



## City of Cashmere

101 Woodring Street  
Cashmere, WA 98815  
Ph (509) 782-3513 Fax (509) 782-2840  
Website [www.cityofcashmere.org](http://www.cityofcashmere.org)

CASHMERE CITY COUNCIL MEETING  
MONDAY, JANUARY 9, 2017 6:00 P.M., CITY HALL

### **AGENDA**

#### CALL TO ORDER

#### FLAG SALUTE

#### EXCUSED ABSENCE

#### ANNOUNCEMENTS & INFORMATION

#### PUBLIC COMMENT PERIOD (For Items Not on the Agenda)

#### APPROVAL OF AGENDA

#### CONSENT AGENDA

1. Minutes of December 12, 2016 Regular Council Meeting
2. Minutes of December 16, 2016 Special Council Meeting
3. Payroll and Claims Packet Dated December 27, 2016
4. Payroll and Claims Packet Dated December 31, 2016 Year End
5. Schedule Joint City Council and Planning Commission meeting for February 13, 2017 at 6:00 pm

#### BUSINESS ITEMS

1. Mark Miller, General Manager of Town Toyota Center – Annual Update
2. Change Order No. 1 on Small Works Roster Agreement with Chipman Construction

#### PROGRESS REPORTS

#### ADJOURNMENT

TO ADDRESS THE COUNCIL, PLEASE BE RECOGNIZED BY THE MAYOR AND STATE YOUR NAME WHEN YOU BEGIN YOUR COMMENTS  
**Americans with Disabilities Act (ADA) accommodations provided upon request (48-hour notice required)**

MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY, DECEMBER 12, 2016 AT CASHMERE CITY HALL

OPENING

Mayor Gomes opened the regular city council meeting at 6:00 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jeff Gomes Skip Moore Jim Fletcher Dave Erickson Kameon Smith Derrick Pratt	
Staff:	Kay Jones, Clerk-Treasurer Mark Botello, Dir. of Planning/Building	Chuck Zimmerman, City Attorney

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

Director Mark Botello reported that he had a Community Assistance Visit from FEMA on December 7<sup>th</sup>. The visits are a form of technical assistance provided to communities participating in the National Flood Insurance Program to identify if they have the knowledge and tools necessary to properly implement floodplain management regulations and to ensure that development is occurring safely in and around your community's floodplains. In a couple of months the City will receive a letter from FEMA on the findings of the visit.

Councilor Dave Erickson reported that the State has asked him to serve as the representative for small cities on the Recreation Conservation Funding Board to address funding opportunities for underserved populations.

PUBLIC COMMENT PERIOD

No comments from the public.

APPROVAL OF AGENDA

MOVED by Councilor Fletcher and seconded by Councilor Moore to approve the agenda as presented. Motion carried.

CONSENT AGENDA

Minutes of November 14, 2016 Regular Council Meeting  
Payroll and Claims Packet Dated November 28, 2016  
Claims Check #37478 and #37481 through 37510 totaling \$48,679.70  
Payroll Check #37475 through #37477 totaling \$100,395.00  
Manual Check #37474 and #37479 through #37480  
Affirming the Members of the Tree Committee for 2017

MOVED by Councilor Moore and seconded by Councilor Smith to approve the items on the consent agenda. Motion carried.

ORDINANCE NO. 1256 ADOPTING THE BUDGET FOR 2017

The budgeted appropriations for 2017 total \$7,651,481, which includes operating and capital expenditures, interfund transfers and debt.

MOVED by Councilor Fletcher and seconded by Councilor Smith to adopt Ordinance No. 1256 adopting the budget for 2017. Motion carried.

AGREEMENT BETWEEN CHELAN COUNTY AND THE CITY FOR THE HOUSING OF INMATES IN THE CHELAN COUNTY REGIONAL JUSTICE CENTER

The annual cost for 2017 is \$28,789.32, which is based upon the average number of monthly post-release actual inmate usage generated from the city during the period from January 2013 to December 2015 with the daily cost per inmate of \$73.50 per day.

MOVED by Councilor Moore and seconded by Councilor Pratt to approve the agreement for housing of inmates and authorize the Mayor to sign. Motion carried.

PROGRESS REPORTS

Director Botello reported that staff is working on closing out projects for year end.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 6:27 p.m.

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Jeff Gomes, Mayor

Attest:

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Kay Jones, City Clerk-Treasurer

MINUTES OF THE CASHMERE SPECIAL CITY COUNCIL MEETING  
FRIDAY, DECEMBER 16, 2016 AT CASHMERE CITY HALL

OPENING

Mayor Gomes opened the special city council meeting at 3:00 p.m. at City Hall. Administrative Assistant Teresa Prescott took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jeff Gomes  Jim Fletcher Dave Erickson Kameon Smith Derrick Pratt	Skip Moore
Staff:	Mark Botello, Dir. of Planning/Building Chuck Zimmerman, City Attorney Teresa Prescott, Administrative Assistant	Kay Jones, Clerk-Treasurer

EXECUTIVE SESSION

Mayor Gomes closed the regular session at 3:00 and entered into an executive session to discuss potential litigation for approximately five minutes.

AWARD SMALL WORKS CONTRACT TO CHIPMAN CONSTRUCTION

City staff requested quotes from three contractors on the Small Works roster for demolition of the structure at 18 Parkhill Street. Chipman Construction was the apparent low bidder for the amount of \$8,439.00 which includes all applicable taxes.

MOVED by Councilor Fletcher and seconded by Councilor Erickson to award the small works contract to Chipman Construction and authorize the Mayor to sign. Motion carried.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 3:07 p.m.

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Jeff Gomes, Mayor

Attest:

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Teresa Prescott, Administrative Assistant



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### PUBLIC NOTICE

#### NOTICE OF JOINT CASHMERE COUNCIL & CASHMERE PLANNING COMMISSION MEETING

The Cashmere Council and Cashmere Planning Commission will hold a special joint meeting Monday, February 13, 2017, at 6:00 p.m. at the Cashmere City Hall, 101 Woodring Street. The meeting is to prioritize tasks and discuss the direction of planning in Cashmere for 2017.

Kay Jones  
City Clerk-Treasurer  
CITY OF CASHMERE

Published in the Cashmere Valley Record on Wednesday, February 1, 2017

# Staff Summary

**Date:** January 9, 2017  
**To:** Cashmere City Council  
Mayor Gomes  
**From:** Mark Botello  
**RE:** Change Order #1 to the Demolition of Structures Contract at 18 Parkhill St.

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Chipman Construction completed the removal of the house and other structures at 19 Parkhill Street. This work was completed within 3 days from start of work. After the structures were removed, the Contractor and I noticed additional garbage buried towards the back of the lot. This garbage was similar to what you would see in household garbage. Chipman Construction removed approximately 15 yards of this buried garbage, which is separate from the house and other structure removals. Also, we had one load of asbestos removed and disposed of properly from the site.

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The total amount of this change order #1 to this contract is \$1,515.

- Original contract amount \$8,439
- Change order #1 amount \$1,515.40
- Total project amount: \$9,954.40 (Sales tax included)

**Recommendation:**

Staff recommends approval of Change Order #1 in the amount of \$1,515.40

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# Chipman Construction, Inc. 2013

Cashmere, WA 98815  
 509-782-4562/FAX 509-782-2338  
 5650 Vale Road

# Invoice

Date	Invoice #
12/22/2016	4674

Bill To
City of Cashmere.

Terms	Due Date	Job Number
	12/22/2016	

Description	Qty	Units	Rate	Amount
Per Approved Bid Demolition and Removal of dwelling @ 18 Parkhill St Cashmere		Bid	7,800.00	7,800.00T 639.60 Tax
Additional request to remove 35 cubic yds of burried trash on site	1	Load	750.00	750.00T
Asbestos removal	1	Laod	650.00	650.00T 114.80 Tax
<div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span>MB</span> </div>				
				0.*
				8,439.00+
				9,954.40-
000				
-				1,515.40*
			<b>Sales Tax</b>	\$754.40
			<b>Total</b>	\$9,954.40