



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, OCTOBER 23, 2017 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 October 11, 2017 Regular Council Meeting
2. Payroll and Claims Packet Dated October 23, 2017

BUSINESS ITEMS

1. Public Hearing on amendments to Title 17 Zoning Code and Title 16 Subdivisions and Plats
2. Public Hearing on City of Cashmere revenue sources and possible increase in property taxes
3. Ordinance No. 1261 Property Tax Levy
4. Approval of the completion and acceptance of the Rank Road Project

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)

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY, OCTOBER 9, 2017 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 Skip Moore Jim Fletcher Kameon Smith Derrick Pratt	Dave Erickson
Staff:	Kay Jones, Clerk-Treasurer Mark Botello, Director	Chuck Zimmerman, City Attorney

FLAG SALUTE

EXCUSED ABSENCES

MOVED by Councilor Fletcher and seconded by Councilor Smith to excuse Councilor Erickson. Motion carried.

ANNOUNCEMENTS & INFORMATION

Mayor Gomes reported that the PUD arborist will be inspecting the trees on Evergreen Street.

Monday, October 16th at 5:30 p.m. is mandatory training for council with the City's risk management insurance WCIA.

Director Botello reminded the Council to bring the information previously handed out on the amendments to Title 16 Subdivisions and Plats and Title 17 Zoning, for the Public Hearing at the next council meeting.

The State Auditor is on site to do a three-year accountability audit and a financial audit for 2016. Councilors Fletcher and Moore volunteered to attend the Audit Entrance Tuesday morning.

PUBLIC COMMENT PERIOD

No public comment.

APPROVAL OF AGENDA

Mayor Gomes added the following item to the agenda; Tom Green – 9/11 Memorial Phase II.

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

CONSENT AGENDA

Minutes of September 11, 2017 Regular Council Meeting
Meeting of September 25, 2017 was cancelled
Payroll and Claims Packet Dated September 25, 2017

Claims Check EFT 08/2017 and #38312 through #38338 totaling \$54,556.57
Manual Check #38311

Payroll and Claims Packet Dated October 9, 2017

Claims Check #1715, #38345, D.O.C. 3rd Qtr. and #38352 through #38400 and
Direct Payments listed on A/P Check Register totaling \$526,872.25

Payroll Check #38346 through #38349 totaling \$106,006.18

Manual Check #38339 thru #38344, #38350 and #38351

Set Public Hearing on Revenue Sources incl. possible increase in Property Tax, October 23

Set Public Hearing on Preliminary Budget, November 13

Set Public Hearing on Final Budget, November 27

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

TOM GREEN – 9/11 MEMORIAL PHASE II

Tom Green presented the revised design plan for Phase II of the 9/11 Memorial site and requested approval of the conceptual design.

MOVED by Councilor Pratt and seconded by Councilor Smith to approve the conceptual design of Phase II of the 9/11 Memorial site. Motion carried.

CURRENT REVENUE COMPARISON REPORT

Clerk-Treasurer Kay Jones presented a revenue comparison report showing current year revenues to date compared to the previous year revenues for the same time period.

WATER AND WASTEWATER RATE STUDY REPORT

After reviewing and discussing the options presented in the Water and Wastewater Rate Study Report the consensus of the Council was to increase the water rates 1.5 percent and wastewater rates 2% for the next five years. The Wastewater System Development Charges (SDC) will be increased to the recommended \$2,127 and increase annually. The council recommended the SDC annual increase be a flat 2% instead of being tied to an index.

PROGRESS REPORTS

Director Botello announced that the Shell Station's grand opening is October 18th.

Councilor Fletcher gave an update on the Wastewater Regional Study Committee meeting.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 7:12 p.m.

Jeff Gomes, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

ORDINANCE NO. 1261

AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON, AUTHORIZING THE GENERAL PROPERTY TAX LEVY ALLOWED BY RCW 84.55.010; LEVYING THE GENERAL TAXES FOR THE CITY OF CASHMERE, ESTIMATED TO BE \$614,413.90, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2018 ON ALL PROPERTY, INCLUDING REAL, PERSONAL, AND UTILITY PROPERTY IN SAID CITY WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF CARRYING ON THE GENERAL GOVERNMENT OF SAID CITY FOR THE ENSUING YEAR AS REQUIRED BY LAW; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Cashmere, Washington, having considered the City's anticipated financial requirements for 2018, and the amounts necessary and available to be raised by ad valorem taxes on real, personal and utility property; and

WHEREAS, after proper notice pursuant to RCW 84.55.120, the City Council held a public hearing on the 23rd of October, 2017, wherein it considered revenue sources for the City's General Fund budget for 2018; and

WHEREAS, the City Council, after hearing, and after duly considering all relevant evidence and testimony presented, finds that the City of Cashmere will levy the general taxes for the City of Cashmere as allowed by RCW 84.55.010, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the City of Cashmere and in its best interest; and

WHEREAS, the City of Cashmere, Washington, has a population of less than 10,000;

NOW THEREFORE, the City Council of the City of Cashmere, Washington do ordain as follows:

Section 1. General Levy. The regular property tax levy, plus a 1% increase over the levy from the previous year in the amount of \$6,032.73, plus the maximum dollar amount allowed under the provisions of state law for new construction and improvements to property and any increase in the value of state-assessed property and any annexations that have occurred and refunds made, is hereby authorized for the 2018 property tax levy on all real, personal and utility property authorized for collection in 2018.

Section 2. Estimated Amount. For the purpose of compliance with RCW 84.52.020 the City Council estimates for budget purposes that the amount of property tax to be collected in the year 2018 pursuant to Section 1. of this ordinance is \$614,413.90.

Section 3. Certification and Collection. A certified copy of this ordinance shall be transmitted by the City of Cashmere Clerk/Treasurer to Chelan County and to such other governmental agencies as provided by law. Taxes levied hereunder shall be collected and paid to the Clerk/Treasurer of the City of Cashmere at the time and in the manner provided by the laws of the State of Washington.

Section 4. Department of Revenue Form. Attached hereto and marked as Exhibit A is a true and correct copy of the Department of Revenue form requested to be approved by Chelan County. This form is hereby approved and made a part of this ordinance as if set forth in full herein.

Section 5. Severability. If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 6. Effective Date. This Ordinance shall take effect and be in full force five (5) days after this Ordinance or a summary thereof consisting of the title is published.

Passed by the City Council of the City of Cashmere and approved by the Mayor this 23rd day of October, 2017.

CITY OF CASHMERE

By: _____
Jeff Gomes, Mayor

Attest:

Kay Jones, City Clerk/Treasurer

Approved as to form:

Charles D. Zimmerman, City Attorney

Ordinance No: 1261
Passed by the City Council: 10/23/2017
Published in the Cashmere Valley Record: 11/1/2017
Effective date: 11/6/2017

Staff Summary

Date: October 23, 2017

To: Cashmere City Council
Mayor Gomes

From: Mark Botello

RE: Acceptance of the Rank Road/Kennedy Road Project

Rank Road and Kennedy Road asphalt improvement project was completed October 9th. Staff is asking for Council acceptance for the final project and release payment to Central Washington Asphalt less 5% retainage.

The final project cost is as follows:

- Original contract amount: \$95,388
- Change order #1: (Council approved July 24) \$8,656
- Changer order #2: (Staff authorized onsite during const.) \$4,305
- Total: \$108,349

The final cost is still under the next lowest bid received, which are as follows:

- Central Washington Asphalt, Inc: \$95,388
- Mitchell Trucking & Paving, Inc: \$160,000
- Granite Construction Company: \$112,145

The budget amount for this project is \$120,000.

Staff will go over this at the Monday Council meeting.

Recommendation:

Staff recommends final approval of the Rank Road/Kennedy Road project and release payment to Central Washington Asphalt less 5% retainage.

Invoice

From: **Central Washington Asphalt, Inc.**
PO Box 939
Moses Lake, WA 98837 US
509-765-5757

Bill to: **CITY OF CASHMERE**
101 WOODRING ST.
CASHMERE, WA 98815-1034
|||||

Ship to:
101 WOODRING ST.
CASHMERE, WA 98815-1034

Cust #	Customer Ref	Invoice #	Invoice Date	Due Date	Disc Date	Terms
17014	Rank to Kennedy R	72804-01	10/13/17	11/12/17		NET 30

Mth/Trans	Line	Description	Contract	Item	Unit Price	Quantity	Amount
10/17	205	1 Mobilization	72804		1	0.000	1,500.00
10/17	205	2 Pre-Level HMA (1" Depth)	72804		2	0.000	18,000.00
10/17	205	3 HMA CL. 3/8" PG 64-22 (2" Dept	72804		3	0.000	60,168.00
10/17	205	4 Culvert Drain Install	72804		4	0.000	12,000.00
10/17	205	5 Crushed Surfacing Top Course (72804		5	0.000	3,720.00
10/17	205	6 C/O # 1 Ditch Restoration	72804		6	0.000	8,000.00
10/17	205	7 C/O # 2 Extra Grading	72804		7	0.000	3,979.25

RECEIVED OCT 18 2017

Notes:

Total Sales Tax	107,367.25
Less Retainage	
Total Due	107,367.25