



CASHMERE CITY COUNCIL MEETING
MONDAY, OCTOBER 9, 2023, 6:00 P.M., CITY HALL

THE PUBLIC CAN ATTEND IN PERSON, CALL-IN OR LOG-IN TO ZOOM TO PARTICIPATE IN THE CITY COUNCIL MEETING. PLEASE CALL-IN OR LOGIN 5 MINUTES PRIOR TO MEETING.

**To Join the Meeting Go To <https://zoom.us>
Meeting ID: 882 719 9871 Passcode: 788276
Audio Only: PH# 1-(253)-215-8782**

AGENDA

CALL TO ORDER - ROLL CALL – FLAG SALUTE

ANNOUNCEMENTS

PUBLIC COMMENT PERIOD (For Items Not on the Agenda)

APPROVAL OF AGENDA

CONSENT AGENDA

1. Minutes of September 25, 2023, Regular Council Meeting
2. Payroll and Claims Packet Dated October 9, 2023

BUSINESS ITEMS

1. Update and discussion on proposed amendments to Chapter 17.54 Off-Street Parking
2. Budget Workshop

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 SEPTEMBER 25, 2023, AT CASHMERE CITY HALL – In-Person and Digital

OPENING

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

The 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:	John Perry Chris Carlson Shela Pistorosi Jayne Stephenson Derrick Pratt	
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations	Chuck Zimmerman, City Attorney

ANNOUNCEMENTS

Councilors Carlson and Stephenson toured the Chelan County Regional Jail. The correction officers are having to deal with a lot of mental health issues. The facility is old, the plumbing is outdated, and one flush away from a disaster. A new facility is greatly needed with a separate wing for inmates with mental health issues.

PUBLIC COMMENTS

Jeff Johnson residing at 250 Kennedy Road addressed the council regarding Kennedy and Rank Road. The school only provides a bus service if you are more than a mile from the school. The school does not service the Kennedy and Rank Road area. These roads have no sidewalks and are very narrow, so they are unsafe for the kids to walk. With the two new developments in the area the housing and traffic have doubled. Mr. Johnson wanted to know what the city is planning for that area to address traffic and safety.

APPROVAL OF AGENDA

MOVED by Councilor Carlson and seconded by Councilor Pratt to approve the agenda as submitted. Motion carried.

CONSENT AGENDA

Minutes of September 11, 2023, Regular Council Meeting
Payroll and Claims Packet Dated September 25, 2023

Claims Direct Pay and Check #42971 through #42993 totaling \$50,564.90.

Manual Check # 42968 Through #42970 not needing prior approval

Set Public Hearing October 23rd at 6:00 on Revenue Sources and possible increase in property tax

Set Public Hearing November 13th at 6:00 on the 2024 Preliminary Budget

Set Public Hearing on November 27th at 6:00 on the 2024 Final Budget

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the items on the Consent Agenda. Motion carried.

MANUEL NAVARRO, CEO OF COLUMBIA VALLEY COMMUNITY HEALTH (CVCH)

Manuel Navarro CEO of Columbia Valley Community Health (CVCH) provided the Council with an overview of the organization and its services. He has worked for CVCH in various capacities for twelve years and was appointed the CEO last July. CVCH serves Chelan and Douglas County, their annual budget is 50 million. In 2022 they provided 48 million dollars in care. According to Navarro, approximately 1500 CVCH patients are from the Cashmere/mid-valley area.

APPROVAL OF 2024 WOODARD & CURRAN BUDGET FOR MANAGING WATER AND WASTEWATER UTILITIES

Mayor Fletcher informed the council that in looking at the history of the CPI index, in the last 2 years the CPI increase has not been below 4% and in 2022 it was 7% and 8% increases. Prior to the 2 years the CPI increases were below 3%. The city based the utility rates on the prior CPI increases, which were below 3%. The city has been falling behind for the last 2 years and will have to catch up.

Woodard & Curran Area Manager Chris McMahon went through the line items of the proposed budget for water and wastewater operations. He explained the increases and answered questions. With 15 months of operations information available the expenses associated with operating the system are becoming well defined.

- The area's CPI change for the previous 12 months is 5.4%, which was used to adjust labor, office supplies, miscellaneous operating costs, and utility costs.
- Chemical costs have increased dramatically during the past 12 months and are expected to continue to increase as demand remains high. Chlorine Gas, used for drinking water disinfection has increased 347% and polymer, used for wastewater solids thickening has increased 25%.
- Residuals management, which is hauling the biosolids to Waterville, the costs have increased 8.6% and are expected to increase by a similar amount in the coming year.
- Laboratory reagents and outside analysis costs have increased more than the CPI during the past 12 months. This was reflected in the end of the year's budget adjustment. Outside laboratory analysis costs have increased by 25% and the reagent prices have increased 15%.
- Additional sampling has been required to closely monitor the wastewater process due to inconsistent discharges into the facility. This has resulted in a 25% increase in treatment system sampling to ensure stable operations at the WWTP.

The total budget for 2024 is a 12% increase over the 2023 budget for operating the water and wastewater utilities.

MOVED by Councilor Carlson and seconded by Councilor Stephenson to approve the Woodard & Curran 2024 Budget for operating the water and wastewater utilities. Motion carried unanimously.

2024 AGREEMENT FOR EMERGENCY SERVICES

The city contracts with Chelan County to provide services to Cashmere to develop a comprehensive emergency management plan and program. The proposed 2024 agreement is the same as previous years with an annual amount of \$10,333.40 for services to develop Cashmere's Emergency Management Plan, which is 3.6% higher than 2023.

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the 2024 Agreement for Emergency Services with Chelan County. Motion carried unanimously.

RESOLUTION NO. 05-2023 DECLARING AN EMERGENCY REGARDING NINE OR MORE FIRE HYDRANTS

The management company Woodard & Curran is in the process of flushing and testing the city fire hydrants and in the process, it was determined that at least nine of the hydrants are not operational and should be immediately replaced. Proper performance of fire hydrants is an essential function and immediate action is needed for the protection of public health and safety for the citizens living in Cashmere and their property.

Declaring an emergency will waive the competitive bidding process and allow Woodard & Curran and staff to replace immediately the fire hydrants that are not operational.

MOVED by Councilor Pratt and seconded by Councilor Stephenson to approve Resolution No. 05-2023 declaring an emergency regarding nine or more fire hydrants and waiving competitive bidding. Motion carried unanimously.

BUDGET WORKSHOP TO DISCUSS POSSIBLE UTILITY RATE INCREASES

Mayor Fletcher spoke with the council regarding the utility rates and the need to increase rates to keep up with the high increases of the past couple of years in supplies and services for operating the water and wastewater utilities.

The council was provided a worksheet showing the next few years and the decline in the amount the utilities will be able to transfer to the capital funds. Annually both utilities transfer \$400,000 to the water and wastewater capital fund. Without these funds capital projects will have to be postponed or not able to be done at all. The city is also obligated to keep the debt to net income ratio above 1.7.

The city will be holding a public hearing regarding the budget for 2024 after which the council will make a decision on the rate increases to be drafted for the rate resolution that will take effect January 1, 2024.

PROGRESS REPORTS

The playground equipment for ages 2-4 will be ordered soon, pictures were provided to the council.

Councilor Stephenson mentioned that in Arizona they have parks with equipment for adults to use for exercising. She suggested the city consider an adult area in Riverside Park for equipment.

Director Croci reported that the pump track will be paved during the week of October 8th – October 5th.

Work on the SCADA improvements electrical has started and the light poles for the Sunset Highway project will be delivered at the end of November and the trees for the project should be here in October.

The paving projects for the Riverside Park trail and the alley are completed.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:18 p.m.

James Fletcher, Mayor

Attest:

Kay Jones, Clerk-Treasurer

Staff Summary

Date: 10/5/2023
To: City Council
From: Steve Croci, Director of Operations
RE: Off-street parking

Staff proposed changes to off-street parking regulations to encourage and foster economic development (see attached document). The Planning Commission (PC) supported the proposed changes. Staff seeks direction from Council to continue working with the PC to change off-street parking code.

Chapter 17.54

OFF-STREET PARKING

Sections:

[17.54.010 Purpose.](#)

[17.54.020 Application.](#)

[17.54.030 Space requirements.](#)

[17.54.040 Standards.](#)

[17.54.060 Development and maintenance standards.](#)

[17.54.080 Parking perpetuation.](#)

[17.54.090 Loading.](#)

17.54.010 Purpose.

The intent of this chapter is to ensure the harmonious development of land, minimize congestion, and ensure traffic safety. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.020 Application.

Off-street ~~automobile~~ vehicle parking, as hereinafter set forth, shall be provided and maintained:

A. For any new structure or building erected;

B. For additional seating capacity, floor area, guest rooms, or dwelling units added to any existing building or structure;

C. When the use of the building or structure is changed, and if the new use would require additional parking areas under the requirements of this title. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.030 Space requirements.

Space requirements for parking and loading shall be as set forth in subsections A and B of this section.

A. Minimum parking requirements shall be determined for each development using the following table to establish the minimum spaces needed. For uses not identified within this section, the city shall use similar uses to determine space requirements.

B. Off-street parking for downtown business, mixed commercial/light industrial, warehouse, and multifamily shall be designed so that no vehicle will encroach across the property line onto

adjacent property, block any public sidewalk, or be parked so as to create a traffic safety hazard by blocking line of sight at corners and driveways.

C. Uses identified within CMC 17.18.020 located within the downtown business, warehouse, and mixed commercial/light industrial districts may use city-owned parking lots for satisfying 25-75 percent of the parking requirements. The subject City-owned parking lots are located at the corner of Aplets Way and Elberta Ave., the corner of Railroad Avenue and Maple Street, the corner of Woodring Street and Norman Alley, and the corner of Aplets Way and BNSF railroad tracks and Riverside Park boat launch parking lot. Fractions of parking spaces shall be rounded up and at least one off-street parking space is required per business.

D. Combination of uses

For a mixed-use facility the required number of parking spaces shall be the sum of the required parking spaces for each use. When residential and mixed use are combined only commercial requirements may be reduced. There's no reduction in residential requirements.

E. Shared use parking

Shared use of required parking spaces may be permitted where two or more uses on the same site or separate sites near one another are able to share the same parking spaces because their parking usage does not materially overlap (e.g., uses primarily of a daytime versus nighttime or weekday versus weekend nature). Shared parking shall be legally encumbered and shall meet all the applicable standards of this section. The following documentation shall be submitted to the administrator:

(a) The names and addresses of the owners and/or tenants that share the parking.

(b) The uses that are involved in the shared parking.

(c) The location and number of parking spaces that are being shared.

(d) An analysis showing that the peak parking times of the uses occur at different times and/or that the parking area will be large enough for the anticipated demands of both uses.

(e) A legal instrument such as an easement or deed restriction that guarantees continuing access to the parking for both uses which shall be subject to review and approval by the administrator.

PROPERTY USE	NUMBER OF PARKING SPACES REQUIRED
<u>Assembly</u>	<u>1 per 300 gross square feet</u>
<u>Exercise Facility</u>	<u>1 per 500 gross square feet</u>
<u>Hotel/Motel</u>	<u>1 per sleeping unit plus</u> <u>1 per 500 square feet of common area</u>
<u>Short-term rental</u>	<u>1 per dwelling unit plus</u> <u>1 for each for each bedroom over two bedrooms</u> <u>within each dwelling unit</u>
<u>Industrial</u>	<u>1 per 2,000 gross square feet</u>
<u>Office</u>	<u>1 per 500 gross square feet</u>
<u>Restaurant</u>	<u>1 per 100 gross square feet</u>
<u>Retail</u>	<u>1 per 500 gross square feet</u>
<u>School</u>	<u>1 per 3.5 seats in assembly rooms plus</u> <u>1 per faculty member</u>
<u>Warehouse</u>	<u>1 per 2,000 gross square feet</u>
<u>Repair Service</u>	<u>1 per 500 gross square feet</u>
<u>Residential</u>	
<u>Single-family, two-family residential</u>	<u>2 Per dwelling unit</u>
<u>Multifamily (three or more units)</u>	<u>2 Per dwelling unit</u>
<u>Accessory dwelling unit</u>	<u>2 Additional space</u>
<u>Caretaker's unit</u>	<u>2 Per dwelling unit</u>
<u>Bed and breakfast, boarding and lodging houses</u>	<u>2 Proprietor plus</u> <u>1 for each guest room</u>

Property Use	Required Parking Spaces	
Residential		
<u>Single-family, two-family residential</u>	<u>Per dwelling unit</u>	<u>2</u>
<u>Multifamily (three or more units)</u>	<u>Per dwelling unit</u>	<u>2</u>
<u>Accessory dwelling unit</u>	<u>Additional space</u>	<u>1</u>
<u>Caretaker's unit</u>	<u>Per dwelling unit</u>	<u>1</u>
<u>Bed and breakfast, boarding and lodging houses</u>	<u>Proprietor</u>	<u>2</u>

Property Use	Required Parking Spaces	
	Plus, for each guest room	±
Commercial		
Hotels and motels	Each guest room	±
Banks	200 sq. ft. gross floor area	±
Professional offices	300 sq. ft. gross floor area	±
Shopping centers	1,000 sq. ft. gross floor area	5.5
Restaurants, nightclubs, taverns, lounges	100 sq. ft. gross floor area	±
Retail garden nurseries	400 sq. ft. gross floor area	±
Wholesale garden nurseries	1,500 sq. ft. gross floor area	±
Retail stores, supermarkets, department stores	200 sq. ft. gross floor area	±
Personal service shops	200 sq. ft. gross floor area	±
Furniture, appliance, hardware	500 sq. ft. gross floor area	±
Household equipment service shops	500 sq. ft. gross floor area	±
Clothing stores and shoe repair shops	500 sq. ft. gross floor area	±
Drive-in businesses	100 sq. ft. gross floor area	±
New, used vehicle lots and uncovered businesses	5,000 sq. ft. retail sales area; plus, as required for buildings	±
Motor vehicle parts, repairs and service	400 sq. ft. gross floor area	±
Car washes	1,000 sq. ft. area	±
Veterinary	300 sq. ft. gross floor area	±
Animal services, tools, supplies, feed	500 sq. ft. gross floor area	±
Construction materials, sales and services	1,000 sq. ft. floor and yard area	±
Short-term rental	Per dwelling unit	±
	Plus for each bedroom over two bedrooms within each dwelling unit	±
Industrial		
Fruit packing facilities, manufacturing, research, testing laboratories, bottling plants, canneries	2,000 sq. ft. gross floor area	±
Warehouses, storage, controlled atmosphere building	2,000 sq. ft. gross floor area	±
Parcel delivery services	600 sq. ft. gross floor area	±
Cultural and Recreational		
Auditoriums, theaters, stadiums, outdoor sports areas, public assembly areas	3 fixed seats, or 175 sq. ft. of main assembly area not containing seats	±

Property Use	Required Parking Spaces	
Skating rinks	200 sq. ft. gross floor area	±
Golf driving ranges	Each practice tee	±
Miniature golf courses	Each hole	±
Bowling alleys	Each lane; plus, other service requirements	5
Indoor sports—Arcades, billiards	400 sq. ft. gross floor area	±
Institutional		
Colleges and universities	Each employee	2.5
	Plus, every three students	±
Senior high schools	Each employee	2
	Plus, every 10 students	±
	Plus, each bus stored on site	±
Middle and elementary schools	Each employee	2.5
	Plus, each bus parked on site	±
Libraries and museums	250 sq. ft. public use and office space	±
Nursery schools and day-cares	Each employee	±
	Plus, for each 12 children	± loading space
Medical and dental offices	200 sq. ft. gross floor area	±
Convalescent, nursing and health institutions	Each two employees	±
	Plus, every three beds	±
Hospitals	Each staff doctor	±
	Plus, every three employees	±
	Plus, for each three beds	±
Churches, alterations to churches; expansions that expand seating shall require additional parking	A minimum of 10 or for each five seats in main auditorium	±
Mortuaries, funeral homes	Each 100 sq. ft. of assembly area	±

(Ord. 1299 § 4, 2021; Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.040 Standards.

Subsections A through D of this section shall apply city-wide.

A. Locations. The maximum distance from use to parking shall be as follows:

1. For one-family and two-family dwellings: on the same lot with the building they are required to serve;

2. For multifamily dwellings: not more than 600 feet from the dwelling unit they are required to serve;

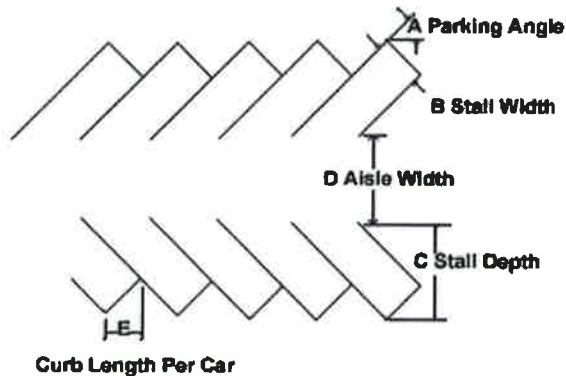
~~3. For hospitals, sanitariums, homes for the aged, asylums, orphanages, rooming houses, clubrooms, fraternity and sorority houses: not more than 600 feet from the building they are required to serve;~~

34. For uses other than those specified above: not more than 800 feet from the building they are required to serve. If the parking area is under different ownership than the building site, then a legal instrument such as an easement or deed restriction that guarantees continuing access to the parking shall be provided and shall be subject to review and approval by the administrator. A legal instrument is not required for the city parking lots identified in Section 17.54.030(C).

B. Dimensional Standards. All off-street parking lots shall be designed in accordance with the following standards as referred to in subsections C and D of this section:

1. No parking shall be allowed within side yard setbacks.

2. Minimum parking layout dimensions: refer to exhibits in subsections C and D of this section.



C. Exhibit 17.54.040(C).

D. Exhibit 17.54.040(D).

Angle	Type	Stall Width	Stall Depth	Aisle Width	Curb Length
A		B	C	D	E
0°	Compact	8.0	20.0	12.0	20.0
0°	Standard	9.0	22.0	12.0	22.0

Angle	Type	Stall Width	Stall Depth	Aisle Width	Curb Length
A		B	C	D	E
45°	Compact	8.0	19.1	14.0	11.3
45°	Standard	9.0	19.8	13.0	12.7
60°	Compact	8.0	20.4	19.0	9.2
60°	Standard	9.0	21.8	18.0	10.4
70°	Compact	8.0	20.6	20.0	8.5
70°	Standard	9.0	21.0	19.0	9.6
90°	Compact	8.0	16.0	24.0	8.0
90°	Standard	9.0	18.0	24.0	9.0

The following shall be access requirements to and from all primary and secondary arterials to all new developments in all districts, except the downtown commercial district:

Minimum Spacing Between Driveways

Arterial Speed (mph)	Minimum Separation (feet)
20	85
25	105
30	125
35	150
40	185
45	230

These standards may be subject to reduction, by approval of the city administrator, where necessary to provide access. Said standards are found necessary to protect the flow of traffic and ~~the~~ public safety. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

E. Required Parking Exception

A required parking exception can be considered to provide context relevant solutions from proposed developments in downtown business, mixed commercial/light industrial or warehouse districts that are unable to meet code-required minimum number of parking spaces, or in cases where providing required parking would contribute to overbuilding parking in the area. Request for a required parking exception can be made by providing a written justification that demonstrates a reduced need for parking. The written justification for the exception to off-street parking requirement shall be subject to review and approval by the administrator.

(Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.060 Development and maintenance standards.

Every parcel of land hereafter put to use as a public or private parking area, including commercial parking lots, shall be developed as follows:

A. Any off-street parking area other than for a one-family or two-family dwelling shall be effectively screened by a sight-obscuring fence, hedge, or planting on each side which adjoins property situated in a single-family or multifamily district, or the premises of any school or like institution, as provided in this title. Screening along public streets shall be three feet in height. Screening between properties shall be six feet in height;

B. Any lighting used to illuminate the off-street parking areas shall be arranged so that it will not project light rays directly upon any adjoining property in a single-family or multifamily district. All off-street parking areas larger than 5,550 square feet shall be required to provide adequate illumination;

C. Except for one-family and two-family dwellings, groups of more than two parking spaces shall be so located and served by a driveway that their use will require no backing movements or other maneuvering within a street or right-of-way other than an alley;

D. Except for one-family and two-family dwellings, areas used for standing and maneuvering of vehicles, including driveways, shall be permanently surfaced and so drained as to avoid flow of water across sidewalks or onto adjacent properties. Individual spaces shall be marked with painted stripes. Parking lot design and drainage shall be subject to review and approval of the city administrator;

E. Except for parking to serve residential uses, parking and loading areas adjacent to or within residential zones, or adjacent to residential uses, shall be designed to minimize disturbance of residents;

F. Parking spaces along the outer boundaries of a parking area shall be contained by a curb or bumper rail so placed to prevent a motor vehicle from extending over an adjacent property line or a street, and to protect buildings and landscaping other than groundcover;

G. A private garage shall not have a capacity for more than three passenger automobiles for each dwelling unit, unless the lot whereon the dwelling and garage are proposed to be located has a lot area of 2,000 square feet for each parking space in such garage. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.080 Parking perpetuation.

To ensure the perpetuation of the off-street parking space herein required, the holder of certificate of occupancy must maintain such during his occupancy and use; and in the absence of maintaining said off-street parking, the certificate of occupancy shall be revoked. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.090 Loading.

A. Berths Required. Buildings or structures to be erected or substantially altered, and which require receipt, delivery, or distribution of materials and merchandise by trucks, shall provide and maintain off-street loading berths according to prescribed standards, except in the downtown commercial area.

B. Table of Standards – Business, Commercial Buildings. Business or commercial buildings (retail, wholesale, storage), goods display, markets, mortuaries, laundries, department stores, warehouses, industrial or manufacturing establishments, freight terminals, railroad yards, and similar uses, which have, or intend to have, an aggregate gross floor area of 5,000 square feet or more, shall provide truck loading and unloading berths in accordance with the following table of standards:

Number of Berths	Adjusted Gross Floor Area
1	5,000 sq. ft. up to 20,000 sq. ft.
2	20,000 sq. ft. up to 50,000 sq. ft.
3	50,000 sq. ft. up to 100,000 sq. ft.
1 add'l for each	50,000 sq. ft. in excess of 100,000 sq. ft.

C. Table of Standards – Hotels, Restaurants, Office Buildings, Etc. Each office building, hotel, restaurant, assembly structure, hospital, and any similar structure, which has or is intended to have an aggregate gross floor area of 20,000 square feet or more, shall provide off-street truck loading or unloading berths in accordance with this table:

Number of Berths	Adjusted Gross Floor Area
1	20,000 sq. ft. up to 50,000 sq. ft.
2	50,000 sq. ft. up to 100,000 sq. ft.
1 add'l for each	50,000 sq. ft. in excess of 100,000 sq. ft.

D. Size of Berths. Berths required by preceding sections shall be 10 feet wide, 45 feet long, and 14 feet high for large trucks such as trailer vans.

E. Design Standards. Berths shall be provided in such a manner as not to obstruct freedom of traffic movement and driver vision on streets or alleys, and be adequate for standing, loading, and unloading services in order to avoid undue congestion and interference with public use of streets and alleys, and to provide safety.

F. Use of Yards. Space for such berth may occupy all, or any part of, any required yard space when uncovered.

G. Relationship to Residential Lots. No berth shall be located closer than 50 feet to any other lot in any residential district, unless wholly within a completely enclosed building, or unless screened from such lot in the residential district by a wall or uniformly painted fence not less than six feet in height.

H. Access to Alleys. Access to such berth shall be from an alley when such exists. Off-street truck loading areas shall be separated from the off-street parking area. The surface shall be light bituminous macadam or better. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

Number of Berths

Adjusted Gross Floor Area

The Cashmere Municipal Code is current through Ordinance 1317, passed December 12, 2022.

Disclaimer: The city clerk's office has the official version of the Cashmere Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://cityofcashmere.org/>

City Telephone: (509) 782-3513

[Code Publishing Company](#)

Staff Summary

Date: October 7, 2023
To: City Council
From: Jim Fletcher, Mayor
RE: 2024 Budget Workshop

Attached budget materials for discussion.

- Inflation history CPI chart

- General Government and Public Works Budget Charts

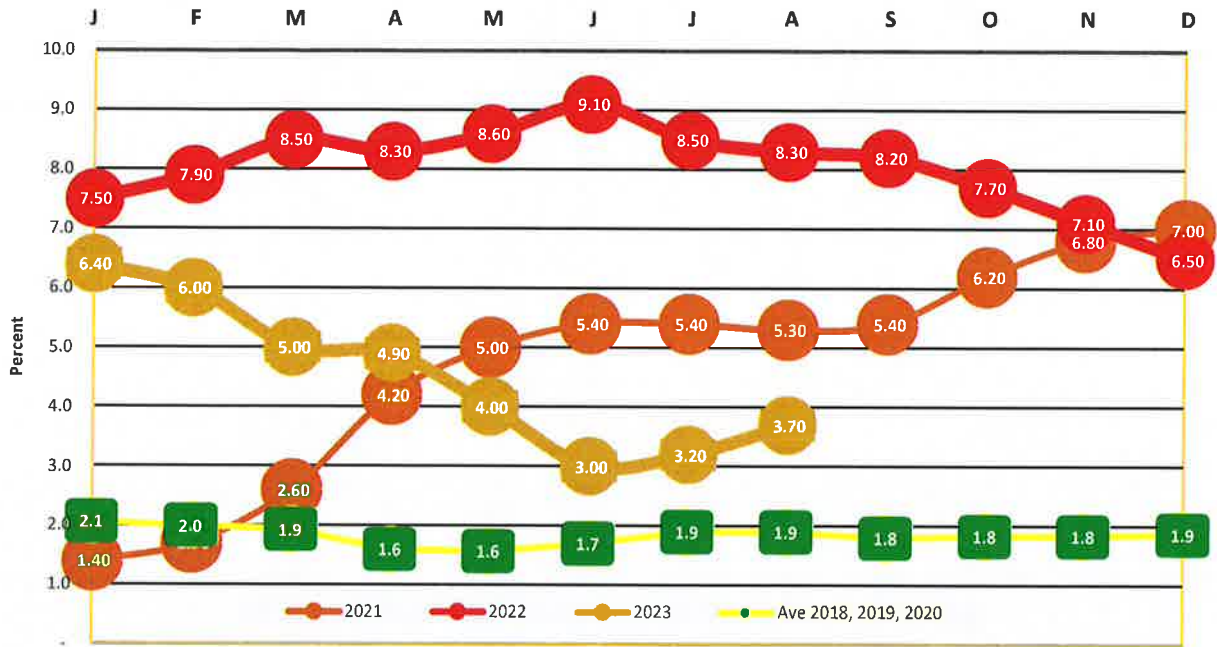
- Capital Projects six-year planning budget.
 - Capital Funds Proposed Expense Summary
 - Budget planning includes projects for up to six years to estimate financial goals for reserves to pay for those projects.
 - Funding policy to maintain a minimum balance in all capital funds to allow for unforeseen situations, emergencies, cash flow for grant reimbursement and credit rating.

- Discussion of Revenue Source Options
 - 2024 Revenue Estimate
 - Cashmere 1% Sales Tax 3-year history
 - Property tax 1% revenue increase and alternatives.
 - Transportation sales tax 0.1%

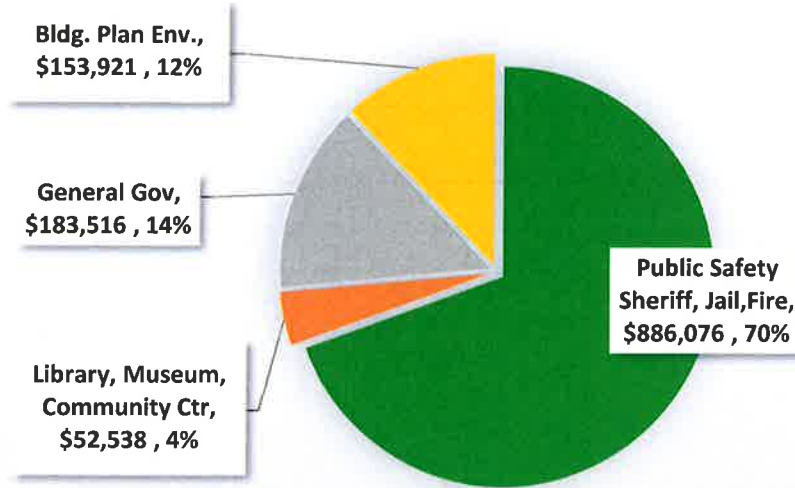
Staff Recommendation

Discussion and guidance to prepare for public hearings

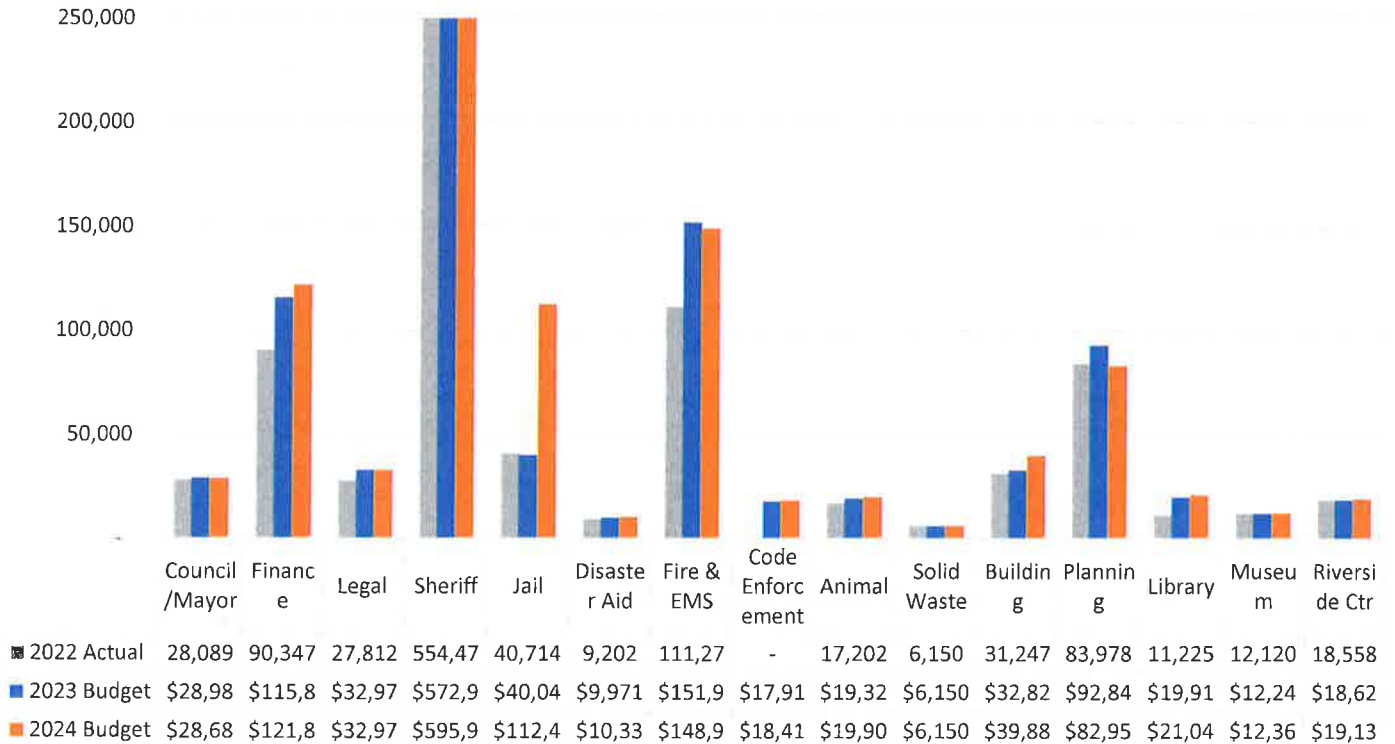
Inflation Indicator 2018 to 2023 (Monthly CPI - U)



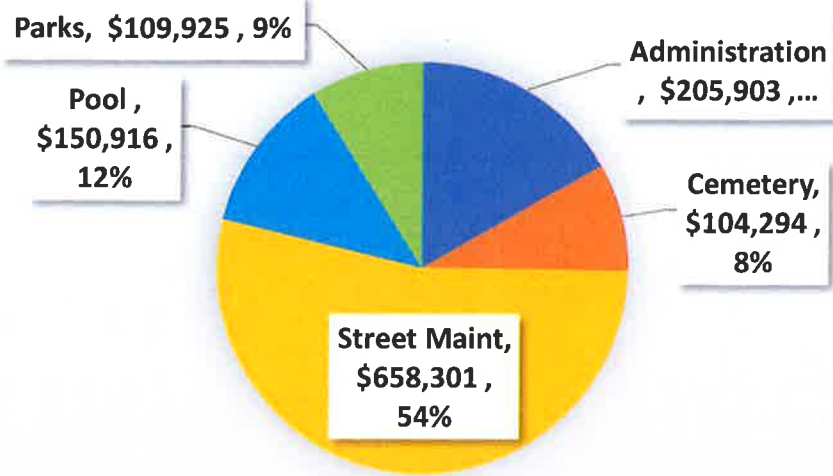
General Gov. Budget 2024



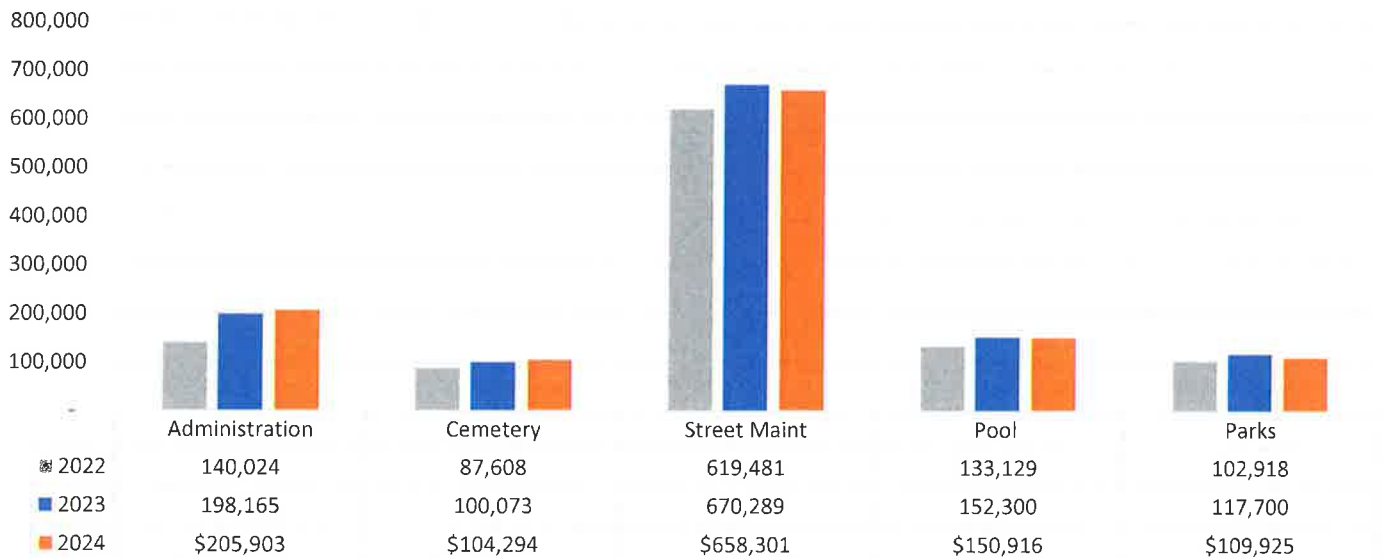
General Government Budget 2022 2023 Proposed 2024



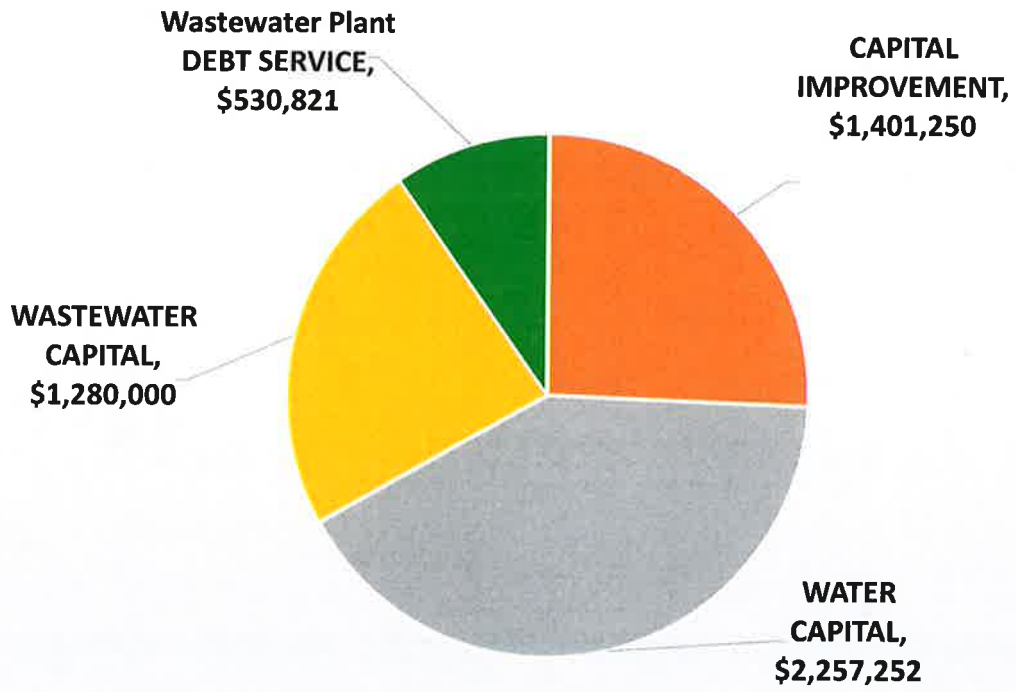
Public Works Budget 2024



Public Works Budget 2022 2023 Proposed 2024



2024 CAPITAL FUNDS PROPOSED EXPENSE SUMMARY



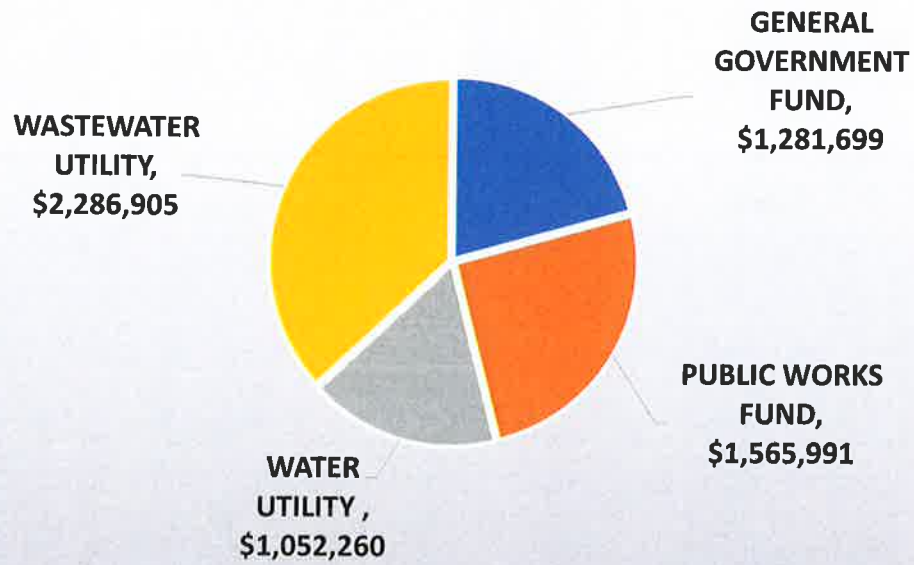
SIX-YEAR CAPITAL PROJECT BUDGET PLANNING

	2024	2025	2026	2027	2028	2029	2030 & Beyond
Beginning Balance General Gov Public Works Capital Fund	\$ 4,815,531	\$ 3,865,531	\$ 2,834,281	\$ 1,956,781	\$ 1,211,781	\$ 811,781	
302 Capital Improvement Fund							
General Government & Parks							
Riverside Ctr HVAC	50,000						
Cemetery Expansion - Survey, irrigation, landscaping	50,000	100,000					
Playground equip (carry over)	100,000						
Riverside Park	65,000						
Swimming Pool Repair/Improvements (GRANT \$)			600,000				
Fire Truck		525,000					
Old Library Bldg		200,000					
East Cashmere property site plan			50,000				
Riverside rafter access							
Trails study (Regional Partners)	20,000						
Trail Improvements	15,000						
Wenatchee River Pedestrian bridge							5,000,000
Sub Total General Government	300,000	825,000	650,000	-	-	-	5,000,000
Street Projects							
1 S. Douglas Street Eng & Const	530,000						
2 W. Prospect Eng / Const	30,000	200,000					
3 Norman N. Douglas Street Eng / Const		56,250	300,000				
Cottage Ave Canopies	50,000						
4 Olive - sidewalks Eng. Const			127,500	850,000			
5 Meadowsweet Eng. / Const				45,000	300,000		
6 Fisher					50,000	275,000	
Perry		150,000					
W. Pleasant				50,000	250,000		
Elberta & Maple							400,000
Cottage Pavement							400,000
Pioneer Pavement							200,000
Blue Star							1,200,000
Mill Road - Design R/W, Engineering Construction							250,000
River St							300,000
Pioneer Improvement (w/ water main)							3,850,000
Evergreen							1,700,000
Rank							
Street Equipment							
Dumptruck w/sander & plow	200,000						
Orbit Screener	40,000						
Sub total Street Projects Totals	850,000	406,250	427,500	945,000	600,000	275,000	8,300,000
302 TOTAL Capital Improvemtn Fund	1,150,000	1,231,250	1,077,500	945,000	600,000	275,000	
Anticipated Grant Revenues							
Funds Transferred to Capital Improvement Fund	200,000	200,000	200,000	200,000	200,000	200,000	
End Balance Capital Improvement Fund Minimum Goal \$1,000,000	\$ 3,865,531	\$ 2,834,281	\$ 1,956,781	\$ 1,211,781	\$ 811,781	\$ 736,781	

	2024	2025	2026	2027	2028	2029	2030 & Beyond
Beginning Balance Capital Water Fund	\$ 3,361,154	\$ 2,926,842	\$ 2,636,842	\$ 2,536,842	\$ 2,636,842	\$ 2,526,842	
411 Water Capital Improvement Fund							
SCADA	200,000						
Engineering							
Building Improvement	22,000						
Fire Hydrants	50,000						
Other Improvements							
S. Douglas 8in Main	350,000						
Plant Macenery & Equip							
Distribution Machinery & Equipment							
Prz vault improvements	300,000						
Update GIS Maps	10,000				10,000		
Norman & Douglas 8 in Main		250,000					
Perry ST 8 in main		200,000					
1000 PRZ		150,000					
Elberta & Maple 8 in main			300,000				
Elberta 8 in main Aplets to Woodring			200,000				
Valley View 8 in main				300,000			
Blues Star 8 in main					500,000		
River St 12 in main						550,000	
1050PRZ							
Pioneer Ave 12 in main							1,200,000
New 1MG Reservoir							5000000
West Cashmere Transmision							1000000
Sullivan St to Tigner							600000
Update water system Plan		90,000					
411 Total Water Capital Improvemetn Fund	932,000	690,000	500,000	300,000	510,000	550,000	7,800,000
Anticipated Grant Revenues	97,688						
Funds Transferred to Capital Impvement Fund	400,000	400,000	400,000	400,000	400,000	400,000	
End Balance Capital Water Fund Minimum Goal \$1,000,000	\$ 2,926,842	\$ 2,636,842	\$ 2,536,842	\$ 2,636,842	\$ 2,526,842	\$ 2,376,842	

	2024	2025	2026	2027	2028	2029	2030 & Beyond
Beginning Balance Capital Wastewater Fund	1,614,465	1,322,153	1,082,153	1,132,153	1,382,153	1,772,153	
412 Wastewater Capitle Improvement Fund							
SCADA	200,000						
Engineering							
S. Douglas Desing & Const	330,000						
West Prospect Design & Const	30,000	300,000					
Norman & Douglas Design	25,000	250,000					
Cottage Sewer repair			200,000				
Elberta			150,000	150,000			
Update GIS maps	10,000				10,000		
Update Wastewater System Plan		90,000					
Pioneer water line							250,000
Truck (50% shared with water)	45,000						
Emergency Generator	150,000						
412 Total Wastewater Capital Improvement Fund	790,000	640,000	350,000	150,000	10,000		250,000
Anticipated Grant Revenues	97,688						
Funds Transferred to Capital Impvement Fund	400,000	400,000	400,000	400,000	400,000	400,000	
End Balance Wastewater Capital Fund Minimum Goal \$1,000,000	\$ 1,322,153	\$ 1,082,153	\$ 1,132,153	\$ 1,382,153	\$ 1,772,153	\$ 2,172,153	

2024 REVENUE ESTIMATE



Cashmere 3 year comparison 1% Sales Tax Revenues

