the Port will not receive anything from these properties.

MOVED by Councilor Fletcher and seconded by Councilor Moore to approve the Utility Reimbursement Agreement between the City and the Port of Chelan County. Motion carried.

ORDINANCE NO. 1240 PROVIDING FOR THE ANNEXATION OF THE KEIFE PROPERTY

The Keife annexation subject property is located at 5755 Sunset Highway and identified by Chelan County Assessor's parcel number 23-19-05-120-150.

MOVED by Councilor Erickson and seconded by Councilor Fletcher to adopt Ordinance No. 1240 providing for the annexation of the Keife property. Motion carried.

TRANSPORTATION IMPROVEMENT BOARD AGREEMENT FOR ENGINEERING DESIGN SERVICES FOR APLETS WAY

Previously the city council approved WSDOT Supplemental Agreement No. 1 for Aplets Way Improvement project subject to the approval of WSDOT. The Department of Transportation did not approve the Supplemental Agreement. They want the TIB funds to be separate from the federal funds so they are requesting that a TIB agreement be used.

The proposed TIB Agreement for engineering design services for Aplets Way is \$72,400.25. Even though the funding agreements are separate the project is still one project.

MOVED by Councilor Fletcher and seconded by Councilor Erickson to approve the Transportation Improvement Board Agreement for engineering design services for Aplets Way. Motion carried.

ACCEPTANCE OF PHASE 1 OF THE CASHMERE WASTEWATER TREATMENT FACILITY PROJECT

Harbor Pacific Contractors, Inc. has completed work on Phase 1 of the Cashmere Wastewater Treatment Facility Upgrade Project. Physical Completion was attained on December 16, 2014. Phase 1 project total is \$13,015,660.30 and includes all contractor pay estimates, change orders, and retainage. RH2 Engineering is recommending Final Acceptance of the Phase 1 portion of the contract.

MOVED by Councilor Fletcher and seconded by Councilor Moore to approve final acceptance of the Phase 1 portion of the contract as recommended by the consultant engineer. Motion carried.

ORDINANCE NO. 1239 AMENDING THE 2015 BUDGET

Mayor Gomes stated that there are three department head positions; Director of Planning and Building, Director of Operations and Clerk-Treasurer. Since the creation of these positions there has been a disparity in the salaries of these positions. It is necessary to align the salaries of these positions to reflect their equal importance and responsibility and to make clear that they each report directly to the mayor.

Councilor Fletcher stated that when the Director of Operations position was created the other two positions were supposed to be brought up eventually, then the economy went south. Aligning the salaries should have been done a number of years ago.

MOVED by Councilor Moore and seconded by Councilor Fletcher to adopt Ordinance No. 1239 amending the 2015 Budget and the salary schedule. Motion carried.

2015 AGREEMENT FOR EMERGENCY SERVICES BETWEEN CITY AND CHELAN COUNTY

MOVED by Councilor Moore and seconded by Councilor Erickson to authorize the Mayor to sign the 2015 agreement for Emergency Services between the City and Chelan County. Motion carried.

SELECTION OF PACIFIC COAST MEMORIALS, INC FOR CASHMERE CEMETERY NICHE COLUMBARIUM PROJECT

The City utilized the Small Works Roster to receive quotes from qualified contractors for three 48 inch columbariums to be placed in the Cashmere Cemetery. The city received one quote from Pacific Coast Memorials, Inc. for \$28,016.40, which includes the product, tax and installment. City Staff recommends selecting Pacific Coast Memorials, Inc for the cemetery niche columbariums.

MOVED by Councilor Sherman and seconded by Councilor Fletcher to approve the selection of Pacific Coast Memorials, Inc. for the Cashmere Cemetery Niche Columbarium project and authorize the Mayor to sign all documents. Motion carried.

DISCUSSION OF COMMENTS RECEIVED DURING THE PUBLIC FORUM

There were very few comments received during the Public Forum. The majority of the questions were answered during the presentations. Few comments must mean the citizens are happy.

EXECUTIVE SESSION – To Discuss Potential Litigation

At 7:47 Mayor Gomes closed the regular session to enter into an executive session to discuss potential litigation for approximately 10 minutes. There will be no action taken when back in regular session.

The Mayor reconvened the regular session at 8:01 p.m.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 8:02 p.m.

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Jeff Gomes, Mayor

Attest:

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Kay Jones, Clerk-Treasurer