



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, NOVEMBER 25, 2019 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 November 12, 2019 Regular Council Meeting
2. Payroll and Claims Packet Dated November 25, 2019

BUSINESS ITEMS

1. Public Hearing for Moratorium on building permits for residential use of property zoned DB-Downtown Business District
2. Ordinance No. 1282 Adopting the Findings of Facts for the Moratorium on building permits
3. Public Hearing on 2020 Final Budget
4. Ordinance No. 1283 Adopting the Budget for 2020
5. Ordinance No. 1284 Amending the Budget for 2019
6. Resolution No. 06-2019 Amending Wastewater Rates for 2020-2024
7. Resolution No. 08-2019 Establishing a Small Public Works Roster Process, a Consulting Services Roster, and a Vendor Roster
8. Ordinance No. 1285 Repealing Ch. 2.92 vendor List and Small Works Roster List code provisions
9. Resolution No. 09-2019 Declaring the intent of the City to authorize a sales and use tax for affordable and supportive housing in accordance with SHB 1406.
10. Resolution No. 10-2019 Authorizing the adoption of the Chelan County Hazard Mitigation Plan

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 NOVEMBER 12, 2019 AT CASHMERE CITY HALL

OPENING

Mayor Jim Fletcher opened the regular City Council meeting at 6:00 p.m. at City Hall. City Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jim Fletcher	
Council:	Daniel Scott Chris Carlson Dave Erickson Kameon Smith Derrick Pratt	
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations	Chuck Zimmerman, City Attorney

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

The Mayor announced that Chelan Douglas Regional Port Authority has funding available through the Partners in Economic Development Program and the City is applying for funding to extend water and wastewater utilities to Railroad Avenue. The property can then be developed for business use, including industrial sites for small businesses.

PUBLIC COMMENT PERIOD - For Items Not on the Agenda

No comments from the public.

APPROVAL OF AGENDA

MOVED by Councilor Scott and seconded by Councilor Carlson to approve the agenda as submitted. Motion carried 5-0.

CONSENT AGENDA

Minutes of October 28, 2019 Regular Council Meeting
Payroll and Claims Packet dated November 12, 2019

Claims Direct Pay and Check #40069 through #40095 totaling \$493,832.14
Payroll Direct Deposit and Check #40067 through #40068 totaling \$103,182.53
Void Check #40072 totaling \$39,455.40

MOVED by Councilor Erickson and seconded by Councilor Scott to approve the items on the consent agenda. Motion carried 5-0.

PUBLIC HEARING ON 2020 PRELIMINARY BUDGET

The Council was provided Preliminary Budget Summaries and pie charts showing the amount and percent of the categories of funds for revenues and expenditures.

At 6:10 p.m. Mayor Fletcher opened the public hearing to receive public comment on the 2020 Preliminary Budget. With no comments or questions from the public the Mayor closed the hearing at 6:11 p.m.

The City Council discussed the Capital Equipment and Project list. Consensus of the Council was to remove the Vac Truck budgeted for \$200,000. Staff was directed to look into a Vac Trailer and the possibility of an interlocal agreement with another entity for use of a Vac Truck.

RESOLUTION 05-2019 AMENDING WATER RATES FOR 2020-2024

The proposed resolution showed the new recommended System Development Charges starting in January 2020. Previously the Council discussed starting the new SDC in July of 2020 to give time to educate public that the System Development Charges (SDC) are increasing according to the rate study recommendation. The Mayor recommended that new SDC start January 2020 or if the Council wants to give time to educate the public to start the new SDC in January 2021 instead of mid-year.

MOVED by Councilor Erickson and seconded by Councilor Smith to approve Resolution 05-2019 amending the start date of the new SDC to January 2021 instead of January 2020. Motion carried with 4 voting in favor and Councilor Scott voting no.

RESOLUTION 06-2019 AMENDING WASTEWATER RATES FOR 2020-2024

Mayor Fletcher opened the discussion on the need for additional wastewater connections. The wastewater rate for county customers is calculated at 1.5 times the city wastewater rate. Lowering or eliminating the 1.5 calculation could be an incentive for people outside the city limits to connect to the City's Wastewater System.

MOVED by Councilor Pratt and seconded by Councilor Smith to eliminate the 1.5 calculation on the wastewater rate for the county customers. Motion failed with 2 voting in favor and Councilors Scott, Erickson and Carlson voting no.

MOVED by Councilor Erickson and seconded by Councilor Carlson to table Resolution 06-2019 for further information and discussion. Motion carried 5-0.

RESOLUTION 07-2019 AMENDING MISCELLANEOUS FEES

MOVED by Councilor Scott and seconded by Councilor Carlson to approve Resolution 07-2019 amending miscellaneous fees. Motion carried 5-0.

ORDINANCE NO. 1281 AMENDING SECTION 13.01.130 CALCULATION OF WATER AND WASTEWATER CHARGES

MOVED by Councilor Carlson and seconded by Councilor Scott to adopt Ordinance No. 1281 amending Section 13.01.130 calculation of water and wastewater charges. Motion carried 5-0.

CHANGE ORDER NO. 1 OF THE HURST CONSTRUCTION CONTRACT FOR THE CHAPEL STREET PROJECT

MOVED by Councilor Erickson and seconded by Councilor Pratt to approve Change Order No. 1 of the Hurst Construction Contract for the Chapel Street project in the amount of \$5,564 and accept the project as complete. Motion carried 5-0.

CHANGE ORDER NO. 1 & 2 OF THE SMITH EXCAVATION CONTRACT FOR THE SHERMAN RESERVOIR

MOVED by Councilor Pratt and seconded by Councilor Smith to approve Change Order No. 1 and 2 of the Smith Excavation Contract for the Sherman Reservoir in the amount of \$14,010 and accept the project as complete. Motion carried 5-0.

CHELAN COUNTY HAZARD MITIGATION PLAN

Director Croci gave a brief summary explaining the partnership that was formed between Chelan County, five cities and nine special purpose districts in order to pool resources and create a Multi-Jurisdictional Natural Hazard Mitigation Plan. The City will be eligible to apply for and receive hazard mitigation project funding by adopting the plan. The director asked the council to review the plan, which can be found on Chelan County's website and be prepared to take action at the November 25th meeting.

PROGRESS REPORTS

- Streetlights update regarding grounding each conduit.
- Sherman Reservoir roof demolition is completed, more testing on the floor of the reservoir will be done to confirm the strength of the structure.
- Planning Commission discussed changes to the DB-Downtown Business Zone. They discussed preserving the core businesses while allowing multi-family.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:10 p.m.

James Fletcher, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

ORDINANCE NO. 1282

AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON, ADOPTING FINDINGS OF FACT TO JUSTIFY THE CONTINUED IMPOSITION OF A SIX- MONTH MORATORIUM ON THE FILING AND ACCEPTANCE OF BUILDING PERMITS, FOR RESIDENTIAL USE OF PROPERTY ZONED DB-DOWNTOWN BUSINESS DISTRICT, AS REQUIRED BY RCW 36.70A.390 AND 35A.63.220; CONTAINING A SEVERABILITY PROVISION; AND SETTING AN EFFECTIVE DATE.

WHEREAS, on October 28, 2019, the City Council adopted Ordinance No. 1280, imposing a six-month moratorium on the City's filing acceptance and/or approval of applications for construction of a new structure, or for the renovation of an existing structure (except for the alteration, maintenance, or repair of an existing structure for continued use of the existing structure for its current use), for the residential use of any property located in the DB-Downtown Business Zoning District; and

WHEREAS, RCW 36.70A.390 and RCW 35A.63.220 require that the City Council hold a public hearing on the proposed moratorium and adopt findings of fact to justify the continued imposition of the moratorium; and

WHEREAS, pursuant to RCW 35A.63.220, the City Council scheduled a public hearing for p.m. on November 25, 2019 at City Hall for the purpose of taking testimony and considering adoption of written findings to justify imposition of the moratorium; and

WHEREAS, at the public hearing on November 25, 2019, public comment and testimony were taken, which included discussion and testimony regarding the proposed revisions to the DB- Downtown Business Zoning District and other code provisions identified in the October 31, 2019 Staff Report Memorandum to the City Planning Commission and discussed by the City Planning Commission at its November 4, 2019 Planning Commission meeting; and

WHEREAS, following the public hearing, the City Council determined that the moratorium established by Ordinance No. 1280 should remain in effect through April 28, 2020 or until an earlier determination concerning revisions to the zoning code are made by the City Council and determined that the findings of fact set forth below herein should be adopted as an Ordinance of the City in support of continuation of the moratorium; and

WHEREAS, the City of Cashmere's SEPA responsible official has determined that this moratorium relates solely to Governmental procedures and contains no substantive standards

respecting use or modification of the environment and that pursuant to WAC 197-11-800 (19) this action is therefore categorically exempt from the provisions of the threshold determination requirements under RCW 43.12C.030, now, therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Findings Adopted. As required by RCW 36.70A.390 and RCW 35A.63.220, the City Council hereby adopts the below findings of fact to support the continued imposition of the City's six-month moratorium on the filing and acceptance and approval of any application for construction of a new structure, or for the renovation of an existing structure (except for the alteration and/or repair of an existing structure for continued use of the existing structure for its current use), for the residential use of any portion of any property located in the DB-Downtown Business Zoning District of the City, all as provided in City Ordinance No. 1280. The adopted findings of fact are as follows:

A. The current zoning regulations in the City arguably may permit development of a parking structure on the ground level of property located in the DB- Downtown Business Zoning District which is inconsistent with the City Mayor and Staff interpretation of the City Codes.

B. The owners of properties and others interested in potential purchase of properties and development of them in the DB-Downtown Business Zoning District need more certainty within the City Zoning provisions in order to make application for development within the City.

C. There is a lack of residential housing within the City and the continuation of the moratorium will enable the City Planning Commission and City Council to explore expansion of multifamily residential development within the DB-Downtown Business Zoning District which is in the best interest of the citizens of the City.

D. The City needs additional time to review and study potential amendments to the City Comprehensive Plan and City Zoning Code to enable development of the DB-Downtown Business Zoning District property in a manner consistent with the intent of the City Planning Commission and City Council.

E. Due to the issues identified in discussion with potential developers and as outlined above herein, the integrity of the land use planning process will suffer significant harm unless applications for residential construction within the DB-Downtown Business Zoning District are suspended until the City zoning regulations can be further studied and possibly amended in order

to enable developers, City Staff, the City Planning Commission, and the City Council to better understand the permitted residential uses within this zone.

F. The City Council finds that protection of the public health, safety and general welfare of the citizens of Cashmere supports the continuation of the moratorium imposed pursuant to City Ordinance No. 1280.

G. RCW 36.70A.390 and RCW 35A.63.220 authorize the adoption of the moratorium that is the subject of this Ordinance.

Section 2. Moratorium to remain in effect. The moratorium on the filing, acceptance, and issuance of permits for construction of a new structure, or for the renovation of an existing structure (except for the alteration and/or repair of an existing structure for continued use of the existing structure for its current use), for the residential use of any portion of any property located in the DB- Downtown Business Zoning District of the City as that moratorium was adopted by the passage of City Ordinance No. 1280 shall remain in effect until April 28, 2020, or until the Planning Commission and City Council complete the comprehensive plan and zoning code amendments processes anticipated to be conducted pursuant to City Ordinance No. 1280, whichever is sooner. During the period of the moratorium the Mayor and City Staff are directed to work with the City Planning Commission to draft, consider and bring forth recommended amendments to the City Comprehensive Plan and zoning regulations for consideration by the City Council to address the residential use of property and related issues in the DB-Downtown Business Zoning District of the City.

(This area intentionally left blank)

Section 3. 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.

APPROVED:

Mayor Jim Fletcher

ATTEST/AUTHENTICATED:

Kay Jones, City Clerk/Treasurer

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

Charles D. Zimmerman

PASSED BY THE CITY COUNCIL	:	11/25/2019
PUBLISHED	:	12/4/2019
EFFECTIVE DATE	:	12/9/2019
ORDINANCE NO.	:	1282

ORDINANCE NO. 1283

**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF CASHMERE,
WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2020.**

WHEREAS, the City Council of the City of Cashmere has heretofore made and filed its preliminary budget for the year 2020 and has given notice of the time and place of hearing thereon according to law and met in accordance with said notice and considered the proposed budget, including salaries for all city employees;

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

Section 1. Adoption of budget. In accordance with RCW 35A.33.075 the final budget for the year ending December 31, 2020 to carry on the government of the City of Cashmere, Washington, is hereby adopted at the fund level. Exhibit A (attached) is a summary of the totals of estimated revenues and appropriations for each separate fund and an aggregate total for all such funds combined. Exhibit B (attached) is an employee salary schedule.

Section 2. Copy of detailed budget on file. A detailed final budget adopting the salary schedule for 2020 and including a list of the revenues and expenditures for each separate fund is on file in the Office of the City Clerk and is adopted by this reference.

Section 3. This ordinance shall be in effect five (5) days after its passage and publication of an approved summary thereof consisting of the title.

Passed by the City Council and approved by the Mayor this 25th day of November 2019.

CITY OF CASHMERE

James Fletcher, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

Approved as to form:

Charles D. Zimmerman, City Attorney

EXHIBIT A
Ordinance No. 1283

**Total Estimated Revenues and Appropriations by Fund
2020 Budget**

Fund Name	Beginning Balance	Estimated Revenues	Budgeted Appropriations	Ending Balance
001 General Government Fund	641,415	1,218,937	1,244,352	616,000
003 Public Works Fund	648,522	1,350,151	1,306,623	692,050
108 Lodging Tax Fund	0	5,000	5,000	0
302 Capital Improvement Fund	3,520,305	483,495	579,500	3,424,300
401 Water/Wastewater Fund	928,876	3,726,071	3,670,009	984,938
411 Water Capital Fund	248,149	842,660	433,100	657,709
412 Wastewater Capital Fund	2,300,986	110,909	155,000	2,256,895
426 Jr. Lien Pretrt Bond, 2011	1,194,628	414,038	531,250	1,077,416
427 Revenue Bond 2013 #R1	230,242	434,170	394,700	269,712
428 Revenue Bond 2013 #R2	132,475	249,810	227,100	155,185
501 Equipment Rental Fund	937,505	270,783	320,434	887,854
702 Cemetery Endowment Fund	254,631	10,000	0	264,631
TOTAL ALL FUNDS	11,037,734	9,116,024	8,867,068	11,286,690
		20,153,758	20,153,758	

EXHIBIT B
Ordinance No. 1283

CITY OF CASHMERE
2020 SALARY SCHEDULE

POSITION	Hourly Wage Step Levels	Monthly Salary	Annual Salary
Executive & Legislative			
Mayor		1,500.00	
Councilmembers		100.00	
Exempt			
City Clerk-Treasurer		6,686.14	
Director of Planning/Building		6,686.14	
Office/Admin			
Office Staff	16.36 - 22.59		
Office Lead	23.72		
Public Works Department			
Public Works Maint. 1	14.27 - 20.46		
Public Works Maint. 2 (inc. pesticide)	16.62 - 22.92		
Public Works Maint. 3 (inc. arborist)	18.27 - 25.21		
Public Works Foreman	26.91		
Water/Wastewater Department			
Water/Wastewater in Training (no cert.)	14.87 - 20.69		
Water DM 1 / Wastewater 1	16.19 - 23.05		
Water DM 2 / Wastewater 2	18.89 - 26.38		
Wastewater Treatment Plant OP 3	20.69 - 28.92		
Water/Wastewater Foreman	30.75		
City Pool			
30 (+/-) Pool Employees	11.48 - 14.25		
Pool Manager	15.75 - 17.00		
Seasonal/Temporary Employees	14.00		
Fire Department			
Fire Chief		515.00	
Assistant Chief			2,400.00
2 Deputy Chiefs			1,081.50
3 Captains			500.00
2 Lieutenants			400.00
Fire Department Stipend - \$10.00 per call - city calls only (CMC 2.56.070)			
EMT Nightshift Stipend - \$5.00 per night - max 2 people per night (CMC 2.56.070)			

- Above wages do not include longevity
- Above hourly/base wages may be increased during the year due to step and/or longevity increases according to the Collective Bargaining Agreement.
- Pool Employee wages are determined by the number of years of service for the City.

ORDINANCE NO. 1284

AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON, AMENDING ORDINANCE NO. 1278, WHICH AMENDED ORDINANCE NO. 1273; AMENDING AND REAFFIRMING PORTIONS OF THE 2019 BUDGET, AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Cashmere finds that it is necessary and in the best interest of the City to amend certain fund appropriations authorized by the 2019 budget, as amended by City Ordinance No. 1278, to provide for additional revenues and expenditures not identified at the time of adoption of the original budget or the first budget amendment Ordinance; now therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. **Amendment of Total Fund Appropriations.** The 2019 total fund appropriations, Exhibit "A" to Ordinance No. 1278, which was the first amendment to the original 2019 Budget Ordinance No. 1273, is hereby amended as set forth in Exhibit "A" attached to this Ordinance.

Section 2. **Amendment of Salary Schedule.** The 2019 Salary Schedule, Exhibit "B" to Ordinance No. 1278, effective as of March 11, 2019, the effective date of the City Council approval of the Collective Bargaining Agreement, is hereby reaffirmed and shall remain unchanged as set forth in Exhibit "B" attached to this Ordinance.

Section 3. **Budget Amendment.** The 2019 City of Cashmere Budget is amended as set forth in Exhibit "C" to this Ordinance.

Section 4. Except as amended by Ordinance No. 1278 and by this Ordinance, Ordinance No. 1273 of the City of Cashmere and the 2019 budget of the City shall remain in full force and effect.

Section 5. 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.

APPROVED:

JAMES FLETCHER, MAYOR

ATTEST/AUTHENTICATED:

KAY JONES, CITY CLERK

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

BY:



CHARLES D. ZIMMERMAN

PASSED BY THE CITY COUNCIL	:	November 25, 2019
PUBLISHED	:	December 4, 2019
EFFECTIVE DATE	:	December 9, 2019
ORDINANCE NO.	:	1284

EXHIBIT A
Ordinance No. 1284

**Total Estimated Revenues and Appropriations by Fund
2019 Budget**

Fund Name	Beginning Balance	Estimated Revenues	Budgeted Appropriations	Ending Balance
001 General Government Fund	605,569	1,155,153	1,219,307	541,415
003 Public Works Fund	612,951	1,277,783	1,292,212	598,522
108 Lodging Tax Fund	0	5,000	5,000	0
302 Capital Improvement Fund	3,377,246	1,082,592	979,536	3,480,302
401 Water/Wastewater Fund	1,076,099	3,597,800	3,795,023	878,876
411 Water Capital Fund	1,348,539	1,166,970	1,543,050	972,459
412 Wastewater Capital Fund	2,147,627	510,909	357,550	2,300,986
426 Jr. Lien Pretrt Bond, 2011	1,179,496	551,538	535,983	1,195,051
427 Revenue Bond 2013 #R1	190,772	434,170	394,700	230,242
428 Revenue Bond 2013 #R2	109,765	249,810	227,100	132,475
501 Equipment Rental Fund	1,103,768	268,392	484,655	887,505
702 Cemetery Endowment Fund	244,631	10,000	0	254,631
TOTAL ALL FUNDS	11,996,463	10,310,117	10,834,116	11,472,464
		22,306,580	22,306,580	

EXHIBIT B
Ordinance No. 1284

CITY OF CASHMERE
2019 SALARY SCHEDULE

POSITION	Hourly Wage Step Levels	Monthly Salary	Annual Salary
Executive & Legislative			
Mayor		1,500.00	
Councilmembers		100.00	
Exempt			
City Clerk-Treasurer		6,523.06	
Director of Operations		6,523.06	
Office/Admin			
Office Staff	15.97 - 22.04		
Office Lead	23.14		
Public Works Department			
Public Works Maint. 1	13.92 - 19.96		
Public Works Maint. 2 (inc. pesticide)	16.22 - 22.36		
Public Works Maint. 3 (inc. arborist)	17.83 - 24.59		
Public Works Foreman	26.26		
Water/Wastewater Department			
Water/Wastewater in Training (no cert.)	14.51 - 20.19		
Water DM 1 / Wastewater 1	15.79 - 22.48		
Water DM 2 / Wastewater 2	18.43 - 25.74		
Wastewater Treatment Plant OP 3	20.19 - 28.22		
Water/Wastewater Foreman	30.00		
City Pool			
30 (+/-) Pool Employees	10.20 - 13.00		
Pool Manager	15.25 - 16.50		
Seasonal/Temporary Employees	14.00		
Fire Department			
Fire Chief		515.00	
Assistant Chief			2,400.00
2 Deputy Chiefs			1,081.50
3 Captains			500.00
2 Lieutenants			400.00
Fire Department Stipend - \$10.00 per call - city calls only (CMC 2.56.070)			
EMT Nightshift Stipend - \$5.00 per night - max 2 people per night (CMC 2.56.070)			

- Above wages do not include longevity
- Above hourly/base wages may be increased during the year due to step and/or longevity increases according to the Collective Bargaining Agreement.
- Pool Employee wages are determined by the number of years of service for the City.

EXHIBIT C
Ordinance No. 1284

FUND NAME	CURRENT BUDGET	AMENDED BUDGET	DIFFERENCE +/-
302 CAPITAL IMPROVEMENT FUND			
Revenues			
Beginning Fund Balance	3,377,246	3,377,246	0
TIB Funding for Street Light Repairs	358,053	415,729	57,676
			<u>57,676</u>
Expenditures			
Ending Fund Balance	3,496,856	3,480,302	-16,554
Street Light - LED Grant	328,053	367,083	39,030
Chapel Street Construction	155,000	190,200	35,200
			<u>57,676</u>
411 WATER CAPITAL FUND			
Revenues			
Beginning Fund Balance	1,348,539	1,348,539	0
Insurance Recovery	0	724,310	724,310
			<u>724,310</u>
Expenditures			
Ending Fund Balance	248,149	972,459	724,310
			<u>724,310</u>

RESOLUTION 06-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, REPEALING RESOLUTION 06-2018, AMENDING CITY WASTEWATER RATES.

WHEREAS, the City Council of the City of Cashmere, desires to replace Resolution 06-2018 to include an annual increase in the rates through 2024 for wastewater services provided by the City of Cashmere and clarify language regarding discharge measured with a wastewater discharge meter; now, therefore,

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

Section 1. Effective January 1, 2020, the rates for wastewater shall be as follows:

WASTEWATER RATES AND CHARGES

SCHEDULE 1-WW

CITY SINGLE-FAMILY AND DUPLEX RESIDENTIAL WASTEWATER SERVICE

Character of service:

Service under this schedule is applicable to single-family dwellings and duplexes. A duplex is a house of single structure consisting of two separate family dwellings. Each dwelling shall be charged separately. Manufactured homes, regardless of whether placement is in a park development or single lot, are considered single-family dwellings.

Metering: None

Monthly Rates:

1-WW CITY

Base Monthly Rate

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$106.07	\$108.19	\$110.35	\$112.56	\$114.81

1-WW COUNTY

Base Monthly Rate-Calculated at 1.5 times the City Single-Family and Duplex Rates.

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$159.11	\$162.29	\$165.53	\$168.85	\$172.22

Discount:

Low-income Senior and Disabled 20% off base rate

SCHEDULE 2-WW
MULTI-FAMILY RESIDENTIAL WASTEWATER SERVICE

Character of service:

Service under this schedule is applicable to multi-family dwellings of three or more residential units.

Metering:

This schedule is based on WATER use. There shall be no meter to measure actual wastewater use.

Monthly Rates:

2-WW CITY

Base Monthly Rate

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$225.15	\$229.65	\$234.24	\$238.93	\$243.71
<u>Per 1,000 gallons over 11,000 gallons water used</u>				
\$5.87	\$5.99	\$6.11	\$6.23	\$6.35

2-WW COUNTY

Monthly Base Rate-Calculated at 1.5 times the City Multi-family Residential Rates.

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$337.72	\$344.47	\$351.36	\$358.39	\$365.56
<u>Per 1,000 gallons over 11,000 gallons water used</u>				
\$8.80	\$8.97	\$9.15	\$9.34	\$9.52

SCHEDULE 3-WW
COMMERCIAL WASTEWATER SERVICE
Wastewater strength less than 300ppm BOD, less than 300ppm TSS

Character of service:

Service under this schedule is applicable to commercial enterprises including, but not limited to, retail stores, motels, hotels, clinics, schools, storage warehouses, businesses and professional offices that do not produce a higher strength wastewater than a typical single-family residence.

Metering:

Service rates shall be based on metered City water usage whenever metered water serves the applicable property. If service does not include City metered water, then usage shall be determined by a City-approved wastewater meter. Customers with a water meter may request to be charged for actual wastewater discharge measured with, a Wastewater Discharge Meter approved by the City, installed and maintained at the customers expense.

Each separately accessible space with fixtures that discharge into the City sewer system shall be charged at least the base fee. Depending on the business type, at the City's sole discretion, the monthly rate may be determined by a fixture count and calculation based on commonly recognized and accepted formulas. All customers will pay no less than the monthly base rate identified below.

Monthly Rates:

3-WW CITY

Base Monthly Rate

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$106.07	\$108.19	\$110.35	\$112.56	\$114.81

Per 1,000 gallons over 11,000 gallons of water used

\$6.53	\$6.66	\$6.79	\$6.93	\$7.06
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Per 1,000 gallons of metered sewer discharge beginning with the first 1,000 gallons of metered discharge

\$6.53	\$6.66	\$6.79	\$6.93	\$7.06
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3-WW COUNTY

Monthly Base Rate-Calculated at 1.5 times the City Commercial Rates.

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$159.11	\$162.29	\$165.53	\$168.85	\$172.22

Per 1,000 gallons over 11,000 gallons of water used

\$9.81	\$10.00	\$10.20	\$10.41	\$10.61
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Per 1,000 gallons of metered sewer discharge beginning with the first 1,000 gallons of metered discharge

\$9.81	\$10.00	\$10.20	\$10.41	\$10.61
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The applicable Base Monthly Rate in Schedule 1-W, Schedule 2-W and Schedule 3-W shall be charged each month regardless of whether a water meter or wastewater discharge meter is in use or is temporarily disconnected or not in use. For purposes of this Resolution, a water meter or wastewater discharge meter shall be considered "temporarily disconnected or not in use" if the period of disconnection or non-use is less than one year in duration.

SCHEDULE 4-WW
INDUSTRIAL WASTEWATER SERVICE (City or County)
Wastewater Strength more than 300ppm BOD, more than 300ppm TSS

Character of service:

This schedule is applied as determined pursuant to Ordinance #1132 and Resolution #04-2008 unless otherwise provided by contract between the City and the utility customer.

Metering:

Usage shall be determined by a City-approved wastewater meter.

Monthly Rates:

User Charge shall be the minimum monthly charge and shall include up to 11,000 gallons

Base Monthly Rate:

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$250.04	\$255.04	\$260.14	\$265.34	\$270.65

~~**Per 1,000 metered gallons over 11,000**~~

Per 1,000 gallons of metered sewer discharge beginning with the first 1,000 gallons of metered discharge

\$9.81	\$10.00	\$10.20	\$10.41	\$10.61
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NEW WASTEWATER SERVICE COSTS

Materials

Repair Materials and Labor	Actual cost
New Service Tap up to 3"	\$250.00
New Service Tap 4" and over	\$500.00
Asphalt Street Repair	\$4.95/sq. ft.
Concrete Repair	\$5.25/sq. ft.
Shutoff Valve (For services not served by City Water)	Actual Cost

Wastewater service line is the owner's responsibility from the City wastewater main to the building served or as described in CMC 13.01.100 (2). Any excavation required is at the owner's expense and is not provided by City crews.

SYSTEM DEVELOPMENT CHARGES

System Development Charges will be increased 2% each year and rounded to the nearest dollar.

NEW SERVICES OR UPGRADES TO EXISTING SERVICES Charges per Unit within any single building

Residential Units	2020	2021	2022	2023	2024
	2%	2%	2%	2%	2%
One unit	\$2213.00	\$2257.00	\$2302.00	\$2348.00	\$2395.00
Two units	\$2036.00	\$2077.00	\$2119.00	\$2161.00	\$2204.00
Three units	\$1873.00	\$1910.00	\$1948.00	\$1987.00	\$2027.00
Four to eight units	\$1723.00	\$1757.00	\$1792.00	\$1828.00	\$1865.00
Nine to sixteen units	\$1585.00	\$1617.00	\$1649.00	\$1682.00	\$1716.00
Over sixteen units	\$1459.00	\$1488.00	\$1518.00	\$1548.00	\$1579.00

The purpose of the system development fee is to help defray the costs of past and future system improvements. Once it has been paid for a property, it will not be collected again if the service is repaired or replaced with the same size service in the future, with the exception of property where service has been discontinued for more than 5 years. Development fees for new construction are due at time of issuance of a building permit and for all others at time of connection. For new construction not served by City water, a shutoff valve is required at owner's expense.

System development charges (SDC's) for the wastewater systems are determined for an equivalent residential unit (ERU). Unless specifically provided for otherwise, SDC's for connections involving more than one ERU are determined according to the ERU's calculated for the service at the new connection. An ERU shall be defined as 250 gallons per day, normal strength (250 ppm) wastewater.

Each single-family living unit shall be defined as one ERU. Each residential unit in a multi-family structure with two or more residential units shall be considered a 0.8 ERU. ERU equivalencies for any other connection will be determined by the City using the following formula:

$$(\text{flow in gpd} / 250\text{gpd}) \times [0.38 + 0.387 \times (\text{BOD in ppm} / 250\text{ppm}) + 0.233 \times (\text{TSS in ppm} / 250\text{ppm})] = 1 \text{ ERU (but not less than 1 ERU)}$$

Section 2. Resolution No. 06-2018 is hereby repealed and replaced by this Resolution.

Section 3. This Resolution shall be effective immediately upon passage by the City Council.

Passed by the City Council of the City of Cashmere, Washington this 25th day of November, 2019.

CITY OF CASHMERE

By: _____
James Fletcher, Mayor

Attest:

By: _____
Kay Jones, City Clerk-Treasurer

Published in the Cashmere Valley Record December 4, 2019

Adopted by Resolution 06-2019
Effective January 1, 2020

RESOLUTION NO. 08-2019

A RESOLUTION OF THE CITY COUNCIL OF CITY OF CASHMERE, WASHINGTON; ESTABLISHING A SMALL PUBLIC WORKS ROSTER PROCESS TO AWARD PUBLIC WORKS CONTRACTS; ESTABLISHING A CONSULTING SERVICES ROSTER FOR ARCHITECTURAL AND ENGINEERING SERVICES; ESTABLISHING A VENDOR ROSTER FOR THE PURCHASE OF GOODS AND SERVICES NOT RELATED TO PUBLIC WORKS CONTRACTS; AND APPROVING A CONTRACT WITH THE MUNICIPAL RESEARCH AND SERVICES CENTER RELATED TO THE SAME

WHEREAS, RCW 39.04.155 and other laws regarding contracting for public works by municipalities, allow certain contracts to be awarded by a small works roster process; and

WHEREAS, Ch. 39.80 RCW and other laws regarding contracting for architectural and engineering consulting services by municipalities allow certain contracts to be awarded by a consultant roster process; and

WHEREAS, RCW 39.04.190, regarding purchase of materials, supplies, or equipment not connected to a public works project, allows certain purchasing contracts to be awarded by a vendor roster process; now therefore

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

Section 1. MRSC Rosters. The City desires to contract with the Municipal Research and Services Center of Washington (MRSC) to have their official rosters hosted in the online database for City use for small public works contracts, consulting services, and vendor services developed and maintained by MRSC through MRSC Rosters and the City Council authorizes the Mayor to sign that contract and annual renewal contracts until the authority to sign annual renewal contracts is repealed by City Council resolution.

Section 2. Small Public Works Roster. The following small works roster procedures are established for use by the City pursuant to RCW 39.04.155:

1. **Cost.** The City need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair or improvement of real property where the estimated cost does not exceed the limit established for the small works roster process in RCW 39.04.155 or other authorizing agency statute, which includes the costs of labor, material, equipment, sales, or use taxes as applicable. Instead, the City may use the Small Public Works Roster procedures for public works projects as set forth in this Resolution. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.
2. **Publication.** At least once a year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the small works roster and solicit the names of contractors for the small works roster. MRSC shall add

responsible contractors to the small works roster at any time that a contractor completes the online application provided by MRSC, and meets minimum State requirements for roster listing.

3. **Telephone, Written, or Electronic Quotations.** The City shall obtain telephone, written, or electronic quotations for public works contracts from contractors on the appropriate small works roster to assure that a competitive price is established and to award contracts to a contractor who meets the mandatory bidder responsibility criteria in RCW 39.04.350(1). The City may establish supplementary bidder criteria under RCW 39.04.350(3) to be considered in the process of awarding a contract.
- a) A contract awarded from a small works roster will not be advertised. Invitations for quotations shall include the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation.
 - b) Quotations may be invited from all appropriate contractors on the appropriate small works roster. As an alternative, quotations may be invited from at least five contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster. "Equitably distribute" means that the City may not favor certain contractors on the appropriate small works roster over other contractors on the appropriate small works roster who perform similar services.

If the estimated cost of the work is from the amount identified in RCW 39.04.155(2)(c) (currently \$250,000) up to the authorized threshold for use of the small works roster process in RCW 39.04.155 or other authorizing agency statute, the City may choose to solicit bids from less than all the appropriate contractors on the appropriate small works roster but must notify the remaining contractors on the appropriate small works roster that quotations on the work are being sought. The City has the sole option of determining whether this notice to the remaining contractors is made by:

- (i) publishing notice in a legal newspaper in general circulation in the area where the work is to be done;
 - (ii) mailing a notice to these contractors; or
 - (iii) sending a notice to these contractors by facsimile or email.
- c) At the time bids are solicited, the City representative shall not inform a contractor of the terms or amount of any other contractor's bid for the same project;
 - d) A written record shall be made by the City representative of each contractor's bid on the project and of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.
4. **Limited Public Works Process.** The City may award a contract for work, construction, alteration, repair, or improvement projects using the limited public works process if the project cost is equal to or less than the amount established in RCW 39.04.155(3) (currently \$50,000). For a limited public works project, the City will solicit electronic or written quotations from a minimum of three contractors from the appropriate small works roster and shall award the

contract to the lowest responsible bidder as defined under RCW 39.04.010 After an award is made, the quotations shall be open to public inspection and available by electronic request.

For limited public works projects, the City may waive the payment and performance bond requirements of chapter 39.08 RCW and the retainage requirements of chapter 60.28 RCW, thereby assuming the liability for the contractor's nonpayment of laborers, mechanics, subcontractors, material men, suppliers, and taxes imposed under Title 82 RCW that may be due from the contractor for the limited public works project. However, the City shall have the right of recovery against the contractor for any payments made on the contractor's behalf.

The City shall maintain a list of the contractors contacted and the contracts awarded during the previous 24 months under the limited public works process, including the name of the contractor, the contractor's registration number, the amount of the contract, a brief description of the type of work performed, and the date the contract was awarded.

5. **Lowest Responsible Bidder and Award.** The City shall award the contract for the public works project to the lowest responsible bidder. However, the City Council reserves the right to reject all bids. A "responsible bidder" shall be as defined in RCW 39.04.010.

Section 3. Consulting Services Roster. The following consulting services roster procedures are established for use by the City pursuant to RCW Chapter 39.80:

1. **Consulting Services.** Consulting services are architectural and engineering services as defined in RCW 39.80.020.
2. **Publication.** At least once a year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality's jurisdiction, a notice of the existence of the consulting services roster and solicit the names of consultants for the consulting services roster. MRSC shall add responsible consultants to the consulting services roster at any time that a consultant completes the online application provided by MRSC, uploads a statement of qualifications, and meets minimum State requirements for roster listing.
3. **Review and Selection of the Statement of Qualifications Proposals.** The City shall use the following process to select the most highly qualified Architectural or Engineering firm off of the Consulting Services Roster to negotiate a contract to provide the required services:
 - a) The City shall establish criteria that the Mayor, or their designee, shall consider in evaluating Architectural or Engineering firms for a given project. Such criteria shall include a plan to ensure that minority and women-owned firms and veteran-owned firms are afforded the maximum practicable opportunity to compete for and obtain public contracts for architectural or engineering services. The level of participation by minority and women-owned firms and veteran-owned firms shall be consistent with their general availability within the jurisdiction of the City;
 - b) The Mayor, or their designee, shall evaluate the written statements of qualifications and performance data on file with the City at the time that architectural or engineering services are required;

- c) The Mayor, or their designee, shall conduct discussions with one or more firms regarding anticipated concepts and the relative utility of alternative methods of approach for furnishing the required services; and
 - d) The firm deemed most highly qualified by the City to do the project(s) will be selected by the Mayor to negotiate a fair and reasonable price for the City for the project(s) work and if such price cannot be negotiated, the Mayor, or their designee, shall negotiate with other firms until a contract acceptable to the City is negotiated.
4. **Award.** The City Council shall have final approval and award authority for any contract.

Section 4. Vendor List Roster. The following vendor list roster procedures are established for use by the City pursuant to RCW 39.04.190 for purchases of materials, supplies, or equipment not connected to a public works project between the City statutory threshold for purchases as set by RCW 35A.40.210 and RCW 35.23.352(7) (currently \$7,500) and the maximum amount for RCW 39.04.190 process purchases established in RCW 35.23.352(9) (currently \$15,000):

1. **Purchase of materials, supplies, or equipment not connected to a public works project – less than statutory threshold.** The City is not required to use formal sealed bidding procedures to purchase materials, supplies, or equipment not connected to a public works project where the cost will not exceed the statutory threshold of the City as provided in RCW 35A.40.210 and RCW 35.23.352(7) (currently \$7,500). The City will attempt to obtain the lowest practical price for such goods and services.
2. **Publication.** At least twice per year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the City a notice of the existence of the vendor list roster and solicit the names of vendors for the vendor list roster. MRSC shall add responsible vendors to the vendor list roster at any time when a vendor completes the online application provided by MRSC, and meets minimum State requirements for roster listing.
3. **Telephone, Written, or Electronic Quotations.** The City shall use the following process to obtain telephone or written quotations from vendors for the purchase of materials, supplies, or equipment not connected to a public works project:
 - a) A written description shall be drafted of the specific materials, supplies, or equipment to be purchased, including the number, quantity, quality, and type desired, the proposed delivery date, and any other significant terms of purchase;
 - b) The Mayor, or their designee, shall make a good faith effort to contact at least three (3) of the vendors on the roster to obtain telephone or written quotations from the vendors for the required materials, supplies, or equipment;
 - c) The Mayor, or their designee, shall not share telephone or written quotations received from one vendor with other vendors soliciting for the bid to provide the materials, supplies, or equipment; and
 - d) A written record shall be made by the Mayor, or their designee, of each vendor's bid on the material, supplies, or equipment, and of any conditions imposed on the bid by such vendor.

4. **Determining the Lowest Responsible Bidder.** The City shall purchase the materials, supplies, or equipment from the lowest responsible bidder. However, the City reserves the right to reject all bids.
5. **Award.** All of the bids or quotations shall be collected by the Mayor or their designee. The Mayor, or their designee, shall create a written record of all bids or quotations received, which shall be made open to public inspection or telephone inquiry after the award of the contract. Any contract awarded under this subsection need not be advertised.
6. **Posting.** A list of all contracts awarded under these procedures shall be posted at City administrative offices once every two months. The list shall contain the name of the vendor awarded the contract, the amount of the contract, a brief description of the items purchased, and the date it was awarded.

Section 5. Statutory References and Current Dollar Amount References. All references in this Resolution to State statutes and to current dollar amounts shall be considered references to the State statutes and dollar amounts as they currently exist or may hereafter be amended.

Section 6. Severability. If any section, sentence, clause or phrase of this Resolution should 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 Resolution.

Section 7. Effective Date. This Resolution shall be effective immediately upon passage and approval by the City Council.

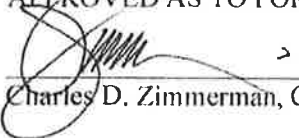
Approved by the City Council of the City of
Cashmere, Washington at an Open Public
Meeting on the 25th day of November, 2019:

James Fletcher, Mayor

ATTEST/AUTHENTICATED:

Kay Jones, City Clerk-Treasurer

APPROVED AS TO FORM:



Charles D. Zimmerman, City Attorney



Washington Public Agency Contract Small Works, Consultant, and Vendor Rosters

This contract (the "Contract") is made by and between Municipal Research and Services Center of Washington ("MRSC"), a not-for-profit corporation, and the Washington local government (the "Public Agency"),

CITY OF CASHMERE

1. **Purpose.** The purpose of this Contract is to provide the Public Agency with membership in MRSC Rosters.
2. **Scope of Services.** MRSC shall host the entire Public Agency's individual Small Public Works Roster ("Small Works Roster"), individual Consultant Roster ("Consultant Roster"), and individual Vendor Roster ("Vendor Roster") (collectively "Rosters"). MRSC shall advertise at least annually for the Small Works Roster, Consultant Roster, and Vendor Roster in accordance with statutory requirements on behalf of the Public Agency. MRSC will assist small public works, consultant, and vendor business (collectively, "businesses") with roster registration throughout the year, receive applications, review applicant eligibility for compliance with basic statutory eligibility requirements, and maintain business applications in an online database.
3. **Effective Date and Term.** This Contract shall be effective in the year in which it is signed on either May 1 if signed prior to May 1 or December 1 if signed prior to December 1, for a period of one year.
4. **Access to MRSC Rosters by Public Agency Prior to Legal Notice.** As of the Contract effective date, the Public Agency may access the MRSC Rosters database at www.mrsicrosters.org by entering its account login information, as will be provided by MRSC. The Public Agency may search for and view business applications as of the effective date of the Contract, but it may not contact businesses about roster projects until after the legal notice is posted.
5. **Notification of Transition to MRSC Rosters.** As of the contract effective date, the Public Agency may begin notifying interested businesses that they may register with the Public Agency at any time in the MRSC Rosters, but that the Public Agency will not begin using the hosted rosters until after the legal notice is posted.
6. **Roster Legal Notice.** MRSC shall post the statutorily-required roster legal notice on behalf of the Public Agency in a newspaper of general circulation relative to the location of the Public Agency. The notice will occur the first Monday of January or June, or during the week of the first Monday of January or June for weekly newspapers.
7. **Use of MRSC Rosters by Public Agency.** As of the date of the applicable legal notice in January or June, all departments of the Public Agency will discontinue use of any previously-maintained rosters and begin using the MRSC Rosters exclusively when choosing to follow a roster contracting process, in accordance with the following statutory requirements:
 - (a) **Small Works Roster.** The Public Agency will use the Small Works Roster to select businesses for public work projects in accordance with RCW 39.04.155, as now or hereafter amended. The Public Agency shall be responsible for its own and the selected businesses' compliance with all other laws and regulations governing public works contracting, including retainage and bonds, prevailing wages, and any other applicable requirements.
 - (b) **Consultant Roster.** The Public Agency will use the Consultant Roster to select businesses for consultant projects in accordance with the laws and ordinances applicable to the Public Agency, including Chapter 39.80 RCW when contracting for architectural and engineering services. The Public Agency shall be responsible for its own and the selected businesses' compliance with all laws and regulations governing the purchase of services.

(c) Vendor Roster. The Public Agency will use the Vendor Roster to select businesses to award contracts for the purchase of supplies, materials, and equipment not being purchased in connection with public works contracts in accordance with RCW 39.04.190, and any ordinances and other laws applicable to the Public Agency. The Public Agency shall be responsible for its own and the selected business' compliance with all laws governing such purchases.

8. Compensation of Businesses. The Public Agency shall be responsible for payments to any business that it selects as a result of its use of MRSC Rosters. The Public Agency shall make all such payments directly to the businesses selected by the Public Agency.

9. Annual Membership Fee. The Public Agency will pay MRSC an annual membership fee based on the five-year average of the Public Agency's total capital expenditures. Payment of the annual membership fee is due within thirty (30) days of the Contract effective date.

Based on the following Membership Fee Scale, the Public Agency will pay an annual membership fee of \$ 135 .

Total Capital Expenditures	Annual Membership Fee
Less than 5 million	\$135
5 to 10 million	\$275
10 to 15 million	\$425
15 to 25 million	\$575
25 to 50 million	\$745
More than 50 million	\$1145

10. Relationship of Parties. MRSC will perform the services under this Contract as an independent contractor and not as an agent, employee, or servant of the Public Agency. Nothing in this Contract shall be construed to render the parties partners or joint ventures.

11. Limitation of MRSC Liability. MRSC shall not be, directly or impliedly, a party to any contract with small works, consulting, or vendor businesses which the Public Agency may enter into as a result of the Public Agency's use of the MRSC Rosters. MRSC does not accept responsibility or liability for the performance of any business used by the Public Agency as a result of its use of the MRSC Rosters.

12. Hold Harmless and Indemnification. Each party shall defend, indemnify, and hold the other party harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, to the extent arising from any negligent act or omission of that party's officers, employees, volunteers, and agents in connection with the performance of this Contract.

13. Termination. This Contract may be terminated, with or without cause, by written notice of either party to the other. Termination shall be effective thirty (30) days after written notice. Termination of the contract by the Public Agency does not entitle the Public Agency to a refund of the membership fee prorated as to the time remaining in the contract term following termination.

14. Renewal. This Contract may be renewed annually by completing the online renewal process that includes confirming that the Public Agency will continue abiding by the terms outlined in this Contract and making payment within thirty (30) days from the effective date of either May 1 or December 1.

15. Non-assignment. MRSC shall contract with Strategies 360 for the hosting of the Public Agency rosters in the online database. MRSC shall not otherwise subcontract or assign any of the rights, duties, or obligations imposed upon it by this Contract without the prior express written consent of the Public Agency.

16. Governing Law and Venue. This Contract shall be governed by the laws of the State of Washington.
17. Severability. Should any clause, phrase, sentence or paragraph of this Contract be declared invalid or void, the remaining provisions of this Contract shall remain in full force and effect.
18. Complete Agreement. This Contract constitutes the entire understanding of the parties. Any written or verbal agreements that are not set forth herein or incorporated herein by reference are expressly excluded.
19. Public Agency Information. For purposes of Contract administration, the Public Agency provides the following information:

Official Public Agency Name: City of Cashmere

Common Public Agency Name (if different): _____

Mailing Address: 101 Woodring Street

Cashmere, WA 98815

County: Chelan

Type of Public Agency: Municipality

Website: www.cityofcashmere.org

Primary Contact:

Name: Kay Jones

Title: Clerk-Treasurer

Email: kay@cityofcashmere.org

Telephone: 509 782-3513

Facsimile: 509 782-2840

Additional Contact:

Name: Tammy Miller

Title: Administrative Assistant

Email: tammy@cityofcashmere.org

Telephone: 509 782-3513

Facsimile: 509 782-2840

20. Signatures. By signing this Contract, the Public Agency signatory below certifies that he/she has the authority to enter into this Contract on behalf of the entire Public Agency.

PUBLIC AGENCY

MRSC

[Signature]

Mayor

[Title]

[Date]

[Signature]

MRSC Rosters Manager

[Title]

[Date]

ORDINANCE NO. 1285

AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON, REPEALING CHAPTER 2.92 OF THE CASHMERE MUNICIPAL CODE; REPEALING THE VENDOR LIST AND SMALL WORKS ROSTER LIST CODE PROVISIONS WHICH HAVE BEEN REPLACED BY THE PROVISIONS IN CITY RESOLUTION NO. 08-2019; AND SETTING AN EFFECTIVE DATE.

WHEREAS, on November 25, 2019, the City Council passed City Resolution No. 08-2019 establishing a new small works roster process to award public works contracts, establishing a consulting services roster process for architectural and engineering services, and establishing a vendor roster for the purchase of goods and services not related to public works contracts; and

WHEREAS, as a result of the passage of City Resolution No. 08-2019, City Ordinance No. 1202 and the procedures set forth therein related to the small work process and purchasing of goods and services not related to public works contracts all as codified in Chapter 2.92 of the Cashmere Municipal Code are in conflict with and superfluous to the new Resolution procedures and are no longer needed as part of the City Code; and

WHEREAS, the provisions in City Resolution No. 08-2019 are more current and up to date than the provisions in Chapter 2.92 of the Cashmere Municipal Code and the City Council finds that adoption of this Ordinance is in the best interests of the citizens of the City; now, therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Chapter 2.92 of the Cashmere Municipal Code is hereby repealed.

Section 2. 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.


APPROVED:

James Fletcher, Mayor

ATTEST/AUTHENTICATED:

Kay Jones, City Clerk/Treasurer

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY



Charles D. Zimmerman

FILED WITH THE CITY CLERK
PASSED BY THE CITY COUNCIL
PUBLISHED
EFFECTIVE DATE
ORDINANCE NO.

: November 18, 2019
: November 25, 2019
: _____
: _____
: 1285

RESOLUTION NO. 09-2019

A RESOLUTION OF THE CITY COUNCIL OF CITY OF CASHMERE, WASHINGTON, DECLARING THE INTENT OF THE CITY OF CASHMERE TO ADOPT LEGISLATION TO AUTHORIZE A SALES AND USE TAX FOR AFFORDABLE AND SUPPORTIVE HOUSING IN ACCORDANCE WITH SUBSTITUTE HOUSE BILL 1406 (Chapter 338, laws of 2019), AND OTHER MATTERS RELATED THERETO.

WHEREAS, in the 2019 Regular Session. The Washington State Legislature approved, and the Governor signed, Substitute House Bill 1406 (Chapter 338, Laws of 2019) (SHB 1406”); and

WHEREAS, SHB 1406 authorizes the governing body of a city of county to impose a local sales and use tax for the acquisition, construction of rehabilitation of affordable housing or facilities providing supportive housing, and for the operations and maintenance costs of affordable or supportive housing, for cities of 100,000 or less: or, if eligible, for providing rental assistance to tenants; and

WHEREAS, the tax will be credited against state sales taxes collected within the City and, therefore, will not result in higher sales and use taxes within the City and will represent an additional source of funding to address housing needs in the City; and

WHEREAS, the tax must be used to assist persons whose income is at or below sixty percent of the City median income; and

WHEREAS, in order for a city or county to impose the tax, within six months of the effective date of SHB 1406, or January 28, 2020, the governing body must adopt a resolution of intent to authorize the maximum capacity of the tax, and within twelve months of the effective date of SHB 1406, or July 28, 2020, must adopt legislation to authorize the maximum capacity of the tax; and

WHEREAS, this Resolution constitutes the resolution of intent required by SHB 1406, and

WHEREAS, the City Council now desires to declare its intent to impose a local sales and use tax as authorized by SHB 1406 as set forth herein;

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

Section 1. Resolution or Intent. The City Council declares its intent to adopt legislation to authorize the maximum capacity of the sales and use tax authorize the maximum capacity of the sales and use tax authorized by SHB 1406 within one year of the effective date of SHB 1406, or by July 28, 2020.

Section 2. Further Authority; Ratification. All City officials, their agents, and representatives are hereby authorized and directed to undertake all action necessary or desirable from time to time to carry out the terms of, and complete the actions contemplated by, this Resolution. All acts taken pursuant to the authority of this Resolution but prior to its effective date are hereby ratified.

Section 3. Ratification. Any act consistent with the authority and prior to the effective date of this Resolution is hereby ratified and affirmed.

Section 4. Severability. The provisions of this Resolution are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this Resolution or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the Resolution, or the validity of its application to other persons or circumstances.

Section 5. Effective Date. This Resolution shall become effective immediately upon passage by the City Council.

RESOLVED this 25th day of November, 2019.

CITY OF CASHMERE:

James Fletcher, Mayor

ATTEST:

Kay Jones, City Clerk-Treasurer

APPROVED AS TO FORM:

Chuck Zimmerman, City Attorney

RESOLUTION NO. 10-2019

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASHMERE
AUTHORIZING THE ADOPTION OF THE CHELAN COUNTY HAZARD
MITIGATION PLAN**

WHEREAS, all of Chelan County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS; a coalition of Chelan County stakeholders with like planning objectives has been formed to pool resources and create consistent mitigation strategies to be implemented within each partner identified capabilities, within the Chelan County Planning Area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the City Council:

- 1.) The City adopts in its entirety, Volume I and the introduction, the city jurisdictional annex, and the appendices of Volume II of the Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan (CCHMP).
- 2.) The City will use the adopted and approved portions of the CCHMP to guide pre- and post-disaster mitigation of the hazards identified.
- 3.) The City will coordinate the strategies identified in the CCHMP with other planning programs and mechanisms under its jurisdictional authority.
- 4.) The City will continue its support of the Steering Committee and continue to participate in the Planning Partnership as described by the CCHMP.
- 5.) The City will help to promote and support the mitigation successes of all CCHMP Planning Partners.

PASSED AND ADOPTED on this 25th day of November, 2019:

CITY OF CASHMERE

James Fletcher, Mayor

ATTEST:

Kay Jones, City Clerk-Treasurer