

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY JULY 12, 2021 AT CASHMERE CITY HALL – In Person and Digital

OPENING

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

Due to the COVID-19 pandemic and the Governor’s proclamation; public can attend the council meeting in person, by phone or by digital conference.

ATTENDANCE

| | <u>Present</u> | <u>Not Present</u> |
|----------|---|-------------------------------------|
| Mayor: | Jim Fletcher | |
| Council: | Vacant Chris Carlson Dave Erickson Jayne Stephenson Derrick Pratt | |
| Staff: | Kay Jones, Clerk-Treasurer Chuck Zimmerman, City Attorney | Steve Croci, Director of Operations |
| Public: | Bill Forhan, Cashmere Valley Record – digital Paul Fuller, Citizen - digital | |

ANNOUCEMENTS

No announcements.

PUBLIC COMMENT

Tyler Rice, residing just outside city limits, spoke to the Council again regarding his concerns with the \$10 per weekend the vendors are required to pay for the Farmer’s Market. He believes the Farmers Market is a benefit to the community and the permit fees are too high. He voiced concern that the City Pool is still not opened.

APPROVAL OF AGENDA

Mayor Fletcher amended the agenda with the addition of Chuck Zimmerman discussing private driveways on undeveloped City rights-of-way.

MOVED by Councilor Pratt and seconded by Councilor Stephenson to approve the agenda as amended, with the addition of Chuck Zimmerman discussing private driveways on undeveloped City rights-of-way. Motion carried 4-0.

CONSENT AGENDA

Minutes of June 14, 2021, Regular Council Meeting
June 28, 2021, Regular Council Meeting Cancelled
Payroll and Claims Packet Dated June 28, 2021

Claims Direct Pay and Check #41233 through #41264 totaling \$111,366.53

City Council Minutes
July 12, 2021

Payroll and Claims Packet Dated July 12, 2021

Claims Direct Pay and Check #41268 and #41270 through #41293 totaling \$220,744.70

Payroll Direct Deposit and Check #41265 through #41267 totaling \$105,471.32

Manual Check #41269 not needing prior approval

MOVED by Councilor Erickson and seconded by Councilor Pratt to approve the items on the Consent Agenda. Motion carried 4-0.

RIVERSIDE CENTER MARKETING AND SERVICES PROPOSAL

The City advertised for a request for proposals to manage Riverside Center. One proposal was received, which was submitted by Gather Leavenworth, LLC. The submittal does not propose a building management service, instead proposes a marketing and event management service with 50% of building rental fees paid to the city. The city would then be responsible for all building utilities and event custodial services.

Some of the advantages of the proposal include event management, a staff person onsite at all events, increased marketing of the center, online event scheduling, and additional services provided by local businesses.

Some disadvantages include variable monthly revenue which is difficult to predict, increased staff time, providing custodial services after events and increased operating expenses for utilities and wifi.

Ashley Coffin and Whitney Coffin, owners of Gather Leavenworth, introduced themselves and explained that they have years of experience in both event coordinating and venue management. Riverside Center is a great venue with inside and outside areas. They are excited for the opportunity to add Riverside Center to their list of venues. They believe if marketed correctly, there will be more use of the Center than ever before.

MOVED by Councilor Erickson and seconded by Councilor Stephenson to continue working with Gather Leavenworth on a contract for marketing and event coordinating services for Riverside Center. Motion carried 4-0.

CHUCK ZIMMERMAN TO DISCUSS PRIVATE DRIVEWAYS ON UNDEVELOPED CITY RIGHTS-OF-WAY

Attorney Chuck Zimmerman addressed the City Council regarding private driveways on undeveloped City rights-of-way. If a building permit is submitted for a lot abutting an undeveloped right-of-way there are three options the City could consider; require the applicant to build the road, allow a special use permit to use the City right-of-way as a driveway or the City could vacate the right-of-way.

Chuck recommended the City address building permits on undeveloped City rights-of-way and put a process in place for future use.

Chuck will draft an ordinance outlining the process and requirements for an applicant to apply for a special use permit to use the City's right-of-way as a driveway when building on an undeveloped right-of-way.

2021 SOLID WASTE COLLECTION RATE MODIFICATION REQUEST

The Solid Waste Contract with Waste Management states that "in the event an annual increase in the CPI exceeds 4% in any year, the Contractor and the City may negotiate an annual increase in excess of 4% at the request of Contractor. Any increase in excess of 4% of the CPI must be agreed to in writing by the City.

Waste Management sent a letter requesting the City approve the actual change in CPI Index of 5.86% for solid waste collection rates, considering the business challenges created by COVID.

The City Council discussed the contract language and the CPI index of 5.86% and Waste Management's business challenges.

MOVED by Councilor Pratt and seconded by Councilor Stephenson to deny the increase in excess of the annual maximum of 4%. Motion carried 4-0.

INTERAGENCY DATA SHARING AGREEMENT WITH WASHINGTON STATE AUDITOR'S OFFICE

Under a bill passed by the Legislature this year, data sharing agreements (DSAs) are required for all state and local governments sharing data. This includes the data the City exchanges with the State Auditors during audits.

The proposed agreement formalizes all the steps taken to protect data, without requiring changes to existing data sharing practices.

MOVED by Councilor Erickson and seconded by Councilor Carlson to approve the Interagency Data Sharing Agreement with Washington State Auditor's Office. Motion carried 4-0.

LAW ENFORCEMENT UPDATE ON CONTRACT RENEWAL

The Chelan County Sheriff's Department presented the Mayor and Clerk-Treasurer with the 2022-2025 cost analysis for contracts with cities. The numbers they provided indicate the cost increase for 2022 for law enforcement services will be 5.26% and the following three years will be 4.09%. The County is drafting a new 4-year agreement for law enforcement services and a new 4-year lease agreement for space at City Hall. Both will be presented at a future meeting for Council approval.

PROGRESS REPORTS

The City received a letter from Chelan County Fire District No. 6 - Notice of Termination of the Interagency Agreement for Fire Protection Services.

Mayor Fletcher reported that he is meeting tomorrow with the Cashmere Fire Chief, Fire District No. 6 and Ballard Ambulance, to discuss the Interlocal Agreement for Emergency Medical Aid Services.

The City has applied for grant funding in the amount of \$900,000 to finish the road and sidewalks on Sunset Highway out to the city limits. The City's project was score #3.

Councilor Carlson would like to discuss the Farmer's Market and Vendor Fees on the next agenda. Mayor Fletcher stated that the Council needs to remember to treat all vendors using City property the same.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:01 p.m.


James Fletcher, Mayor

Attest:


Kay Jones, City Clerk-Treasurer