



City of Cashmere

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CASHMERE CITY COUNCIL MEETING
TUESDAY, NOVEMBER 12, 2019 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 October 28, 2019 Regular Council Meeting
2. Payroll and Claims Packet Dated November 12, 2019

BUSINESS ITEMS

1. Public Hearing on 2020 Preliminary Budget
2. Resolution 05-2019 Amending Water Rates for 2020-2024
3. Resolution 06-2019 Amending Wastewater Rates for 2020-2024
4. Resolution 07-2019 Amending Miscellaneous Fees
5. Ordinance No. 1281 Amending Section 13.01.130 calculation of water and wastewater charges
6. Change Order No. 1 of the Hurst Construction Contract for the Chapel Street Project
7. Change Order No. 1 & 2 of the Smith Excavation Contract for the Sherman Reservoir
8. Chelan County Hazard Mitigation Plan

PROGRESS REPORTS

ADJOURNMENT

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY OCTOBER 28, 2019 AT CASHMERE CITY HALL

OPENING

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

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jim Fletcher	
Council:	Daniel Scott Chris Carlson Dave Erickson Kameon Smith Derrick Pratt	
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations Chuck Zimmerman, City Attorney	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

No announcements.

PUBLIC COMMENT PERIOD - For Items Not on the Agenda

Michael Martin residing at 101 Tanager Lane addressed the City Council asking them to evaluate the City's sewer rate. Mayor Fletcher gave a brief explanation of why the City's rate was where it was and how we have arrived there.

APPROVAL OF AGENDA

Mayor Fletcher added the following item to the agenda; Ordinance No. 1279 adopting a moratorium on building permits for residential use of property in the Downtown Business District.

MOVED by Counselor Scott and seconded by Councilor Smith to approve the agenda with the addition of Ordinance No. 1279 as Item #1. Motion carried 5-0.

CONSENT AGENDA

Minutes of September 23, 2019 Regular Council Meeting
Payroll and Claims Packet dated October 14, 2019

Claims Direct Pay and Check #40050 through #40066 totaling \$201,610.58

MOVED by Councilor Erickson and seconded by Councilor Smith to approve the items on the consent agenda. Motion carried 5-0.

ORDINANCE NO. 1280 ADOPTING A MORATORIUM ON BUILDING PERMITS FOR RESIDENTIAL USE OF PROPERTY IN THE DOWNTOWN BUSINESS DISTRICT

City Staff has received inquires concerning potential residential development of certain properties located within the DB-Downtown Business Zoning District. In reviewing the development standards related to the Downtown Business Zoning District, staff has determined that the code is not clear, there is potential for different code interpretations other than those anticipated by the City when the provisions were enacted. The Mayor and City Staff recommend that the language in Chapter 17.30 of the Cashmere Municipal Code and other zoning provisions relating to the DB-Downtown Business Zoning District be referred to the City Planning Commission for immediate review and revision in order to clarify the City's regulations that govern development of properties in the DB-Downtown Business Zoning District.

The proposed ordinance places an immediate moratorium on filing and acceptance of building permits for residential use of property in the DB-Downtown Business Zoning District. Placing an immediate moratorium will enable a comprehensive review of the applicable codes and enactment of new regulations that clarify the intent of the City with respect to development within the DB-Downtown Business Zoning District. The ordinance addresses preliminary findings, sets a public hearing date and the effective date of the moratorium.

MOVED by Councilor Scott and seconded by Councilor Carlson to adopt Ordinance No. 1279 adopting a moratorium on building permits for residential use of property in the Downtown Business District. Motion carried with 3 voting in favor, Councilor Pratt voting no and Councilor Smith abstaining.

PUBLIC HEARING ON REVENUE SOURCES AND POSSIBLE INCREASE IN PROPERTY TAX

Mayor Fletcher opened the Public Hearing at 6:40 p.m. to receive public comment on the possible increase in property taxes. The Mayor gave a presentation showing property tax valuation for Cashmere, levy amounts and the increase in new construction for the past few years. He explained the levy rate per \$1000 valuation and showed the dollar amount it would increase or decrease each tax payer.

Mayor Fletcher closed the hearing at 6:50 p.m.

The City Council was provided reports of revenue sources and year to date totals. Mayor Fletcher explained that even with taking the 1% increase allowed each year the City is still behind the increase in expenditures for 2020. The levy increase for 2 years would be around \$12,000, which would include last year's 1% increase that the City didn't take. The increase in the Sheriff's contract and the Jail contract amount to over \$22,000.

GOAL SETTING FOR 2020

The City Council discussed goals and projects they wanted to focus on in 2020, which included;

Angier Bridge	Rank Road Plan
Lagoon Plan	City Pool Leak
Streetlights	Fire Station/South of RR
Sidewalk Repair	Zoning
Development Standards	Chickens

REGIONAL JUSTICE CENTER 2020 DAILY BED RATE

The City received a letter from the Director of the Chelan County Regional Justice Center informing the City that the daily bed rate will be \$120.50 beginning on January 1, 2020. This rate was determined after a comprehensive analysis was completed to determine the operating costs of maintaining a safe and secure jail facility. The rate applies to all contracted users of the jail.

ORDINANCE NO. 1279 GENERAL PROPERTY TAX LEVY

MOVED by Councilor Smith and seconded by Councilor Pratt to adopt Ordinance No. 1279 taking the full amount allowed up to a 2% increase, which includes this year's 1% and the 1% from the previous year. Motion carried with 4 voting in favor and Councilor Scott voting no.

DISCUSSION ON EXTENDING THE DOWNTOWN 15 MPH SPEED LIMIT TO INCLUDE APLETS WAY

Mayor Fletcher proposed extending the downtown 15 mph speed limit to Aplets Way to slow the cars down before the roundabout. The consensus of the Council was that if people don't adhere to the speed limit now, they aren't going to when its reduced. The consensus of the council was that the current speed limit needs to be enforced.

DISCUSSION ON ELIMINATING THE SNOWBIRD POLICY REGARDING UTILITIES

The City has had an unwritten Snowbird policy, which allows snowbirds to have their water shut off when they leave for the winter season. There has been no charge for the turn off/on and there are no charges for water or sewer for the duration the water is off.

The consensus of the City Council was to eliminate this policy. Staff was directed to establish a rate for the turn off/on and language will be added to the rate resolution stating that the base fees will continue to be charged for both water and wastewater even if the water is off.

PROGRESS REPORTS

- New Website
- Sherman Reservoir Update
- Video on Lagoons

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:50 p.m.

James Fletcher, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

RESOLUTION 05-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, REPEALING CITY RESOLUTION 11-2017, AMENDING WATER RATES OF THE CITY EFFECTIVE JANUARY 1, 2020.

WHEREAS, the City Council of the City of Cashmere, desires to replace Resolution 11-2017 to include an annual increase in the rates through 2024 for water service provided by the City of Cashmere; now, therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, HEREBY RESOLVE AS FOLLOWS:

Section 1. Effective January 1, 2020, the rates for water shall be as follows:

WATER RATES AND CHARGES

SCHEDULE 1-W

CITY SINGLE-FAMILY AND DUPLEX RESIDENTIAL WATER SERVICE

Character of service:

Service under this schedule is applicable to single-family dwellings and duplexes. A duplex is a house of single structure consisting of two separate family dwellings. Manufactured homes, regardless of whether placement is in a park development or single lot, are considered single-family dwellings.

Metering:

Each single-family dwelling shall be served through a separate meter. The family units in an existing non-conforming accessory dwelling or manufactured home park may be metered together or through an appropriately sized master meter. Each meter shall be considered a service and the customer shall be billed one base fee for each service.

SCHEDULE 2-W
MULTI-FAMILY WATER SERVICE

Character of service:

Service under this schedule is applicable to multi-family dwellings of three or more units.

Metering:

Metering shall be done through one master meter when practical. Multi-family dwellings that are metered separately shall be charged according to Schedule 1-W.

2020-2024 MONTHLY RATES

2-W City

Base Monthly Rate

Meter Size	2020 4%	2021 4%	2022 4%	2023 4%	2024 4%
5/8"	\$17.50	\$18.20	\$18.92	\$19.68	\$20.47
1"	\$23.85	\$24.80	\$25.80	\$26.83	\$27.90
1 1/2"	\$32.74	\$34.05	\$35.41	\$36.83	\$38.30
2"	\$47.33	\$49.22	\$51.19	\$53.23	\$55.36
3"	\$115.92	\$120.56	\$125.38	\$130.39	\$135.61
4"	\$160.32	\$166.73	\$173.40	\$180.34	\$187.55
6"	\$268.21	\$278.94	\$290.10	\$301.70	\$313.77

Per 1000 Gallons

Single Volume Rate	\$3.27	\$3.40	\$3.53	\$3.68	\$3.82
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2-W County

Base Monthly Rate calculated at 1.5 times the City Multi-Family rates.

Meter Size	2020 4%	2021 4%	2022 4%	2023 4%	2024 4%
5/8"	\$26.25	\$27.30	\$28.39	\$29.53	\$30.71
1"	\$35.78	\$37.21	\$38.69	\$40.24	\$41.85
1 1/2"	\$49.13	\$51.09	\$53.13	\$55.26	\$57.47
2"	\$70.98	\$73.82	\$76.77	\$79.85	\$83.04
3"	\$173.89	\$180.85	\$188.08	\$195.61	\$203.43
4"	\$240.47	\$250.09	\$260.10	\$270.50	\$281.32
6"	\$402.32	\$418.42	\$435.15	\$452.56	\$470.66

Per 1000 Gallons

Single Volume Rate	\$4.91	\$5.10	\$5.31	\$5.52	\$5.74
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SCHEDULE 3-W
COMMERCIAL WATER SERVICE

Character of service:

Service under this schedule is applicable to commercial enterprises including, but not limited to, retail stores, motels, hotels, clinics, schools, storage warehouses, businesses and professional offices.

Metering:

Metering shall be done through one master meter when practical.

2020-2024 MONTHLY RATES
3-W City

Base Monthly Rate

Meter Size	2020	2021	2022	2023	2024
	4%	4%	4%	4%	4%
5/8"	\$17.50	\$18.20	\$18.92	\$18.68	\$20.47
1"	\$23.85	\$24.80	\$25.80	\$26.83	\$27.90
1 1/2"	\$32.74	\$34.05	\$35.41	\$36.83	\$38.30
2"	\$47.33	\$49.22	\$51.19	\$53.23	\$55.36
3"	\$115.92	\$120.56	\$125.38	\$130.39	\$135.61
4"	\$160.32	\$166.73	\$173.40	\$180.34	\$187.55
6"	\$268.21	\$278.94	\$290.10	\$301.70	\$313.77

Per 1000 Gallons

Single Volume Rate	\$3.27	\$3.40	\$3.53	\$3.68	\$3.82
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3-W County

Base Monthly Rate calculated at 1.5 times the City Commercial rates.

Meter Size	2020	2021	2022	2023	2024
	4%	4%	4%	4%	4%
5/8"	\$26.25	\$27.30	\$28.39	\$29.53	\$30.71
1"	\$35.78	\$37.21	\$38.69	\$40.24	\$41.85
1 1/2"	\$49.13	\$51.09	\$53.13	\$55.26	\$57.47
2"	\$70.98	\$73.82	\$76.77	\$79.85	\$83.04
3"	\$173.89	\$180.85	\$188.08	\$195.61	\$203.43
4"	\$240.47	\$250.09	\$260.10	\$270.50	\$281.32
6"	\$402.32	\$418.42	\$435.15	\$452.56	\$470.66

Per 1000 Gallons

Single Volume Rate	\$4.91	\$5.10	\$5.31	\$5.52	\$5.74
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SCHEDULE 4-W
STANDPIPE AND HYDRANT WATER

Availability:

This service is available at the standpipe provided by the City, located at the south end of Woodring Street, and for approved hydrant meter use. Applications for hydrant meters may be obtained at City Hall.

Character of service:

Standpipe water is available for anyone's use. A fill hose is required and may be purchased at City hall.

Metering:

Water is dispensed using a coin operated timer or through a City-provided and installed hydrant meter.

Monthly Rates:

Standpipe Water in Gallons	Charge
Per 100 gallons	\$1.00
Fill hose	\$75.00 plus tax
Hydrant Meter	
Daily use fee	\$15.00
Installation and removal	\$60.00
Per 100 gallons	\$1.00

The applicable Base Monthly Rate in Schedule 1-W, Schedule 2-W and Schedule 3-W shall be charged each month regardless of whether a water meter is in use or is temporarily disconnected or not in use. For purposes of this Resolution, a water meter shall be considered "temporarily disconnected or not in use" if the period of disconnection or non-use is less than one year in duration.

NEW WATER SERVICE COSTS

Materials

Repair Materials & Labor	Actual cost
New service tap - 1" or smaller	\$250.00
New service tap – 1-1/2" to 2"	\$350.00
New service Over 2"	\$450.00
Water Meter and Meter Box	Actual cost
Asphalt Street Repair	\$4.95/sq. ft.
Concrete Sidewalk Repair	\$5.25/sq. ft.

SYSTEM DEVELOPMENT CHARGES

System Development Charges will be increased 2% annually and rounded to the nearest dollar.

NEW SERVICES OR UPGRADES TO EXISTING SERVICES

	2020	2021	2022	2023	2024
	2%	2%	2%	2%	2%
*Upsize to 1"	\$520.00	\$530.00	\$541.00	\$552.00	\$563.00
1" service	\$3,378.00	\$3,446.00	\$3,515.00	\$3,585.00	\$3,657.00
1 1/2" service	\$6,756.00	\$6,891.00	\$7,029.00	\$7,170.00	\$7,313.00
2" service	\$10,810.00	\$11,026.00	\$11,247.00	\$11,472.00	\$11,701.00
3" service	\$21,620.00	\$22,052.00	\$22,493.00	\$22,943.00	\$23,402.00
4" service	\$33,781.00	\$34,457.00	\$35,146.00	\$35,849.00	\$36,566.00
6" service	\$67,562.00	\$68,913.00	\$70,291.00	\$71,697.00	\$73,131.00
Fire Main	\$1,040.00	\$1,061.00	\$1,082.00	\$1,104.00	\$1,126.00

Flow-Indicating Backflow Prevention Device Required

*Upsize charge applies when a service and meter are increased in size. For service upsizes larger than 1" the charge will be the difference between the SDC for the current size and the SDC for the new size.

The purpose of the system development fee is to help defray the costs of past and future system improvements. Once it has been paid for a property, it will not be collected again if the service is repaired or replaced with the same size service in the future. If a service has been abandoned or otherwise unused for longer than 5 years System Development Charges shall be collected regardless of previous payment. Development fees for new construction are due at time of issuance of a building permit and for all others at time of connection.

Section 2. Resolution 11-2017 is hereby repealed and replaced by this Resolution effective January 1, 2020.

Passed by the City Council of the City of Cashmere, Washington this 12th day of November 2019.

CITY OF CASHMERE

By: _____
James Fletcher, Mayor

Attest:

By: _____
Kay Jones, City Clerk-Treasurer

Published in the Cashmere Valley Record November 20, 2019

Adopted by Resolution 05-2019
Effective January 1, 2020

RESOLUTION 06-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, REPEALING RESOLUTION 06-2018, AMENDING CITY WASTEWATER RATES.

WHEREAS, the City Council of the City of Cashmere, desires to replace Resolution 06-2018 to include an annual increase in the rates through 2024 for wastewater services provided by the City of Cashmere and clarify language regarding discharge measured with a wastewater discharge meter; now, therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, HEREBY RESOLVE AS FOLLOWS:

Section 1. Effective January 1, 2020, the rates for wastewater shall be as follows:

WASTEWATER RATES AND CHARGES

SCHEDULE 1-WW

CITY SINGLE-FAMILY AND DUPLEX RESIDENTIAL WASTEWATER SERVICE

Character of service:

Service under this schedule is applicable to single-family dwellings and duplexes. A duplex is a house of single structure consisting of two separate family dwellings. Each dwelling shall be charged separately. Manufactured homes, regardless of whether placement is in a park development or single lot, are considered single-family dwellings.

Metering: None

Monthly Rates:

1-WW CITY

Base Monthly Rate

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$106.07	\$108.19	\$110.35	\$112.56	\$114.81

1-WW COUNTY

Base Monthly Rate-Calculated at 1.5 times the City Single-Family and Duplex Rates.

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$159.11	\$162.29	\$165.53	\$168.85	\$172.22

Discount:

Low-income Senior and Disabled 20% off base rate

SCHEDULE 2-WW
MULTI-FAMILY RESIDENTIAL WASTEWATER SERVICE

Character of service:

Service under this schedule is applicable to multi-family dwellings of three or more residential units.

Metering:

This schedule is based on WATER use. There shall be no meter to measure actual wastewater use.

Monthly Rates:

2-WW CITY

Base Monthly Rate

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$225.15	\$229.65	\$234.24	\$238.93	\$243.71

Per 1,000 gallons over 11,000 gallons water used

\$5.87	\$5.99	\$6.11	\$6.23	\$6.35
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2-WW COUNTY

Monthly Base Rate-Calculated at 1.5 times the City Multi-family Residential Rates.

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$337.72	\$344.47	\$351.36	\$358.39	\$365.56

Per 1,000 gallons over 11,000 gallons water used

\$8.80	\$8.97	\$9.15	\$9.34	\$9.52
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SCHEDULE 3-WW
COMMERCIAL WASTEWATER SERVICE
Wastewater strength less than 300ppm BOD, less than 300ppm TSS

Character of service:

Service under this schedule is applicable to commercial enterprises including, but not limited to, retail stores, motels, hotels, clinics, schools, storage warehouses, businesses and professional offices that do not produce a higher strength wastewater than a typical single-family residence.

Metering:

Service rates shall be based on metered City water usage whenever metered water serves the applicable property. If service does not include City metered water, then usage shall be determined by a City-approved wastewater meter. Customers with a water meter may request to be charged for actual wastewater discharge measured with, a Wastewater Discharge Meter approved by the City, installed and maintained at the customers expense.

Each separately accessible space with fixtures that discharge into the City sewer system shall be charged at least the base fee. Depending on the business type, at the City’s sole discretion, the monthly rate may be determined by a fixture count and calculation based on commonly recognized and accepted formulas. All customers will pay no less than the monthly base rate identified below.

Monthly Rates:

3-WW CITY

Base Monthly Rate

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$106.07	\$108.19	\$110.35	\$112.56	\$114.81

Per 1,000 gallons over 11,000 gallons of water used

\$6.53	\$6.66	\$6.79	\$6.93	\$7.06
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Per 1,000 gallons of metered sewer discharge beginning with the first 1,000 gallons of metered discharge

\$6.53	\$6.66	\$6.79	\$6.93	\$7.06
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3-WW COUNTY

Monthly Base Rate-Calculated at 1.5 times the City Commercial Rates.

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$159.11	\$162.29	\$165.53	\$168.85	\$172.22

Per 1,000 gallons over 11,000 gallons of water used

\$9.81	\$10.00	\$10.20	\$10.41	\$10.61
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Per 1,000 gallons of metered sewer discharge beginning with the first 1,000 gallons of metered discharge

\$9.81	\$10.00	\$10.20	\$10.41	\$10.61
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The applicable Base Monthly Rate in Schedule 1-W, Schedule 2-W and Schedule 3-W shall be charged each month regardless of whether a water meter or wastewater discharge meter is in use or is temporarily disconnected or not in use. For purposes of this Resolution, a water meter or wastewater discharge meter shall be considered "temporarily disconnected or not in use" if the period of disconnection or non-use is less than one year in duration.

SCHEDULE 4-WW
INDUSTRIAL WASTEWATER SERVICE (City or County)
Wastewater Strength more than 300ppm BOD, more than 300ppm TSS

Character of service:

This schedule is applied as determined pursuant to Ordinance #1132 and Resolution #04-2008 unless otherwise provided by contract between the City and the utility customer.

Metering:

Usage shall be determined by a City-approved wastewater meter.

Monthly Rates:

User Charge shall be the minimum monthly charge and shall include up to 11,000 gallons

Base Monthly Rate:

1/1/20	1/1/21	1/1/22	1/1/23	1/1/24
2%	2%	2%	2%	2%
\$250.04	\$255.04	\$260.14	\$265.34	\$270.65

~~**Per 1,000 metered gallons over 11,000**~~

Per 1,000 gallons of metered sewer discharge beginning with the first 1,000 gallons of metered discharge

\$9.81	\$10.00	\$10.20	\$10.41	\$10.61
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NEW WASTEWATER SERVICE COSTS

Materials

Repair Materials and Labor	Actual cost
New Service Tap up to 3"	\$250.00
New Service Tap 4" and over	\$500.00
Asphalt Street Repair	\$4.95/sq. ft.
Concrete Repair	\$5.25/sq. ft.
Shutoff Valve (For services not served by City Water)	Actual Cost

Wastewater service line is the owner's responsibility from the City wastewater main to the building served or as described in CMC 13.01.100 (2). Any excavation required is at the owner's expense and is not provided by City crews.

SYSTEM DEVELOPMENT CHARGES

System Development Charges will be increased 2% each year and rounded to the nearest dollar.

NEW SERVICES OR UPGRADES TO EXISTING SERVICES Charges per Unit within any single building

Residential Units	2020	2021	2022	2023	2024
	2%	2%	2%	2%	2%
One unit	\$2213.00	\$2257.00	\$2302.00	\$2348.00	\$2395.00
Two units	\$2036.00	\$2077.00	\$2119.00	\$2161.00	\$2204.00
Three units	\$1873.00	\$1910.00	\$1948.00	\$1987.00	\$2027.00
Four to eight units	\$1723.00	\$1757.00	\$1792.00	\$1828.00	\$1865.00
Nine to sixteen units	\$1585.00	\$1617.00	\$1649.00	\$1682.00	\$1716.00
Over sixteen units	\$1459.00	\$1488.00	\$1518.00	\$1548.00	\$1579.00

The purpose of the system development fee is to help defray the costs of past and future system improvements. Once it has been paid for a property, it will not be collected again if the service is repaired or replaced with the same size service in the future, with the exception of property where service has been discontinued for more than 5 years. Development fees for new construction are due at time of issuance of a building permit and for all others at time of connection. For new construction not served by City water, a shutoff valve is required at owner's expense.

System development charges (SDC's) for the wastewater systems are determined for an equivalent residential unit (ERU). Unless specifically provided for otherwise, SDC's for connections involving more than one ERU are determined according to the ERU's calculated for the service at the new connection. An ERU shall be defined as 250 gallons per day, normal strength (250 ppm) wastewater.

Each single-family living unit shall be defined as one ERU. Each residential unit in a multi-family structure with two or more residential units shall be considered a 0.8 ERU. ERU equivalencies for any other connection will be determined by the City using the following formula:

$$(\text{flow in gpd} / 250\text{gpd}) \times [0.38 + 0.387 \times (\text{BOD in ppm} / 250\text{ppm}) + 0.233 \times (\text{TSS in ppm} / 250\text{ppm})] = 1 \text{ ERU (but not less than 1 ERU)}$$

Section 2. Resolution No. 06-2018 is hereby repealed and replaced by this Resolution.

Section 3. This Resolution shall be effective immediately upon passage by the City Council.

Passed by the City Council of the City of Cashmere, Washington this 12th day of November, 2019.

CITY OF CASHMERE

By: _____
James Fletcher, Mayor

Attest:

By: _____
Kay Jones, City Clerk-Treasurer

Published in the Cashmere Valley Record November 20, 2019

Adopted by Resolution 06-2019
Effective January 1, 2019

RESOLUTION NO. 07-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHASMERE, WASHINGTON, REPEALING CITY RESOLUTION 02-2019, AMENDING RATES AND CHARGES FOR GENERAL LICENSES, PERMITS AND MISCELLANEOUS FEES FOR OTHER SERVICES.

WHEREAS, the City Council of the City of Cashmere, desires to replace Resolution 02-2019; now, therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The rates for general licenses and permits, and other services and penalties adopted in Resolution 02-2019 are amended as set forth on Exhibit "A" attached hereto and incorporated herein.

Section 2. This Resolution shall be effective January 1, 2020.

Passed by the City Council of the City of Cashmere, Washington, this 12th day of November, 2019.

CITY OF CASHMERE

By: _____
James Fletcher, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

DEVELOPMENT FEES

Administrative Fees

One-Time 30-minute Consultation Meeting No Charge
Pre-Application Meeting \$150.00

State Environmental Policy Act Review

Environmental Impact Statement \$1,000.00, plus
*direct costs billed to City
SEPA Review \$300.00
Revisions of approved permits within this category 50% of Original Fee

Shoreline Permits

Substantial Development Permit \$1,000.00 (Includes HE)
Shoreline Conditional Use Permit \$1,000.00 (Includes HE)
Shoreline Variance \$1,000.00 (Includes HE)
Revisions of approved permits within this category 50% of Original Fee

Miscellaneous Land Use Actions/Permits

Conditional Use Permit (CUP) \$850.00 (Includes HE)
CUP - Home Occupation, Group B \$600.00 (Includes HE)
Variance (Residential) \$1,200.00 (Includes HE)
Variance (Commercial) \$1,350.00 (Includes HE)

Subdivision Permits

Short Subdivision Preliminary Review (1 to 4 Lots) \$800.00, plus \$50.00 per lot
(Includes HE)
Short Subdivision Final Review \$250.00
Major Subdivision Preliminary Review (5 or more Lots) \$1,500.00, plus \$50.00 per lot
(Includes HE)
Major Subdivision Final Review \$250.00
Binding Site Plan Preliminary Review \$1,000.00, plus \$50.00 per lot/unit
Binding Site Plan Final Review \$250.00
Planned Unit Development Preliminary Review \$1,500.00, plus \$50.00 per lot/unit
(Includes HE)
Planned Unit Development Final \$250.00
Boundary Line Adjustment \$200.00
Revisions of approved permits within this category 50% of Original Fee

Legislative Action

Vacation of Right-of-Way (Chapter 12.30 CMC)	\$250.00 Non-refundable Administration Fee - paid at time of application, plus fees for legal description and surveying, recording fees, fees associated with documentation of City-reserved utility easements and attorneys' fees incurred by the City.
Annexation	\$1,500.00
Utility Reimbursement Agreements	\$1,000.00, plus costs directly billed to the City for consultant fees
Comprehensive Plan Amendment/Rezone	\$500.00 Application Fee, plus *direct costs billed to City, that exceed the \$500.00
Comprehensive Plan/Development Code Text Amendments	\$500.00 Application Fee, plus *direct costs billed to City, that exceed the \$500.00
Revisions of approved permits within this category	50% of Original Fee
Appeals to the Hearing Examiner	
Appeal/Motion for Reconsideration	\$600.00, plus *direct costs billed to City

***Direct Costs Billed to City will include Hearing Examiner, Consultant Time, City Legal Counsel, Engineering and specialized study services, in addition to staff time, which will be billed at \$60.00 per hour.**

MISCELLANEOUS FEES

Fees and Penalties

Delinquency Fee (Utility and Misc.)	\$25.00	
Service Fee For Service Interruption/Reconnect (The Service Interruption/Reconnect Fee will not be charged when a service line is interrupted in order to accomodte a necessary repair.)	\$60.00 before 3:00 p.m. and \$140.00 after 3:00 p.m., holidays or weekends	
Returned item fee	\$25.00	
New account service charge	\$10.00	
After hours call-out fee	\$75.00	\$140.00
Photocopies (per page)	\$0.15	
11 x 17 color maps	\$2.00	

Brush Pick up

Semi-annual Brush Pick up	\$20.00 per front-end loader scoop (\$20.00 Minimum)
Special Brush Pick up	\$35.00 per front-end loader scoop (\$35.00 Minimum) \$20.00 each additional scoop

ORDINANCE NO. 1281

AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON, AMENDING SECTION 13.01.130 OF THE CASHMERE MUNICIPAL CODE, AMENDING PROVISIONS RELATED TO THE CALCULATION OF WATER AND WASTEWATER CHARGES; AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City Council recently approved the use of wastewater discharge meters to provide City commercial wastewater customers an alternative to paying for wastewater based upon metered water usage; and

WHEREAS, as a result of this change, a revision to the City Code as set forth in this Ordinance is necessary; now, therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 13.01.130 of the Cashmere municipal code is hereby amended to read as follows:

13.01.130 Calculation of Water and Wastewater charges.

Rates for the use of city water utility services shall be on the basis of meter readings. Rates for wastewater services to residential customers shall be based on a flat rate per equivalent residential unit. Wastewater rates to industrial, commercial or public customers shall be based on the volume of water used and the type of wastewater generated (e.g., BOD loading, and presence of other substances that will require additional measures to treat the wastewater). As an alternative to the aforementioned method of charging for commercial wastewater, a commercial customer may install a city-approved wastewater meter and be charged based upon the wastewater meter readings. The actual rates, including minimum monthly rates for water and wastewater services, shall be as set forth in city rate resolutions approved from time to time by the city council.

Section 2. This Ordinance shall take effect and be in full force five (5) days after this Ordinance or a summary thereof consisting of the title is published.

APPROVED:

Mayor Jim Fletcher

ATTEST/AUTHENTICATED:

Kay Jones, City Clerk/Treasurer

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY



Charles D. Zimmerman

FILED WITH THE CITY CLERK
PASSED BY THE CITY COUNCIL
PUBLISHED
EFFECTIVE DATE
ORDINANCE NO.

: 11/7/19
:
:
:
:
:

Staff Summary

Date: 11/6/19
To: City Council
From: Steve Croci
RE: Change Order #1 Hurst Construction – Chapel Street

Hurst Construction was the contractor for the Chapel Street Project. During construction a few additional items were needed and included in Change Order #1. Unlocated utilities required immediate repair of a 6-inch high pressure water main and two 2-inch water lines (\$9,267.31). Unexpected site conditions resulted in needing additional sewer pipe fittings, and additional shut off valves for all service connections that were installed (\$862.22). Additional Hot Mix Asphalt was needed to address poor pavement conditions at driveway tie ins (\$5,633.13). An additional painted stop line was needed (\$10.50). The Change Order also had reductions in budget for Erosion Control (-\$4,753.21), Roadside Cleanup (-\$2,500.00), Rock Excavation (-\$1,600.00) and Casing Sleeve (-\$1,900.00).

The total change order including tax is for an additional \$5,563.57. The tasks and project are complete.

Staff Recommendation:

MOVE to accept the change order and accept the project as complete.

Change Order

Contract Number 218-176	Contract Title Chapel Street Water and Sewer Replacement	
Change Order Number 1	Change Description Repair unlocated utilities and adjust quantities.	
Prime Contractor Hurst Construction LLC		Date 11/1/2019
<input checked="" type="checkbox"/> Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications <input type="checkbox"/> Change proposed by Contractor		

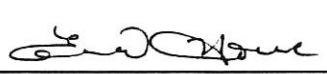
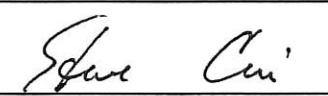

Change Description

This change order will accomplish the following:

1. Fix two unlocated 2 in. water lines.
2. Repair unlocated 6 in high pressure water main.
3. Additional fittings for side sewer connections.
4. Install additional 1" ball valve on 3/4" diameter service rebuilds.
5. Adjust unit bid quantities to reflect actual construction quantities.

<u>Item Number</u>	<u>Group</u> No(s)	<u>Item Description</u>	<u>Amount</u>	
A-5	A	HMA CL. 1/2" PG 64-28	Add 56.95 tn @ \$87.5/tn	\$ 4,983.13
A-6	A	Commercial HMA	Add 5tn @ \$130/tn	\$ 650.00
A-9	A	Erosion Control	Reduce item budget	\$ (4,753.21)
A-10	A	Painted stop line	Add 1 lf @ \$10.5/lf	\$ 10.50
A-16	A	Roadside cleanup	Delete item	\$ (2,500.00)
B-16	B	Rock Excavation	Delete item	\$ (800.00)
B-19	B	Unknown Utility Repair	Increase item budget	\$ 9,267.31
C-8	C	Casing Sleeve	Delete item	\$ (1,900.00)
C-13	C	Rock Excavation	Delete item	\$ (800.00)
C-16	C	Unknown Utility Repair	Increase item budget	\$ 862.22
Subtotal				\$ 5,019.95
8.2% Sales Tax				\$ 543.62
Change Order Total				\$ 5,563.57

		Working Days +/- 0	
Original Contract Amount	Current Contract Amount	Est. Net Change This C.O.	Est. Contract Amount
\$ 626,749.91	\$ 626,749.91	\$ 5,563.57	\$ 632,313.48

 Project Engineer 11/1/2019 Date	 City of Cashmere 11/4/19 Date
 Hurst Construction LLC., Project Mgr. By Prime Contractor 11-1-2019 Date	

Chapel Street Pament Estimate Worksheet

	<u>Amount</u>	<u>Retainage 5%</u>	<u>Total</u>	<u>Tax 8.2% (B&C)</u>		<u>Department</u>	<u>Bars No.</u>
<u>Pay Estimate No. 1</u>					<u>Invoice No. 3377 Paid</u>		
Schedule A	55,225.00	-2,761.25	52,463.75	N/A	52,463.75	Streets	302-180-000-595-30-63-00
Schedule B	0.00	0.00	0.00	0.00	0.00	Water	411-000-000-594-34-63-00
Schedule C	29,025.00	-1,451.25	27,573.75	2,380.05	29,953.80	Sewer	412-000-000-594-35-63-00
	84,250.00	-4,212.50	80,037.50	2,380.05	82,417.55		
<u>Pay Estimate No. 2</u>					<u>Invoice No. 3390 Paid</u>		
Schedule A	12,155.00	-607.75	11,547.25	N/A	11,547.25	Streets	302-180-000-595-30-63-00
Schedule B	92,065.00	-4,603.25	87,461.75	7,549.33	95,011.08	Water	411-000-000-594-34-63-00
Schedule C	192,399.07	-9,619.95	182,779.12	15,776.72	198,555.84	Sewer	412-000-000-594-35-63-00
	296,619.07	-14,830.95	281,788.12	23,326.05	305,114.17		
<u>Pay Estimate No. 3</u>					<u>Invoice No. 3424 Paid</u>		
Schedule A	117,004.92	-5,850.25	111,154.67	N/A	111,154.67	Streets	302-180-000-595-30-63-00
Schedule B	93,902.31	-4,695.12	89,207.19	7,699.99	96,907.18	Water	411-000-000-594-34-63-00
Schedule C	1,068.15	-53.41	1,014.74	87.59	1,102.33	Sewer	412-000-000-594-35-63-00
	211,975.38	-10,598.77	201,376.61	7,787.58	209,164.19		
<u>Final Pay Estimate</u>					<u>Invoice No. 3454 Paid</u>		
Schedule A	5,245.00	-262.25	4,982.75	N/A	4,982.75	Streets	302-180-000-595-30-63-00
Schedule B	325.00	-16.25	308.75	26.65	335.40	Water	411-000-000-594-34-63-00
Schedule C	350.00	-17.50	332.50	28.70	361.20	Sewer	412-000-000-594-35-63-00
	5,920.00	-296.00	5,624.00	55.35	5,679.35		
TOTAL PAYMENTS		-\$29,938.22			\$602,375.26		
				TOTAL w/ 5%	\$632,313.48		
						Contract Amount	\$626,749.91
						Change Order	\$5,563.57
						Revised Contract Amount	\$632,313.48



RH2 ENGINEERING
EAST WENATCHEE
300 Simon Street SE, Suite 5
East Wenatchee, WA 98802
1.800.720.8052 / rh2.com

September 24, 2019

Mr. Jesse Hurst
Hurst Construction
316 Urban Industrial Way
East Wenatchee, WA 98802

Sent via: *Email*

Subject: Project Completion - Chapel Street Water and Sewer Replacement Project

Dear Jesse:

This letter issues project completion for City of Cashmere's Chapel Street Water and Sewer Replacement project as of September 13, 2019.

Thank you for another successful project. Please call me at (509) 886-6761 with any questions you may have.

Sincerely,

Erik Howe, P.E.

Project Manager

EH/kj

cc: Mr. Steve Croci, City of Cashmere



**WASHINGTON
LOCATIONS**

Bellingham
Bothell (Corporate)
East Wenatchee
Issaquah
Richland
Tacoma

**OREGON
LOCATIONS**

Medford
Portland

Staff Summary

Date: 11/6/19
To: City Council
From: Steve Croci
RE: Change Orders #1 & 2 - Smith Excavation – Sherman Reservoir

Smith Excavation was contracted to install a pump station and shut-off valve for the Sherman Reservoir project. During the construction four additional tasks were needed as identified in Change Order #1. When installing the shut off valve a six-inch water main line needed to be rerouted due to unknown site conditions (\$5,234.50). Additionally, a tap was added in the manhole of the new shut-off valve for the addition of a pressure relief valve (\$428.31). A water meter was installed in the new pump station to ensure the pumps were performing as expected (\$2,072.65). There were problems with pump performance at start up. When switching over to the temporary pump system it was noticed that a pressure relief bypass line in Well #4 was routed incorrectly and needed to be fixed (\$1,234.25). All work associated with change order #1 is complete. Approval was provided to the contractor for efficiency and time savings. The engineer's cost estimate indicated the pricing was fair and reasonable.

Change Order #2 is to include tax (\$4,305.00) as part of the original Contract. The total additional cost is \$14,010.23.

Staff Recommendation:

MOVE to accept the change orders and accept project as complete.



SE, INC.
 P.O. Box 284
 Cashmere, WA 98815
 509-782-0446

Change Order

Name / Address
City of Cashmere 101 Woodring Street Cashmere, WA 98815

C/O #	Date
1	10/29/2019
Project:	
C-1920 Sherman Reservoir	

Description	Qty	Unit	Cost	Total
09/30/2019, 10/01/2019 and 10/02/2019 * Reroute 6" Main				
Backhoe 420	18	HR	140.00	2,520.00T
Labor	16.5	HR	65.00	1,072.50T
Materials	1	LS	1,642.00	1,642.00T
Subtotal: Reroute 6" Main				5,234.50
10/09/2019 * Add Flow Meter				
Foreman	8	HR	90.00	720.00T
Materials	1	LS	1,352.65	1,352.65T
Subtotal: Add Flow Meter				2,072.65
10/16/2019 * Live Tap & Bypass in Pumphouse				
Pipelayer	9	HR	75.00	675.00T
Materials	1	LS	559.25	559.25T
Subtotal: Live Tap & Bypass in Pumphouse				1,234.25
10/23/2019 & 10/24/2019 * Add Tap in Valve Manhole				
Labor	3	HR	65.00	195.00T
Materials	1	LS	233.31	233.31T
Subtotal: Add Tap in Valve Manhole				428.31
-----Change Order Subtotal-----				8,969.71
Sales Tax			8.20%	735.52
Total				\$9,705.23



SE, INC.
P.O. Box 284
Cashmere, WA 98815
509-782-0446

Change Order

C/O #	Date
2	10/29/2019

Name / Address
City of Cashmere 101 Woodring Street Cashmere, WA 98815

Description	Total
Sales Tax on Original Contract (Omitted from Contract, On Quote from Smith Excavation)	4,305.00
Sales Tax	0.00
Total	\$4,305.00

Staff Summary

Date: 11/7/19

To: City Council

From: Steve Croci

RE: Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan

In June of 2018, a coalition of Chelan County planning partners including Chelan County, the Cities of Wenatchee, Chelan, Entiat, Cashmere, and Leavenworth, and nine special purpose districts embarked on a planning process to prepare for and lessen the impacts of specified natural hazards. The partnership was formed to pool resources and create a uniform hazard mitigation strategy that can be consistently applied to the defined planning area. The result of the organizational efforts has been to produce a Federal Emergency Management Agency (FEMA) and the Washington Emergency Management Division (EMD) approved multi-jurisdictional multi-hazard mitigation plan that responds to federal mandates in the Disaster Mitigation Act of 2000 (Public Law 106-390).

The following hazards are considered of paramount importance within the Chelan County planning area: Avalanche, Dam or Levee Failure, Drought, Earthquake, Flood, Landslide, Severe Weather, and Wildfire.

Cashmere and other jurisdictions need to adopt the plan to become eligible to apply for and receive hazard mitigation project funding. On November 25, 2019 the City Council is to act on Resolution 10-2019 to accept all of Volume 1 and the Cashmere's portion of Volume 2 within the Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan. The plans can be viewed at: <https://www.co.chelan.wa.us/natural-resources/pages/natural-hazard-mitigation-plan>.

Staff Recommendation:

Review Chelan County's Multi-Jurisdictional Natural Hazard Mitigation Plan Volume 1 and Cashmere's portion of Volume 2 and plan to act on resolution 10-2019 at the November 25, 2019 City Council meeting.
