

SELAH CITY COUNCIL

6:30pm January 26, 2016



Selah City Council
Regular Meeting
Tuesday, January 26, 2016
6:30pm
City Council Chambers

Mayor:
Mayor Pro Tem:
Council Members:

Sherry Raymond
John Tierney
Paul Overby
Roy Sample
Laura Ritchie
Roger Bell
Russell Carlson
Diane Underwood

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Administrator:
City Attorney:
Clerk/Treasurer:

Don Wayman
Bob Noe
Dale Novobielski

AGENDA

- A. Call to Order –Mayor Raymond
- B. Roll Call
- C. Pledge of Allegiance
- D. Agenda Changes
 - 1. Add F – 1 under Getting To Know our Businesses
- E. Public Appearances/Introductions/Presentations **None**
- F. Getting To Know Our Businesses
 - 1. Brett Mower, Selah Vision Source
- G. Communications
 - 1. Oral

This is a public meeting. If you wish to address the Council concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name for the record. The Mayor reserves the right to place a time limit on each person asking to be heard.

2. Written

- Monica Lake a. Selah Downtown Association Monthly Report
- Andrew Potter b. Organizational Charts

- H. Proclamations/Announcements **None**
- I. Consent Agenda

All items listed with an asterisk (*) are considered routine by the City Council and will be enacted by one motion, without discussion. Should any Council Member request that any item of the Consent Agenda be considered separately, that item will be removed from the Consent Agenda and become a part of the regular Agenda.

- Monica Lake * 1. Approval of Minutes: January 12, 2016 Council Meeting
- Dale N. * 2. Approval of Claims & Payroll

- J. Public Hearings **None**
- K. New Business **None**
- L. Old Business **None**
- M. Resolutions

- Charlie Brown 1. Resolution Authorizing the Mayor to Sign a Camp Contract with UK International Soccer Inc.
- Donald Wayman 2. Resolution to Approve the Articles of Association of the Yakima Valley Conference of Governments as Amended

N. Ordinances

- Dale N. 1. Ordinance Amending the 2016 Budget for Legal Department Public Defense and Prosecution Costs
- Dale N. 2. Ordinance Amending the 2016 Budget for an Executive Department Contribution to the Selah Downtown Association

P. Reports/Announcements

- 1. Mayor
- 2. Council Members
- 3. Departmental
- 4. Boards

Caprise Groo a. Planning Commission Minutes for December 15, 2015

Monica Lake b. Parks Board Minutes for November 16, 2015

Q. Executive Session

- 1. 30 Minute Session – Real Estate RCW 42.30.110(1)(b)
- 2. 30 Minute Session – Employment RCW 42.30.110(1)(g)

R. Adjournment

Next Study Session February 9, 2016
 Next Regular Meeting February 9, 2016

Each item on the Council Agenda is covered by an Agenda Item Sheet (AIS)

A yellow AIS indicates an action item.

A blue AIS indicates an information/non-action item.



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING INFORMATIONAL ITEM

1/12/2016 G – 2A

Title: Selah Downtown Association Monthly Report

Thru: Donald Wayman, City Administrator

From: Monica Lake, Executive Assistant

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Informational Only

Background / Findings & Facts:

Attached is the Treasurer's report for January 2016

Recommended Motion:

N/A

Selah Downtown Association
Treasurer Report
1/11/16

INCOME

Beg. Balance	\$18830.83
B&O Tax Donation	\$800.00
Total Income	<u>\$19630.83</u>

EXPENSES

Hotel Expense for Leadership Meeting	\$223.38
Total Expenses	<u>\$223.38</u>

CURRENT BALANCE ON HAND **\$19407.45**



Tammy E. Allan, Treasurer SDA



Date



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING INFORMATIONAL ITEM

1/26/2016 G – 2B

Title: Organizational Charts

Thru: Donald Wayman, City Administrator

From: Andrew Potter, Human Resource Manager

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

N/A

Background / Findings & Facts:

Page 1: Administrative Positions, including all departments. The details of the largest three departments (Police, Fire, and Public Works) are listed on the following three pages.

Page 2: Public Works Department, including 19 FTE and one contracted planner. In the near future there will be an employee hired for Stormwater Management/Code Enforcement.

Page 3: Police Department, which consists of 18 FTE, 5 Reserve Officers, and 3 Volunteer Chaplains.



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

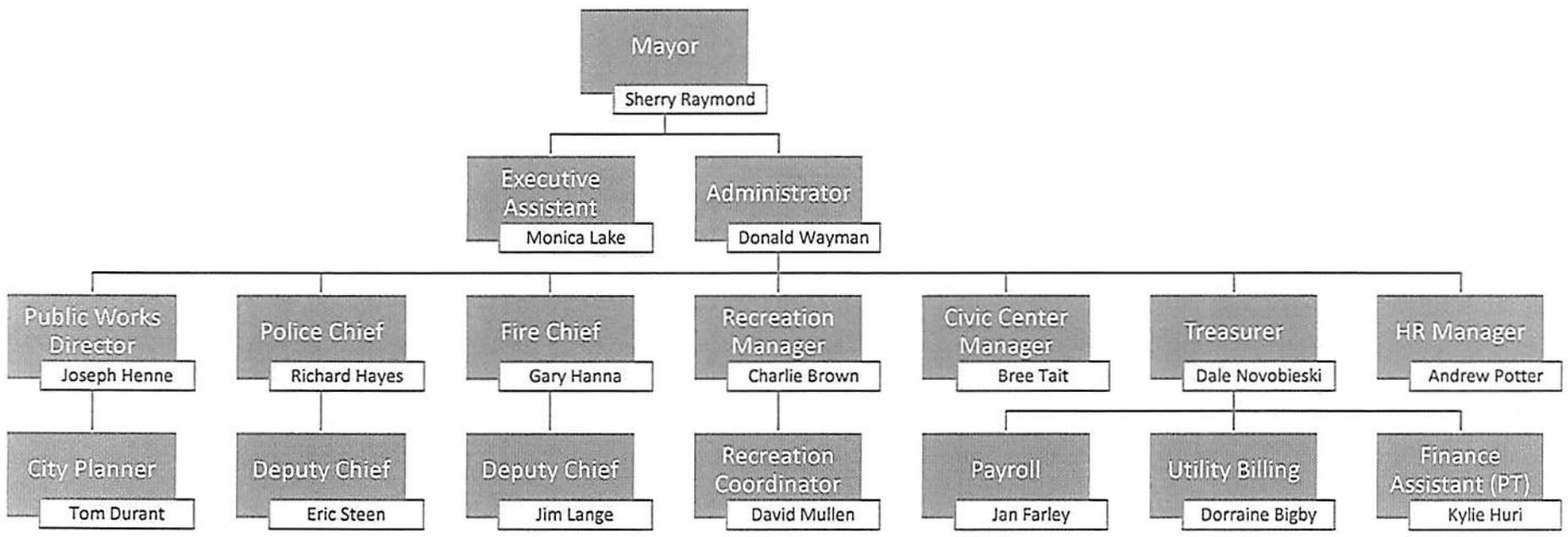


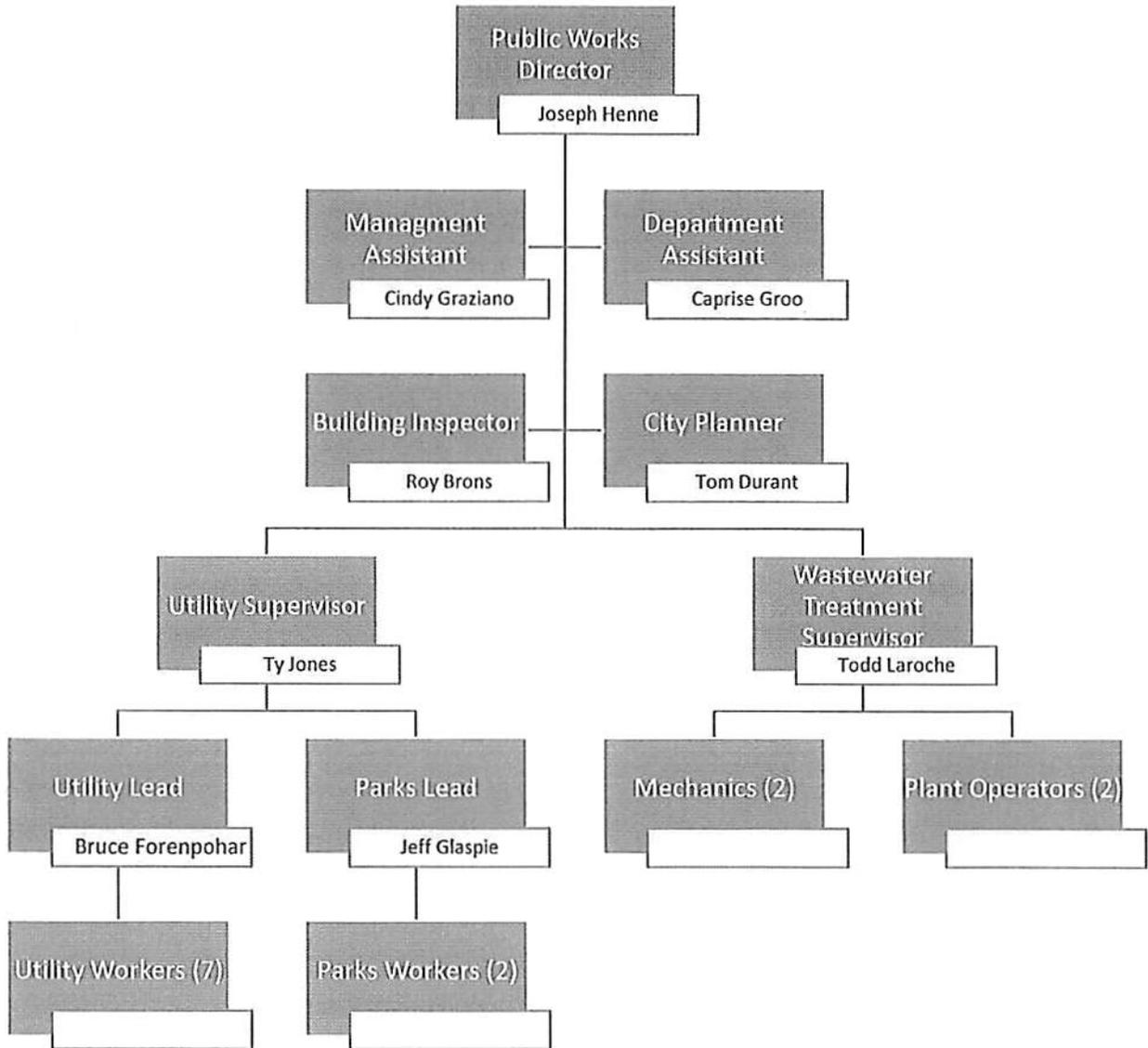
Page 4: Fire Department, which consists of 6 FTE. Combined, the City and the Fire District have 50 trained employees and volunteers as well as 18 recruits this year.

Recommended Motion:

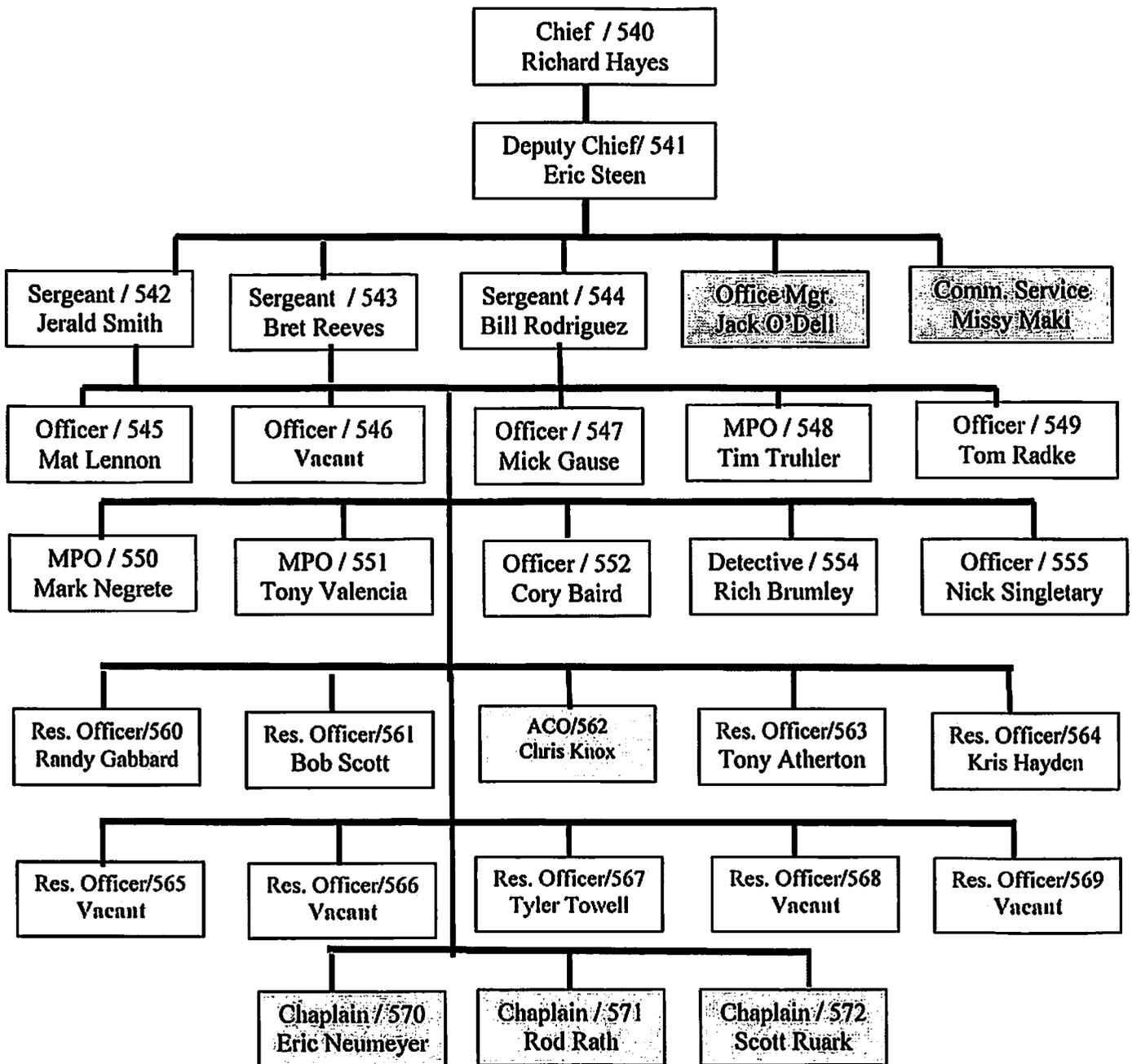
N/A

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SELAH POLICE DEPARTMENT COMMAND STRUCTURE

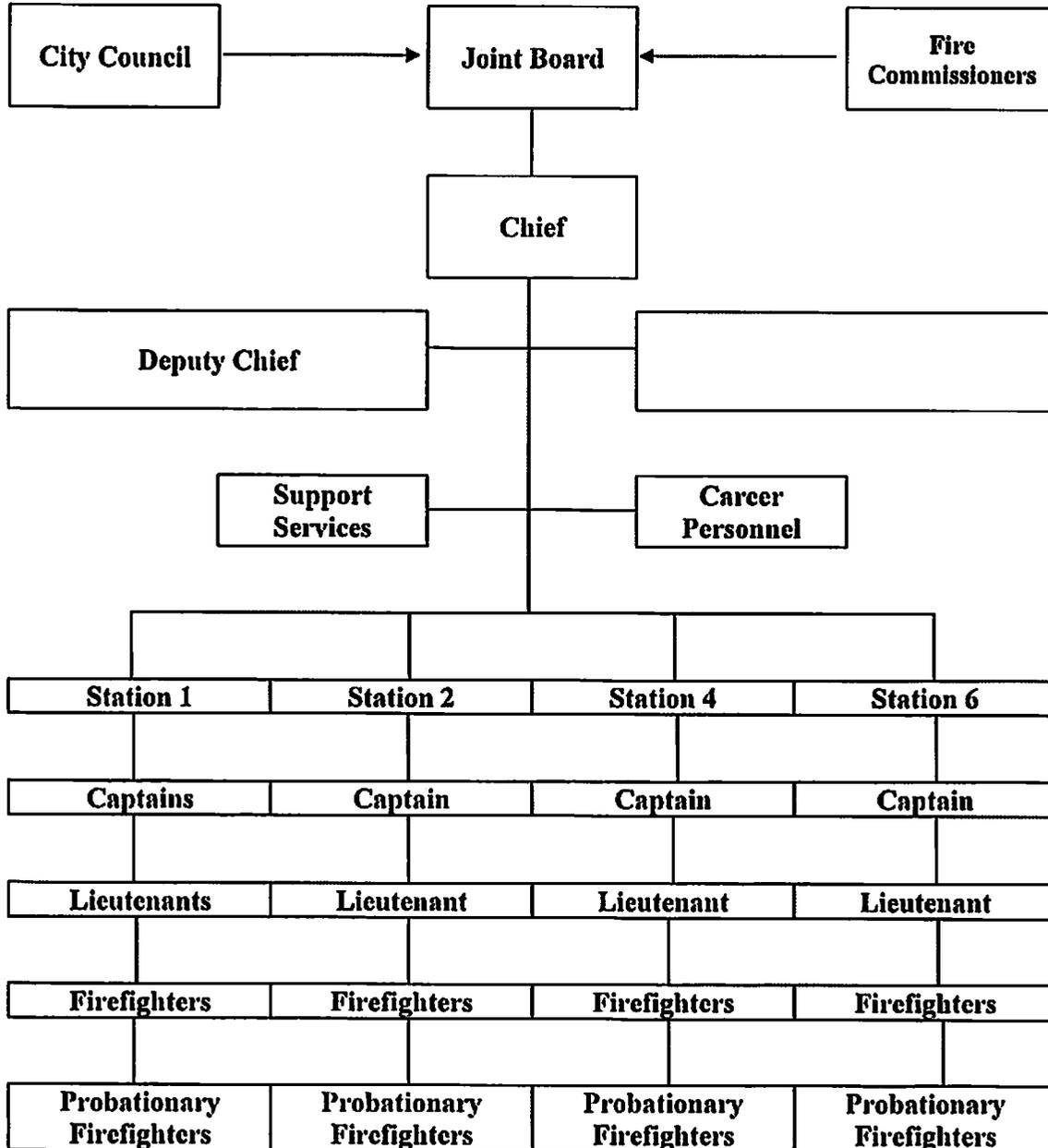




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Selah Fire Department

Selah Fire Department Organizational Chart





**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM

1/26/2016

I – 1

Title: Approval of Minutes: January 12, 2016 Council Meeting

Thru: Donald Wayman, City Administrator

From: Monica Lake, Executive Assistant

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Approval of Minutes

Background / Findings & Facts:

See Minutes for details

Recommended Motion:

Motion to approve the Consent Agenda as read. (This item is part of the Consent Agenda)

City of Selah
Council Minutes
January 12, 2016

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

A. Call to Order Mayor Raymond called the meeting to order at 4:00pm.

B. Roll Call

Members Present: Paul Overby; John Tierney; Roy Sample; Laura Ritchie; Russell Carlson;
Diane Underwood

Members Excused:

Staff Present: Don Wayman, City Administrator; Bob Noe, City Attorney; Gary Hanna,
Fire Chief; Jim Lange, Deputy Fire Chief; Rick Hayes, Police Chief; Joe
Henne, Public Works Director; Dale Novobielski, Clerk/Treasurer; Charles
Brown, Recreation Manager; Tom Durant, Community Planner; Bree Tait,
Civic Center Manager; Andrew Potter, Human Resources Manager;
Monica Lake, Executive Assistant

C. Pledge of Allegiance

Mayor Raymond led the Pledge of Allegiance. Pastor Mark Griesse gave the prayer.

D. Agenda Changes **None**

E. Public Appearances/Introductions/ Presentations **None**

F. Getting To Know Our Businesses **None**

G. Communications

1. Oral

Mayor Raymond opened the meeting.

Wayne Petterson approached the podium and addressed the Council. He urged the City Council to withhold any future dollars towards the Selah Downtown Association until they can satisfy his request regarding their finances.

Seeing no one else rise to speak, Mayor Raymond closed the meeting.

2. Written

- a. Selah Downtown Association Monthly Report
- b. December 2015 Monthly Report for Building Permits and Inspections, Animal Control and Code Enforcement

H. Proclamations/Announcements None

I. Consent Agenda

Council Member Ritchie moved, and Council Member Overby seconded, to add M – 1, M – 5 and M – 6 to the Consent Agenda. By voice vote, approval was unanimous.

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

- * 1. Approval of Minutes: November 10, 2015 Council Meeting
- * 2. Approval of Claims & Payroll:
 - Payroll Checks Nos. 79223 – 79242 for a total of \$179,801.84
 - Payroll Checks Nos. 79243 – 79268 for a total of \$237,615.44
 - Claim Checks Nos. 66897 – 66973 for a total of \$127,120.57
 - Claim Checks Nos. 66975 – 67053 for a total of \$198,597.05
 - Claim Checks Nos. 66974; 67054 – 67078 for a total of \$38,999.58
- * 3. Resolution M – 1: Resolution Declaring Fire Department Property as Surplus and Authorizing Its Disposal
- * 4. Resolution M – 3: Resolution Authorizing the Mayor to sign Task Order 2016-1 between the City of Selah and Huibregtse, Louman Associates, Inc. for the Goodlander Road Grind & Overlay As-Builts
- * 5. Resolution M – 5: Resolution Authorizing the Mayor to Sign a Professional Service Agreement with the Yakima Valley Sports Commission
- * 6. Resolution M – 6: Resolution Authorizing the Mayor to sign an Interagency Agreement with the Washington State Patrol for \$11,900 in grant funds for electronic fingerprinting equipment

Council Member Ritchie moved, and Council Member Overby seconded, to approve the Consent Agenda as read. By voice vote, approval of the Consent Agenda was unanimous.

J. Public Hearings **None**

K. New Business

1. Selection of a Mayor Pro Tempore for Calendar Year 2016

Council Member Overby nominated, and Council Member Ritchie seconded, Council Member Tierney to be Mayor Pro Tempore for Calendar Year 2016. By voice vote, approval was unanimous.

2. Board & Committee Assignments for 2016

Council Member Bell joined the meeting.

Mayor Raymond read through the list of board and committee assignments. Council Members were assigned as follows: Finance Committee – Council Members Ritchie, Overby, and Carlson; Parks & Recreation Board – Council Member Underwood; Lodging Tax Advisory Committee and Selah Tourism Promotion Board – Council Member Tierney; Yakima Valley Conference of Governments – Council Members Carlson and Bell; Yakima Valley Visitors & Convention Bureau – Council Member Tierney; Selah Parks & Recreation Service Area Board – Council Members Sample and Overby; Fire Commissioners Board and Volunteers Firefighters Board – Mayor Raymond and Council Member Bell; Selah Chamber of Commerce – Council Member Bell; Selah School District – Council Members Underwood and Bell; Gang Commission – Council Member Ritchie; Naches-Selah Irrigation District Voting Member – Mayor Raymond; Facilities Committee – Council Members Tierney, Overby, and Ritchie; Selah Parks Foundation – Council Member Underwood; Selah Downtown Association – Council Member Sample

3. Main Street Tax Incentive Program for the Public Utility Tax Credit for 2017

Tammy Allan, Selah Downtown Association addressed K – 3. She commended Clerk/Treasurer Novobielski for doing the research to make sure that the City can take advantage of the public utilities tax credit offered for the Main Street Tax Incentive Program, which would allow the City to take up to seventy-five percent of their donation to the Selah Downtown Association as tax credit for the following calendar year. She noted that the funds available for the program in 2016 were all gone by eleven am on January 4th, much sooner than previous years, and that Selah businesses claimed twelve thousand five hundred from the fund for 2016. She thanked the Council for their support of the last three years, and expressed her desire to keep the lines of communication open.

Mayor Raymond requested that she elaborate on the monies being gone.

Ms. Allan used the image of a piggy bank to explain, saying that the Department of Revenue set aside one point five million dollars for Washington State, and there are currently thirty-three cities vying for a

share of the funds for their Main Street programs. She went on to say that the money was completely earmarked by eleven am on Monday, January 4th, and that, while they are not reliant on those funds as of yet, monies from that source should be roughly a third of their annual budget.

Council Member Tierney wondered if it was ‘first come first served’, or if those who have already participated get first shot at the money.

Ms. Allan responded that it is ‘first come first served’, which is why it is urgent to get Selah business requests in right away.

Council Member Sample inquired if those businesses who did not get a chance to get in can register prior to the end of the year.

Ms. Allan replied in the negative, saying that nothing can be done in advance. She added that they would be talking to legislators on the hill to encourage them to make more Department of Revenue dollars available.

Council Member Tierney asked if it was the same as the B&O credit.

Ms. Allan responded in the affirmative.

Council Member Tierney wondered if it was earmarked for communities, or for businesses and communities.

Ms. Allan replied that it is for both, and that the Selah Downtown Association should only have that as a third of their annual budget; the rest should come from fundraising and events.

L. Old Business **None**

M. Resolutions

- * 1. Resolution Declaring Fire Department Property as Surplus and Authorizing Its Disposal
- 2. Resolution Approving the Preliminary Plat of “Valhalla Heights Subdivision Phases 3 and 4” (912.38.14-02) and Adopting Findings and Conditions of Preliminary Plat Approval

Community Planner Durant addressed M – 2. He stated that this is a final decision on the preliminary plat for Valhalla Heights Phases 3 and 4, consisting of sixty-one lots off West Goodlander Road, and is a continuation of Valhalla Estates. He said that Council is being asked to approve the Hearing Examiner’s recommendation from a little over a year ago, noting that there are some unique things about the project, such as part of the property being outside the City limits and the urban growth boundary; after discussing the matter with the County, they require that the final plat have a separate parcel for the County land, which is not served by City water and sewer. He went onto say that another matter of concern is the need for two access points to streets, as required per City code, a challenge due to the location of the property; the Hearing Examiner gave some options for this condition, with a requirement

of the final plat being a second access route approved by the Public Works Director. He recommended approval of the Hearing Examiner's recommendation.

Council Member Overby wondered, regarding condition thirteen, if the developer could build homes prior to final plat, or if they would just need to have the infrastructure in prior to that.

Community Planner Durant responded that condition thirteen has to be met before recording the final plat.

Council Member Sample remarked that, technically, they could build a house on a single parcel, prior to the subdivision approval.

Community Planner Durant agreed, provided they had accessibility to sewer and water.

Council Member Sample asked if the new access road would be in the county.

Community Planner Durant replied in the negative, adding that they are looking at a location within the City limits that goes to Speyers Road, thus eliminating the problem of all traffic routing onto Goodlander.

City Administrator Wayman remarked that the proposed road would come up from Speyers and wind up just below the reservoir.

Council Member Sample inquired about private road access.

Community Planner Durant responded that there would be a second emergency access that will use the Marisa Hill private road, but it will be gated and only available for emergency vehicles.

City Administrator Wayman noted that the connection to Marisa Road would need to be improved to County standards.

Council Member Tierney inquired why they didn't require a secondary access road within the existing phases of Valhalla.

Community Planner Durant replied that he does not know, as he was not here when happened.

Public Works Director Henne stated that the codes require a secondary access if a road dead ends and is more than a thousand feet long.

Council Member Tierney observed that, where Goodlander goes up and dead-ends, there is a gravel turnaround but no roundabout, asking if that should require a secondary access.

Public Works Director Henne reiterated his comment about code requirements, noting that the current road is not considered a dead end until it goes past Thirteenth.

City Administrator Wayman requested that he address the issue of water pressure.

Public Works Director Henne said that the subdivision lies above the zone 4 water pressure zone; they built two reservoirs up there, but the next phase requires a booster station as well. He noted that plans have been submitted to the Department of Health for review.

Council Member Tierney asked if the City or the developer would put in the station.

Public Works Director Henne responded that it would be the developer.

Council Member Ritchie wondered if the City would maintain it.

Public Works Director Henne replied in the affirmative, adding that he was wondering if there should be different tiers of enhancement on water bills in these zones.

Council Member Overby commented that he thought they did that for Lookout Point.

Public Works Director Henne stated that they did do that for the reservoir and pumping station, and that there will be ongoing maintenance and power costs to the new booster station.

Council Member Overby remarked that it adds to the City's water capacity as well.

Public Works Director Henne responded that those reservoirs would serve the Valhalla subdivision, and allow the City to remove the booster pump at Goodlander Road and Goodlander Drive.

Council Member Tierney inquired as to the number of lots within the City limits.

Community Planner Durant replied that there are sixty-one.

Council Member Overby commented that the developer would not get too far into this without getting the matter resolved.

Public Works Director Henne said that they have submitted the SEPA and a preliminary road design for the second access road.

Council Member Tierney moved, and Council Member Sample seconded, to approve the Resolution Approving the Preliminary Plat of “Valhalla Heights Subdivision Phases 3 and 4” (912.38.14-02) and Adopting Findings and Conditions of Preliminary Plat Approval. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

- * 3. Resolution Authorizing the Mayor to sign Task Order 2016-1 between the City of Selah and Huibregtse, Louman Associates, Inc. for the Goodlander Road Grind & Overlay As-Builts

4. Resolution authorizing staff to proceed with a proposal from Mountain States Construction for the Replacement of Existing Check and Plug Valves at the Main Waste Water Treatment and Pre-Treatment Pump Stations

Public Works Director Henne addressed M – 4. He said that last year the City contracted with Ameresco to do energy improvements throughout the City, such as putting in LED streetlights and using more efficient mixtures at the treatment facility, along with some pumps that needed replacing. He added that they failed to think about the check valves that isolate the pipe system when pumps are down, and that the City’s engineer is recommending replacement of the valves. He proposed using the subcontractor, Mountain Estates Construction, directly for replacement, as it would save the City roughly fourteen thousand dollars to do that rather than a change order to the contract with the Department of Commerce. He proposed taking the funds out of the sewer reserve fund, with the project total not to exceed fifty thousand dollars.

Council Member Overby wondered whether they needed to bid out.

Public Works Director Henne responded that they do not; he discussed the matter with Clerk/Treasurer Novobielski, and it will save the City some money by not doing a change order for this.

Council Member Overby asked about funding for the other Ameresco project.

Public Works Director Henne replied that two hundred twenty thousand is out of the street fund, with other sources for the remainder. He noted that the Fire Department is paying for the lights at their facility. \$220,000 out of street fund

Council Member Overby moved, and Council Member Tierney seconded, to approve the Resolution authorizing staff to proceed with a proposal from Mountain States Construction for the Replacement of Existing Check and Plug Valves at the Main Waste Water Treatment and Pre-Treatment Pump Stations. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

- * 5. Resolution Authorizing the Mayor to Sign a Professional Service Agreement with the Yakima Valley Sports Commission
- * 6. Resolution Authorizing the Mayor to sign an Interagency Agreement with the Washington State Patrol for \$11,900 in grant funds for electronic fingerprinting equipment

N. Ordinances

1. Ordinance Amending the 2016 Budget for Recreation Department Overtime Pay

Recreation Manager Brown addressed N – 1. He said that the budget adjustment request is to allow his Recreation Coordinator to work some over time this year, to allow him to be in the office yet still pursue sponsors for events.

City Administrator Wayman remarked that the Recreation Coordinator is doing an excellent job communicating how the City can improve the Army Base race; he is aggressively getting out there seeking new sponsors, getting a wider sponsorship for the race, and making it a more substantive event to attract more top-level runners.

Council Member Overby moved, and Council Member Ritchie seconded, to approve the Ordinance Amending the 2016 Budget for Recreation Department Overtime Pay. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

O. Reports/Announcements

1. Mayor

Mayor Raymond noted that there are Planning Commission minutes in the packet. She thanked everyone for their patience with the new Mayor and Council Members, and encouraged the high school kids in attendance to get involved.

2. Council Members

Council Member Ritchie had no report.

Council Member Overby welcomed Mayor Raymond and the new Council members, saying that there will be an interesting bunch of work coming their way the next few years. He hoped that the new members were able to take the AWC training.

Council Member Sample had no report.

Council Member Tierney had no report, but extended his compliments to the Public Works crew for their work keeping city streets clean and well shoveled.

Council Member Bell had no report, but agreed with Council Member Tierney regarding the streets.

Council Member Underwood had no report.

Council Member Carlson had no report, but said he is excited to work with everyone.

3. Department

Public Works Director Henne said that he has received many comments about the snow, and they are doing the best they can. He felt that the streets are in good shape right now, with little to no accumulation tonight and tomorrow. He stated that he received an email today approving the loan application for the variable pump project at Palm Park for Well 7, and he will have the contract around June for Council to approve.

Council Member Carlson expressed his pleasure with the snow removal where he lives, saying that he appreciates the effort.

Community Planner Durant gave a brief update of the projects submitted to his department, noting that the Planning Commission will be looking at Volunteer Park next week.

Council Member Sample wondered if the City's Urban Growth Area (UGA) would stay the same after the County reviews it.

Community Planner Durant responded that they would look at land use, capital facilities for providing service, and population projections, before deciding if the City has too much in its UGA, and that the City needs to tell the County what they want.

Council Member Tierney asked what they would have to do to bring East Selah into the UGA.

Community Planner Durant replied that it is dependent on population growth, and convincing the County that the City will be able to support the growth with capital facilities.

Council Member Tierney suggested collaborating with the military base.

City Administrator Wayman remarked that he has been discussing the base's sewage treatment and fresh water services with the base commander, as they are interested in getting out of the water and sewer business, and having the City take that over.

Civic Center Manager Tait said that December was a very busy month at the Civic Center, and they are now moving into the fundraising season. She stated that the leaks are under control, and that they are looking at purchasing a new projector and installing lights on the west side of the building.

City Administrator Wayman commented that he and Civic Center Manager Tait have been working on a brief for Council on future options for the Civic Center.

Recreation Manager Brown said that the new Parks & Recreation brochure went out last week. He added that they are busy with basketball now, to be followed by soccer.

City Administrator Wayman informed Council Member Ritchie that they are looking into getting the spray pad moved from the pool facility to Volunteer Park.

Council Member Tierney inquired about the concession fees in arrears.

Recreation Manager Brown replied that GYGSA has paid their fees.

Council Member Tierney asked if they had asked the Job Corps about construction work for Volunteer Park.

Recreation Manager Brown responded that he has not.

Council Member Tierney encouraged him to contact them.

Council Member Ritchie added that there are also community service work crews looking for placement options.

Human Resources Manager Potter said that the Police Department candidate has passed some of his tests, and will not need to go to the academy. He stated that the Planner position is in the interviewing phase, and that they received nine applicants for the stormwater position and will schedule interviews.

City Administrator Wayman remarked that both Planner candidates were very qualified, more than just journeymen, and he is pleased to get a chance to interview them. He noted that there would still be background investigations and a vetting of credentials.

Human Resources Manager Potter said that Council would receive information in the next packet about the City's organizational structure.

Fire Chief Hanna said that they started seventeen new volunteers in January, and he hopes to retain most of them. He added that he drove one of new brush/rescue vehicles for people to look at, adding that the two trucks are replacing 1984 homebuilt brush vehicles. He commented that Deputy Fire Chief Lange was accepted to a program with National Fire Academy, and will be gone for two weeks. He finished by saying that he is working on another grant application, that would go towards tablets in fire vehicles.

Police Chief Hayes said that their candidate passed all the psych tests and the background check; he is scheduled for a physical, with a start date of February. He passed out Citizens Academy applications and put in a plug for their annual Polar Plunge for Special Olympics.

Clerk/Treasurer Novobielski said that he is currently in the process of closing the 2015 books and preparing the yearend financial statements, which he will give to department heads Friday. He noted that 2015 was a wonderful year, and he is looking forward to 2016. He added that he would upload the complete financial statements to the website upon completion, along with a final 2016 budget.

City Attorney Noe had no report.

City Administrator Wayman informed the Council that there was an accident with one of snowplows, which resulted in significant damage to the other vehicle, and does not reflect the effort they are putting in to create a safer environment for City staff. He spoke briefly about the public defender contract the City signed with the Brumback law firm last year for Katie Hitchcock's services, saying that new rules handed down by the Washington State Supreme Court require that the City compensate any public defender at a higher rate. He commented that both the judge and the prosecutor are satisfied with her conduct; the law firm is requesting an additional three hundred dollars per month to extend the contract, which would also result in a corresponding increase for the prosecutor. He wished to get a sense of how Council wished him to proceed.

Council Member Ritchie remarked that they had looked into turning the court over to the County, but opted not to due to a higher cost. She requested that Council be provided with information on how many

cases were filed with the Municipal Court last year, so they can review the numbers again. She felt that four thousand seven hundred a month was high for a public defender.

Council Member Tierney commented that there would be additional expense to the police department to have officers tied up in court and out of town, and that he would prefer not to reduce the presence of the police department in town.

City Administrator Wayman agreed that overtime would go up.

Council Member Carlson asked if there was justification behind the raise.

City Administrator Wayman responded in the affirmative, saying that they left it open when they signed the original contract, as they wanted a period of observation to evaluate performance, and that this is what it will take to keep her.

City Attorney Noe added that the justification for the increase is the higher case volume and that the public defender has to travel to Wapato to meet with defendants in custody.

Council Member Ritchie wondered why the inmates were in the Wapato jail.

City Attorney Noe replied that Wapato is much cheaper.

City Administrator Wayman stated that, with Council's consent, he would bring the contract for a decision to next council meeting.

Council Member Underwood said that she would like to see how many cases went to trial.

City Administrator Wayman responded that they would be provided with that information.

4. Boards
 - a. Planning Commission Minutes for November 17, 2015

Council took a ten-minute recess.

P. Executive Session

1. 20 Minute Session – Real Estate RCW 42.30.110(1) (b)

Council went into Executive Session at 5:47m. At 6:07pm, Council went back on the record. Mayor Raymond stated that they would be extending the Executive Session for an additional 15 minutes.

Council went back into Executive Session at 6:08pm. At 6:23pm, Council went back on the record. Mayor Raymond stated that they would be extending the Executive Session for an additional 15 minutes.

Council went back into Executive Session at 6:24pm. At 6:39pm, Council went back on the record.

Mayor Raymond stated that no action was taken during the Executive Session.

Q. Adjournment

Council Member Tierney moved, and Council Member Overby seconded, that the meeting be adjourned. By voice vote, approval was unanimous.

The meeting adjourned at 6:39 pm.

Sherry Raymond, Mayor

Paul Overby, Council Member

John Tierney, Council Member

Roy Sample, Council Member

Laura Ritchie, Council Member

Roger Bell, Council Member

Russell Carlson, Council Member

Diane Underwood, Council Member

ATTEST:

Dale E. Novobielski, Clerk/Treasurer



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM
1/26/2016 1 – 2

Title: Claims & Payroll

Thru: Donald Wayman, City Administrator

From: Monica Lake, Executive Assistant

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: See Check Registers

Funding Source: Various. See Check Registers.

Staff Recommendation:

Approval of Claims & Payroll as listed on Check Registers.

Background / Findings & Facts:

See Check Registers.

Recommended Motion:

Motion to Approve the Consent Agenda as read. (This item is part of the Consent Agenda)



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM

1/26/2016 M – 1

Title: Resolution Authorizing the Mayor to Sign a Camp Contract with UK International Soccer Inc.

Thru: Donald Wayman, City Administrator

From: Charles Brown, Recreation Manager

Action Requested: Approval

Board/Commission Recommendation: Approval

Fiscal Impact: \$2000.00 gain

Funding Source: N/A

Staff Recommendation:

I recommend that we partner with UK International Soccer Inc to host a summer soccer camp in Selah.

Background / Findings & Facts:

The Selah F.C. disbanded three summers ago and there has been no soccer in the summer for kids in Selah. This would give kids a chance to learn some new skills before starting to play league again in the fall. Selah Parks and Recreation would collect all of the registrations for the camp, \$115 half day fee and \$165 full day fee. UK International would give SPR \$10/child registered, which would be at maximum capacity with 200 kids. We would give all of the registration information and their dues to UK International and they would run the camp and supply their coaches, equipment and all supplies.



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



Recommended Motion:

I move to approve the Camp Contract with UK International Soccer Inc.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A CAMP CONTRACT
WITH UK INTERNATIONAL SOCCER INC.**

WHEREAS, The City of Selah referred to as the "City" and UK International Soccer Inc. referred to as "UK", wish to enter into a contract to formalize their partnership; and

WHEREAS, the City believes it to be beneficial to contract with an outside group to offer a soccer camp for the youth of Selah. UK brings their own staff and programs,

WHEREAS, the City shall handle the registrations for the camp and provide the fields; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor is authorized to sign a Camp Contract with UK International Soccer Inc.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH,
WASHINGTON this 26th day of January, 2016.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:

Robert Noe, City Attorney

RESOLUTION NO. _____

**UK INTERNATIONAL SOCCER INC.
CAMP CONTRACT**

PO Box 1838 • Redlands • CA • 92373
(888) UK-SOCCA • (909) 793-7759 • Fax: (909) 793-7310 • www.uksocca.com

The agreement (written contract) made on Tuesday 26th January 2015 between U.K. International Soccer, located at P.O. Box 1838, Redlands, CA 92373, and City of Selah herein referred to as "The Contracting Party", located in Selah, WA. In consideration of the mutual promises contained in this agreement, "The Contracting Party" and "U.K. International" agrees as follows:

1. "U.K. International" agrees that it will conduct and maintain an instructional soccer camp in accordance with the following.

a. **Staffing:** The primary staffing will be by Football Association (F.A.) coaches from Great Britain. There will be at least one coach for every fifteen campers enrolled. Enrolled campers include those who have registered during the time limit set forth in Section 2 below and "U.K. International" cannot guarantee qualified coaches for those campers who are enrolled late.

b. **Camp Scheduling:** Each camp week shall consist of the following:

(i) Five day sessions, Monday through Friday, typically of three hours (half-day), or six hours (full-day), or one and half hours (mini day), as scheduled by "The Contracting Party" and "U.K. International".

(ii) An awards presentation session, to be held at the end of camp.

(iii) "U.K. International" can conduct a 3 hour Coaches, Goalkeepers, Strikers and 'Activity Fun Zone' Clinic on one or two evenings, or one day of the weekend. These clinics are provided at a scheduled time on agreement between both parties.

(iv) A certificate of general liability insurance can be provided upon request.

(v) One free Half Day Scholarship to the Camp Coordinator and one free Half Day Scholarship for every 40 paying campers.

2. **"The Contracting Party" agrees to the following:**

a. Provide to U.K. International" during the camp week, mowed outdoor soccer field(s), preferably with goals and nets, in conditions satisfactory for the conducting of the soccer camp at a location to be determined by "The Contracting Party". Approximate requirements, one standard sized soccer field per 50 campers.

b. On or before fifteen days prior to the start of camp, "The Contracting Party" shall submit a roster of all campers registered to participate in camp.

c. The number of coaches provided by "U.K. International" will be based on this roster (referred to in Section 2, Paragraph b, above). Additional campers may be enrolled after this date subject to the availability of "U.K. International" coaches. If necessary, "U.K. International" can run two camps per week at different time slots.

d. "The Contracting Party" guarantees that the monies owed shall be based on campers per week and any other services or products purchased. Said sum shall be due and payable before the end of the camp.

e. To try and secure host families to provide housing for "The U.K. International" Coaches during the week of camp.

f. It will not utilize the services of any of the "U.K. International" coaching staff (past or present), outside of the camp program for a period of 18 months after the termination of this agreement, unless authorized by "U.K. International".

3. General:

- a. "The Contracting Party" understands that each camper who signs up for the program must produce a release signed by his or her parent or legal guardian agreeing to defend and hold "U.K. International" harmless from any injuries which may be sustained from any cause relating to the camp activities and that these releases must be submitted to the Camp Director at the start of camp.
- b. "U.K. International" has the option to cancel the program should there not be at least 15 registered paying campers 5 days prior to camp.
- c. In the event, "The Contracting Party" shall be in violation of monies owed, "The Contracting Party" agrees to pay "U.K. International" the costs incurred in enforcing this payment, including reasonable attorney's or debt collection fees.
- d. "The Contracting Party" agrees to indemnify, defend and hold "U.K. International", it's coaches, employees and agents harmless from and against any claim, liability, expense or cost (including reasonable attorney fees) arising from or in connection with the conduct or the camp except by willful misconduct by "U.K. International".
- e. No refund for cancellation within 14 days of the camp start date. Children who leave during the program due to injury or illness will receive a prorated refund, assuming doctors verification is provided. A \$25 admin fee will be required on any refunds.
- f. Should inclement weather or acts of God affect the program, any lost hours will be made up later in the camp. If this is not possible refunds will not be issued.
- g. Registrations received less than 10 days prior to the start of camp will incur an additional \$10 admin fee.
- h. Children are enrolled on a first come, first served basis. We cannot guarantee enrollment any later than 5 days prior to camp. Camp equipment cannot be guaranteed for the start of the camp for players who register less than 10 days prior to camp.
- i. Your organization will receive an array of promotional benefits to help with enrollment.
- j. This Agreement shall be interpreted in accordance with the laws of the State of California and by the execution of this agreement, the parties agree to submit themselves to the jurisdiction of the courts of California.

4. Camp Details:

Week 1

Start Date: 08/8/2016 End Date: 08/12/2016

1.5 hr (mini)	Start Time _____	End Time _____	Cost \$ _____
3 hr (half day AM)	Start Time 9:00am	End Time 12:00pm	Cost \$ 115
3 hr (half day PM)	Start Time _____	End Time _____	Cost \$ _____
6 hr (full day)	Start Time 9:00am	End Time 3:00pm	Cost \$ 160
Misc. hrs	Start Time _____	End Time _____	Cost \$ _____
Team Rate	Start Time _____	End Time _____	Cost \$ _____
Equipment	Shirt (included in price) _____		
	Ball and Shirt (additional cost per player if selected) _____		
	Other _____ (additional cost may apply)		

Total Projected Staff _____

The camp shall take place at the following location _____

Address (include City & State) _____

Cross Streets _____

Week 2

Start Date ___/___/___ End Date ___/___/___

1.5 hr (mini)	Start Time _____	End Time _____	Cost \$ _____
3 hr (half day AM)	Start Time _____	End Time _____	Cost \$ _____
3 hr (half day PM)	Start Time _____	End Time _____	Cost \$ _____
6 hr (full day)	Start Time _____	End Time _____	Cost \$ _____
Misc. hrs	Start Time _____	End Time _____	Cost \$ _____
Team Rate	Start Time _____	End Time _____	Cost \$ _____
Equipment	Shirt (included in price) _____		
	Ball and Shirt (additional cost per player if selected) _____		
	Other _____ (additional cost may apply)		

Total Projected Staff _____

The camp shall take place at the following location _____
 Address (include City & State) _____
 Cross Streets _____

Week 3

Start Date ___/___/___ End Date ___/___/___

1.5 hr (mini)	Start Time _____	End Time _____	Cost \$ _____
3 hr (half day AM)	Start Time _____	End Time _____	Cost \$ _____
3 hr (half day PM)	Start Time _____	End Time _____	Cost \$ _____
6 hr (full day)	Start Time _____	End Time _____	Cost \$ _____
Misc. hrs	Start Time _____	End Time _____	Cost \$ _____
Team Rate	Start Time _____	End Time _____	Cost \$ _____
Equipment	Shirt (included in price) _____		
	Ball and Shirt (additional cost per player if selected) _____		
	Other _____ (additional cost may apply)		

Total Projected Staff _____

The camp shall take place at the following location _____
 Address (include City & State) _____
 Cross Streets _____

Week 4

Start Date ___/___/___ End Date ___/___/___

1.5 hr (mini)	Start Time _____	End Time _____	Cost \$ _____
3 hr (half day AM)	Start Time _____	End Time _____	Cost \$ _____
3 hr (half day PM)	Start Time _____	End Time _____	Cost \$ _____
6 hr (full day)	Start Time _____	End Time _____	Cost \$ _____
Misc. hrs	Start Time _____	End Time _____	Cost \$ _____
Team Rate	Start Time _____	End Time _____	Cost \$ _____
Equipment	Shirt (included in price) _____		
	Ball and Shirt (additional cost per player if selected) _____		
	Other _____ (additional cost may apply)		

Total Projected Staff _____

The camp shall take place at the following location _____
 Address (include City & State) _____
 Cross Streets _____

One Year Contract: Yes/No

Three Year Contract: Yes/No

DATE: _____ (name) _____ (signature)
 Organization Representative

DATE: 09/8/2016 Alexander Hockborn _____ (name) _____ (signature)
 "UK International"

The information on the following page is vital to the success of your camp. Please take time to complete in full. Your camp success is directly related to how we can market the program. Thanks!

Camp Specifics

Fundraiser \$: _____ per player (optional)
of brochures requested: _____ Date: _____
Newsletter available: _____ (yes/no) Date sent: _____
Spring registration dates: _____

Camp Coordinator

Name: _____ Are you on the Board: Y / N
Address: _____
City, State Zip: _____
Phone #: _____ (Home) _____ (Cell)
_____ (Work) _____ (Fax)
E-mail: _____ Shirt size ___ AM ___ AL ___ AXL

Camp Equipment Shipping Address

Name: _____
Address: _____ (Can NOT ship to a PO Box)
City, State Zip: _____

Player Mailing List Manager (including email list)

Name: _____
Phone #: _____ (Home) _____ (Work)
E-mail: _____

President

Name: _____
Phone #: _____ (Home) _____ (Work)
E-mail: _____

Coaching Director

Name: _____
Phone #: _____ (Home) _____ (Work)
E-mail: _____

Web Contact

Name: _____
Phone #: _____ (Home) _____ (Work)
E-mail: _____ www: _____

Local Community Newspaper (to advertise community events, camps, etc)

Name: _____
Contact: _____
Phone #: _____ (Work) E-mail: _____
www: _____

Local High School

Name: _____ Coach: _____
Phone #: _____ (Home) _____ (Work)
E-mail: _____ www: _____



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM
1/26/2016 M – 2

Title: Resolution to Approve the Articles of Association of the Yakima Valley Conference of Governments as Amended

Thru: Donald Wayman, City Administrator

From: Donald Wayman, City Administrator

Action Requested: Approval

Board/Commission Recommendation: Approval

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Approval of the amendment to Article VII of YVCOG's Articles of Membership

Background / Findings & Facts:

As a member jurisdiction of YVCOG, the City of Selah is required to review and approval any amendments to the Articles of Membership. The attached proposed amendment was passed by the voting members of YVCOG at the December 9, 2015 Membership meeting.

Recommended Motion:

Approval of the amendment to the Articles of Membership



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:	Action Taken:
7/27/2004	Resolution To Approve the Articles of Association of the Yakima Valley Conference of Governments as Amended

- Click here to enter a date. Click here to enter text.
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- Click here to enter a date. Click here to enter text.
- Click here to enter a date. Click here to enter text.
- Click here to enter a date. Click here to enter text.

RESOLUTION NO. _____

**RESOLUTION TO APPROVE THE ARTICLES OF
ASSOCIATION OF THE YAKIMA VALLEY
CONFERENCE OF GOVERNMENTS AS AMENDED**

WHEREAS, the City has previously approved Yakima Valley Conference of Governments (YVCOG) Article of Association; and

WHEREAS, YVCOG has recommended amending those Articles to reflect that after December 31st, Yakima County will no longer act as the fiscal agent for the Conference;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, hereby approves the amended YVCOG Articles of Association attached hereto.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 26th day of January, 2016.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:

Robert Noe, City Attorney

RESOLUTION NO. _____



YAKIMA VALLEY CONFERENCE OF GOVERNMENTS

311 North 4th Street, Suite 202 • Yakima, Washington 98901

509-574-1550 • FAX 574-1551

website: www.yvcog.org

December 18, 2015

John Gawlik, Mayor
City of Selah
115 West Naches Avenue
Selah, WA 98942

SUBJECT: Amendment to YVCOG Articles of Association - Article VIII

Dear Mayor Gawlik:

We are writing you today to inform you that an amendment to Article VIII of YVCOG's articles of association was reviewed and passed by the voting members at the December 9, 2015 General Membership meeting at the Hilton Garden Inn in Yakima, WA. With this approval, per YVCOG's amendment process, the amendment is being forwarded to each member jurisdiction for your respective council's/commission's approval. Please review, approve, and send us your resolution stating that it has been adopted. A majority of approvals from our member councils and commissions ratifies the amendment.

Proposed Amended ARTICLE VIII

Our articles of association (Article VIII) need to be modified to reflect that after December 31st, Yakima County will no longer act as the fiscal agent for the Conference. The suggested change is shown below in strikethrough.

ARTICLE VIII

Finances

The sources of funding for operation of the Conference shall be the following:

- (a) Annual assessment to member agencies.
- (b) Contracted fees.
- (c) Grants, donations, or other sources.

The Executive Committee shall annually, prior to October 1, prepare a recommended balanced budget for the ensuing calendar year in the form provided for County budgets. The budget shall include income from recommended assessment of member agencies, anticipated contract fees, grants, donations and other sources.

The budget shall be submitted to each representative of the member jurisdictions within seven days of the Executive Committee's action for the purpose of preliminary review.

MEMBER JURISDICTIONS

Grandview • Granger • Harrah • Mabton • Moxee • Naches • Selah
Sunnyside • Tieton • Toppenish • Union Gap • Wapato • Yakima • Yakima County • Zillah



YAKIMA VALLEY CONFERENCE OF GOVERNMENTS

311 North 4th Street, Suite 202 • Yakima, Washington 98901
509-574-1550 • FAX 574-1551
website: www.yvcog.org

At the October General Membership meeting a balanced budget will be adopted, by Resolution, by the Conference and recommended back to the member jurisdictions within seven days. After reviewing the work program and the assessments, each member jurisdiction shall notify the Conference in writing by December 31 of their intent to continue participation in the Conference at the specified assessment or to terminate their participation.

~~Yakima County, through its Auditor and Treasurer, shall act as the fiscal agent for the Conference. All funds shall be deposited with the Treasurer and disbursed by warrants issued by the Auditor pursuant to vouchers approved by the Conference.~~ The financial operation of the Conference shall be subject to all applicable State statutes governing budgeting and auditing procedures.

Yakima Valley Conference of Governments looks forward to continuing our strong partnership and collaboration with you in the New Year. Please contact us if we can be of any assistance at any time.

Sincerely,

Lauris (Larry) C. Mattson
Executive Director

LCM:jlh
Enclosure
cc: Rick Carney, Mayor

MEMBER JURISDICTIONS

Grandview • Granger • Harrah • Mabton • Moxee • Naches • Selah
Sunnyside • Tieton • Toppenish • Union Gap • Wapato • Yakima • Yakima County • Zillah

City of Selah
Planning Commission Minutes
Of
December 17, 2015

Selah Council Chambers
115 W. Naches Ave.
Selah, Washington 98942

A. Call to Order –Chairman Quinnell called the meeting to order at 5:30 pm.

B. Roll Call

Members Present: Commissioners, Quinnell, Pendleton, Miller and Torkelson.

Members Absent: Commissioner Smith

Staff Present: Tom Durant, Consultant, Caprise Groo, Secretary.

C. Agenda Changes
None

D. Communications
1. Oral- None

2. Written - None

E. Approval of Minutes
1. November 17, 2015

Commissioner Miller motioned to approve the minutes.

Commissioner Torkelson seconded the motion.

Chairman Quinnell asked for a voice vote and the minutes were approved with a vote of 4-0.

F. Public Hearings

1. Old Business –None
2. New Business-None

G. General Business

1. Old Business – Study Session: Urban Growth Area Comprehensive Plan Update: Chapter 1 Plan Administration, Chapter 6 Natural Environment

Chairman Quinnell turned over the discussion to Mr. Durant.

Mr. Durant stated that this was an informal study session on Urban Growth Area Comprehensive Plan Update: Chapter 1 Plan Administration, Chapter 6 Natural Environment. (Attached) He explained that the chapters were on the website and that anyone could comment on the issues. He stated that he had a list of interested parties that he would keep updated on the chapters.

Commissioner Miller questioned if the corrections would be made to the document and then the Commission would adopt it all at one time.

Mr. Durant agreed and stated that if issues came up after it was revised then the Commission could request to go back over the chapter.

Chairman Quinnell advised everyone to get his attention if they wanted to speak.

Mr. Worby asked if Mr. Durant wanted written questions from the public be for he goes to the Planning Commission meeting.

Mr. Durant stated that written questions that could be brought before the Commission would be best.

Commissioner Miller asked if these were the chapters from the last meeting.

Mr. Durant confirmed that these chapters were the one that were introduced by Shawn from YCOG.

Discussion ensued: Filling In highlighted sections.

Conclusion: All highlighted sections would be filled in property.

Mr. Durant moved on to Chapter 6. He stated one of the issues that concerned him was farm land.

Discussion ensued about farmland and the issues of developments next to farm land.

Mr. Durant moved to section 3.4 and 4.11 of Chapter 6. He questioned whether the City wanted to keep or tweak these sections.

Mr. Worby asked who has authority over ground runoff, erosion, and pesticides

Mr. Durant stated that he thought it was the State.

Commissioner Torkelson stated that it was the Department of Ecology.

Mr. Durant explained that Planning really doesn't deal with agriculture. He stated that there are other agencies that deal with agriculture.

Discussion ensued about the Department of Ecology practices and policies.

Mr. Durant moved on. He stated he planned to bring new chapters from YCOG in February.

Discussion ensued on reading the material and discussing Issues as needed.

Discussion: Mr. Worby asked if there was a policy addressing City water usage for Commercial Farming. He asked about cleaning spray equipment and cross contamination.

Mrs. Groo stated that the City had a Backflow Program in place that covered Cross Connections.

Mr. Durant clarified that Mr. Worby was talking about watering orchards with City water.

Chairman Quinnell asked if there was anything else.

Mr. Worby of 200 Weems Way approached the podium. He talked about impact fee, portable units and the need to study student population increases.

Discussion ensued on student population, funding, portable class rooms and comments.

Chairman Quinnell stated that Mr. Worby have good information.

Ms. Johnson-Hoy stated that she had talked to the Mayor of Union Gap and that that City Does impact fee.

Discussion ensued on impact fee, more than one solution and portable class room costs.

Commissioner Miller moved to adjourn the meeting.

Mr. Durant stated the next meeting would be January 19, 2016. He announced a Class II application on the agenda for Volunteer Park and Amendments to the Flood Ordinance.

1. New Business- None

H. Reports/Announcements

1. Chairman-None

2. Commissioners- None
3. Staff-None

Adjournment

Commissioner Miller motioned to adjourn the meeting, Commissioner Torkelson seconded the motion. Chairman Quinnell adjourned the meeting at 6:24 pm with a voice vote of 4-0.

 - VICE CHAIR
Chairman
1.19.16



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM
1/26/2016 N - 1

Title: Ordinance Amending the 2016 Budget for Legal Department Public Defense & Prosecution Costs

Thru: Donald Wayman, City Administrator

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: \$ 7,200

Funding Source: Fund 001 General

Staff Recommendation:

Approve Ordinance.

Background / Findings & Facts:

To amend the 2016 budget for an increase of \$ 300 per month in Legal department Public Defender and \$ 300.00 per month in Prosecutor costs.

Recommended Motion:

I move to approve the Ordinance amending the 2016 budget for Legal department Public Defense and Prosecution costs.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2016 BUDGET FOR LEGAL DEPARTMENT PUBLIC
DEFENSE AND PROSECUTION COSTS

WHEREAS, the City desires to approve an increase in 2016 Legal department expenditures;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does
ordain as follows: that the Clerk-Treasurer be authorized to amend the 2016 Budget as follows:

001 General

Legal

001.000.015.515.30.41.02	Prosecutor	\$ 3,600
001.000.015.515.30.41.03	Public Defender	3,600

Non-Departmental

001.000.098.308.80.00.00	New Ending Unreserved Fund Balance	\$ 400,282
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PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH,
WASHINGTON this 26th day of January 2016.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk-Treasurer

APPROVED AS TO FORM:

Robert Noe, City Attorney

ORDINANCE NO. _____



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM
1/26/2016 N – 2

Title: Ordinance Amending the 2016 Budget for an Executive Department Contribution to the Selah Downtown Association

Thru: Donald Wayman, City Administrator

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: \$ 15,000

Funding Source: Fund 001 General

Staff Recommendation:

Approve Ordinance.

Background / Findings & Facts:

To amend the 2016 budget for an increase of \$ 15,000 in Executive department expenditures for a contribution to the Selah Downtown Association.

Recommended Motion:

I move to approve the Ordinance amending the 2016 budget for an Executive department contribution to the Selah Downtown Association.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2016 BUDGET FOR AN EXECUTIVE DEPARTMENT CONTRIBUTION TO THE SELAH DOWNTOWN ASSOCIATION

WHEREAS, the City desires to approve an increase in 2016 Executive department expenditures;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does ordain as follows: that the Clerk-Treasurer be authorized to amend the 2016 Budget as follows;

001 General

Executive

001.000.013.513.10.49.03	Selah Downtown Assoc.	\$ 15,000
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Non-Departmental

001.000.098.308.80.00.00	New Ending Unreserved Fund Balance	\$ 385,282
--------------------------	------------------------------------	------------

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 26th day of January 2016.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk-Treasurer

APPROVED AS TO FORM:

Robert Noe, City Attorney

ORDINANCE NO. _____



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING INFORMATIONAL ITEM

1/26/2016 P – 4A

Title: Planning Commission Minutes for December 15, 2015

Thru: Donald Wayman, City Administrator

From: Caprise Groo, Department Assistant

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Information Only

Background / Findings & Facts:

Information Only

Recommended Motion:

Information Only

GMA Periodic Update Endgame

What's required?

- Review and Update:
 1. Comprehensive Plan
 2. Development Regulations, *including*
 3. Critical Areas Ordinance
- Public Process
- Council adoption with findings by **June 30, 2017**
- Submittal to Commerce within 10 days
- *Even if no changes, must still review, document, and submit*

Required Comp Plan Elements



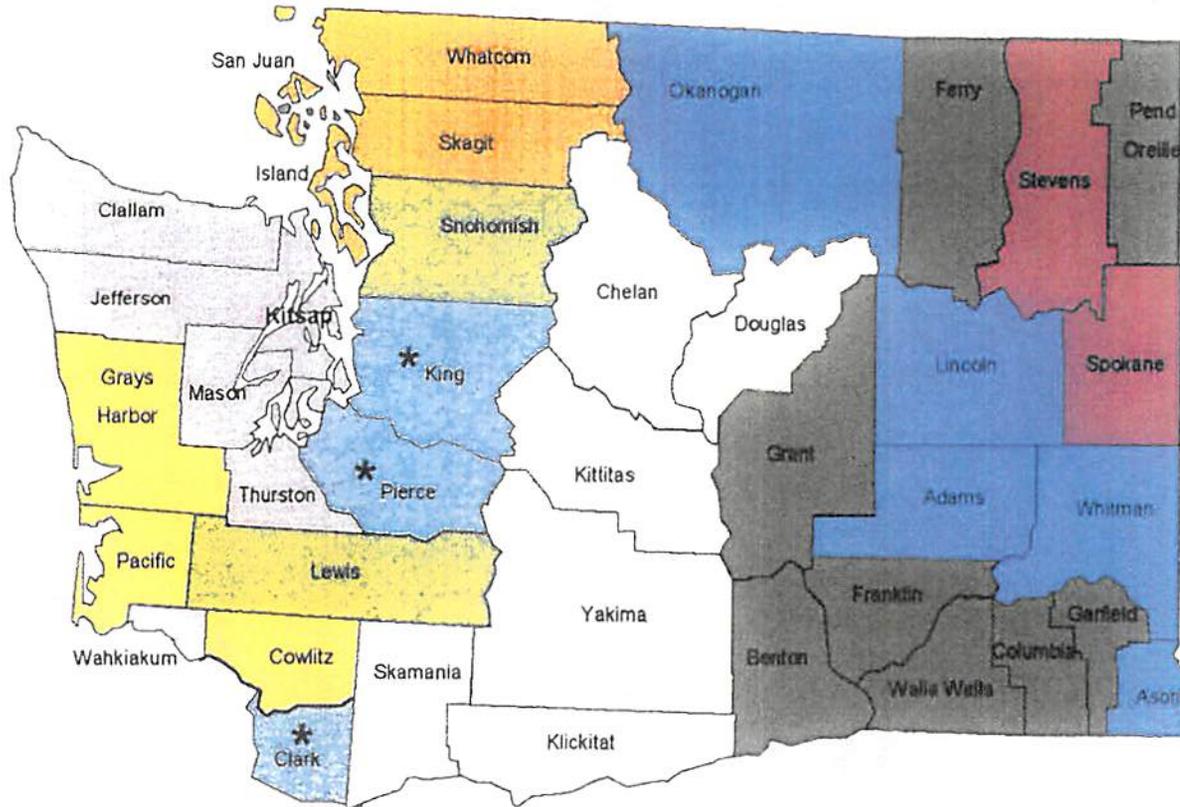
Opening of the Naches-Tieton Road Improvement Project, Yakima County

- Land Use
- Transportation
- Housing
- Utilities
- Capital Facilities
- Rural (counties only)
- Requirements for each element at RCW 36.70A.070 Comprehensive plans — Mandatory elements.



Department of Commerce
Innovation is in our nature.

Growth Management Services
Technical Assistance Regions
www.commerce.wa.gov/growth



January 2015

** Counties with stars contain multiple staff assignments.*

See page 2 for a complete list for King, Pierce, and Clark counties GMS staff assignments.

<p>Anthony Bosco *</p> <p>360.725.3062</p>	<p>Dave Andersen</p> <p>509.434.4491</p>	<p>Scott Kuhta ↘</p> <p>509.795.6884</p>	<p>Dee Caputo</p> <p>509.389.1291</p>	<p>William Simpson</p> <p>509.280.3602</p>
<p>Matt Ojennus *</p> <p>360.725.4047</p>	<p>Paul Johnson</p> <p>360.725.3048</p>	<p>Joyce Phillips *</p> <p>360.725.3045</p>	<p>Anne Fritzel *</p> <p>360.725.3064</p>	<p>Ike Nwankwo *</p> <p>360.725.3056</p>

STAFF REPORT

TO: Planning Commission, City of Selah
FROM: Shawn Conrad, Senior Planner, Yakima Valley Conference of Governments
DATE: November 17, 2015
SUBJECT: Comprehensive Plan Update: draft Summary and Plan Administration Chapter, and draft Natural Environment Element

ACTION

REQUESTED: None; review and discussion only.

Background

The Growth Management Act (GMA) requires fully planning jurisdictions to review and update their comprehensive plans, development regulations, and critical areas ordinance, every eight years as established by RCW 36.70A.130(5)(c). Selah's next GMA periodic update is due June 30, 2017. After this date, without a completed update, Selah will be unable to access Washington State road and water/wastewater infrastructure grants and loans.

To start this GMA periodic update process, staff is reviewing and updating the current Selah Comprehensive Plan. Once the Comprehensive Plan review is completed, staff will begin review of the development regulations and the critical areas ordinance for updates. Once those reviews are completed, staff will request a recommendation from Planning Commission to City Council on all of the elements of the GMA periodic update, combined.

The updated Comprehensive Plan will consist of seven chapters:

- Summary and Plan Administration
- Community Goals, Objectives & Policies
- Land Use Element
- Housing Element
- Natural Environment Element
- Transportation Element
- Capital Facilities and Utilities Element

Staff is beginning this process with review of the draft Summary and Plan Administration and Natural Environment Element chapters. City Council adopted a Public Participation Plan for the GMA update process on October 13, 2015.

Summary and Plan Administration Chapter

The Summary and Plan Administration chapter addresses the purpose of the Comprehensive Plan, the planning process, the County-wide Planning Policy, public involvement, amendment processes, and maintaining consistency with development regulations, in accordance with the requirements of the Washington State Growth Management Act, including RCW 36.70A.106, 36.70A.120, 36.70A.130 and 36.70A.140.

Proposed updates to the current chapter include adding a process for Comprehensive Plan amendments, including timing, procedures, and public participation; consistency with other City fiscal and regulatory processes and State review of amendments; and criteria for approval of Future Land Use Map amendments.

Natural Environment Element

The Natural Environment Element describes the natural physical and biological environment in terms of the opportunities and limitations it presents for growth and development. It incorporates those aspects of the Growth Management Act relating to the natural environment, identifies the area's resource lands and critical areas, and explains how they will be protected. The Natural Environment Element includes an inventory of the natural environment to use in designations of critical areas required by the GMA and included in the City's Critical Areas Ordinance (CAO).

RCW 36.70A.070 outlines the required components of the Comprehensive Plan which have been included in the Natural Environment Element, including:

- Critical areas, including the following: (a) Wetlands; (b) areas with a critical recharging effect on aquifers used for potable water; (c) fish and wildlife habitat conservation areas; (d) frequently flooded areas; and (e) geologically hazardous areas.
- Agricultural lands that are not already characterized by urban growth and that have long-term significance for the commercial production of food or other agricultural products;
- Forest lands that are not already characterized by urban growth and that have long-term significance for the commercial production of timber;
- Mineral resource lands that are not already characterized by urban growth and that have long-term significance for the extraction of minerals; and
- Inventory based on best available science, to protect the functions and values of critical areas.

The Natural Environment Element describes the natural, physical and biological environment in terms of the opportunities and limitations it presents for growth and development. Existing as well as proposed goals and policies are included for discussion.

Critical areas identified within the Selah Urban Growth Area (UGA) through the Natural Environment Element inventory include wetlands, critical aquifer recharge areas, fish and wildlife conservation areas, frequently flooded areas, and geologically hazardous areas. These critical areas are currently protected by the Selah Critical Areas Ordinance, SMC 11.50. No agricultural lands, forest lands, or mineral resources lands are identified that require protection.

DRAFT

CHAPTER ONE

Summary and Plan Administration

PURPOSE OF THE COMPREHENSIVE PLAN

The Selah Urban Growth Area (UGA) is composed of the area within the current incorporated city and potential future growth area for the City of Selah. This area contains a variety of physical, environmental and economic elements. The Selah Urban Growth Area Comprehensive Plan (Plan) identifies many of these elements and their relationship to the overall UGA. The Plan begins by reviewing existing conditions and continues by attempting to forecast anticipated changes within the Selah UGA. Understanding these changes and their impacts establishes a framework within which to coordinate these changes in the best interests of the residents within the Selah UGA.

The Plan, then, is a guidebook to aid the City of Selah and Yakima County in reviewing or initiating change. It attempts to give an overall perspective of the Selah UGA. It establishes the necessary principals, criteria, and policies with which to make logical land use decisions. It is important to emphasize that the Plan is not an end but a means. It is a reference document of facts, relationships, projections and attitudes to help in the decision-making process. The Plan is not a dictation of what must be or an answer book for complicated questions. It is merely a manual and information source to help the City of Selah and Yakima County derive its own answers.

To this purpose, the Plan establishes a process through which the Selah UGA can grow in a coordinated manner. The Plan allows for an understanding of existing conditions and accepted planning principals. It then provides for an evaluation of these conditions and principals with respect to the attitudes of the community (in terms of local goals, objectives and policies). Support facilities and limits to providing these facilities are then explored. Local attitudes, existing conditions and the configuration of future services are incorporated into the elements of the Plan.

When changes to the existing environment are proposed, it should be carried through this review process:

- What is the relationship of this change to existing conditions?
- Would the change conform to established principals or current community policies?
- Is the change in general agreement with the growth objectives as graphically represented on the Future Land Use Map?
- What will be the implications of the change on the transportation system, support facilities, and the natural environment?

With the aid of the Plan, the City of Selah and Yakima County Planning Commissions, the Selah City Council and the Board of Yakima County Commissioners will either approve, approve with modifications, or deny adoption of these incremental changes. Individual decisions may result in new conditions or changes in objectives or policies. The Plan must be amended to reflect these changes so that a current document will again be available for the evaluation of future change. Step by step, then, the

Selah UGA can continue to develop, addressing both the problems of today and opportunities of tomorrow.

PLANNING PROCESS

In 1990, the State of Washington passed the Growth Management Act (GMA). The GMA is a framework that encourages each community to respond to growth in a realistic way. The GMA outlines a planning approach that gives each community a mechanism to respond to growth issues in a way that is consistent with its unique situation.

The GMA requires that each community create a comprehensive plan based on thirteen basic goals. Those are as follows:

- **Urban growth.** Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
- **Reduce sprawl.** Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
- **Transportation.** Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.
- **Housing.** Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
- **Economic development.** Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of the state, especially for unemployed and for disadvantaged persons, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
- **Property rights.** Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
- **Permits.** Applications for both state and local government permits should be processed in a timely and fair manner to insure predictability.
- **Natural resource industries.** Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.
- **Open space and recreation.** Encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.
- **Environment.** Protect the environment and enhance the state's high quality of life, including air

and water quality, and the availability of water.

- **Citizen participation and coordination.** Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.
- **Public facilities and services.** Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time development is available for occupancy and use without decreasing current service levels below locally established minimum standards.
- **Historic preservation.** Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.

The County-wide Planning Policy

The GMA requires that each county and its incorporated communities agree on a set of policies that will ensure coordinated planning across jurisdictional lines. Yakima County, in conjunction with the City of Selah and other communities, adopted the County-wide Planning Policy (CWPP) in 1993; the policy was updated in 2003. The CWPP provide a framework for planning that includes designation of an UGA, provision of urban services in the UGA concurrent with growth, coordinated transportation systems, coordinated policies for housing, creation of joint planning within the UGA, and consistent economic development policies. The CWPP also directly address the GMA’s goals that: a) private property rights be considered, b) development permits be processed in a fair and timely manner, c) citizen participation be the foundation of all planning efforts.

The Selah UGA Comprehensive Plan is generally and specifically consistent with the CWPP. In general, as described in the Guiding Principles section of the CWPP, the Selah UGA Comprehensive Plan supports the principals of seeking solutions locally, using a common database for planning and consistent terms for comprehensive land use categories. Land use data in the Selah Comprehensive Plan is based on Yakima County Assessor’s data and local knowledge of City staff, and the transportation analysis is based on data from the Yakima Valley Conference of Governments.

Specific elements of the CWPP are addressed in corresponding elements of the Selah Comprehensive Plan. These are summarized below:

Yakima County-wide Planning Policy	Selah UGA Comprehensive Plan
Urban Growth Area Policies	The Selah UGA is consistent with the Urban Growth Area policies of the CWPP. Chapter 3 provides a capacity analysis for the UGA.
Contiguous and Orderly Development Policies	The Land Use Element of the Comprehensive Plan provides for growth first in areas with available services, followed by UGA areas where future services are planned. Refer to policy LUGM 3.2.
Siting Public Facilities Policies	Objective LUGM 5 and Policy 5 in the Land Use policies support the cooperative siting of public facilities, consistent with the CWPP.
County-wide Transportation Facilities Policies	The transportation policies and Chapter 7 of the Comprehensive Plan are consistent with this element of the CWPP.
Affordable Housing Policies	Refer to the housing policies and Chapter 4 of the Selah

	Comprehensive Plan for affordable housing policies in support of this element of the CWPP
Joint Planning Policies	The Selah Comprehensive Plan supports the concept of joint cooperative planning with surrounding jurisdictions. Policies that address inter-local cooperation with the County and other agencies include Policy LUGM 4.2 Objective LUGM 5, Policy LUGM 5.1, Policy CFU 2.1 and Policy CFU 3.3.
Economic Development Policies	The Land Use and Economic Development elements of the Comprehensive Plan include policies to ensure that economic development is consistent with the capacity of the region’s natural resources and with the City’s land use and capital facilities plan. Refer to goals and policies in the Land Use and Economic Development elements.
Fiscal Impact Analysis Policies	The City’s Capital facilities element provides a capital facilities plan consistent with the CWPP and includes consideration of coordination needs with other agencies. Please refer to the Capital facilities and Utilities policies and background information in Chapter 8. The Comprehensive Plan does not include consideration of an impact fee process (CWPP H 3.3).
Coordination with Special Purpose Districts, Adjacent Counties and State, Tribal and Federal Governments Policies	The Comprehensive Plan supports coordination with special purpose districts and adjacent governmental agencies. Policies that address inter-agency coordination include Policy LUGM 4.2 Objective LUGM 5, Policy LUGM 5.1, Policy CFU 2.1 and Policy CFU 3.3.

Public Involvement

On {insert date}, the Selah City Council adopted the City of Selah Comprehensive Plan Update Public Participation Plan (PPP). The PPP establishes the following for public involvement during the Plan update:

- Planning Commission public meetings – discuss draft and final sections of Plan elements at regularly scheduled planning commission meetings or appropriately advertised special meetings.
- Public Comment – the draft will be available for review during a public comment period.
- Final Public Hearing – the draft will be modified based upon comments received during the public meetings and during the public comment period. The City Council will hold a public hearing on the final draft prior to adoption.

The objectives of the PPP include:

- Provide for “early and continuous” public participation
- Build community trust in the planning process
- Seek public input and ideas concerning the future of Selah
- Encourage participation of individuals, community groups and organizations that may not normally participate in the planning process
- Explain the laws by which the City is obligated to conduct the Update process

Roles

The day-to-day work of implementing the Selah UGA Comprehensive Plan requires support from the City and community as a whole. Key actors and their respective roles are described below:

The City of Selah and Yakima County Planning Commissions. The role of the Planning Commission is one of advisory to the legislative body. The Commission is responsible for informing the legislative body about the consequences of potential development decisions. A well-functioning Commission can help the legislative body weigh the advantages and disadvantages of alternative courses of action. The Commission should keep the public informed and seek to include their input.

The Selah City Council and Board of County Commissioners. These elected officials have the responsibility for enacting and amending land use regulations after considering the recommendations of the Commission. The Selah City Council is responsible for decision-making with the Selah City limits, while the Board of County Commissioners (BOCC) is responsible for decision-making within the unincorporated portion of Selah's UGA. Both boards' responsibilities include amending zoning regulations and the zoning district maps. The City Council and BOCC also play a part in the comprehensive planning process by reviewing the plans that pertain to their jurisdictions, and making recommendations. The role of the City Council and BOCC in the subdivision process includes accepting or rejecting dedications of easements, right-of-way and other public lands, approving financial guarantees or financing mechanisms to ensure construction of all public improvements, approving engineering drawings, and approving subdivisions prior to their being recorded.

The Citizens. Formalizing citizen input through public meetings and required public hearings is one of the most vital aspects of the planning process. Citizens can become involved in the process by contributing to the meaningful dialogue surrounding particular issues or the process in general.

Planning Area

The Selah UGA is approximately 7.2 square miles, and includes the land within the City limits in addition to land dedicated outside and adjacent to City limits that is identified as land needed for future development during a 20-year planning period. Land cannot be annexed to the City of Selah unless it is contained within the UGA and is adjacent to the existing City limits, except that parcels not contiguous with existing City limits may be annexed for municipal purposes. The UGA boundary is illustrated in Figure xx, page xx. The UGA represents the potential annexation boundaries of the City of Selah.

Future Land Use Map

The City's Planning Commission developed the Future Land Use Map for the Selah UGA after consideration of the following factors: a projected population of 9,163 in the year 2040, and the resultant residential, commercial, industrial and public land use requirements to accommodate the projected population; existing land use patterns and environmental constraints; and public input received through the public hearing process (see Land Use Element, Figure x page x).

The Future Land Use Map continues the land use designations established in 1997, and revisited in the 2005 Plan update, anticipating an expanded downtown commercial core, continued industrial development adjacent to the Burlington Northern-Santa Fe Railroad, and a moderate density increase near the City center and a continuation of low density residential development south and west of the existing City center.

Comprehensive Plan Amendments

Annual Amendments

Community Planning is an iterative process, meaning that the Plan is a living document that will be amended on a regular basis as conditions change, better information becomes available, and/or community values evolve. Under the Growth Management Act, comprehensive plan amendments may only occur once per year. The City of Selah sets {insert month} as its anniversary date of Comprehensive Plan adoption. {Insert month} will also serve as the month of any given annual amendment cycle by which amendments to the Comprehensive Plan must be submitted for consideration during that cycle.

Amendments submitted after {insert month} will be held over until the next annual amendment cycle. Amendment proposals may be submitted at any time during the year by members of the public by filing an application using forms available from the City, or by motion by the City Council. Non-governmental amendment proposals are subject to an application fee as per SMC § 20.22.020.

After the applications are processed by City staff, they will be considered by the Planning Commission, which will forward a recommendation to the City Council. Public comment is invited during the Planning Commission review process, including at a public hearing on the proposed amendments. After receiving the Planning Commission recommendation, the amendments will be submitted to the Washington State Department of Commerce for the required 60-day State review. After the State review period has expired, the City Council will make the final decision on all Comprehensive Plan amendments. If approved, the amendments will be adopted by ordinance.

Within 10 days following adoption, the City will submit the adopted amendments to the Department of Commerce. The City will then also publish a notice of adoption and availability of the amendment in its newspaper of record. A final 60-day State review and comment period will commence from the date of publication. Appeals of the adopted amendments to the Growth Management Hearings Board can be filed during this final 60-day review period.

The City shall establish and broadly disseminate to the public a public participation program consistent with RCW 36.70A.035 and 36.70A.140 that identifies procedures and schedules whereby updates, proposed amendments, or revisions of the Comprehensive Plan are considered by the governing body of the City no more frequently than once every year. "Update" means to review and revise, if needed.

Emergency Amendments

This Plan may be revised or amended outside of the normal schedule if findings are adopted to show that the amendment was necessary due to an emergency situation of a neighborhood or community-wide significance. Examples of emergency situations include those which would present an imminent threat to public health and safety, an imminent danger to public or private property, or an imminent threat of serious environmental degradation. A personal emergency on the part of a particular applicant or property owner is not considered an emergency situation. Plan and zoning amendments related to annexations may be considered during the normal annexation process and need not be coordinated with the annual Plan amendment schedule. The nature of any emergency and proposed amendment shall be explained to the City Council. The Council will decide whether or not to allow the proposal to proceed ahead of the

normal amendment schedule.

In addition to emergencies, amendments may be considered more frequently than once per year under the following circumstances:

- 1) The proposed amendment concerns the initial adoption of a sub-area plan that does not modify the Comprehensive Plan policies and designations applicable to the sub-area;
- 2) The proposed amendment concerns the adoption or amendment of a shoreline master program under the procedures set forth in chapter [90.58 RCW](#);
- 3) The proposed amendment concerns the amendment of the Capital Facilities Element of a Comprehensive Plan that occurs concurrently with the adoption or amendment of a Yakima County or City budget;
- 4) The proposed amendment concerns the adoption of Comprehensive Plan amendments necessary to enact a planned action under RCW [43.21C.031\(2\)](#) (State environmental policy - Significant impacts), provided that amendments are considered in accordance with the public participation program established by the City and all persons who have requested notice of a Comprehensive Plan update are given notice of the amendments and an opportunity to comment.
- 5) All proposals shall be considered by the governing body concurrently so the cumulative effect of the various proposals can be ascertained. However, after appropriate public participation, the City may adopt amendments or revisions to its Comprehensive Plan to resolve an appeal of a Comprehensive Plan filed with a growth management hearings board or with the court.

Criteria for Approving a Change to the Future Land Use Map

Changes in the Future Land Use Map contained in the Land Use Element will only be granted after the City Council has reviewed the proposed change to determine if it complies with the standards and criteria listed below. A change in the Future Land Use Map shall only be granted if such written findings are made:

- 1) The proposal is consistent with the provisions of the GMA and other applicable State planning requirements;
- 2) The proposal is consistent with, and will help implement the goals, policies and objectives of this Comprehensive Plan;
- 3) Required changes to implementing regulations are identified prior to adoption of the proposed change, and are scheduled for revision, so that these implementing regulations remain consistent with the Comprehensive Plan;
- 4) The proposal will increase the development or use potential of a site or area without creating significant adverse impacts on existing critical areas, or on other uses legally existing or permitted in the area;
- 5) The proposal is an extension of similar adjacent use or is of sufficient size to make the proposal logical;
- 6) The traffic generated by the proposal will not unduly burden the traffic circulation systems in the vicinity. The collector and arterial system currently serves or can concurrently be extended to serve the proposal, as needed;
- 7) Adequate public facilities and services exist or can concurrently be developed to serve the

proposal;

- 8) The other characteristics of the proposal are compatible with those of other uses in the vicinity;
- 9) The other uses in the vicinity of the proposal are such as to permit the proposal to function properly;
- 10) If the proposal has impacts beyond the City limits, the proposal has been jointly reviewed by Yakima County; and
- 11) Any other similar considerations that may be appropriate to the particular case.

How Will the Plan Be Implemented?

The GMA contains requirements that communities take real steps to assure that the goals and policies are not ignored as decisions occur and are, in fact, implemented by day-to-day decisions. In order to make goals and policies actually affect what happens in the real world, several things must happen. To assure that all government decisions made after its adoption are consistent with the Comprehensive Plan, the City codes, procedures and regulations must be amended to be consistent with the Plan. Primary implementation tools include the City Zoning Code and other development regulations, the Six-Year Transportation Improvement Program (TIP), State Environmental Policy Act (SEPA), utility plans, the critical areas ordinance, and many other city codes and programs. The implementation phase of the planning process calls for codes and programs to be amended to implement the goals and policies of the Comprehensive Plan as needed. Any proposed change to a program or ordinance will be discussed in a public hearing and must be based on citizen involvement. In this way, it can be assured that the specific steps taken are as consistent with community desires as the initial goals and policies.

Organization of this Comprehensive Plan

The GMA requires that a comprehensive plan contain a Land Use Element, Housing Element, Transportation Element, Capital Facilities Element and Utilities Element. In addition, recent changes to the GMA require a Park Element and Economic Development Element. The requirement for these latter two elements, however, is not effective until funds sufficient to cover applicable costs to local government are appropriated by the State. The Selah Comprehensive Plan contains all required elements, as well as a Parks and Recreation Element. In addition to these required elements, the City of Selah has elected to include a Natural Environment Element. Goals and Policies for each of these elements are found in the front of the Plan, followed by background information, including an analysis of existing conditions, discussion of potential future conditions, and establishment of standards for future development and service provisions, as appropriate.

A community profile, glossary of terms and statement of state planning goals are included as appendices to this Plan.

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CHAPTER SIX

Natural Environment Element

Introduction

The Washington Growth Management Act (GMA) does not require a Natural Environment Element in the comprehensive plan, but does set a number of requirements with regard to natural systems:

- Conservation of resource lands and fish and wildlife habitat
- Protection of the environment and critical areas
- Designation of resource lands and critical areas
- Provisions for the protection of the quality and quantity of groundwater used for public water supplies
- Where applicable, a review of drainage, flooding, and storm water run-off in the area covered by the plan and nearby jurisdictions, and guidance for corrective actions to mitigate or cleanse those discharges that pollute the waters of the state.

The latter two requirements will be addressed in the Land Use Element.

Applicable Countywide Planning Policies

The Yakima Countywide Planning Policies are not specifically required by the GMA to address the physical character of the land or natural resource and critical areas. Nonetheless, several of the Countywide Planning Policies do specifically address natural resource issues. The following Countywide Planning Policies apply to discussion of the Natural Environment Element.

1. When determining land requirements for urban growth areas (UGAs), allowances will be made for greenbelt and open space areas and for protection of wildlife habitat and other environmentally sensitive areas [RCW 36.70A.110(2)] (Countywide Planning Policy: A.3.7.).
 - a. Encourage economic growth within the capacities of the region's natural resources, public services and public facilities.
 - b. Identify current and potential physical and fiscal capacities for municipal and private water systems, wastewater treatment plants, roadways and other infrastructure systems.
2. Identify economic opportunities that strengthen and diversify the county's economy while maintaining the integrity of our natural environment (G.3.1.).
3. Special districts, adjacent counties, state agencies, the tribal government and federal agencies will be invited to participate in comprehensive planning and development

activities that may affect them, including the establishment and revision of UGAs; allocation of forecasted population; regional transportation, capital facility, housing and utility plans; and policies that may affect natural resources (I.3.).

Relationship to Other Elements or Land Uses

Natural environments are closely tied to both economic development and land use. In an area where the economy is based on the productive use of land for agriculture, the land resource must be protected to assure continued economic viability of the area. At the same time, land is needed for housing and economic development, including sites suitable for industries related to agriculture. Prevailing winds, flood potential, and soil types make some areas more suitable than others for various land uses. Land use planning needs to allow for protection of critical areas such as wetlands and wildlife habitat.

Critical Areas

The GMA requires cities and counties to identify and protect critical areas including the following areas or ecosystems:

1. Wetlands
2. Areas with a critical recharging effect on aquifers used for potable water
3. Fish and wildlife habitat conservation areas
4. Frequently flooded areas
5. Geologically hazardous areas

This section inventories the type and potential location of critical areas in the Selah UGA. The purpose is to identify critical areas that require protection and areas that may be either hazardous to development, or may impose limitations which can only be overcome with costly engineering and building techniques. This analysis allows the City to identify where development would be less efficient and economical, as opposed to areas where development could occur that would be more compatible with the natural environment.

Maps are based on the best data currently available. Because no on-the-ground field inventories of critical areas were conducted in Selah, the maps should be considered as a guide for the City and permit seekers when applying the CAO during development review processes. When needed, experts at the appropriate State agencies may be consulted. The exception is the flood hazard data, which is provided by the Federal Emergency Management Agency (FEMA) and is considered legally binding.

Best Available Science

Selah adopted a Critical Areas Ordinance (CAO) on April 8, 2014 and adopted an update to the CAO on {insert date}. The Selah CAO includes standards and procedures for the protection of critical areas identified in this Natural Environment Element as falling within the City of Selah UGA.

As required by the GMA (RCW 36.70A.172), protection of critical areas is based on the best available science (BAS), according to the criteria set forth in WAC 365-195-905. The City of Selah will weigh the most current scientific information from agencies, scientific consultants and published sources to

determine the values and functions of natural systems existing in or near the City. The City will base protection of critical areas upon evaluation of the BAS along with scientific studies made available by proponents and opponents of projects in determining how best to protect natural and critical areas. The City of Selah adopts Yakima County's *Review of Best Available Science for Inclusion in Critical Areas Ordinance*, October 2006, as amended, as a basis for decisions to support protections required by the Critical Area Ordinance and the Shoreline Master Program.

Soils

Soil information is an important tool in both the design and evaluation of different types of development proposals and can aid in the identification of critical areas. Soil types react differently to different types of development. Consequently, proper soil information can save developers both time and money in the design stages of their proposals. For example, certain soils make septic tank design extremely costly because of poor drainage qualities.

Additionally, soil types may vary greatly over short distances. To know what the actual soil conditions are on a given property, it may be helpful to consult a Natural Resources Conservation Service (NRCS) soil survey, or have an on-site analysis performed by a soil scientist. Inclusion of soil information in development proposals can help public officials to evaluate whether the developer has considered soil conditions.

Major Soil Types in the Selah UGA

Soil maps and information are developed by the NRCS. The NRCS maintains detailed descriptions of soils types, including agricultural rating and limitations for agriculture, septic, and buildings.

There are a great variety of soil types in the Selah UGA, as illustrated in Figure 1, page 14. Some of the most predominant soils types include Selah silt loam, Esquatzel silt loam, Roza clay loam, Kiona stony silt loam, and Starbuck-Rock outcrop complex.

Table 1 summarizes the characteristics of the predominant soils types discussed above.

Table 1. Characteristics of Predominant Soils Types, Selah UGA

SOIL CLASSIFICATION		LIMITATIONS		
Soil Type No.	Name	Farmland Class	Septic Tank	Buildings (Dwellings without Basements)

SOIL CLASSIFICATION		LIMITATIONS		
Soil Type No.	Name	Farmland Class	Septic Tank	Buildings (Dwellings without Basements)
68897	Roza clay loam	5-8% slope: Farmland of statewide importance 8-30% slope: Farmland of unique importance	5-30% slope: Very limited	5-60% slope: Very limited
68912	Selah silt loam	2-5% slope: Prime farmland if irrigated 5-30% slope: Farmland of unique importance	2-30% slope: Very limited	2-15% slope: Somewhat limited 15-30% slope: Very limited
68999	Esquatzel silt loam	0-5% slope: Prime farmland if irrigated	0-5% slope: Somewhat limited	0-8% slope: Not limited
69035	Kiona stony silt loam	15-45% slope: Not prime farmland	15-45% slope: Very limited	15-45% slope: Very limited
68929	Starbuck-rock outcrop complex	0-45% slope: Not prime farmland 45-60% slope: Not prime farmland	0-45% slope: Very limited	0-60% slope: Very limited

Preservation of productive agricultural land is a high priority in Yakima County. As a result, non-farm use of this resource should be kept to a minimum in areas not already experiencing high-density urban development, and where the combination of past trends and future population projections do not indicate a need for urban expansion in the near future. Farmland preservation is less of a priority in UGAs, which are meant to reserve an appropriate amount and type of serviceable land for urban development within a 20-year timeframe.

Wetlands

Wetlands provide a broad spectrum of natural and physical functions. Freshwater wetlands have flood storage capacity, serve as groundwater recharge areas, and tend to moderate flow regimes of associated drainages. Wetlands also work to remove suspended solids from water, absorb and recycle mineral and organic constituents, and otherwise contribute to improved water quality. Biological functions include food chain production, general habitat, nesting, spawning, rearing, and resting sites for aquatic and land species.

In the Selah CAO adopted in 2014 and updated in {insert year}, wetlands are rated according to the Washington State Department of Ecology wetland rating system found in the Washington State Wetland Rating System documents Washington State Wetland Rating System for Eastern Washington – Revised (Publication No. 04-06-015, Hruby, T., 2004) or as revised. These documents contain the definitions and methods for determining if the criteria below are met.

1. Category I.
 - a. Characteristics of Category I wetlands are as follows:
 - (i) Represent a unique or rare wetland type; or
 - (ii) Are more sensitive to disturbance than most wetlands; or
 - (iii) Are relatively undisturbed and contain ecological attributes that are impossible to replace within a human lifetime; and
 - (iv) Provide a high level of function.
 - b. Category I wetlands are:
 - (i) Alkali wetlands; or
 - (ii) Wetlands that are identified by scientists of the Washington Natural Heritage Program/DNS as high quality wetlands; or
 - (iii) Bogs; or
 - (iv) Mature and old-growth forested wetlands over ¼ acre with slow-growing trees; or
 - (v) Forests with stands of aspen; and
 - (vi) Wetlands that perform many functions very well (scores of 70 points or more).
2. Category II.
 - a. Characteristics. These wetlands are difficult, though not impossible to replace, and provide high levels of some functions.
 - b. Category II wetlands are:
 - (i) Forested wetlands in the floodplains of rivers; or
 - (ii) Mature and old-growth forested wetlands over ¼ acre with fast-growing trees; or
 - (iii) Vernal pools; and
 - (iv) Wetlands that perform functions well (scores between 51 and 69 points)
3. Category III.

- a. Characteristics. Wetlands having a moderate level of function which do not satisfy Category I, II, or IV criteria.
 - b. Category III wetlands are:
 - (i) Vernal pools that are isolated; and
 - (ii) Wetlands with a moderate level of functions (scores between 30-50-points).
4. Category IV.
- a. Characteristics. These are wetlands with the lowest level of function but still provide functions that warrant protection. Often the low function is because they have been heavily disturbed. Replacement of these wetlands can sometimes provide improved function.
 - b. Category IV wetlands have a function score of less than 30.

Figure 2, page 15 illustrates wetland data for the Selah vicinity, which were mapped using the wetlands data set developed for the Yakima County Critical Areas Ordinance (CAO). The map includes information from the National Wetlands Inventory produced by the U.S. Fish and Wildlife Service and soil maps produced by the NRCS, which are useful in helping to identify potential wetland areas.

The wetland map is used as a guide for the City, project applicants and/or property owners, and may be continuously updated as wetlands are more accurately identified, located and delineated. Figure 2 illustrates the presence of Category 1 and 2 wetlands within the Selah City limits or unincorporated UGA, primarily along the City's southern and southeastern boundaries that border the Naches River and Yakima River. There is also a small Category 3 wetland identified inside the southwest portion of the City limits.

The Selah CAO provides standards and procedures for protection of wetlands.

Frequently Flooded Areas

Flooding is one of the most significant natural occurrences limiting development. Floodplains are legally delineated by the Federal Emergency Management Agency (FEMA) on Flood Insurance Rate Maps (FIRMs). A "regulatory floodway" means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Communities must regulate development in these floodways to ensure that there are no increases in upstream flood elevations. "Special flood hazard areas," or floodplains, are high-risk flood areas that have special flood, mudflow, or flood-related erosion hazards.

Figure 3, page 16 illustrates Selah's flood hazard areas. As indicated by the Federal Emergency Management Agency FIRM, Community Panel No. 53077C0719D for the City of Selah (effective 11/18/2009), a Zone A floodway occurs within the northeastern portion of the City along the Yakima River and, to a lesser degree, within the southern portion of the City along the Naches River. FEMA defines Zone A floodway as "areas subject to inundation by the 1-percent-annual-chance flood event, generally determined using approximate methodologies." In other words, there is a 1% chance of these areas flooding annually. The 1-percent-annual-chance flood is also referred to as the base flood or 100-year flood.

Yakima County and the City of Selah regulate building in floodplain areas. These permits require all

development to be floodproofed. For residential development, the first inhabited floor must be one foot above the 100-year floodplain. In addition, the City of Selah and Yakima County also regulate shoreline management along the Yakima River.

Critical Aquifer Recharge Areas

Areas of growing concern are the critical aquifer recharge areas (CARA), which store and recharge critical groundwater supplies, and where groundwater stands the greatest risk of contamination. The GMA requires that cities and counties identify and protect “areas with a critical recharging effect on aquifers used for potable water.” Land uses and density of development in these areas can affect the quality of groundwater.

“Aquifers” are geologic materials that are able to store and transmit groundwater. In the lower Yakima Basin, aquifers are the main source of groundwater for residences using individual wells. The depth of wells using aquifers ranges from approximately 10 to 200 feet below ground surface.

Groundwater systems are replenished (recharged) by the addition of water to the aquifer through precipitation, runoff and infiltration from surface water bodies. A “recharge area” is an area in which water reaches an aquifer by surface infiltration, and where there is a downward component of hydraulic head (pressure head). “Recharge potential” is the likelihood that water will infiltrate and pass through the surface materials to recharge the underlying aquifer system. Recharge potential is dependent on a number of relatively static physical conditions, including soil permeability, geological materials at or near the Earth’s surface, depth to water, and topography.

Potential for groundwater contamination in these shallow aquifers is high, especially near ditches, canals and the Yakima River. Care must be taken to avoid contamination of groundwater when shallow wells are used in conjunction with septic tanks, as it is possible for septic effluent to seep into the well water supply. This condition typically occurs during peak irrigation periods in areas with high water tables.

In general, the aquifers in the Yakima River Basin are recharged by precipitation, infiltration of surface water, irrigation water, seepage losses from ditches, canals and rivers, and upward migration of water from lower aquifers. Groundwater discharges into rivers, lakes and streams, or through evapotranspiration, pumping, and upward flow of water into the shallower aquifers.

Figure 4, page 17 shows the CARA in the City of Selah UGA, with estimated areas of moderate, high and extreme susceptibility to contamination, in addition to wellhead protection areas. The CARA data was developed by Yakima County.

Geologically Hazardous Areas

Figure 5, page 18 shows geologically hazardous areas within the Selah UGA. Identified geologically hazardous areas in Selah and unincorporated UGA include Oversteepened Slopes, Landslide Risk, and Alluvial Fan/Flash Flooding, as defined below. These definitions are taken from the January 1991 “*Yakima County Mineral Resources and Geologic Hazards Report*” by Newell Campbell, who mapped geologic hazards for Yakima County. This identification of geologic hazards was not based on actual site inventories conducted in the study area, but on general published sources of information and maps;

therefore, these sites can only be considered potential geologic hazard areas.

- **Landslide Hazard Areas (LS)**. These include places where landslides, debris flows, or slumps have already occurred. Where sliding is presumed to have occurred within ten thousand years or less is shown as High Risk (LS3) on the map. Slides thought to be older than ten thousand years but still capable of movement are shown as Intermediate Risk (LS2). Areas where slides are absent are unlabeled and combined with other Low Risk areas.
- **Oversteepened Slope Hazard Areas (OS)**. These include areas with slopes steep enough to create potential problems. High Risk areas (OS3) have a high potential to fail, and include slopes greater than forty percent, and consist of areas of rock fall, creep, and places underlain with unstable materials. Intermediate Risk areas (OS2) are less likely to fail but are still potentially hazardous. This category also includes some slopes between fifteen and forty percent. Low Risk areas, unlikely to fail, are unlabeled and combined with other Low Risk categories.
- **Alluvial Fan/Flash Flooding Hazard Areas (AF)**. These are areas where flash flooding can occur, and are often associated with inundation by debris from flooding. They include alluvial fans, canyons, gullies, and small streams where catastrophic flooding can occur. They do not include all areas where flash flooding may occur. Flooding may also occur in larger streams and rivers, but these are depicted in the “Flood Insurance Study for the Unincorporated Areas of Yakima County,” dated March 2, 1998, with accompanying flood insurance rate maps (FIRMs) and flood boundary and floodway maps, and any amendments which may thereafter be made by the Federal Emergency Management Agency, rather than on the geologically hazardous areas map.

Steep slopes can limit development. Topography of an area limits development when the slope becomes too steep to safely accommodate structures. Generally, areas with slopes exceeding 15% should be avoided to reduce the likelihood of property damage due to soil slippage or erosion. Designations of steep sloped areas were based upon data from the NRCS soil maps. Limitations to development in the Selah UGA are predominately in the northwestern and southern portions of the UGA. These areas contain high-risk slopes (see Figure 5, page 18).

Fish and Wildlife Habitat Conservation Areas

WAC 365-190-130 defines fish and wildlife habitat conservation areas as:

- Areas where endangered, threatened, and sensitive species have a primary association;
- Habitats and species of local importance, as determined locally;
- Commercial and recreational shellfish areas;
- Kelp and eelgrass beds; herring, smelt, and other forage fish spawning areas;
- Naturally occurring ponds under twenty acres and their submerged aquatic beds that provide fish or wildlife habitat;
- Waters of the state;
- Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity; and
- State natural area preserves, natural resource conservation areas, and state wildlife areas.

“Fish and wildlife habitat conservation areas” does not include such artificial features or constructs as irrigation delivery systems, irrigation infrastructure, irrigation canals, or drainage ditches that lie within the boundaries of and are maintained by a port district or an irrigation district or company (RCW

36.70a.030).

The below inventory of flora, fauna, and habitats is used to identify fish and wildlife species and habitats that may require protection in Selah. The Selah CAO provides standards and procedures for protection of fish and wildlife habitat conservation areas.

Plants

The Selah area lies within the shrub-steppe region (“high desert”) of the Columbia Basin Province of the Pacific Northwest. The shrub-steppe region encompasses the basins in the rain shadow east of the Cascade Mountain range, and is characterized by sagebrush and bunch grasses. Farming practices such as cultivation, grazing of livestock, and introduction of exotic plant species have resulted in the alteration of the vegetation in the Selah area. The most arable lands are now under cultivation, and the less arable, formerly cultivated lands have been abandoned. In areas where arable lands lack sufficient moisture, irrigation has occurred through federal irrigation projects. Most of the remaining lands have been used for grazing by domestic and native livestock. Many of these lands have been overgrazed, resulting in environmental and soil degradation. Human-caused range fires have also contributed to the alteration of the shrub-steppe vegetation as invasive species have displaced native species after fire events.

The native vegetation found in the Selah area consists mainly of grasses, narrow-leaved forbs and shrubs. In addition to these plants, the following native vegetation may also be found as they are characteristic of the specific types of soils found within the City of Selah UGA.

- Grasses and Forbs: Basin wildrye grass, big bluegrass, bluebunch wheatgrass (*Agropyron spicatum*, a preferred forage plant), Carey balsamroot, needle and thread grass, Sandberg bluegrass (*Poa sandberii*) and Thurber needlegrass.
- Shrubs and Trees: Big sagebrush (*Artemesia tridentata*), Rabbitbrush (*Chrysothamnus nauseosus*), both of the latter plants are found in areas where overgrazing has occurred, and are considered to be less desirable forage plants. Trees include: willow (*Salix exigua spp. Exigua*), western sumac, red elderberry, hard hack spirea, and Russian olive (*Elaiagnus angustifolia*), with elm (*Ulnus sp.*), alder, or in some areas black cottonwood (*Populus trichocarpa*).

Emergent marsh vegetation within wetlands or on the banks of the Naches River and the Yakima River may also include the following:

- American bulrush, curly dock, canadian bull thistle, cattail (*Typha latifolia*), vield mustard, hardstem bulrush, jointed rushes, manna grass, marshelder (*Iva xanthifolia*), medic, orchard grass (*Dactylis glomerata*), Quackgrass (*Agrpyron repens*), Reed canarygrass (*Phalaris arundiances*), sedges, smartweeds (*Polygonum spp.*), spikerush (*Eleocharis spp.*), tall fescue, watercress (*Rorripa nasturtium-aquaticum*), water foxtail, and willowweed.

The wetland vegetation provides habitat for food, cover, and breeding as well as a movement corridor for birds and mammals. Amphibians may find limited breeding sites within the streams and wetlands within the Selah UGA, though the runoff of agricultural chemicals may affect habitat quality.

(Discussion pending response from agency): Information on rare plants was requested from the Washington State Department of Natural Resources (DNR) Natural Heritage Program.

Wildlife

Bird species that may be present in the Selah area are those species common in grasslands and open areas. Species frequenting these areas include: the American kestrel; western meadowlark; mourning dove; ruffed grouse; black-billed magpie; common snipe; California quail; killdeer, starlings; western kingbird; Brewer’s blackbird; and ring-necked pheasant. Additionally, in the scrub/shrub habitat associated with the return flow ditches, yellow warblers and song sparrows can be found. Golden eagles, bald eagles, ferruginous hawks, and great blue herons have also been observed in the area.

Amphibians or reptiles may be present within the irrigation canals, supported on the food, cover, water, and marginal breeding habitat these areas provide. Small mammals such as mice and voles are abundant throughout the area. Ground squirrels may also occasionally be seen. Larger mammals make use of the canals and ditches, particularly the more vegetated edges, as a corridor leading to the more sheltered habitat found elsewhere. Signs of deer, coyote, and raccoons are found throughout the more rural portions of the area. Portions of the area are particularly valuable as a foraging area for raptors. Red-tailed hawks can be seen circling agricultural properties and other raptors including golden eagles may make use of the habitat.

Information was requested from the Washington State Department of Fish and Wildlife (WDFW) Priority Habitat and Species Program concerning species of concern in the Selah vicinity. Table 2 lists threatened, candidate, species of concern, and monitored species that were identified in the Selah UGA.

Table 2. Threatened, candidate, species of concern, and monitored species in the Selah UGA.

Species or Habitat	Status	Type of Occurrence Identified
Bald Eagle	Federal Species of Concern	Regular concentration in the Naches River floodplain
Ferruginous Hawk	State Threatened	Breeding area – nest
Golden Eagle	State Candidate	Breeding area – nest
Great Blue Heron	State Monitored	Breeding area – breeding occurrence; colony
Greater Sage Grouse	Federal Candidate; State Threatened	Biotic detection
Townsend’s Ground Squirrel	State Candidate	Regular concentration – colony

(Map pending response from agency): Species habitat mapping data was requested from WDFW to identify the approximate locations of sensitive habitats.

Fish

Fish have different habitat needs based in part on their life history stages. “Anadromous fish” are fish that are born in fresh water, spends most of their life in the sea, and then return to fresh water to spawn. Anadromous fish migrate and have unique needs throughout the aquatic system which may be frustrated by the presence of dams or other barriers, low stream flow, and high temperatures during times of passage. Resident fish have year round requirements as well as specific habitat needs during critical times such as spawning. Salmonids need colder temperatures than many non-game fish and require higher dissolved oxygen concentrations particularly over spawning gravels. Successful salmonid reproduction requires channel and substrate stability and adequate winter water flow to prevent freezing. Channels to accommodate fish moving between safe wintering areas and summer foraging areas are also necessary.

The WDFW maintains a database of the presence, spawning, and rearing locations of salmon species and other fish species of concern. Table 3 summarizes the salmon species, their location, and the type of presence identified by WDFW in the vicinity of the Selah UGA.

Table 3. Location and Presence of Fish Species of Concern, Selah UGA Vicinity

Species	Type of Presence	Water Body
Fall Chinook	Documented presence and spawning	Yakima River Naches River Cowiche Creek
Bull Trout	Documented presence	Yakima River Naches River
Coho	Documented presence	Yakima River Naches River
Coho	Documented spawning	Cowiche Creek
Summer Steelhead	Documented rearing	Yakima River
Summer Steelhead	Documented presence and spawning	Yakima River Naches River

Surface Water

The Yakima River Basin occupies approximately 6,150 square miles. Its headwaters are situated along the crest of the Cascade Range. The mainstream Yakima River is joined by a number of tributaries and flows generally southeast until it joins the Columbia River.

Streams are an important source of prime wildlife habitat. WAC 222-16-031 establishes an “interim”

water typing system to be used until a permanent typing system is established. Water typing is established based on the structure and function of waterways. Selah has no typed stream identified in the UGA. There are several canals and one unclassified stream occurring in Selah (See Figure 2, page 15).

The Yakima and Naches Rivers which border the Selah UGA are classified as Type 1 Streams and are designated as “Shorelines of the State,” falling under the purview of the Washington State Shoreline Management Act (SMA). In compliance with the SMA, the Yakima County Regional Shoreline Master Program (SMP) was adopted December 18, 2007 and effective on February 25, 2010.

Priority Habitats

Priority habitats, such as those that provide breeding, roosting, foraging, or migration opportunities have been identified and mapped by the WDFW Priority Habitat and Species program. All of the priority habitats identified in the Selah UGA are wetlands, which are discussed in the Wetlands section above.

Natural Resource Lands

The GMA requires cities and counties to designate natural resource lands, including agricultural, forest, and mineral lands that have long-term commercial significance, and are not characterized by urban growth. This section inventories resource lands in the Selah UGA.

Agricultural Lands

Agricultural lands were identified through the County Assessor’s database of existing land use. There are 16 agricultural parcels (either fallow or in current agricultural use) totaling approximately 650 acres in the Selah City limits (Figure 1, page 14). Most of this agricultural land is located in the southern end of the City limits, and much of it is characterized by the Starbuck-rock outcrop complex soil and Kiona stony silt loam soil types, which are not considered prime farmland. For the most part, they are also near or adjacent to residential, commercial, light industrial/manufacturing, and other urban development. They are also near various types of infrastructure, including water and sewer lines, and/or have access to I-82 and the Burlington Northern Santa Fe Railroad line.

Existing agricultural lands in the Selah UGA are allowed to continue and have some protections. However, for the reasons stated as follows, the City has determined that it is not appropriate to designate these parcels of land as agricultural lands of long-term commercial significance.

- 1) A majority of the City’s area is already built-up; and
- 2) These parcels are near the built-up area, are zoned for a more intensive land use, or are near infrastructure with the capacity to serve additional growth on these parcels. These parcels represent the next logical areas for residential, commercial, or light industrial/manufacturing urban growth; and
- 3) These parcels are within the City limits and as such are part of the UGA. State law does not allow agricultural lands within a UGA to be designated as “agricultural lands of long-term commercial significance,” unless the governing jurisdiction already has in place a program for purchase or transfer of development rights.

Forest Lands

In the City of Selah, there are no lands (commercial or noncommercial) that are used to grow trees, including Christmas trees subject to the state excise tax that is imposed on harvesters of timber. Thus, no forest lands of long-term commercial significance have been designated within the City.

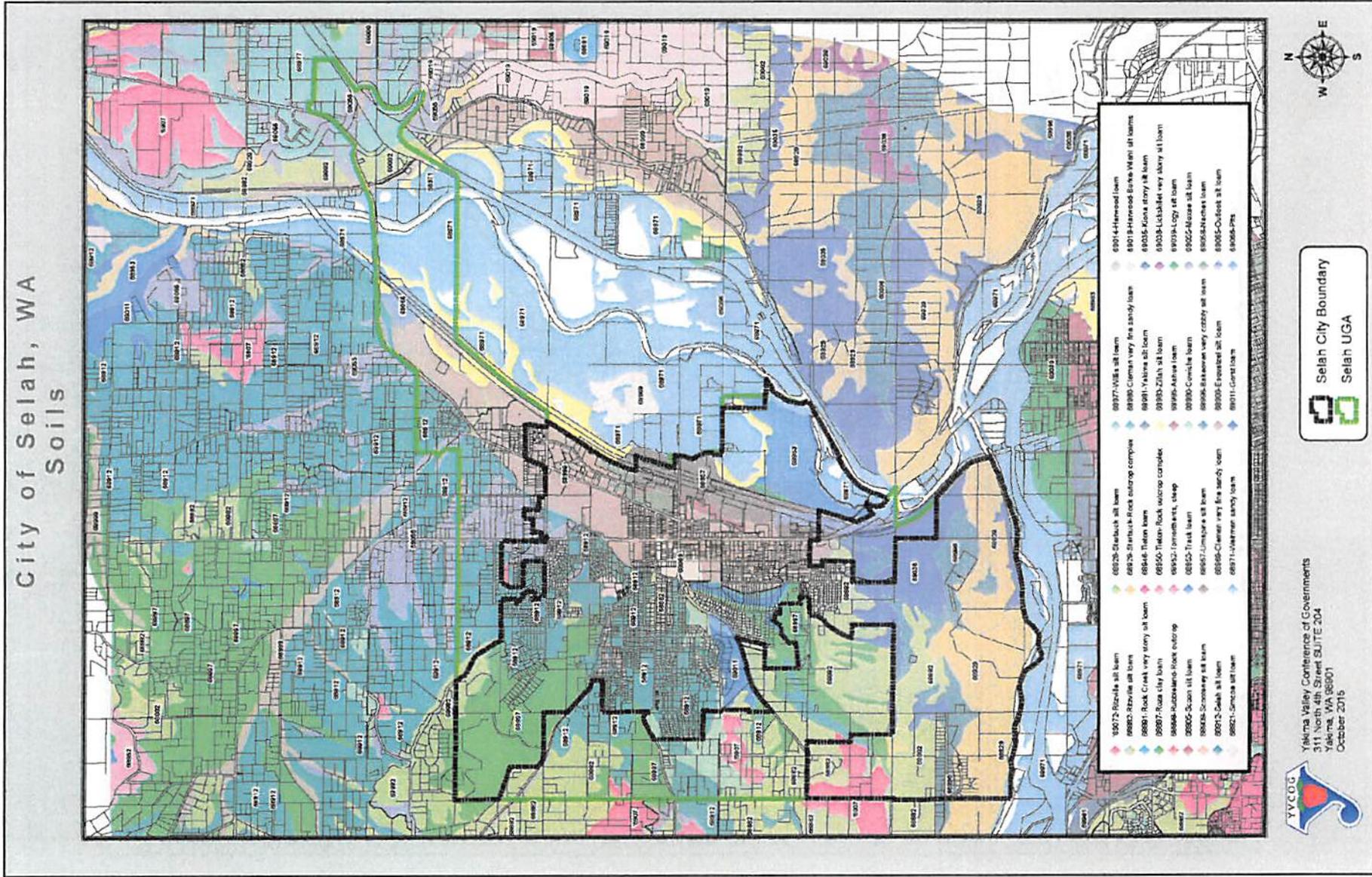
Mineral Lands

Mineral resources are the only identified natural economic resource within the Selah UGA. This resource is primarily found in the form of gravel deposits. Concrete grade gravel is found along the floodplain of the Yakima River. This type of gravel is round, clean and free from fractures and surface coatings. The gravel in the Selah UGA is good to fair concrete-grade gravel.

No mineral resource lands of long-term commercial significance have been identified within the City of Selah; therefore, no designation is necessary.

One existing mineral resource site is located adjacent to the southeast side of the UGA (see Figure 5, page 18). The 500-foot buffer on this site falls within the City limits and the unincorporated UGA. According to 36.70A.060 of the GMA, counties and cities must require that all plats, short plats, development permits, and building permits issued for development activities on, or within 500 feet of, lands designated as mineral resource lands contain a notice that the subject property is within or near the mineral resource lands, on which a variety of commercial activities may occur that are not compatible with residential development for certain periods of limited duration. The notice for mineral resource lands must also inform that an application might be made for mining-related activities, including mining, extraction, washing, crushing, stockpiling, blasting, transporting, and recycling of minerals. Responsibility for enforcement of this provision for the portion of the 500-foot buffer falling within the City falls to Selah, while the portion falling within the unincorporated UGA is the responsibility of the County. If Selah annexes additional land that falls in the buffer in the future, the City will be required to adopt and enforce this provision.

Figure 1. Major Soils Types, Selah UGA



City of Selah, WA Waterways and Wetlands

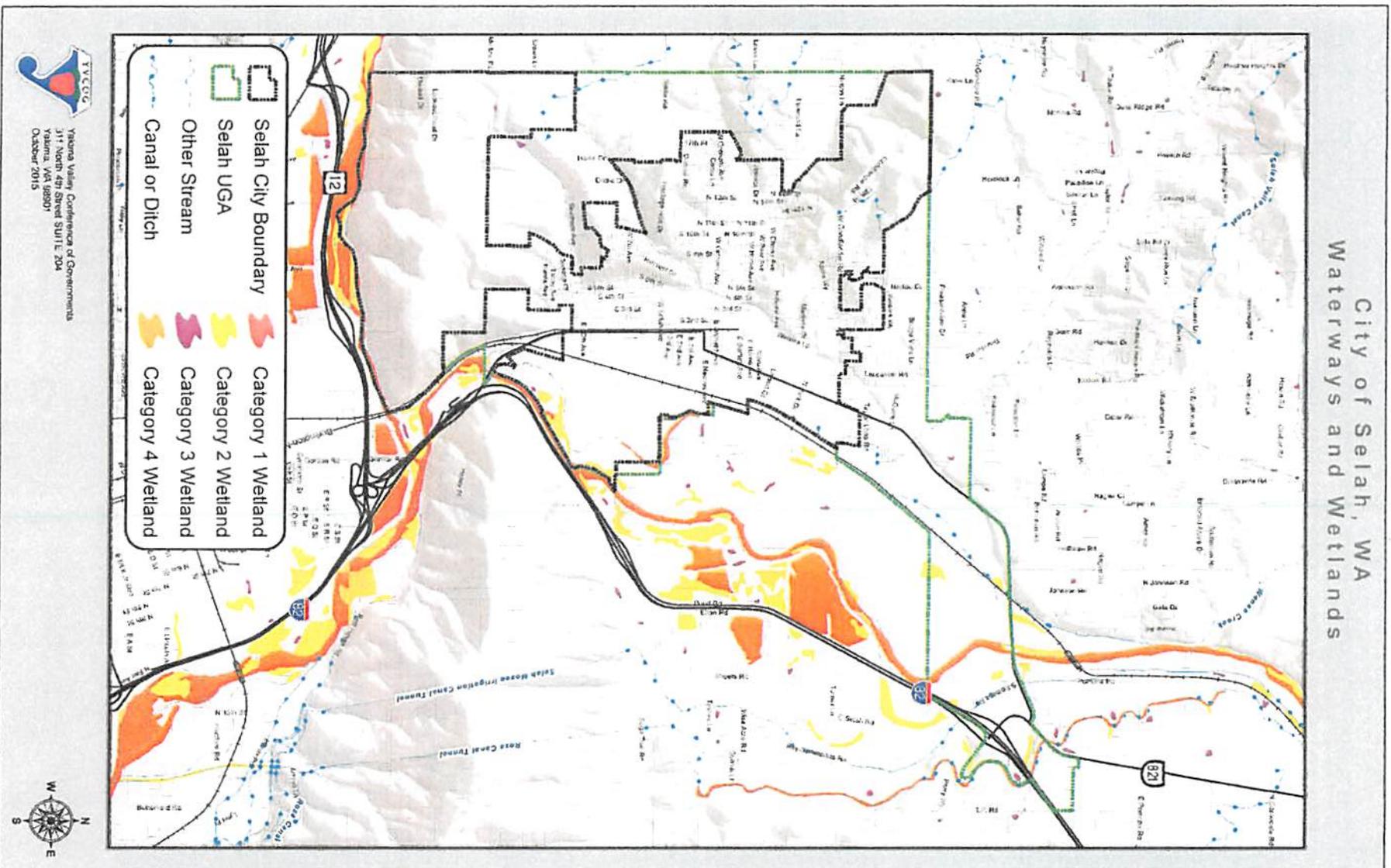
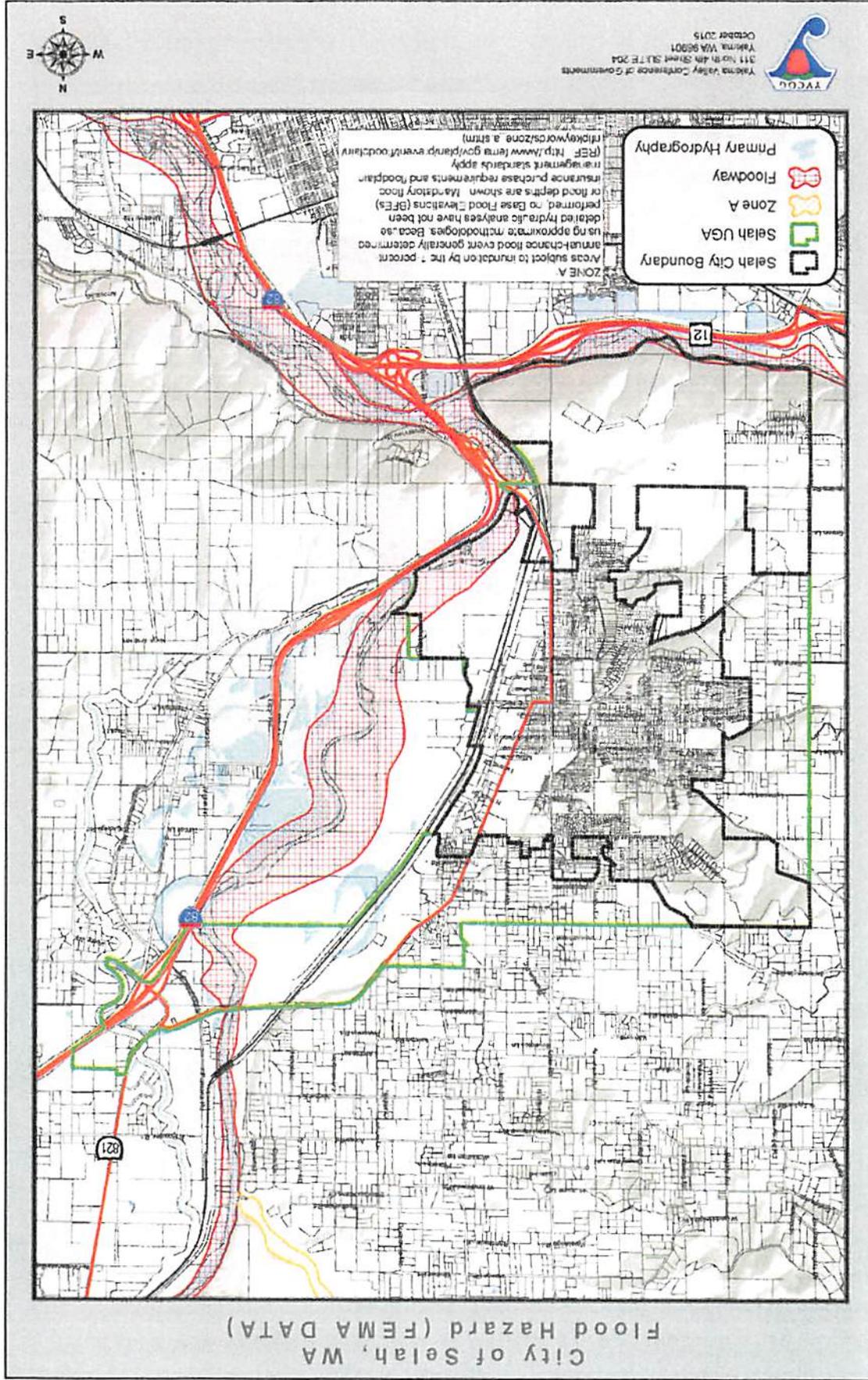


Figure 2. Wetlands and Waterways, Selah UGA

Figure 3. Flood Hazard Areas, Selah UGA



City of Selah, WA
 Aquifer Recharge Area Contamination Susceptibility

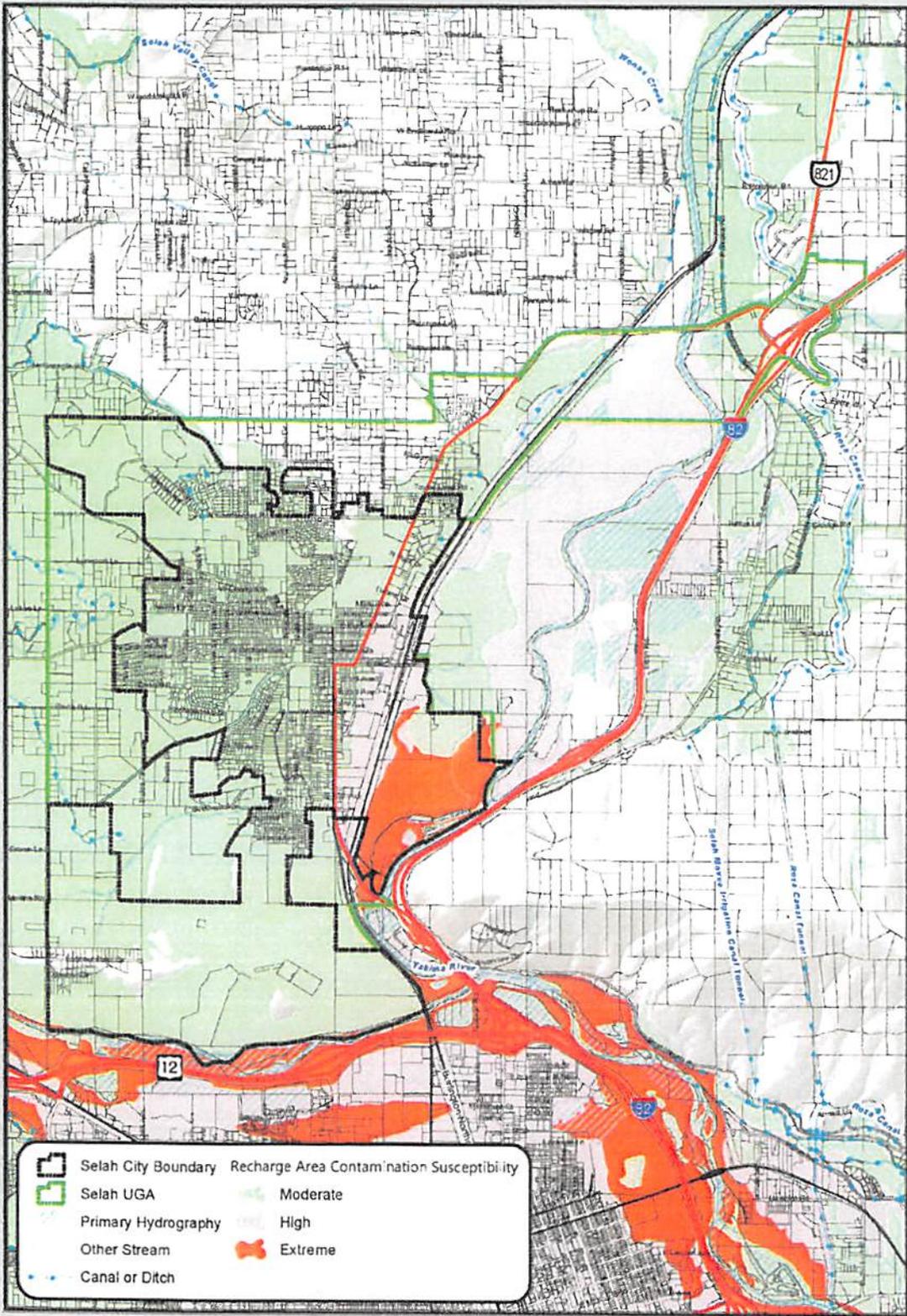
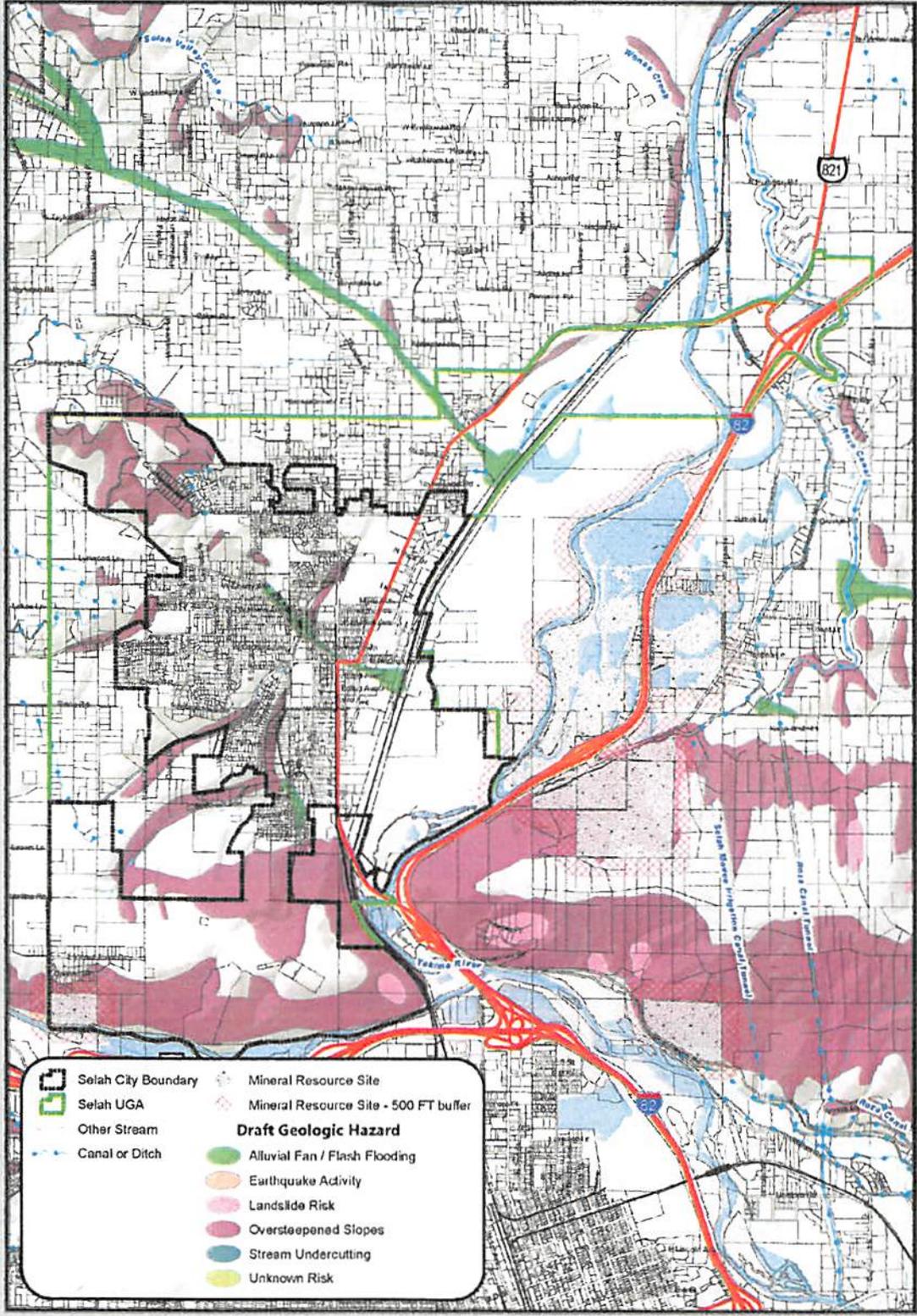


Figure 4. Critical Aquifer Recharge Areas, Selah UGA



City of Selah, WA Geologic Hazards and Mineral Resources



	Selah City Boundary		Mineral Resource Site
	Selah UGA		Mineral Resource Site - 500 FT buffer
	Other Stream	Draft Geologic Hazard	
	Canal or Ditch		Alluvial Fan / Flash Flooding
			Earthquake Activity
			Landslide Risk
			Oversteepened Slopes
			Stream Undercutting
			Unknown Risk



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Yakima, WA 98901
October 2316



Figure 5. Geologically Hazardous Areas and Mineral Resource Areas, Selah UGA
 City of Selah Comprehensive Plan Update
 DRAFT Ch. 6 Natural Environment Element

City of Selah, WA Agricultural Resource Lands

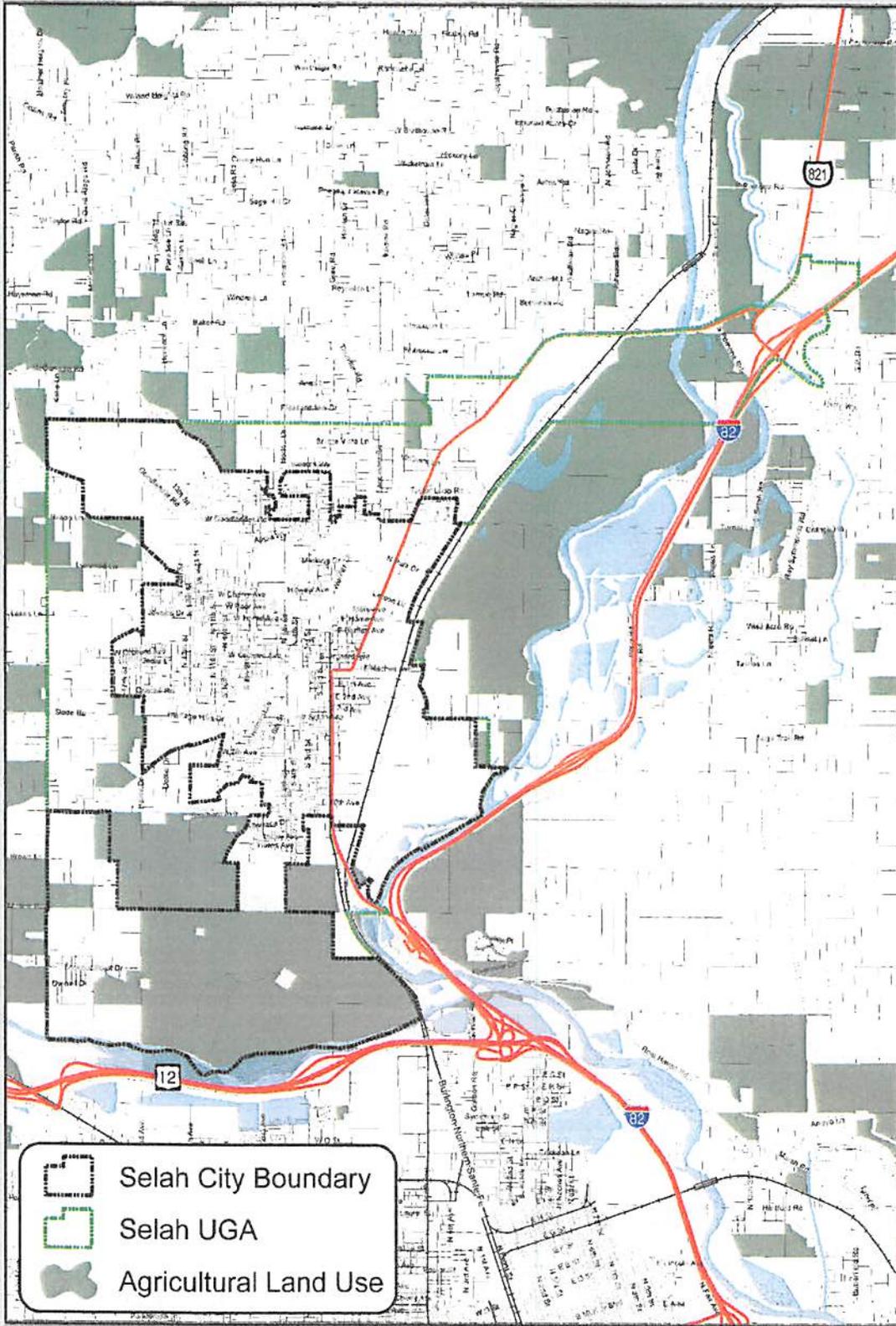
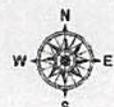


Figure 6. Agricultural Lands, Selah UGA



EXISTING GOALS AND POLICIES

The City of Selah recognizes the value of the large expanse of floodplain bordering the City. The floodplain is an important habitat and wetland area, location of scenic value, floodwater storage area, and plays an important water quality role in the Valley. As a result of its importance to the region, the floodplain should be protected from incompatible encroachment.

The City of Selah also recognizes the importance of working cooperatively with adjoining local governments and agencies in protecting valuable natural resources. Many of the policies below parallel Yakima County policies and support regional consistency in future development of critical area regulations as required by GMA.

GOAL: Respect the floodplain.

Objective ENV 1: Respect habitat and wetland areas within the 100-year floodplain.

Policy ENV 1.1: Map important habitat and wetland areas within the 100-year floodplain.

Policy ENV 1.2: Adopt wildlife and wetland habitat overlay zones within the zoning ordinance.

Policy ENV 1.3: Require appropriate studies for projects in the 100-year floodplain, as identified on Federal Emergency Management Agency (FEMA) flood maps.

Policy ENV 1.4: Only developments which respect the floodplain and meet appropriate local, state and federal requirements will be allowed in the 100-year floodplain.

GOAL: Preserve the natural stormwater storage capacity of the floodplain.

Objective ENV 2: Adopt land use policies that reduce or eliminate negative impacts of development on stormwater drainage capacities and systems.

Policy ENV 2.1: Encourage the retention of native vegetation or the creation of vegetative buffers near drainage courses to preserve water quality, and to aid in bio-filtration of stormwater.

Policy ENV 2.2: Minimize adverse stormwater impacts generated by the removal of vegetation and alteration of landforms.

Community Goals, Objective & Policies

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Policy ENV 2.3: Require the utilization of on-site detention and/or infiltration facilities as a part of new developments which demonstrate the capacity to accommodate such facilities and/or would significantly burden the City's stormwater infrastructure facilities if not utilized.

Policy ENV 2.4: Insure that new development will not increase peak stormwater runoff.

Policy ENV 2.5: Control stormwater in a manner that has positive or neutral impacts on the quality of surface and groundwater and does not sacrifice one for the other.

GOAL: Promote and enhance surface and groundwater quality.

Objective ENV 3: Maintain and manage the quality of surface and groundwater resources as near as possible to their natural

condition and in compliance with state water quality standards.

Policy ENV 3.1: Develop performance standards and regulate uses for activities which adversely impact water quantity and quality in aquifers, watersheds and surface waters.

Policy ENV 3.2: Evaluate the potential impact of development proposals on groundwater quality, and require alternative site designs to reduce contaminant loading where site conditions indicate that the proposed action will measurably degrade groundwater quality.

Policy ENV 3.3: Encourage the retention of natural open spaces in development proposals overlying areas highly susceptible for contaminating groundwater resources.

Policy ENV 3.4: Support regional educational efforts which inform citizens of measures they can take to reduce contaminant loading of groundwater systems.

Policy ENV 3.5: Protect water quality from the adverse impacts associated with erosion and sedimentation.

Policy ENV 3.6: Encourage the use of drainage, erosion, and sediment control practices for all construction or development activities.

Policy ENV 3.7: Make use of local and regional data sources to monitor and assess surface and groundwater quality.

Policy ENV 3.8: Participate in water quality improvement planning and implementation efforts by local, regional, state, federal and tribal agencies.

GOAL: Provide appropriate protection for recognized habitat and critical areas.

Objective ENV 4: Establish specific, science-based criteria for identification and protection of environmentally sensitive resources.

Policy ENV 4.1: Monitor designated environmental critical areas to ensure continue viability and protection.

Policy ENV 4.2: Integrate environmental considerations into all planning efforts and comply with all state and federally mandated environmental legislation.

Community Goals, Objective & Policies

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Policy ENV 4.3: Support regional efforts for the protection of fish and wildlife habitat consistent with science-based criteria to protect the natural values and functions of those habitats. Fish and wildlife habitat protection considerations should include:

1. The physical and hydrological connections between different habitat types to prevent isolation of those habitats;
2. Diversity of habitat types both on a local and regional scale;
3. Large tracts of fish and wildlife habitat;
4. Areas of high species diversity;
5. Locally or regionally unique or rare habitats;

6. Winter range and migratory bird habitat of seasonal importance.

Policy ENV 4.4: Direct development away from area containing significant fish and wildlife habitat areas, especially areas that are currently undeveloped or are primarily dominated by low intensity land uses.

Policy ENV 4.5: Limit development projects or require mitigation measures in areas adjacent to public lands containing significant fish and wildlife habitat.

Policy ENV 4.6: Protect the habitat of *Washington State Listed Species of Concern and Priority Habitats and Species* in order to maintain their populations.

Policy ENV 4.7: Cooperate with resource agencies to prioritize habitats and provide appropriate measures to protect them according to their respective values.

Objective ENV 5: Provide for long-term protection of wetlands.

Policy ENV 5.1: Preserve, protect, manage and regulate wetlands for purposes of public health, safety and general welfare by:

1. Conserving fish, wildlife, and other natural resources;
2. Regulating property use and development to maintain the natural and economic benefits provided by wetlands, consistent with the general welfare of the City;
3. Protecting private property rights consistent with the public interest;
4. Requiring wetland buffers and building setbacks around regulated wetlands to preserve vital wetland functions and values.

Policy ENV 5.2: Adopt a clear definition of a regulated wetland and a method for delineating regulated wetland boundaries.

Policy ENV 5.3: Manage and mitigate human activities or actions that would have a probable adverse impact on the existing conditions or regulated wetlands or their buffers.

Community Goals, Objective & Policies

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Policy ENV 5.4: Require mitigation for any regulated activity which alters regulated wetlands and their buffers.

PROPOSED GOALS AND POLICIES

Goal 1: *Manage development according to the severity of natural constraints in order to reduce risks and minimize damage to life and property.*

Policy 1.1 The City will continue to amend and adopt land development regulations which ensure the protection of the attributes, functions and amenities of the natural environment under all projected growth scenarios.

- Policy 1.2 Support the preservation and enhancement of natural resource lands and support occupations associated with agriculture, farming and tourism within agricultural areas adjacent to the City and its UGA.
- Policy 1.3 Support the protection of agricultural and other resource lands within the Selah area from incompatible development, keeping them available for recreational use and economic purposes.
- Policy 1.4 Encourage new developments to locate in areas that are relatively free of environmental problems relating to soil, slope, bedrock, and the water table. Proposed developments should be reviewed by the appropriate City staff or consultants to identify site-specific environmental problems.
- Policy 1.5 Development shall take adequate measures to minimize significant erosion and flash flooding conditions by:
- 1) Limiting the total amount of impervious surface to be created;
 - 2) Planting sufficient vegetation to offset the effects of the impervious surfaces created; and/or
 - 3) Providing sufficient drainage facilities to control storm runoff.

Goal 2: *Maintain high ground water quality.*

- Policy 2.1 Coordinate with Yakima County to limit development outside the projected service area to a density where cumulative groundwater degradation for Selah area residents will be prevented.
- 1) Ensure that lot sizes in areas lacking public sewer service are large enough to accommodate individual septic systems without cumulative degradation of water quality by continuing Yakima County Health District's requirement of on-site tests as a prerequisite for building permits; and
 - 2) Require development to include provisions which ensure that increased runoff from impervious surfaces does not damage the natural drainage system or deteriorate water quality.
- Policy 2.2 Conduct and support educational efforts which inform citizens of measures they can take to reduce contaminant loading of groundwater systems.
- Policy 2.3 The City shall consider the impacts of new development on water quality as part of its review process and will require any appropriate mitigating measures.
- Policy 2.4 Ensure that abandoned wells are closed properly.

Goal 3: *Protect surface waters from degradation.*

- Policy 3.1** Identify those natural conditions, land uses and practices that together could result in loss of water quality if not properly managed.
- Policy 3.2** Evaluate the measures that are already in place to prevent degradation, and determine the best, cost effective means for protecting surface water from identified threats to water quality.
- Policy 3.3** Adequate on-site disposal of surface water runoff shall be provided by all types of development.
- Policy 3.4** Support efforts to encourage improved farming practices which will minimize runoff from farmlands and subsequent degradation of surface water by fertilizers, insecticides, sedimentation, etc.
- 1) Coordinate with the exiting conservation districts and support their planning and implementation effort by:
 - a) Supporting long-range planning efforts which address conservation in a variety of different areas; and
 - b) Implementing appropriate methods and techniques for conservation and
 - c) Using the Yakima County Extension Service, the Natural Resources and Conservation Service, the Bureau of Reclamation, etc., for more information on related subjects.
- Policy 3.5** Review available best management practices which can be used to reduce erosion and sedimentation associated with development within Selah. Investigate the need for additional erosion control measures for construction projects.
- Policy 3.6** Maintain local control over water quality planning by: 1) providing guidance to state and federal agencies regarding water quality issues, priorities and needs; and 2) demonstrating progress in accomplishing the goals and objectives of locally developed water quality plans, thereby pre-empting externally-imposed solutions to water quality problems as much as possible.
- Policy 3.7** Encourage the implementation of best management practices through information dissemination and cooperation.
- Policy 3.8** Investigate the need for additional measures to control storm drainage and improve the storm drainage system.
- Policy 3.9** Work cooperatively with other jurisdictions and agencies to educate the public on the proper use and disposal of stored chemicals and hazardous materials.
- Policy 3.10** Maintain commercially viable farmland in agricultural production.
- Policy 4.11** Discourage urban density development on productive agricultural lands outside of areas needed for future growth and development.

Goal 4: *Establish critical areas protection measures to protect environmentally sensitive areas, and protect people and property from hazards.*

Policy 4.1: Use the best available science in a reasonable manner to develop regulations to protect the functions and values of critical areas. (WAC 365-195-900)

Policy 4.2: Ensure proposed subdivisions, other development, and associated infrastructure are designed at a density, level of site coverage, and occupancy to preserve the structure, values and functions of the natural environment or to safeguard the public from hazards to health and safety.



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING INFORMATIONAL ITEM

12/8/2015 P – 4B

Title: Parks Board Minutes – November 16, 2015

Thru: Donald Wayman, City Administrator

From: Monica Lake, Executive Assistant

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Informational only

Background / Findings & Facts:

N/A

Recommended Motion:

N/A

City of Selah
Parks & Recreation Board Minutes
November 16, 2015

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

A. CALL TO ORDER

Chairman Baranowski called the meeting to order at 6:00pm.

B. ROLL CALL

Members Present: Board Members Baranowski, Creach, Neumeyer, Callahan, Moudy

Members Absent: Board Members Pendleton, Smith, Overby

Staff Present: Ty Jones, Public Works Utility Supervisor; Charlie Brown, Recreation Manager; Monica Lake, Executive Assistant

Guests:

C. REVIEW OF MINUTES FROM THE SEPTEMBER 14, 2015 MEETING

Board Member Creach moved, and Board Member Neumeyer seconded, to approve the September 14, 2015 Minutes. By voice vote, approval was unanimous.

D. COMMUNICATIONS: None

E. GENERAL BUSINESS

1. Volunteer Park – site plan from HLA

Public Works Utility Supervisor Jones referred the Board Members to two maps, the second one showing an enlarged parking lot, saying that the Council decided a larger parking lot would better accommodate parking. He noted that they've met with the Community Planner and begun the SEPA review. A brief discussion followed on the procedure for presenting matters to the Parks Board prior to Council, perimeter fencing, and the removal of a dog park at that location.

Recreation Manager Brown said that they have submitted the agreement for funding and should get a start work order within a couple weeks. A brief discussion followed regarding lot lines and the neighboring properties.

2. Pool Plans – update from SPRSA

Recreation Manager Brown stated that the bond was approved by 66.5% of the voters, for a larger aquatic center, and that the SPRSA is working on selling the bonds. He noted that the goal is to have the project completed by 2018. A brief discussion followed.

F. OLD BUSINESS **None**

G. NEW BUSINESS **None**

H. PARK BOARD MEMBER REPORTS

Board Member Creach had no report.

Chairman Baranowski had no report.

Board Member Neumeyer inquired about advertising events held at the Civic Center by specific businesses.

Recreation Manager Brown said he would look into the matter.

Board Member Creach had no report.

Board Member Callahan had no report.

Board Member Moudy had no report.

Public Works Utility Supervisor Jones stated that all parks, aside from Wixson, are closed for the season.

Recreation Manager Brown said that basketball sign-ups are currently going on. He noted that the City is dedicating a field at Carlon Park in memory of Council Member Allen Schmid.

ADJOURNMENT:

Board Member Creach moved, and Board Member Moudy seconded, that the meeting be adjourned. By voice vote, the motion passed unanimously.

The meeting was adjourned at 6:42 pm.