

# Agenda

## CITY OF GOLD BAR COUNCIL MEETING

Tuesday, June 4, 2024

7:00 PM

CITY HALL

CALL TO ORDER, FLAG SALUTE, ROLL CALL

AGENDA APPROVAL

MAYOR'S REPORT, STAFF REPORTS, COUNCIL COMMENTS

CITIZEN COMMENTS (SIGN-IN REQUIRED, LIMITED TO 3 MINUTES)

PUBLIC HEARING – ORDINANCE #776 RELATING TO ZONING

CONTINUED BUSINESS - none

NEW BUSINESS

1. ORDINANCE #777 COMPREHENSIVE PLAN UPDATE – INTRODUCTION AND FIRST READING

2. CONFIRMATION OF BID AWARDS – DISCUSSION AND ACTION

3. ORDINANCE #778 AMENDING TITLE 2 – INTRODUCTION AND FIRST READING

FINAL COUNCIL COMMENTS

MINUTES APPROVAL

May 21, 2024

VOUCHER APPROVAL

CHECKS

37646 - 37674

CLAIMS

\$8,600.55

PAYROLL & TAXES

\$46,827.79

TOTAL

\$55,428.34

ADJOURNMENT

# City of Gold Bar

EST. 1910



107 – 5<sup>th</sup> Street, Gold Bar, WA 98251

NOTICE OF

## PUBLIC HEARING

CITY OF GOLD BAR, WASHINGTON

Tuesday, June 4th, 2024  
7:00 PM Via Zoom & In person

The City of Gold Bar will hold a Public Hearing on Ordinance 776, Zoning, on June 4<sup>th</sup>, 2024, at 7PM. The meeting will be both in-person and via Zoom. Meeting information can be found at [www.cityofgoldbar.us](http://www.cityofgoldbar.us). Please see zoom Meeting info below.

### **Join Zoom Meeting**

<https://us06web.zoom.us/j/81226167929>

**Meeting ID:** 812 2616 7929

### **One tap mobile**

+12532158782,,81226167929# US (Tacoma)

+12532050468,,81226167929# US

### **Dial by your location**

+1 253 215 8782 US (Tacoma)

+1 253 205 0468 US

+1 719 359 4580 US

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 931 3860 US

+1 689 278 1000 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

**Meeting ID:** 812 2616 7929

If you have any questions, please contact Denise Beaston at 360-793-1101 or at [d.beaston@cityofgoldbar.us](mailto:d.beaston@cityofgoldbar.us). You can also find information on our website at [www.cityofgoldbar.us](http://www.cityofgoldbar.us).

**CITY OF GOLD BAR, WASHINGTON  
ORDINANCE #776**

**AN ORDINANCE FOR THE CITY OF GOLD BAR, WASHINGTON AMENDING GOLD BAR  
MUNICIPAL CODE TITLE 17 RELATING TO ZONING**

**WHEREAS**, zoning codes set requirements for how the city regulates development; and

**WHEREAS**, zoning regulations need updating as development needs and requirements change; and

**WHEREAS**, short-term rentals are becoming more common and regulations must be updated to address those changes;

**NOW THEREFORE, THE COUNCIL FOR THE CITY OF GOLD BAR ORDAINS** that Zoning Chapter 17.16.035 relating to short-term rentals shall be amended as follows.

**Section I, Chapter 17.16.035**

**Section II, Severability**

**Section III, Effective Date**

**Section I, Chapter 17.16.035**

7. Other Standards. The short-term rental dwelling shall meet all applicable requirements of the zone in which it is located, including, but not limited to:

- a. Setbacks
- b. Maximum height.
- c. Lot coverage.
- d. All short-term rentals must be separated by two hundred fifty (250) feet from any other short-term rental. Measurement is from building to building.
- e. No short-term rental shall be permitted within the city limits when the existing percentage of short-term rentals is at, or above, six percent of the total housing stock permitted within the residential zoning districts. The six percent shall be defined by the assessor's data for residential dwellings in residential zoning districts within the city limits.

**Section II, Severability**

This ordinance is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

**Section III, Effective Date**

This ordinance shall take effect from, and after, its passage, approval, and publication as provided by law.

Passed by the City Council of the City of Gold Bar this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_, Lisa Stowe, Clerk/Treasurer

Attest: \_\_\_\_\_, Steve Yarbrough, Mayor

First Reading: \_\_\_\_\_

Posted: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Passed: \_\_\_\_\_

**CITY OF GOLD BAR, WASHINGTON  
ORDINANCE #777**

**AN ORDINANCE FOR THE CITY OF GOLD BAR, WASHINGTON UPDATING THE  
COMPREHENSIVE PLAN**

**WHEREAS**, with the passage of the Washington State Growth Management Act (GMA), Revised Code of Washington (RCW) 36.70(A), local governments are required to adopt a comprehensive plan that outlines strategies to accommodate the needs of a growing population; and

**WHEREAS**, State law requires that each city planning under the GMA must periodically review and update its comprehensive plan and development regulations to ensure compliance with the GMA; and

**WHEREAS**, the GMA is intended to guide the development and adoption of comprehensive plans and associated development regulations which relate to urban growth, rural development, reduced sprawl, transportation, housing, economic development, property rights, permits, natural resource industries, open space and recreation, the environment, citizen participation and coordination, public facilities and services, historic preservation, and shoreline management goals and policies; and

**WHEREAS**, the GMA requires the comprehensive plan to demonstrate and uphold the concepts of internal consistency, conformity, and concurrency; and

**WHEREAS**, the City of Gold Bar has completed its most recent periodic update of its comprehensive plan; and

**WHEREAS**, the City of Gold Bar provided public notice and invited and encouraged public participation in the consideration of the comprehensive plan update through a survey, public hearings, regular open public meetings ; and

**WHEREAS**, the City of Gold Bar issued a SEPA Checklist and Determination of Non-Significance for the comprehensive plan; and

**WHEREAS**, all comments received from state and regional agencies and from the general public have been addressed as part of the comprehensive plan update; and

**WHEREAS**, the draft comprehensive plan was presented to the Council for the City of Gold Bar during open public meetings for review and recommendation of approval; and

**WHEREAS**, the draft comprehensive plan was presented to the Department of Commerce for review and recommendation of approval;

**NOW THEREFORE, THE COUNCIL FOR THE CITY OF GOLD BAR ORDAINS** that the comprehensive plan shall be updated as follows.

**Section I, Comprehensive Plan Update.**

**Section II, Severability**

**Section III, Effective Date**

**Section I, Comprehensive Plan Update.**

The City of Gold Bar Comprehensive Plan is hereby adopted in its final form and content as set forth in the document entitled 'City of Gold Bar Comprehensive Plan' which is hereby attached and on file in the office of City Treasurer.

**Section II, Severability**

This ordinance is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

**Section III, Effective Date**

This ordinance shall take effect from, and after, its passage, approval, and publication as provided by law.

Passed by the City Council of the City of Gold Bar this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_, Lisa Stowe, Clerk/Treasurer

Attest: \_\_\_\_\_, Steve Yarbrough, Mayor

First Reading: \_\_\_\_\_

Posted: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Passed: \_\_\_\_\_

May 24, 2024

Rich Norris  
City of Gold Bar  
107 5<sup>th</sup> Street  
Gold Bar, WA 98251

RE: **Linda Ave & 9<sup>th</sup> St Overlay Project**  
**Atwell Job No. 23007872**

Dear Rich,

The bid opening for the Linda Ave & 9<sup>th</sup> St Overlay Project was held May 23, 2024 at 2:00 PM. A total of five (5) contractors submitted bids. JB Asphalt was the apparent low bidder, with a total bid of \$255,806.75.

JB Asphalt provided a bid bond and signed the sealed bid. Based upon our review of the bidder's documents and reference checks, we believe JB Asphalt is a responsible bidder, and meets the Bidder Responsibility Criteria. We therefore recommend that the Linda Ave & 9<sup>th</sup> St Overlay Project be awarded to the low bidder, JB Asphalt in the amount of \$255,806.75.

Please let me know if you have any questions or need any additional information.

Sincerely,

Atwell, LLC

A handwritten signature in black ink, appearing to read "Rob Dahn", written in a cursive style.

Robert Dahn, PE  
Director

May 21, 2024

Rich Norris  
City of Gold Bar  
107 5<sup>th</sup> Street  
Gold Bar, WA 98251

RE: **2024 Seal Coat Project**  
**Atwell Job No. 23007873**

Dear Rich,

The bid opening for the 2024 Seal Coat Project was held May 16, 2024 at 2:00 PM. A total of one (1) contractor submitted bids. Doolittle Construction was the apparent low bidder, with a total bid of \$71,575.00.

Doolittle Construction provided a bid bond and signed the sealed bid. Based upon our review of the bidder's documents and reference checks, we believe Doolittle Construction is a responsible bidder, and meets the Bidder Responsibility Criteria. We therefore recommend that the 2024 Seal Coat Project be awarded to the low bidder, Doolittle Construction in the amount of \$71,575.00.

Please let me know if you have any questions or need any additional information.

Sincerely,

Atwell, LLC

A handwritten signature in black ink, appearing to read "Rob Dahn", written in a cursive style.

Robert Dahn, PE  
Director

**CITY OF GOLD BAR, WASHINGTON  
ORDINANCE #778**

**AN ORDINANCE FOR THE CITY OF GOLD BAR, WASHINGTON AMENDING GOLD BAR  
MUNICIPAL CODE TITLE 2 FOR CREATING A TREE BOARD**

**WHEREAS**, regulation of trees on public property helps maintain the health and safety of both trees and residents; and

**WHEREAS**, regulation of trees on public property provides standards for planting, pruning, and removal; and

**WHEREAS**, the regulation of trees provides for potential impacts to city watermains, streets, sidewalks, stormwater runoff, power lines, and soil stabilization;

**NOW THEREFORE, THE COUNCIL FOR THE CITY OF GOLD BAR ORDAINS** that Title 2, Administration and Personnel, shall have a new chapter created as follows.

**Section I, Title 2.40.010 – Purpose**

**Section II, Title 2.40.020 – Establishment of Gold Bar Tree Board**

**Section III, Title 2.40.030 – Duties and Responsibilities**

**Section IV, Severability**

**Section V, Effective Date**

**Section I, Title 2.40.010 – Purpose**

In order to enhance the quality of life and the present and future health, safety, and welfare of all residents, to enhance property values, and to ensure proper planting and care of trees on public property, the City herein delegates the authority and responsibility for managing public trees and creates a Tree Advisory Board for establishing practices governing the planting and care of trees on public property.

**Section II, Title 2.40.020 – Establishment of Gold Bar Tree Board**

- A. There shall be created a board to be known and designated as the Gold Bar Tree Board composed of four members. Three of these members, who shall be citizens of Gold Bar, shall be appointed by the mayor after filing an application with the city clerk. The fourth member shall be a city official or employee who shall be a nonvoting ex officio member.
- B. The initial three members appointed by the mayor shall be appointed as follows: one for one year, one for two years, and one for three years, and each shall serve until a successor is duly appointed. Successors to the original members appointed by the mayor shall thereafter be appointed for terms of four years.
- C. Vacancies shall be filled for the unexpired term in the same manner as original appointments are made.
- D. All voting members of the board shall serve without pay and without respect to political affiliations. Voting members are not employees of the City of Gold Bar, but volunteers acting under the guidance of city staff. Such volunteers shall comply with city requirements as provided by staff.



E. Within a reasonable time after appointment of said board and the approval of the members thereof, said committee shall meet and organize the election of a Director. The board shall then provide for the adoption of rules and procedures and for the holding of regular and special meetings as the board shall deem advisable and necessary in order to perform the duties set forth.

### **Section III, Title 2.40.030 – Duties and Responsibilities**

The Gold Bar Tree Board shall have the following duties:

1. To meet a minimum of four times a year, at which the subject of trees, insofar as it relates to the city, may be discussed by the members of the board, officers, and personnel of the city, its divisions, and all others interested in the tree program;
2. To study the problems and determine the needs of the city in connection with its tree program;
3. Prepare a manual containing guidelines and regulations, which it may add to, delete from, or adjust in the best interest of the City, with final approval by the Council for the City of Gold Bar. The manual will be known as ‘A Community Tree Program, Gold Bar, Washington’ and will contain, at a minimum, the following.
  - a. An historic and landmark tree nomination process.
  - b. Pruning standards.
  - c. A master tree list containing trees recommended for planting in specific areas and those trees that are prohibited as street trees.
  - d. An inventory of existing trees on public property, completed by the board, that includes all public trees, that will be kept current, and that will be placed on file in the office of the mayor.
4. After consulting with those familiar with the subject of plantings (such as landscape architects, arborists, nursery professionals, and/or the Public Works Director, the board will prepare a master tree list, to be adopted by the Council for the City of Gold Bar, that identifies the size and species of trees suitable and desirable for planting on public property. All trees hereafter planted on public property shall be guided by the master tree list unless permission from the city is first obtained to plant a tree not on the master tree list.
5. Provide news and information regarding the selection, planting, and maintenance of trees on public and private property with said public education subject to the availability of funding and other necessary resources.
6. As necessary, advise the Council for the City of Gold Bar on desirable legislation concerning tree programs and tree activities.
7. Devise a process to develop a comprehensive urban tree plan to be adopted by the Council for the City of Gold Bar.
8. Coordinate and promote Arbor Day activities.
9. Assist with the annual application to renew the Tree City USA designation.

**Section IV, Severability**

This ordinance is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

**Section V, Effective Date**

This ordinance shall take effect from, and after, its passage, approval, and publication as provided by law.

Passed by the Council for the City of Gold Bar on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_  
Steve Yarbrough, Mayor

Attest: \_\_\_\_\_  
Lisa Stowe, Clerk/Treasurer

# City of Gold Bar

EST. 1910



107 – 5<sup>th</sup> Street, Gold Bar, WA 98251

## City of Gold Bar Council Meeting Minutes Tuesday, May 21, 2024

### **CALL TO ORDER, FLAG SALUTE, ROLL CALL**

Mayor Yarbrough called the meeting to order at 7:00 pm. The meeting was held in hybrid format. Present in person were Councilmembers Martin, and Russell. Staff members present in person were Public Works Director Norris and Clerk Stowe. Councilmembers Lie and Sears attended via Zoom as did Office Manager Beaston. Councilmember Phillips was absent and previously excused.

### **AGENDA APPROVAL**

Councilmember Martin moved to adopt the agenda as presented and with a second by Councilmembers Russell and Sears, the motion carried.

### **MAYOR'S REPORT**

Mayor Yarbrough met with the Startup Water District to review their proposed interlocal for services. He has also attended candidate meetings for the city's Utility II position.

### **STAFF REPORT**

Director Norris talked about the Snohomish County water franchise agreement, the bid award for the seal coat project, the time for the second bid opening for 9<sup>th</sup> Street, and Rico's permit progress. Councilmember Lie asked about volunteer activity and social media.

### **COUNCIL COMMENTS**

Councilmember Sears thanked the city for putting up a table and bench at Creekside.

Councilmember Lie appreciated the sheriff's department.

Councilmember Russell echoed the appreciation of the sheriff's department and said he will be doing a ride-along with deputies.

### **CITIZEN COMMENTS - none**

### **CONTINUED BUSINESS - none**

### **NEW BUSINESS**

*Startup Interlocal.* Director Norris met with the Startup Water Board and reviewed their contract with the Council. After brief discussion, Councilmember Sears moved to authorize Mayor Yarbrough to sign the interlocal and with a second by Councilmember Lie, the motion carried.

*Ordinance #776* Amending Title 17. This ordinance amends the portion of code related to short-term rentals. After discussion, Councilmember Sears moved to accept Ordinance #776 for an introduction and first reading with one amendment made regarding property lines, and with a second by Councilmember Russell, the motion carried. Since this ordinance deals with zoning, a public hearing will be held at the next council meeting for action on the ordinance.

*Consulting Agreement, Orchard Avenue.* This agreement between the city and Atwell is for engineering only. Director Norris reviewed the timeline for the Orchard Avenue project, which will not go out for bid until 2025. After discussion, Councilmember Sears moved to authorize Mayor Yarbrough to enter into this agreement and with a second by Councilmember Russell, the motion carried.

**FINAL COUNCIL COMMENTS/OTHER BUSINESS**

Mayor Yarbrough thanked the Council for their review and comments on the ordinance.

Councilmember Lie talked about a hike through Manhattan.

Councilmember Martin talked about water safety.

Councilmember Russell talked about the Orchard Avenue project and the added value to citizens.

**MINUTES APPROVAL**

Councilmember Sears moved to approve the May 7<sup>th</sup>, 2024, minutes as presented and with a second by Councilmember Russell, the motion carried.

**VOUCHER APPROVAL**

Councilmember Martin moved to approve checks numbering 37613 through 37645 with \$58,458.05 for claims and \$1,200.00 for payroll and taxes, for a grand total of \$59,685.05 and with a second by Councilmember Sears, the motion carried.

**ADJOURNMENT**

Councilmember Sears both moved to adjourn the meeting and with a second by Councilmember Russell the motion carried, and the meeting was adjourned at 7:28 pm.

\_\_\_\_\_  
Steve Yarbrough, Mayor

\_\_\_\_\_  
Lisa Stowe, Clerk/Treasurer

# CHECK REGISTER

City Of Gold Bar

Time: 09:07:44 Date: 05/29/2024

05/22/2024 To: 06/04/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
961	05/28/2024	Payroll	7	37646	Richard L Baker	4,231.22	
962	05/28/2024	Payroll	7	37647	Denise J Beaston	3,218.43	
963	05/28/2024	Payroll	7	37648	Demetria Hall-Phillips	91.24	
964	05/28/2024	Payroll	7	37649	Chuck Lie	91.24	
965	05/28/2024	Payroll	7	37650	Florence D Martin	91.24	
966	05/28/2024	Payroll	7	37651	Richard D Norris	5,225.63	
967	05/28/2024	Payroll	7	37652	Lee Russell	91.24	
968	05/28/2024	Payroll	7	37653	Jordan Sears	91.24	
969	05/28/2024	Payroll	7	37654	Timothy M Shiers	3,370.74	
970	05/28/2024	Payroll	7	37655	Arthur Stowe	2,850.27	
971	05/28/2024	Payroll	7	37656	Lisa M Stowe	4,663.46	
972	05/28/2024	Payroll	7	37657	Steven Yarbrough	912.41	
974	05/28/2024	Payroll	7	37658	Vimly Benefit Solutions AWC Employee Ben.trust	6,583.56	Pay Cycle(s) 05/28/2024 To 05/28/2024 - WDS PLAN D; Pay Cycle(s) 05/28/2024 To 05/28/2024 - Basic Life; Pay Cycle(s) 05/28/2024 To 05/28/2024 - HealthFirst; Pay Cycle(s) 05/28/2024 To 05/28/2024 - VSP
975	05/28/2024	Payroll	7	E37659	Coastal Community Bank	9,785.98	941 Deposit for Pay Cycle(s) 05/28/2024 - 05/28/2024
976	05/28/2024	Payroll	7	37660	Dept Of Retirement Systems	5,454.89	Pay Cycle(s) 05/28/2024 To 05/28/2024 - PERS 2
977	05/28/2024	Payroll	7	37661	MissionSquare	75.00	Pay Cycle(s) 05/28/2024 To 05/28/2024 - ICMA
987	06/04/2024	Claims	7	37662	AM Test, Inc.	60.00	
988	06/04/2024	Claims	7	37663	Amazon Capital Services	1,828.07	
989	06/04/2024	Claims	7	37664	Cascade Columbia Distribution	1,422.88	
990	06/04/2024	Claims	7	37665	City Of Everett	215.00	
991	06/04/2024	Claims	7	37666	Daily Journal Of Commerce	836.40	9th St.
992	06/04/2024	Claims	7	37667	Dept Of Corrections	377.48	
993	06/04/2024	Claims	7	37668	Snohomish County Dept Of Emergency Management	792.50	
994	06/04/2024	Claims	7	37669	Express Employment Professionals	488.77	
995	06/04/2024	Claims	7	37670	Charles H Myers	174.70	May 2024
996	06/04/2024	Claims	7	37671	Sno County PUD	1,784.30	
997	06/04/2024	Claims	7	37672	Sound Publishing	316.48	9th St.
998	06/04/2024	Claims	7	37673	Verizon Wireless	262.30	
999	06/04/2024	Claims	7	37674	Ziply Fiber	41.67	
						22,933.49	
001 General Government						22,933.49	
101 City Street						4,668.87	
302 General And Street Grants Fund						1,152.88	
401 Water Operating						19,307.96	
415 Stormwater Fund						7,365.14	
						55,428.34	
						Claims:	8,600.55
						Payroll:	46,827.79