



SELAH CITY COUNCIL

4:00pm May 14, 2019



Selah City Council
 Regular Meeting
 Tuesday, May 14, 2019
 4:00pm
 City Council Chambers

Mayor:
 Mayor Pro Tem:
 Council Members:

Sherry Raymond
 John Tierney
 Roger Bell
 Russell Carlson
 Diane Underwood
 Jacquie Matson
 Kevin Wickenhagen
 Jeremy Burke

CITY OF SELAH
 115 West Naches Avenue
 Selah, Washington 98942

City Administrator:
 City Attorney:
 Clerk/Treasurer:

Donald Wayman
 Robert Noe
 Dale Novobielski

AGENDA

- A. Call to Order –Mayor Raymond
- B. Roll Call
- C. Councilmember Absence – Motion to Excuse
- D. Pledge of Allegiance
- E. Invocation
- F. Agenda Changes **None**
- G. Public Appearances/Introductions/Presentations
 - 1. Tony Lockridge, CEI Signs
- H. Getting To Know Our Businesses **None**
- I. 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. Each person wishing to speak shall have two minutes to address the Mayor and Council.

Persons wishing to speak are required to comply with the City's Rules of Decorum and shall maintain appropriate civility. Comments that are impertinent, degrading, slanderous, or impugn the integrity of any member of the Council, employee of the city, or any member of the public shall not be permitted.

- 2. Written
 - Erin Barnett a. Code Enforcement Report for April 2019
 - Brandy Atkins b. Monthly Permit Report April 2019
- J. Proclamations/Announcements **None**
- K. 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: April 23, 2019 Council Meeting

Dale N. * 2. Approval of Claims & Payroll

L. Public Hearings **None**

M. General Business

1. New Business **None**

2. Old Business **None**

N. Resolutions

Donald Wayman 1. Resolution authorizing the Mayor to sign Task Order 2019-07 between the City of Selah and HLA Engineering and Land Surveying, Inc. to conduct an Existing Building Evaluation of the City of Selah's Existing City Hall

Joe Henne 2. Resolution Authorizing the Mayor to Sign a Contract with PacifiCorp to Provide a Right of Way Easement for Electrical Service

O. Ordinances **None**

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

2. Council Members

3. City Administrator

4. Boards

Brandy Tucker a. Planning Commission Minutes for April 2, 2019

Monica Lake b. Lodging Tax Advisory Committee Minutes for March 25, 2019

5. Mayor

R. Executive Session **None**

S. Adjournment

Next Regular Meeting: May 28, 2019

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

5/14/2019

I – 2a

Title: Code Enforcement Report for April 2019

From: Erin Barnett, Code Enforcement Officer

Action Requested: Informational - No action needed

Staff Recommendation:

N/A

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: See attached report

Code Enforcement Report April 2019

Subject Property	Date	Expiration	Communication	Code Violation	Result	Notes
1400 BLK W. Fremont Ave	4/4/2019		Verbal w/ management	Building w/o permit		
100 BLK E. Fremont Ave	4/8/2019		Letter-Standard	6.58.260 Parking on an unimproved surface		
1000 BLK W. Pear Ave	4/10/2019	7/9/2019	Letter-Standard	10.08.170 Screening of refuse container		
100 BLK E. Fremont Ave	4/11/2019	4/25/2019	Letter-Standard	Landscape & Litter		
100 BLK E. Fremont Ave	4/11/2019	4/25/2019	Letter-Standard	Parking on Unimproved surface, Litter		
100 BLK E. Bartlett Ave	4/11/2019	4/25/2019	Letter-Standard	Certain Growth, litter		
100 BLK E. Bartlett Ave	4/11/2019	4/25/2019	Letter-Standard	Parking on Unimproved surface, Litter, Oil		
100 BLK E. Fremont Ave	4/22/2019	4/29/2019	Letter-Standard	Abandoned Debris		
1100 BLK Speyers Rd	4/22/2019	4/29/2019	Letter-Standard	Parking on Unimproved surface		
100 BLK Herlou Dr.	4/23/2019	none	Verbal w/Owner	Obstructing R/W	Complied	
200 BLK E. Naches Ave	4/23/2019	none	Verbal w/ Owner	Stormwater Outreach		
300 BLK S. 5th St	4/23/2019	none	E-mail to Management	Fence encroaching City property		
100 BLK E. Fremont Ave	4/24/2019	5/1/2019	Letter-Standard	Certain Growth		
1000 BLK N Wenas Rd	4/24/2019	5/1/2019	Letter-Standard	Littered Premises		
400 BLK W. Selah Ave	4/25/2019	5/2/2019	Letter-Standard	Abandoned Debris		
200 BLK N. 3rd St	4/25/2019	none	None-Vacant House	Landscape Maintenance		Vacant house in transition to sell
700 BLK N. 1st St	4/25/2019	5/25/2019	Letter-Standard	General Nuisance		
200 BLK W. Park Ave	4/26/2019	5/10/2019	Letter-Standard	Fences & Landscape		
100 BLK Valley View Ave	4/26/2019	5/10/2019	Letter-Standard	Landscape, Parking on an unimproved surface		
200 BLK W. Riverview Ave	4/26/2019	5/6/2019	Letter-Standard	Landscape Maintenance		
600 BLK S. 1st St	4/26/2019	5/6/2019	Letter-Standard	Landscape Maintenance		
300 BLK S. 3rd St	4/26/2019	5/6/2019	Letter-Standard	Landscape Maintenance		
100 BLK Southern Ave	4/26/2019	7/25/2019	Letter-Standard	Dumpster Enclosure-Multi Family unit		
100 BLK Riverview Ave	4/26/2019	7/25/2019	Letter-Standard	Dumpster Enclosure-Multi Family unit		



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



Council Meeting

Informational Item

5/14/2019

I – 2b

Title: Monthly Permit Report April 2019

From: Brandy Atkins, Planning & Community Development, Building Specialist

Action Requested: Informational - No action needed

Staff Recommendation:

N/A

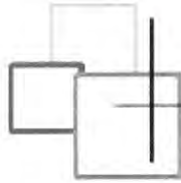
Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: N/A

Recommended Motion: N/A



Permit Type Activity

Permit List: All Permits
 Permit Year: 2019
 Created Dates: 4/1/2019 thru 5/1/2019
 Modified Dates: All Time thru All Time
 Permit Type Status: All

Permit Number	Create Date	Applicant	Applicant Type	Property	Status	Parcel ID
100-Building Permit - New						
NBP-2019-008	4/1/2019	Torkelson Construction	Owner	211 Breezy Way	Issued	181425-33455
NBP-2019-009	4/1/2019	Torkelson Construction	Contractor	209 Breezy Way	Issued	181425-33456
NBP-2019-010	4/3/2019	Sage Homes LLC	Contractor	1480 Goodlander Road	New	18142633451
NBP-2019-011	4/5/2019	Columbia Ridge Homes LLC	Owner	1561 W Goodlander Road	New	181427-41419
NBP-2019-012	4/16/2019	Haas, Charles	Owner	30 Terry Lane	Issued	181426-43431
NBP-2019-013	4/16/2019	Rizzo, Mike	Owner	925 Goodlander Circle	New	18142634456
NBP-2019-014	4/17/2019	Sage Homes LLC		1590 Valhalla Loop	Issued	18142744411
NBP-2019-015	4/23/2019	Leading Force Development, LLC	Owner	702 Vista Del Sol	New	181435-21472
NBP-2019-016	4/30/2019	Torkelson Construction		207 Breezy Way	New	181425-33457
					Count:	9
102-Remodel/Addition						
R-R/A-2019-005	4/4/2019	Massong, Aaron	Owner	1601 W Yakima Ave	New	18143444461
					Count:	1
103-Footings/Found. Only						
F/F-2019-002	4/15/2019	Sage Homes LLC	Contractor	1480 Goodlander Road	New	18142633451
					Count:	1
107-Re-Roof Residential						
RR-R-2019-003	4/1/2019	Central Guaranteed Roofing	Contractor	408 N 5th Street	Issued	181435-13515
RR-R-2019-004	4/9/2019	Lacy Roofing, Inc	Owner	275 Driscoll Road	Issued	181435-33403
RR-R-2019-005	4/16/2019	M&D Brothers Construction LLC		604 W Fremont Ave	New	181435-42040
RR-R-2019-006	4/26/2019	Wiltse, Dondi		113 E Bartlett	Issued	
RR-R-2019-007	4/30/2019	American Construction Services		606 Southern Ave	Issued	
					Count:	5
110-Re-Siding						
RS-2019-002	4/18/2019	Stigall, Deborah	Owner	419 S 3rd Street	New	18130211478
					Count:	1
200-Plumbing Permit - New						
PL-RES-2019-009	4/1/2019	Torkelson Construction	Contractor	211 Breezy Way	Issued	181425-33455

Permit Number	Create Date	Applicant	Applicant Type	Property	Status	Parcel ID
<u>PL-RES-2019-010</u>	4/1/2019	Torkelson Construction	Contractor	209 Breezy Way	Issued	181425-33456
<u>PL-RES-2019-011</u>	4/3/2019	Sage Homes LLC	Owner	1480 Goodlander Road	New	18142633451
<u>PL-RES-2019-012</u>	4/17/2019	Smith Construction LLC	Contractor	201 Hillcrest Dr	New	181435-43407
<u>PL-RES-2019-013</u>	4/30/2019	Torkelson Construction		207 Breezy Way	Issued	181425-33457
					Count:	5
<u>203-U.G. Sprinklers</u>						
<u>UGS-2019-003</u>	4/29/2019	Russell Landscaping LLC		1003 W 1st Ave	Issued	181435-34410
					Count:	1
<u>204-Plumbing Repair Permit</u>						
<u>PL-R-2019-001</u>	4/8/2019	McLain, Jackie & Deborah	Owner	411 S. 3rd Street	New	181302-11474
<u>PL-R-2019-002</u>	4/30/2019	Burke Plumbing Inc.		502 N 4th Street	New	181435-14462
					Count:	2
<u>207-Water/Sewer Hookup</u>						
<u>W/S-HU-2019-003</u>	4/16/2019				New	
<u>W/S-HU-2019-004</u>	4/30/2019	Rizzo, Mike		925 Goodlander Circle	New	18142634456
					Count:	2
<u>300-Mechanical Permit-New</u>						
<u>M-RES-2019-010</u>	4/1/2019	Torkelson Construction	Contractor	211 Breezy Way	Issued	181425-33455
<u>M-RES-2019-011</u>	4/1/2019	Torkelson Construction	Contractor	209 Breezy Way	Issued	181425-33456
<u>M-RES-2019-012</u>	4/1/2019	Accu Temp	Contractor	1005 Goodlander Road	Issued	181426-34417
<u>M-RES-2019-013</u>	4/5/2019	Absolute Comfort Tech LLC	Contractor	741 S 4th Street	Issued	18130241460
<u>M-RES-2019-014</u>	4/12/2019	Flue, Ralph & Stutheit, Lesley		514 S. 3rd Street	Issued	181302-14441
<u>M-RES-2019-015</u>	4/30/2019	Torkelson Construction		207 Breezy Way	Issued	181425-33457
					Count:	6
<u>301-Furnace/Air Conditioning</u>						
<u>F/AC-2019-001</u>	4/19/2019	M Campbell & Company Inc.	Contractor	508 Harris Ave	Issued	
					Count:	1
<u>304-Mech Commercial</u>						
<u>M-COM-2019-007</u>	4/5/2019	Absolute Comfort Tech LLC	Contractor	800 N Park Center	Issued	18143521442
					Count:	1
<u>400-Sign Permit</u>						
<u>SP-2019-003</u>	4/3/2019	Eagle Signs LLC	Contractor	800 N Park Center	New	18143521442
<u>SP-2019-004</u>	4/9/2019	Tkc Cxcv III LLC	Owner	800 N Park Center	New	18143521442

Permit Number	Create Date	Applicant	Applicant Type	Property	Status	Parcel ID
<u>SP-2019-005</u>	4/18/2019	Castilleja, Frank	Owner	511 S 1st Street	New	18130123001
					Count:	3
420-Excavation/Grading Permit						
<u>GR/EX-2019-001</u>	4/4/2019	Selland Construction Inc.	Contractor		New	
					Count:	1
600-Additional Inspection Fee						
<u>AIF-2019-002</u>	4/4/2019	Becker, Vanessa		512 Viewcrest Place	New	
					Count:	1
924-Class 1 Review						
<u>CL1-2019-003</u>	4/4/2019	PLSA Engineering		615 N. 1st St.	New	181436-22011
<u>CL1-2019-004</u>	4/10/2019	Kitt Construction & Development LLC		615 N. 1st St.	New	181436-22011
<u>CL1-2019-005</u>	4/15/2019	BKOA Selah LLC	Owner		New	
<u>CL1-2019-006</u>	4/26/2019	Castilleja, Frank	Unknown	511 S 1st Street	New	18130123001
					Count:	4
971- SEPA						
<u>SEPA-2019-001</u>	4/1/2019	Selland Construction Inc.			New	
<u>SEPA-2019-002</u>	4/4/2019	PLSA Engineering	Contractor	615 N. 1st St.	New	181436-22011
<u>SEPA-2019-003</u>	4/4/2019	City of Selah			New	
<u>SEPA-2019-004</u>	4/22/2019	City of Selah	Owner	222 S. Rushmore Rd	New	
					Count:	4
					Total Count:	48
					Total Inspections:	92



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting Action Item

5/14/2019

K – 1

Title: Approval of Minutes: April 23, 2019 Council Meeting

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation:

Approval of Minutes

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

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
April 23, 2019

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

- A. Call to Order Mayor Raymond called the meeting to order at 5:30pm.
- B. Roll Call
- Members Present: Kevin Wickenhagen; Jacquie Matson; Jeremy Burke; John Tierney; Roger Bell; Diane Underwood; Russell Carlson
- Members Absent:
- Staff Present: Donald Wayman, City Administrator; Dale Novobielski, Clerk/Treasurer; Rick Hayes, Police Chief; Gary Hanna, Fire Chief; Jim Lange, Deputy Fire Chief; Joe Henne, Public Works Director; Jeff Peters, Community Development Supervisor; Monica Lake, Executive Assistant

C. Councilmember Absence – Motion to Excuse **None**

D. Pledge of Allegiance

Council Member Underwood led the Pledge of Allegiance.

E. Invocation

Pastor Mark Griesse gave the prayer.

F. Agenda Changes

Add to Agenda:

M – 2a: Selah Welcome Sign Discussion

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

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

I. Communications

1. Oral

Mayor Raymond opened the meeting.

Barb Petrea approached the Podium and addressed the Council. She gave an update regarding Community Days, saying that the flyer would be going out in businesses the next week, the annual meals would still be at the Civic Center, bands playing all weekend, and all carnival tickets are out and about for purchase. She noted that a pre-purchased carnival ticket would be ten dollars off the price at the event, with buddy night Thursday night. She said that the Selah Downtown Association's grant façade program would close April 30, and the design committee reached out to over fifty different businesses and owners and are waiting to see if anyone was interested.

Chris Gary, Tree Top, approached the podium and addressed the Council. He said that he was the environmental manager for Tree Top since 2008, and that the aroma in the air recently was caused by challenges with a late winter and warm spring, although they have been working since mid-March to address the matter. He went on to say that they believe it to be under control now, and appreciate the City staff working with them and making suggestions to help them bring the situation back to where it should be. He noted that they were taking action to prevent it from happening again.

Mayor Raymond expressed her appreciation for him coming to the meeting to explain.

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

2. Written **None**

J. Proclamations/Announcements **None**

K. Consent Agenda

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: April 9, 2019 Council Meeting

* 2. Approval of Claims and Payroll:

Payroll Checks Nos. 82627 – 82708 for a total of \$230,837.51

Claim Checks Nos. 72905 – 72979 for a total of \$239,082.94

* 3. Resolution N – 2: Resolution authorizing the Mayor to sign a Pacific Power Street Light Agreement extension to convert various streetlights in the City of Selah to energy efficient LED lights

Council Member Tierney moved, and Council Member Burke seconded, approval of the Consent Agenda as read. By voice vote, approval was unanimous.

L. Public Hearings **None**

M. General Business

1. New Business

a. Six Year Transportation Improvement Program 2020 to 2025

Public Works Director Henne addressed M – 1a. He reminded Council that he had provided them with a map and list of projects at the previous meeting with the request to give it some thought and possible suggestions for additional projects to add to the list. He said that he would like to discuss the list of projects so they can continue moving forward with the intent to present it for approval at the first meeting in June.

Council Member Tierney remarked that the only question he had was in regard to the East Goodlander and Lancaster Road project, and whether it would be more practical and less expensive to do a roundabout there rather than a traffic signal.

Public Works Director Henne answered that it would require additional rights of way.

Council Member Tierney responded unless they took it out of Carlon Park.

Public Works Director Henne replied that would also require an additional alignment of Goodlander Road if they offset the traffic circle, although it was something they could look at.

Council Member Tierney noted that Lancaster Road was awfully close to Wenas Road, and that it seems with all the transitions going on throughout the state that two roundabouts to eliminate traffic signals would be better.

Public Works Director Henne commented that it was a good suggestion and he would look at it, adding that the only time they needed a light was when school was getting out in the afternoon, as otherwise it doesn't meet the criteria to warrant a light. He noted that if they didn't have it on the list and funding came available they would need to add it at that time.

Council Member Carlson thought it would be for a truck route to eliminate congestion on the south side of city.

Public Works Director Henne responded that Goodlander Road was currently designated as a truck route.

Council Member Carlson inquired about diverting trucks from the south entrance to Harrison Road.

Public Works Director Henne replied that he would be bringing back a budget adjustment in the future to use the funds originally set aside for the BUILD application and safe routes to school project to be spent for traffic counts this coming summer, to see what's coming into town.

Council Member Carlson remarked that he's seen it more than just that area alone, such as trucks turning from Jim Clements Way to First Street and cars trying to beat them there.

Public Works Director Henne asked what he wanted them to do about that.

Council Member Carlson suggested diverting them to a different route.

Public Works Director Henne pointed out that it a State highway, and that was why they have designated truck routes on their streets. He reiterated his desire to do some traffic counts to see the numbers, and noted that he would also look into what the impact of a roundabout would be.

2. Old Business

a. Selah Welcome Sign Discussion

City Administrator Wayman addressed M – 2a. He stated that the Mayor requested that he get a sense of the Council’s wishes regarding the proposed sign on the side of the mountain. He went on to say that he has done some investigation into a potential sign which would cost hundreds of thousands of dollars in addition to annual maintenance expenses of approximately twenty thousand dollars, and that before they spend more may hours and do a survey they need a motion authorizing the expenditure of funds.

Council Member Tierney inquired if this was a different sign than what had been discussed previously.

City Administrator Wayman answered that it would be a twenty to thirty foot Selah sign.

Council Member Tierney said so, not an electronic sign.

City Administrator Wayman responded that it wouldn’t be electronic.

Council Member Carlson wanted to provide input on the subject, saying that the sign committee hours spent on the project were mainly his, with minimal staff hours. He went on to say that his employment history was in signs and advertising, and he felt it appropriate to ask for a presentation and recommendation from the sign committee on the matter, as there are special features to the concept and value in advertising in that spot. He noted that it wouldn’t allow them to place a sign on his property, at which point the recommendation would move to a different site. He felt that the most effective and appropriate way to do that was to come up with either acceptance or rejection from the landowner followed by him making a proper presentation, and that doing another rectangular box rather than something unique like his proposed sign would be devaluing the effective advertising of the sign.

Council Member Bell appreciated all the work he had put in but questioned the cost of the sign at four hundred thousand dollars, more or less.

Council Member Carlson replied that the estimate for the sign was currently two hundred fifteen thousand; with the total cost around four hundred thousand.

Council Member Bell observed that it would be a continuing maintenance problem for the City, and that he thought there were much greater needs in the City than a sign on a hill, especially when they have another option that one of sign committee members suggested.

Council Member Carlson stated that he wasn't asking for money but asking for the appropriate steps to be taken to see if they would be allowed to place a sign there, as he felt there was value and benefit in it. He added that part of the recommendation to the sign committee was to poll the community and get their feedback, and that he had gone to the Selah Downtown Association, the Selah Chamber of Commerce, the Selah School District, and a former member of Lions Club, asking for input from these different organizations, and the consensus was that they don't want box on a pole. He opined that all of the information, homework, and community engagement had value.

Council Member Burke thanked him for all the work put into it, saying that while he wasn't involved in the background of the project he pointed out that four hundred thousand dollars is one quarter of the cost to do a remodel for a new Police Station, and that the signage project was right for a public/private partnership, to see if the community would buy into it with money to make it a public/private contribution. He felt it was kind of a big request because of the financial amount.

Council Member Carlson pointed out that the numbers are ballpark figures, and that the actual numbers could be more or less than that, adding that they attempted to establish an idea, a concept, and a budget. He noted that one idea from the Mayor was to approach Perry Tech, which could be an option moving forward to reduce costs, and that he was opposed to approaching community businesses for money.

Mayor Raymond asked if the four hundred thousand included making road up to the spot to put the sign.

Council Member Carlson answered that the number provided for cutting a road was one hundred twenty thousand dollars, which had been included in that larger figure, along with two hundred fifteen dollars for access, fifty-five thousand for the sign itself, and forty thousand for electrical. He added that the one hundred twenty thousand included access and lighting to the sign, and that it was all conceptual.

Council Member Matson wondered when he would have an answer from the landowner.

City Administrator Wayman responded that they were looking at surveying in an access road and doing a survey to the chosen piece of ground, which would be money spent to outline what they would want from the landowner. He respectfully disagreed with Council Member Carlson regarding the expenditure, saying that it would be in the hundreds of thousands of dollars range along with annual maintenance of approximately twenty thousand for maintenance, and even if the landowner gifted them the property the dollar amount would be high. He asked Council if they wished to proceed with the project.

Council Member Tierney inquired about the location of the propped sign in relation to the Selah 'S' currently on the hill.

City Administrator Wayman replied that it would be further South into the gap, more east facing.

Council Member Tierney wondered if environmentalists would want the City to place a sign there.

City Administrator Wayman replied that they would need to do an environmental review on it.

Council Member Carlson remarked that if the landowner opts not to allow a sign then that solves so many questions. He opined that the matter could be easily resolved if the landowner said yes with

contingencies but questioned spending money on a survey without permission from the landowner to potentially place a sign on the property.

Council Member Burke asked if the landowner had given any indication that he was favorable to the project, given that most of the land looks pretty unusable, as he felt the landowner must have an idea of what he wants to sell it for without a survey.

Council Member Carlson responded that he, the Mayor and the City Administrator had a meeting with a representative of the landowner to talk about scenarios at which they expressed an interest, but after giving them a presentation on the proposed project and approximate location the response back was that the location wasn't where they had thought a sign would go. He went on to say that his recommendation would be to get an indication from the landowner on the matter and then he could do a presentation and recommendation, adding that their current discussion was not what he felt was an appropriate presentation and recommendation from the sign committee. He stated that the point of a sign committee with experience in signs was to give representation, and that his experience was significant. He noted that the other sign discussed was another option presented to the sign committee, and there had been favorable discussion about it.

Council Member Tierney moved, and Council Member Wickenhagen seconded, to delay any action on the issue until the next Council Meeting, with assurance from Council Member Carlson that he would come back at the next meeting with a yes or no from the property owner. By voice vote, approval was unanimous.

Mayor Raymond remarked that they need two more Council Members on the sign committee.

Council Member Burke said that he's not on a committee at present and would volunteer.

Council Member Wickenhagen indicated that he would join the committee.

Mayor Raymond stated that Council Members Burke and Wickenhagen would be part of the sign committee with Council Member Carlson.

Council Member Carlson remarked that his intention was always to come back to Council with the owner's response and more information.

N. Resolutions

1. Resolution Authorizing the Mayor to Award a Construction Contract between the City of Selah and Central Washington Asphalt, Inc., for the North First Street Resurfacing Project (FY2020 Overlay Project) TIB project number 3-E-182(004)-1

Public Works Director Henne addressed N – 1. He said that they did the bid opening, with the low bid coming from Central Washington Asphalt, Inc., and that the three sections in the bid placed them approximately nineteen thousand six hundred dollars over budget, so he made an application to TIB for additional funding and received eleven thousand five hundred forty in funding. He went on to say that with some other adjustments they were still ix thousand over budget, and he would be bringing a budget

adjustment to Council at a later date to cover additional costs. He requested that Council approve awarded the construction contract to Central Washington Asphalt, Inc. in the amount of three hundred thirty thousand, one hundred seven dollars and fifty cents.

Council Member Burke moved, and Council Member Matson seconded, to approve the Resolution Authorizing the Mayor to Award a Construction Contract between the City of Selah and Central Washington Asphalt, Inc., for the North First Street Resurfacing Project (FY2020 Overlay Project) TIB project number 3-E-182(004)-1. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote approval was unanimous.

- * 2. Resolution authorizing the Mayor to sign a Washington State Transportation Improvement Board (TIB) Consultant agreement between the City of Selah and HLA Engineering and Land Surveying, Inc. to provide Consulting services for the North First Street Resurfacing Project (FY2020 Overlay Project)
3. Resolution authorizing the Mayor to sign a Washington State Transportation Improvement Board (TIB) Consultant agreement between the City of Selah and HLA Engineering and Land Surveying, Inc. to provide Consulting services for the North First Street Resurfacing Project (FY2020 Overlay Project)

Public Works Director Henne addressed N – 3. He said that the task order was for the Valleyview/south Third Street project, reviewed the supplemental and requested that Council authorize the Mayor to sign the document so he could send it into WSDOT to get a letter from them authorizing the additional funds.

Council Member Tierney moved, and Council Member Underwood seconded, to approve the Resolution authorizing the Mayor to sign a Washington State Transportation Improvement Board (TIB) Consultant agreement between the City of Selah and HLA Engineering and Land Surveying, Inc. to provide Consulting services for the North First Street Resurfacing Project (FY2020 Overlay Project). Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote approval was unanimous.

4. Resolution Authorizing the Mayor to sign a Supplemental Agreement Number 3 with HLA Engineering and Land Surveying Inc. for Consultant Services for the Valleyview Ave. /Third St. /Southern Avenue improvement Project

Public Works Director Henne addressed N – 4. He said that the Supplemental was for additional design service to get the plans going as STIP funding slowly comes in.

Council Member Wickenhagen inquired what additional services HLA was providing on the delayed project that they didn't provide before.

Public Works Director Henne responded that the cost estimate work has to be recalculated as well as additional work to bring the plans up to WSDOT standards that have changed from when they were initially awarded funding five to six years ago.

Council Member Tierney noted that it was 2013.

Public Works Director Henne explained that construction dollars were delayed due to Congress not enacting future transportation needs, and that if projects delayed more than six to eight months have no progress they are put in inactive status and are difficult to get reactivated. He added that the Department of Transportation under Federal Highways directed agencies throughout the State to do a minimal amount of design work and bill one to two hundred dollars per month to keep their project on active status, which they have been doing. He noted that YVCOG agreed to award Selah and additional thirty-five thousand eight hundred dollars for the project.

Council Member Tierney observed that the total was forty thousand six hundred dollars.

Council Member Burke remarked that he understood how the actual increased costs came about, but not how they came from HLA with regard to the ten percent.

Public Works Director Henne explained the process every three years for selecting a city engineering firm and the contract with said entity.

Council Member Burke commented maybe that was where the ten percent came from.

Public Works Director Henne responded that ten percent was his math for it.

Council Member Burke inquired if they did work originally when the design was submitted.

Public Works Director Henne replied that those costs were just for design and right of way certification.

Community Development Supervisor Peters said that when plans go inactive they're like building plans; money goes into planning, as they're expecting to execute the plan and build the project, but if it sits for a long time they have to go back and reevaluate the plan, update numbers, ensure the right of way surface is what is out there, then certify that back to WSDOT, which was what HLA was doing to keep the project alive.

Public Works Director Henne added that it's not efficient in itself.

Council Member Bell inquired if the additional costs were enough to cover inflation over a four year period.

Public Works Director Henne responded that they would get the design plans finished then move onto right of way acquisition, which would have a ten year window for completion.

Council Member Tierney noted that was if the Federal government had the money for the project.

Public Works Director Henne agreed.

Council Member Bell moved, and Council Member Matson seconded, to approve the Resolution Authorizing the Mayor to sign a Supplemental Agreement Number 3 with HLA Engineering and Land Surveying Inc. for Consultant Services for the Valleyview Ave. /Third St. /Southern Avenue improvement Project. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote approval was unanimous.

5. Resolution Declaring the Goodlander Zone 5 Booster Pump Station Rebuild Project as Complete

Public Works Director Henne addressed N – 5. He outlined what had been done on the project, saying that they didn't get the generator and some heating components done on time even though the pump station was functioning, but he wanted to close the project out now and release the final payment to the contractor. He went on to say that if they accept the project as completed that starts a sixteen day window for approval from other agencies, after which they put a punch list together to be satisfied within sixty days and then release the retainage. He requested approval of the Resolution.

Council Member Wickenhagen moved, and Council Member Carlson seconded, to approve the Resolution Declaring the Goodlander Zone 5 Booster Pump Station Rebuild Project as Complete. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote approval was unanimous.

Council Member Tierney asked for clarification that the retainage would not be paid until all the conditions were met and certified.

Public Works Director Henne responded that he was correct.

Council Member Tierney added that then starts the sixty day window.

Public Works Director Henne answered in the negative, saying that the sixty day window starts now, and when the conditions are met they would release the retainage.

O. Ordinances

1. Ordinance Revising Selah Municipal Code Chapter 1.10.022, Compensation for the Mayor

Clerk/Treasurer Novobielski addressed O – 1. He said that the Finance Committee met March 7 to discuss compensation rates for the Mayor and Council, and after reviewing the comparison page included in the packet they determined that the Council pay would remain but the Mayor's should be adjusted as reflected in the proposed Ordinance.

Council Member Tierney wondered if the restriction on compensation for council members not being increased until such time as there's an election also applied to the Mayor.

City Attorney Noe replied in the negative, saying that there's a constitutional exception for the Mayor, although if the Mayor cast the vote that changes it she wouldn't benefit during the present term.

Council Member Tierney moved, and Council Member Underwood seconded, to approve the Ordinance Revising Selah Municipal Code Chapter 1.10.022, Compensation for the Mayor. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote approval was unanimous.

Council Member Carlson remarked that their reasoning for this change was that the Mayor puts in hours and hours of her time to do her job. He added that she takes way more out of her personal time than Council Members and the committee felt she deserved to be paid for the amount of office hours put in.

City Administrator Wayman said that he has daily input with the Mayor, she's in early in the morning every day, listens to him and the staff and makes decisions, signs paperwork. He added that her time there was time losing momentum at her regular business, and that she sacrifices a lot of time, focus and concentration out of her busy life for this City.

Council Member Carlson

2. Ordinance Amending the 2019 Budget for Civic Center, First Street And Park Improvements

Clerk/Treasurer Novobielski addressed O – 2. He reviewed the items listed on the budget adjustment, which includes garbage site screening at the Civic Center, and Playland and Volunteer Parks, landscaping improvements along First Street, and the replacement and repair of the sidewalk on the east side of Wixson Park, along with a correction to the funding source amounts.

City Administrator Wayman asked if an explanation was needed for the sixty thousand dollars.

Council Member Tierney replied that he was under the impression it was due to the construction project.

City Administrator Wayman explained that, as they discussed at the last meeting, it would be to increase the SPRSA construction budget as a result of damage to the existing parking lot, which would allow it to be fully repaired with curbing replaced and a new sidewalk installed without the City going out to bid for a separate project. He noted that the money would be conditional for the construction budget only and that the City expects to have a new sidewalk to the specifications they would provide.

Council Member Tierney inquired if they would get reimbursed if the cost was under the amount.

City Administrator Wayman responded that they were planning to allow SPRSA to put any leftover funds towards the parking lot or other construction expenses.

Council Member Carlson wondered what landscaping would be done along First Street.

City Administrator Wayman replied that it would be a continuation of what had been done in the first phase, adding that last time it cost seven thousand six hundred and they are hoping with an allocation of fifteen thousand to cover all remaining expenses for the project.

Council Member Tierney moved, and Council Member Burke seconded, to approve the Ordinance Amending the 2019 Budget for Civic Center, First Street And Park Improvements. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote approval was unanimous.

Tony Courcy approached the podium and addressed the Council. He said that it was his first time attending a meeting there and that the woman behind him was his mother-in-law. He commented that he knows the games they play, talking with Yakima, and that his mother-in-law, who owns a piece of property up the street, doesn't deserve this at all. He found it interesting that there was no implication to reduce the project when notification wasn't made.

Mayor Raymond asked which project he was talking about.

Mr. Courcy replied that it was the project between two schools there, at 615 N First Street, the one with four duplexes. He went on to say that he was sure Council approved it, and that planning did, but he had issue with no notification received by her or any neighbors.

Community Development Supervisor Peters remarked that Mr. Courcy believes this is the public participation part of the meeting and advised Council that it would be appropriate to entertain a motion to hear him at this time.

Mr. Courcy reiterated that it was his first time there.

Council Member Carlson moved, and Council Member Bell seconded, to give Mr. Courcy two minutes to speak. By voice vote, approval was unanimous.

Mr. Courcy said that he was holding a water right claim that his mother-in-law has owned for years, offering a copy of the document to the Mayor to examine, and that the issue was regarding well water from a shared well, as the design approved with the developer made that disappear. He added that his mother-in-law has owned that since 1974, and that he was sure Council had that information.

Council Member Tierney moved, and Council Member Bell seconded, to allow Mr. Courcy an additional two minutes to speak. By voice vote, approval was unanimous.

Mr. Courcy said that they don't know who he knows, and that when you lose trust you have nothing. He opined that they took a program from Yakima and brought it to Selah with the Planning Department, and he had pictures that had nothing to do with stormwater or water rights. He added that he also knows that in 1979 people were asking for a light at the intersection and that the matter was all recorded.

Council Member Bell moved, and Council Member Carlson seconded, to give Mr. Courcy an additional two minutes to summarize his point. By voice vote, approval was unanimous.

Mr. Courcy stated that his mother-in-law doesn't deserve to lose a penny, speaking briefly about her background and family history. He talked about dreams, such as the Fred Redman Bridge, the thirteenth largest of its kind in the world, and that there are a lot of people in the valley with dreams. He added that his mother-in-law was worried about losing the dream she had, about being taken care of as she grew older. He talked about a dream of his in putting a restaurant on the hill overlooking Yakima, and that there was a diverse ethnic community in the valley who might enjoy such a place. He suggested that they do something remarkable.

Council Member Bell stated that his time was up.

Mr. Courcy expressed his appreciation for Council hearing him out, and said that he needed an answer on the project for his mother-in-law. He added that he went to the Department of Ecology and acquired the requirements for it, and that it wasn't right.

Mayor Raymond thanked him.

- P. Public Appearances **None**
- Q. Reports/Announcements
 - 1. Departments

Police Chief Hayes said that they finished the citizen's academy last night, and it went well.

Fire Chief Hanna said that they finished Edith House last Tuesday, with three hundred six second graders through it, and were getting ready for the kindergartners to start in May. He commented that last Wednesday his department participated in a large event along with a couple mutual aid partners and twenty-three students that posed as an aid group in the mock drill. He gave an update on the hiring process, saying that they did the combat challenge that day at Station 95 in Yakima, and that the candidates who completed it successfully would be moving onto oral boards in two weeks.

Council Member Tierney inquired if any were volunteers.

Fire Chief Hanna replied that five of the six were Selah volunteers.

Community Development Supervisor Peters said that they have started the process of amending the sign ordinance as discussed at the last Council Meeting, with a simple exemption for City-sponsored welcoming and wayfinding signs that would go to the Planning Commission on May 7 then to Council for adoption of the Ordinance. He remarked that, with regard to the land use application mentioned by Mr. Courcy, he didn't want to get into details because they have not issued a determination on it with regard to an administrative adjustment on the parking stall requirements that were increased about the same time the plans were brought in for review. He added that the application also involves an environmental review, with final review and approval by the City Administrator. He commented that Mr.

Courcy wasn't aware that the land had been zoned multi-residential for a considerable amount of time, which was why notification wasn't sent to the neighboring properties. He requested that Council decide what they would like to do with the sub area plan, saying that they were looking at the second meeting in May.

City Administrator Wayman remarked that the second meeting in May needed a study session and asked Council if they would prefer before or after. He inquired if an hour would be adequate for the session.

Community Development Supervisor Peters replied in the affirmative regarding the time frame, saying that they were looking at a compact presentation recapping where they started to where they are now.

City Administrator Wayman requested a motion.

Council Member Underwood stated that she needed it after the Council Meeting.

Council Member Wickenhagen also preferred it be held after.

Council Member Burke moved, and Council Member Underwood seconded, to hold the study session after the Council Meeting on May 28, 2019. By voice vote, approval was unanimous.

Council Member Burke inquired if the City's attorney had reviewed the sign ordinance.

City Administrator Wayman responded that he and the Mayor were currently reviewing it.

Public Works Director Henne said that they are sweeping streets and reading meters for the first time this year.

Clerk/Treasurer Novobielski remarked that he was hoping to provide a sales tax report update but the Department of Revenue has not made that information available yet.

City Attorney Noe had no report.

2. Council Members

Council Member Wickenhagen said that he took his grandkids to Volunteer Park last weekend, and he felt the all trees make a dramatic difference. He noted that there were at least thirty kids there enjoying the playground.

Council Member Matson said that she attended the last night of police academy, and encouraged others to attend as she found the meetings very interesting.

City Administrator Wayman asked her what was next for Volunteer Park.

Council Member Matson replied that it probably be work on the structure of the park, finalizing picnic and park benches, and also some shade structures.

City Administrator Wayman stated that they have some money for naming signs if they come up with a design for the signs.

Council Member Matson responded that they have one design for the main sign, and thought she could bring it to Council by May. She said that she didn't make the last Selah Community Days Association meeting, but would give an update at the next Council Meeting.

Council Member Burke said that he attended the open house at Comprehensive along with a number of community agencies, which looked like pretty good setup, and that a lot of safety concerns were addressed directly. He thought that they had an impressive setup.

Council Member Tierney said that they had a brief LTAC meeting but took no action, and noted that the Department of Revenue has yet to provide them with a lodging tax report.

Council Member Bell said that the SPRSA board made some actions last week based on community support for funds to fill the pool this year, and would be signing a new insurance contract with some of the funds next week to carry them through without a gap in insurance coverage, which also included an increase a ten million liability limit. He went on to say that they also approved the levy to go forward in August, and that it would be on the primary ballot for fifteen cents per thousand, a reduction from the nineteen point four cents on last year's levy, which would generate up to two hundred fifty thousand dollars annually for maintenance and operations over the next six years.

Council Member Underwood thanked the Mayor and City Administrator for assisting in construction funds for the sidewalk. She noted that the Selah School District board meeting would be Thursday, and that the SPRSA is working on a mission statement they hope to get out in the next couple weeks.

Council Member Carlson had no report.

3. City Administrator

City Administrator Wayman said that there would be a presentation from the digital sign folks at the next meeting, and that negotiations were underway with Mr. Garner regarding a transfer of property although they need more development from CEI for exact dimensions. He added that Mr. Garner and himself agreed to hold on until know exactly how much property would be needed.

4. Boards **None**

5. Mayor

Mayor Raymond requested that Council Members write down questions for the sign presentation prior to the next meeting, as she would go down the line to allow them to ask questions of the presenter. She remarked that she hugged the root ball of the Centennial tree at Volunteer Park, and her arms didn't even go around halfway around. She went on to say that it was a beautiful tree, and they took great care in putting it in, only breaking one water line that was fixed before the tree went in. She said that Russell Landscaping was out there, and it was her understanding that they donated the tree. She enjoyed the Yakima Valley School tour of the new facility, saying they were very helpful in answering questions and if anyone in the community wants to see it to give them a call. She ended by saying that at the EMS

executive board meeting the last couple times one of the biggest concerns to get out to the public was reminding people about distracted driving.

City Administrator Wayman spoke briefly about the multi-agency cleanup of homeless encampments in the gap between Yakima and Selah, saying that there were still tons of debris and needles down there out of sight, a good portion inside the Selah City limits, and that they are looking into how to clean the area up due to the health and safety hazards presented. He gave kudos to Code Enforcement Officer Barnett for her coordination with BNSF, Yakima County, and the City of Selah on working towards a solution to get that all out, especially as there is a lot of garbage where the clarification ditch empties into the river. He promised an update as they go along, noting that they may see requests for resources in the future.

Council Member Underwood commented that she noticed they have moved under the freeways, camping in the underpasses and where the former Greenway walkway is.

City Administrator Wayman responded that the Sheriff's Department was down there working on it.

Council Member Tierney observed that there was another shopping cart at the golf course entrance.

P. Executive Session **None**

Q. Adjournment

Council Member Bell moved, and Council Member Burke seconded, that the meeting be adjourned. Motion passed with six yes votes and one no vote.

The meeting adjourned at 7:05pm.

Sherry Raymond, Mayor

John Tierney, Council Member

Roger Bell, Council Member

Russell Carlson, Council Member

Diane Underwood, Council Member

Jacquie Matson, Council Member

Kevin Wickenhagen, Council Member

Jeremy Burke, Council Member

ATTEST:

Dale E. Novobielski, Clerk/Treasurer



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting Action Item
5/14/2019 K – 2

Title: Claims & Payroll

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation:

Approval of Claims & Payroll as listed on Check Registers.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: See Check Registers

Funding Source: See 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

5/14/2019

N – 1

Title: Resolution authorizing the Mayor to sign Task Order 2019-07 between the City of Selah and HLA Engineering and Land Surveying, Inc. to conduct an Existing Building Evaluation of the City of Selah's Existing City Hall.

From: Donald, Wayman, City Administrator

Action Requested: Approval

Staff Recommendation: Pass the accompanying resolution providing for preparation of an Existing Building Evaluation report for the City's Existing City Hall upon Tax Parcel Numbers: 181435-41405, & 181435-41404.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: \$30,170.00

Funding Source: General Fund

Background / Findings & Facts: City Administration is requesting Council approval to conduct a building evaluation of the existing city hall so that it will have a better understanding of the building's deficiencies, and general costs for correction and repair as it proceeds with requests for cost estimates to remodel various portions of city hall approved by Council on February 13, 2018.

Recommended Motion: I move that the City of Selah Council pass the accompanying resolution authorizing the Mayor to sign Task Order 2019-07 between the City of Selah and HLA Engineering and Surveying.



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:

2/13/2018

Action Taken:

Council voted to approve pursuing the Opportunity for Improvements at City Hall and to explore Requests for Proposal for the Design

RESOLUTION NO. _____

**Resolution authorizing the Mayor to sign Task Order 2019-07
between the City of Selah and HLA Engineering and Land
Surveying, Inc. to conduct an Existing Building Evaluation for
real property located within the City of Selah**

WHEREAS, during its February 13, 2018, Council Meeting the City of Selah City Council indicated that it would like to start the process of entertaining proposals for a remodel of the existing city hall; and

WHEREAS, in order to further evaluate the viability of remodeling the existing city hall, City management is requesting that the City of Selah Council authorize staff and the City's consultants to conduct an Existing Building Evaluation report not to exceed \$30,170.00; and

WHEREAS, the City of Selah currently uses HLA Engineering and Land Surveying, Inc./BORArchitecture for professional civil engineering, architecture and consulting work; and

WHEREAS, the City of Selah wishes to engage HLA via task order for the Existing Building Evaluation report;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor be authorized to sign Task Order No 2019-07 between the City of Selah and HLA Engineering and Land Surveying, Inc. to prepare an Existing Building Evaluation report not to exceed \$30,170.00 for the subject property of Tax Parcel Numbers: 181435-41405, & 181435-41404.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 14th day of May 2019.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:

Robert F. Noe, City Attorney

RESOLUTION NO. _____

TASK ORDER NO. 2019-07

REGARDING AGREEMENT BETWEEN CITY OF SELAH

AND

HLA ENGINEERING AND LAND SURVEYING, INC.

PROJECT DESCRIPTION:

Existing City Hall Building Evaluation

The City of Selah (CITY) is evaluating the existing City Hall building and site located at 115 West Naches Avenue, Selah, Washington. The purpose of the evaluation is to assess the condition of the existing building, the possibility for expansion, and costs associated with remodeling the building.

To complete the evaluation, HLA Engineering and Land Surveying, Inc. (HLA), will be using the services of the following subconsultants as allowed under the terms of the General Services Agreement for Professional Services between the CITY and HLA:

BORArchitecture, PLLC – Architectural Building Evaluation
Fulcrum Environmental – Hazardous Materials Inspection

It is understood the Scope of Services is subject to change based on building condition and unforeseen circumstances that arise as the evaluation proceeds. However, the City will be advised of changed conditions and neither HLA nor its subconsultants will proceed without further authorization from the CITY.

A written report of the findings of the evaluation will be provided to the CITY.

SCOPE OF SERVICES:

At the direction of the CITY, HLA and its subconsultants shall provide professional architectural, engineering, and environmental review services for the Existing City Hall Building Evaluation and site, located at 115 West Naches Avenue, Selah, Washington (Project). HLA and subconsultant services shall include the following:

PHASE 1 – ARCHITECTURAL BUILDING EVALUATION

1. The intent of the on-site evaluation is to assist the CITY in identifying issues that may impact the current or future uses of the property or building and impact decisions of potential building redevelopment. Not all improvements will be identified during the evaluation, so both routine and unexpected repairs should be anticipated.
2. The evaluation is not to be considered a guarantee or warranty of any kind. The observation/evaluation and report attempt to address items which are believed to be of significant impact related to the continued successful operation of the observed property and or building in their current usage and occupancy and in keeping with similar properties or buildings of a similar age. However, the report will include the feasibility of remodeling the main structure, and as-built drawings of the existing building.

3. Estimated costs will be prepared for deferred maintenance, remodeling, and modifying the building for use as a public facility.
4. Since the evaluation is limited to visual observation of the existing building, the following limitations apply to the report and findings:
 - a. Only those conditions present at the date and time of the on-site visit(s) can be observed. Therefore, the report is limited in scope to those components and assemblies that were readily visible and did not require removal, cutting, drilling, etc., of permanent elements of the construction, such as but not limited to, removal of gypsum wallboard, electrical panel covers, mechanical equipment covers, vapor barriers, etc., such that materials behind finished surfaces could not be observed.
 - b. Insulation depths and estimates of R-values of insulation cannot be observed and are not included in the scope of the observation or report.
 - c. Architectural or engineering services such as calculation of electrical, or HVAC capacities and adequacy and integrity of these systems are not part of the observation or report. No equipment will be operated or tested.
 - d. The report does not address furnishings and equipment or décor issues. Wall hung/mounted items will not be moved to permit observation of surfaces behind them. Carpeting, window treatments, appliances, paint, wall finishes (wall paper, etc.) and other finish treatments will not be addressed in the observation.
 - e. Indoor air quality will not be a part of the observation or report except to the extent obvious deficiencies will be noted.
 - f. Observation or testing of electrical panel circuits, concealed components (wiring, etc.), outlets and operation and/or testing of remote control devices, alarms systems, low voltage wiring, and ancillary wiring and data cabling are outside the scope of the observation and report.

PHASE 2 – BUILDING AND SITE EVALUATION

1. The intent of this phase is to supplement the Phase 1 – Architectural Building Evaluation. The structural feasibility of remodeling the building will be examined. If requested, a more thorough evaluation of the existing structure will be done later under additional services as part of the remodeling process.
2. Compliance of the site with existing standards (e.g., ADA, parking) will be evaluated.
3. Findings of the building and site evaluation will be presented as an attachment to the Phase 1 report.

PHASE 3 – HAZARDOUS MATERIALS INSPECTION

1. This work will include an investigation of the existing building, taking samples of suspected materials, and testing those materials. Asbestos testing will be accelerated to meet the time of performance described below. A Hazardous Materials Report for the building will be prepared.

ITEMS TO BE FURNISHED AND RESPONSIBILITY OF CITY

The CITY will provide or perform the following:

1. Provide full information as to CITY requirements of the Project.
2. Assist HLA by placing at their disposal all available information pertinent to the site of the PROJECT, including previous reports, drawings, plats, surveys, utility records, and any other data relative to the Project.
3. Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by HLA and render in writing decisions pertaining thereto within a reasonable time so as not to delay the work of HLA.
4. Obtain approval of all governmental authorities having jurisdiction over the PROJECT and such approvals and consents from other individuals or bodies as may be necessary for completion of the PROJECT.

TIME OF PERFORMANCE:

The services called for under the various phases of this Agreement shall be completed as follows:

PHASE 1, PHASE 2, and PHASE 3

Time is of the essence and the time of performance assumes the City authorizes work to proceed on May 14, 2019, with building access provided before May 17, 2019. Written reports of the findings of the Phase 1, Phase 2, and Phase 3 investigations and evaluations will be submitted to the City on or before June 24, 2019. It is understood that only the asbestos testing portion of the hazardous materials inspection may be completed by that time.

ADDITIONAL SERVICES

Time of completion for work directed by the CITY under this phase shall be negotiated and mutually agreed upon at the time of service requested by the CITY.

FEE FOR SERVICE:

For the services furnished by HLA as described under this Agreement, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be adjusted between phases, but the maximum amount shall not exceed \$30,170 without written agreement of both parties. The Phase 2 and Phase 3 scope of work may be adjusted to stay within this budget amount.

PHASE 1 – ARCHITECTURAL BUILDING EVALUATION

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses with an estimated amount of \$19,250.00. This estimated amount assumes the architect will prepare as-built drawings of the existing building.

PHASE 2 – BUILDING AND SITE EVALUATION

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses with an estimated amount of \$5,200.00.

PHASE 3 – HAZARDOUS MATERIALS INSPECTION

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses with an estimated amount of \$5,720.00.

ADDITIONAL SERVICES

Any additional work requested by the CITY that is not included in the original scope of work shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA shall perform the additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as laboratory testing, reproduction expenses, out of town travel costs, and outside engineers.

Proposed: *Theodore W. Pooler* 5/7/19
HLA Engineering and Land Surveying, Inc. Date
Theodore W. Pooler, PE, Vice President

Approved: _____ Date _____
City of Selah
Sherry Raymond, Mayor



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



Council Meeting Action Item

5/14/2019

N – 2

Title: Resolution Authorizing the Mayor to Sign a Contract with PacifiCorp to Provide a Right of Way Easement for Electrical Service.

From: Joe Henne, Public Works Director.

Action Requested: Approval

Staff Recommendation:

That the Selah City council authorize the Mayor to sign a contract with PacifiCorp granting a Right of Way Easement for electrical service at Wixson Park.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: \$00.00

Funding Source: Funding 001

Background / Findings & Facts: This easement is required so a pad mounted transformer can be placed for the pool & the new kindergarten school.

Recommended Motion: to authorize the Mayor to sign a PacifiCorp Right of Way easement to provide electrical service at the Wixson Park Property.

RESOLUTION NO. _____

Resolution Authorizing the Mayor to Sign a Contract with PacifiCorp to Provide a Right of Way Easement for Electrical Service.

WHEREAS, the City of Selah desires to grant PacifiCorp a Right of Way Easement at Wixson Park; and

WHEREAS, PacifiCorp will provide transmission and distribution services enabling delivery of electric service to the City Property; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the Mayor be authorized to sign a PacifiCorp Right of Way easement to provide electrical service at the Wixson Park property.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 14th day of May, 2019.

Sherry Raymond Mayor

ATTEST:

Dale E. Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:

Robert F. Noe, City Attorney

Return to: Pacific Power
500 N Keys Rd.
Yakima, WA 98901

CC#: 11531 WO#: 6591120

RIGHT OF WAY EASEMENT

For value received, **CITY OF SELAH, a municipal corporation of the State of Washington**, (“Grantor”), hereby grants to PacifiCorp, an Oregon corporation, its successors and assigns, (“Grantee”), a perpetual easement for a right of way **10** feet in width and **20** feet in length, more or less, for the construction, reconstruction, operation, maintenance, repair, replacement, enlargement, and removal of Grantee’s electric power transmission, distribution and communication lines and all necessary or desirable accessories and appurtenances thereto, including without limitation: supporting towers, poles, props, guys and anchors, including guys and anchors outside of the right of way; wires, fibers, cables and other conductors and conduits therefor; and pads, transformers, switches, vaults and cabinets, along the general course now located by Grantee on, over, across or under the surface of the real property of Grantor in **Yakima** County, State of **Washington**, more particularly described as follows and/or shown on Exhibit(s) **A & B** attached hereto and by this reference made a part hereof:

A portion of:

SELAH GARDEN TRS TR 5

See Exhibit A

Parcel No. 18143544432

Together with the right of ingress and egress, for Grantee, its contractors, or agents, to the right of way from adjacent lands of Grantor for all activities in connection with the purposes for which this easement has been granted; and together with the present and (without payment therefor) the future right to keep the right of way and adjacent lands clear of all brush, trees, timber, structures, buildings and other hazards which might endanger Grantee’s facilities or impede Grantee’s activities.

At no time shall Grantor place, use or permit any equipment, material or vegetation of any kind that exceeds twelve (12) feet in height, light any fires, place or store any flammable materials, on or within the boundaries of the right of way. Subject to the foregoing limitations, the surface of the right of way may be used for other purposes not inconsistent, as defined by the Grantee, with the purposes for which this easement has been granted.

JURY WAIVER. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN

RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS EASEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE, OR TO REQUEST THE CONSOLIDATION OF, ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED. THIS PARAGRAPH WILL SURVIVE THE EXPIRATION OR TERMINATION OF THIS AGREEMENT.

Grantor represents and warrants that it possesses all right, title and interest in and to the right of way area, free and clear of any lien, security interest, encumbrance, claim, license or other restriction that would interfere with Grantee's use of the right of way area for the purposes contemplated hereunder.

The rights and obligations of the parties hereto shall be binding upon and shall benefit their respective heirs, successors and assigns and shall run with the land.

Dated this _____ day of _____, 20____.

CITY OF SELAH, a municipal corporation of the State of Washington

By: _____

Its: _____
GRANTOR

REPRESENTATIVE ACKNOWLEDGEMENT

State of _____ }
County of _____ } SS.

This instrument was acknowledged before me on this _____ day of _____, 2____,

by _____, as _____,
Name of Representative Title of Representative

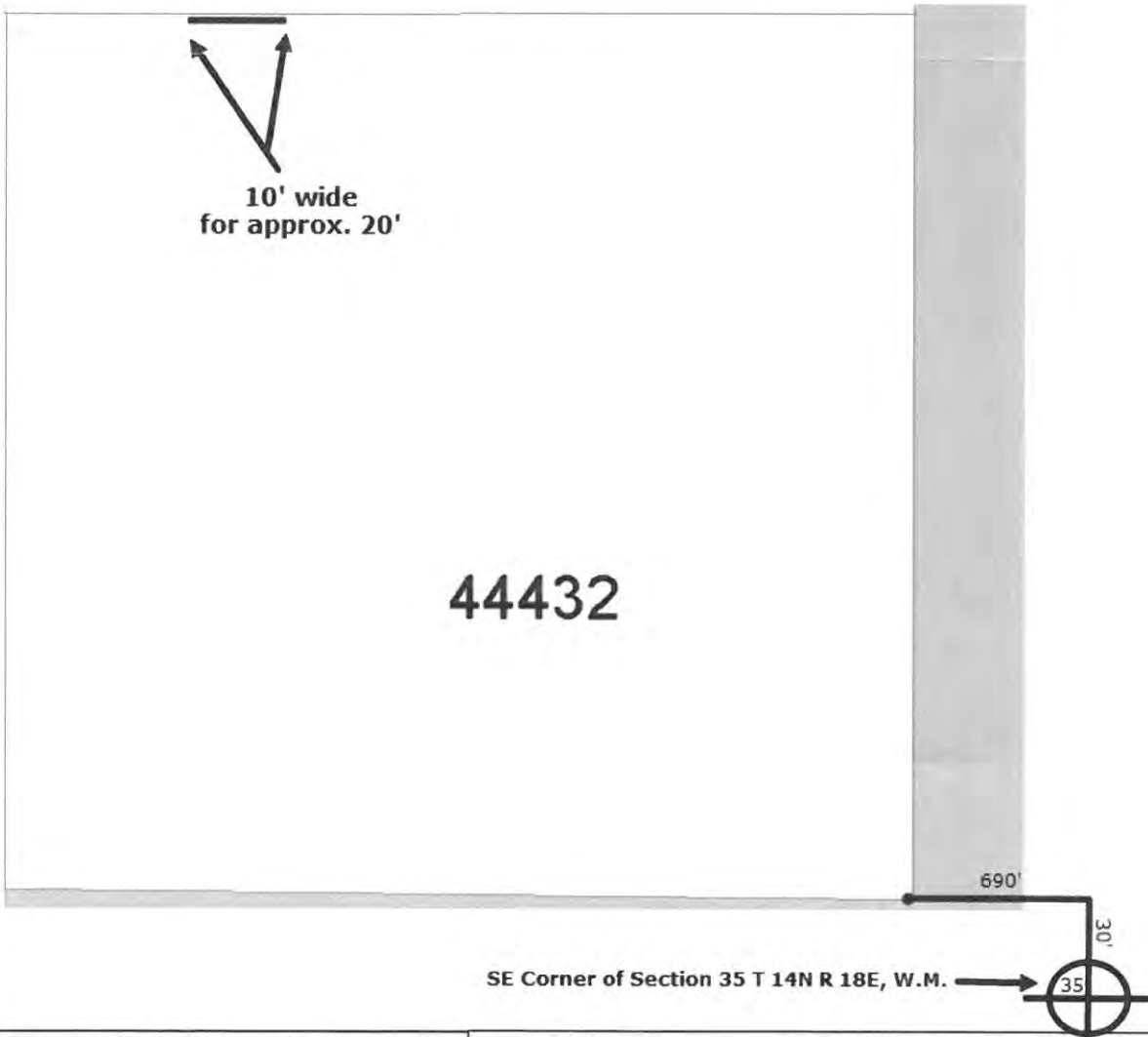
of City of Selah, a municipal corporation of the State of Washington
Name of Entity on behalf of whom this instrument was executed

Notary Public

My commission expires: _____

PROPERTY DESCRIPTION

In the SE 1/4 of Section 35, Township 14N, Range 18E
of the Willamette Meridian, Yakima County, State of Washington.
Map / Tax Lot or Assessor's Parcel No.: 18143544432



CC#: 11531 WO#: 6591120

Landowner: City of Selah

Drawn by: R. Key

EXHIBIT A

This drawing should be used only as a representation of the location of the easement area. The exact location of all structures, lines and appurtenances is subject to change within the boundaries of the described easement area.





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



Council Meeting

Informational Item

5/14/2019

Q – 4a

Title: Planning Commission Minutes from April 2, 2019

From: Brandy Tucker – Planning & Community Development, Building Specialist

Action Requested: Informational - No action needed

Staff Recommendation:

N/A

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: N/A

City of Selah
Planning Commission Minutes
Of
April 2, 2019

A. Call to Order

Chairman Smith calls the meeting to order at 5:32 pm.

B. Roll Call

Members Present: Chairman Smith: Commissioners: Huber, Goodall, Morehead and Torkelson
Members Absent: None
Staff Present: Jeff Peters, City Planner, Brandy Tucker, Minutes Secretary
Guest: None

C. Agenda Changes : None

D. Communications

1. Oral - None
2. Written - None

E. Approval of Minutes

1. ***Approval of minutes from March 5, 2019***

Commissioner Torkelson motions to approve the minutes.

Commissioner Huber seconds.

Minutes are approved with a voice vote of 5-0.

F. Public Hearings

1. Old Business - Short Plat from Chuck Johnson.

Chairman Smith opens the Public Hearing and asks Jeff to read the staff report.

Jeff Peters states that this is a Short Plat Application submitted by Chuck Johnson & Wilson Real Estate LLC for merger of existing parcels and dedication of 30 ft. Access Easement.

Mr. Peters reads verbatim from the Facts & Findings report (see attached exhibit 1a).

Mr. Peters states that base upon the conclusions of the findings report the staff recommends approval subject to conditions. Mr. Peters read the conditions on pages 4 thru 6 of the staff report verbatim.

Chairman Smith asks if there are any questions. No questions are asked. Chairman Smith asks for public comment. No public comments are made.

Chairman Smith asks for a vote.

Commissioner Torkleson motions to approve.

Commissioner Goodall seconds.

Motion to approve subject to conditions, passes with a voice vote of 5-0.

2. New Business - None

G. General Business

1. Old Business - None

2. New Business - None

H. Reports/Announcements

1. Chairman -
2. Commissioners -
3. Staff - Planning/Building Department Updates

Chairman Smith asks if there are and staff updates or other reports.


Mr. Peters notes the building department updates.

I. Adjournment

Commissioner Torkelson motions to adjourn.

Commissioner Morehead seconds.

Chairman Smith adjourns the meeting at 5:59 p.m. with a voice vote of 5-0.


Chairman Smith

**CITY OF SELAH PLANNING COMMISSION
SELAH MUNICIPAL CODE
SHORT PLAT REVIEW
April 2, 2019**

Members of the Commission present were **MOORHEAD, TORKELSON, SMITH, GOODALL** and **HUBER**.

SHORT PLAT: 2018-003
ENVIRONMENTAL REVIEW: NA

PROPONENT: Chuck Johnson & Wilson Real Estate LLC

SELAH MUNICIPAL CODE SHORT PLAT

Factors to be considered (Indicate N/A if not applicable) (Pursuant to Selah Code and RCW 58.17.110)

SHORT PLAT APPLICATION AUTHORITY.

Factual Findings: Selah Municipal Code, Chapter 10.50.016 provides that the Planning Commission shall review the proposal for compliance with the subdivision ordinance, consider public input and recommend approval, approval with conditions or denial. The Commission shall forward its recommendation to the City Administrator for final disposition. Yakima County Code (YCC) 19.34.040 provides the review process for the two lots of record that lie within Yakima County's jurisdiction, and the county Public Services Division has provided a letter dated Jan 2, 2019, allowing the city to process the short plat on their behalf in accordance with the City/County Interlocal Agreement.

STREETS, ROADS, ALLEYS, AND OTHER PUBLIC WAYS.

Factual Findings: The subject properties fronts on Goodlander Rd. and Katie Lane, which are built to city and county standards with curb, gutter, sidewalk, streetlights, and stormwater.

Conclusions: The existing street network is sufficient to accommodate vehicular traffic from the proposed short plat with the reservation for future dedication of right-of-way.

SIDEWALKS.

Factual Findings: Sidewalk is existing on all fronting city streets.

Conclusions: Adequate pedestrian access is provided for the proposed short plat and surrounding properties.

DRAINAGE.

Factual Findings: All storm water generated from the subject subdivision is required to be maintained on site, and meet the provisions of the Eastern Washington Stormwater Manual.



Conclusions: Additional stormwater systems/drainage is not required.

POTABLE WATER SUPPLIES.

Factual Findings: The subject development can be served by the City of Selah's potable water system and county requirements for a private or community well through Yakima County.

Conclusions: Adequate water service will be provided to the subject development per the conditions of this plat.

5. SANITARY WASTES.

Factual Findings: The subject development can be served by the City of Selah's municipal sewer service and septic for lots within Yakima County's jurisdiction. The applicant will be required to submit engineering plans for review and approval to the City of Selah Public Works Director, which extends public sewer to serve the lots located within the City of Selah in accordance with SMC 10.50.045. The applicant will also be required to attain Yakima Health District and County approval for any septic systems serving the subject lots located with Yakima County jurisdiction.

Conclusions: Adequate sewage collection facilities will be provided to the subject properties.

6. OPEN SPACES.

Factual Findings: McGonagle Park is the nearest park, located approximately .87 miles south from this proposed subdivision.

Conclusions: Adequate "open space" exists nearby to serve the proposed short plat.

7. PARKS AND RECREATION AND PLAYGROUNDS.

Factual Findings: McGonagle Park is the nearest park, located approximately .87 miles south from this proposed subdivision.

Conclusions: Adequate "park and recreation facilities" and school grounds exists nearby to serve the proposed short plat.

8. SCHOOLS AND SCHOOL GROUNDS.

Factual Findings: Selah High School is the closest public school located approximately 1.25 miles southeast of this subdivision.

Conclusions: The proposed short plat will not create a demand for school facilities.

9. PUBLIC HEALTH, SAFETY AND GENERAL WELFARE.

Factual Findings: Municipal water and sewerage facilities and the municipal street systems serve the subdivision.

Conclusions: Adequate provisions for public health and welfare have been made.

10. WILL THE PUBLIC INTEREST BE SERVED?

Factual Findings: The City has adopted a comprehensive plan that designates the property Low

Density Residential/ Steep Slopes allowing for development of the subject property as residential development. The City in support of that comprehensive plan designation has adopted a zoning ordinance and zoned the property Low Density Single-Family Residential (LDSF). The Yakima County Comprehensive Plan 2040 designates the subject property as “Rural Transition” which is established to implement the Growth Management Act Planning Goals related to reducing sprawl, protecting the environment and providing adequate infrastructure...

Conclusions: The proposal results in the creation two additional (new) lots containing the minimum required lot size of 10,000 sq. ft. in the LDSF zone, and 5-acre in the County RT zone. The proposal is compliant with both the City and County’s comprehensive plan designations and is in furtherance of the City and County zoning ordinances and is not detrimental to the surrounding neighborhood.

OTHER FACTORS THAT MAY BE RELEVANT FOR CONSIDERATION:

11. ADJACENT LAND USE

Factual Findings:

	Zoning:	Use:
<u>NORTH:</u>	RT	Single Family Homes/Vacant
<u>SOUTH:</u>	LDSF	Vacant
<u>EAST:</u>	RT/LDSF	Single Family Homes/Vacant
<u>WEST:</u>	RT/LDSF	Single Family Homes/Vacant

Conclusions: Land use is compatible with surrounding uses.

12. ZONING.

Factual Findings: Adjacent properties are predominantly zoned LDSF and RT.

Conclusions: Adjacent property is zoned for single-family residential development. The proposed short plat is compatible with adjacent zoning as the subdivision proposed single-family residential lots.

13. COMPREHENSIVE PLAN

Factual Findings: The City has adopted a comprehensive plan that designates the property Low Density Residential/ Steep Slopes allowing for development of the subject property as residential development. The City in support of that comprehensive plan designation has adopted a zoning ordinance and zoned the property Low Density Single-Family Residential (LDSF). The Yakima County Comprehensive Plan 2040 designates the subject property as “Rural Transition” which is established to implement the Growth Management Act Planning Goals related to reducing sprawl, protecting the environment and providing adequate infrastructure...

Conclusions: The proposed development is consistent with the city and county comprehensive land use designations.

14. ENVIRONMENTAL IMPACTS.

Factual Findings: Categorically exempt from environmental review.

Conclusions: Environmental review not required.

15. TOPOGRAPHY AND NATURAL FEATURES.

Factual Findings: The property has over steepened slopes and may require significant grading therefore as a condition of approval the applicant well required to submit a grading plan for review and approval.

Conclusions: The proposed short plat is suitable for additional infill development as with the required conditions of approval.

REASONS FOR APPROVAL: Based on these findings the short plat is **APPROVED** with conditions.

MOTION TO APPROVE SHORT PLAT BY _____ SECONDED BY _____.
VOTE: ___ to ___.

RECOMMENDED CONDITIONS OF APPROVAL SHORT PLAT: SHORT-2018-003:

1. Final lot dimensions, lot area, and improvements indicated on the proposed short plat map must substantially conform to the short plat recommended by the Planning Commission, and the provisions of SMC 10.50, and YCC 19.34.
2. Prior to submission of the final short plat to the City of Selah for review and approval, the applicant shall obtain a letter of acceptance and completion from the Yakima County Public Services Department: Planning Division documenting completion of all Yakima County short plat conditions of approval.
3. Prior to the finalization of the proposed 4-lot Short Subdivision (reviewed under Short-2018-003), the applicant shall finalize the proposed Short Subdivision Exemption (reviewed under Short Plat Exemption 2019-001).
4. Prior to recording of the final short plat, a private shared driveway easement shall be established to provide Lot 1 and Parcel 181424-13422 access to Katie Rd. This easement shall be improved to meet the minimum travel surface and standards as required the Yakima County Building and Fire Safety Division. Drainage facilities shall be sufficient to prevent discharge onto any public roadway.
5. A covenant meeting the recording requirements of the Yakima County Auditor’s Office shall be provided for the perpetual maintenance of the private shared driveway and shall be submitted to the Yakima County Public Services Department: Planning Division prior to finalization of the short subdivision.
6. Prior to recording of the final short plat the applicant shall propose a domestic water source for proposed Lot #1, and provide Yakima County Public Services Department: Planning Division with a Water Review Letter from the Yakima Health District determining water system availability.
7. Upon review and approval by the County Public Services Department: Water Resources Division

and Yakima Health District for a Property Eligibility Review for a private well source (two-party or community), the property owner shall comply with findings/conditions 8.(h)(i) Two-Party Shared Well or 8.(h)(ii) Community Well provided for above in this decision prior to recording of the final plat.

8. Irrigation easements and distribution facilities shall be provided as required under RCW 58.17.310 and YCC 19.34.070(2) (d), and further defined in the findings/condition of this report as set forth in finding 8.(i) above.
9. Utility easements shall be provided for in accordance with YCC 19.25.050, must be reserved for, granted to all utilities (and to their respective successors and assigns), and shall be shown on the face of the short plat.
10. All prior dedications of right-of-way, deeds, and grants shall be shown on the face of the final short plat.
11. In accordance with RCW 84.56.345, at the time the final short plat is to be recorded all property taxes and special assessments must be paid in full for the year.
12. In accordance with YCC 19.34.070(5) (a) and (b) the final short plat must be signed by the Yakima County Subdivision Administrator, the Yakima County Engineer, and the City of Selah Subdivision Administrator.
13. The 30 ft. access easement/driveway serving Lots #3 & 4 shall be extended to the west property line of Lot #3, and the easement shall be paved to west property line of Lot #4 and shall have a paved 96 ft. diameter cul-de-sac provided in accordance with SMC 10.34.070, 10.50.041 (4), International Fire Code (IFC) Appendix D102.1, 103.1, 103.2 & 103.4.
14. The applicant shall install new fire hydrants along the fire department access road in accordance with the requirements of SMC 11.30.085.
15. All lots within the short plat are required to be provided with the necessary eight-foot utility easement along the front of the subject lots in accordance with SMC 10.50.041 & 10.50.045.
16. The applicant is required to submit engineering plans for review and approval to the City of Selah Public Works Director, which extend the private force main/sewer and side sewer connections to Lots #3 & 4 in accordance with SMC 10.50.045.
17. The applicant will be required to submit for review and approval and record a private covenant, which provides for the private maintenance and upkeep of the private force main and individual side sewer connections serving Lot # 3 & 4.
18. Prior to recording of the final plat, the applicant shall submit plans for review and approval to serve the subject lots with public water by extending the water main in Goodlander Rd. to the subject properties. Residential water connections for each lot shall be achieved through installation of individual pressure reducing valves and private water line extensions to the subject residences. All

water extensions and connections shall maintain a minimum pressure of 30 psi in accordance with SMC 9.02.044.

19. Prior to construction of the plat's driveway/ fire access road from Goodlander Rd. the applicant shall submit a Curb Cut application and grading plan to the City of Selah Public Works Department for review and approval.

20. The following notes must be placed on the short plat map:

- a. The owner(s) shown hereon, or any grantees or assignees in interest, hereby covenant and agree to retain all surface water generated within the short plat on-site.
- b. The owners shown hereon, their grantees and assignees in interest hereby covenant and agree to retain all surface water generated within the plat on-site. Any natural drainage ways must not be altered or impeded.
- c. Yakima County has no responsibility to build, improve, maintain or otherwise service any private shared driveway for this short plat. Any right-of-way dedicated to the public by this short plat shall not be opened as a County road until such time as it is improved to County road standards and accepted as part of the County road system.
- d. The owner(s) of Lot #1 and Parcel 181427-13422 shown hereon, their grantees and assignees in interest, hereby covenant and agree to participate in the maintenance of the private shared driveway serving this short plat and to join in an owners' or road maintenance association designed to provide for their perpetual maintenance.
- e. Yakima County has in place an urban and rural addressing system per YCC Chapter 13.36. Determination of street names and address numbers for developed residential and commercial lots within this plat are at the discretion of the Yakima County Public Services Department upon issuance of an eligible building permit for all lots with Yakima County jurisdiction.
- f. If the applicant proposes a two-party well, the following plat note applies. Lot(s) _____ of this short plat have been required to use a two-party shared well as permitted by the Yakima County Utility Division for a Yakima County Water Resource System Domestic Well Permit. The owners shown hereon, their grantees and assignees in interest, hereby covenant and agree to adhere to the requirements of the YCWRS domestic well permit. Individual well may not be installed on any of these lots.
- g. If the applicant proposes a community well, the following plat note applies. Lot(s) _____ of this short plat have been required to use a community well as permitted by the Yakima County Utility Division for an Yakima County Water Resource System Domestic Well Permit. The owners shown hereon, their grantees and assignees in interest, hereby covenant and agree to adhere to the requirements of the Yakima County Water Resources System Domestic Well Permit. Individual wells may not be installed on any of these lots.

21. The short plat is to be recorded within five (5) years of the City's approval or such approval expires.



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting

Informational Item

5/14/2019

Q – 4b

Title: Lodging Tax Advisory Committee Minutes – March 25, 2019

From: Monica Lake, Executive Assistant

Action Requested: Informational - No action needed

Staff Recommendation:

N/A

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: Informational only

City of Selah
Lodging Tax Advisory Committee Meeting
Monday, March 25, 2019
Selah City Council Chambers

A. CALL TO ORDER

Vice Chair Jean Brown called the meeting to order at 11:08am.

B. ROLL CALL

Members Present: Jean Brown; Shelly Monson; Tina Garner

Members Absent: John Tierney; Bill Harris

Staff Present: Treesa Morales, Recreation Manager; Monica Lake, Executive Assistant

C. APPROVAL OF MINUTES

1. Minutes from Board Meeting February 25, 2019

Board Member Monson moved, and Board Member Garner seconded, to approve the February 25, 2019 Minutes. By voice vote, approval was unanimous.

D. COMMUNICATIONS **NONE**

E. GENERAL BUSINESS

1. Follow up on application from Selah Community Days

Recreation Manager Morales briefly spoke about new application and explained what was decided at the last meeting with regard to the amount approved versus the original request.

2. Follow up on application from Parks and Rec for Yakima Sports Commission

Recreation Manager Morales said that the application had been approved and went to Council, where it was approved as well.

F. BOARD MEMBER REPORTS

Board Member Garner said that the hotel has had a good year, with trickle over to Selah from State competitions at the Sundome, and that the money spent for the Yakima Sports Commission does help fill the hotel. She noted that Selah karate hosted an event and they had a full house from that as well.

G. ADJOURNMENT

Board Member Garner moved, and Board Member Monson seconded, to adjourn the meeting. By voice vote approval was unanimous.

The meeting was adjourned at 11:15pm.