



## 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, JUNE 27, 2011 7:00 P.M., CITY HALL

### AGENDA

#### CALL TO ORDER

#### FLAG SALUTE

#### EXCUSE ABSENCE

#### ANNOUNCEMENTS & INFORMATION

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

#### APPROVAL OF AGENDA

#### CONSENT AGENDA

1. Minutes of June 13, 2011 Regular Study Session Meeting
2. Minutes of June 13, 2011 Regular City Council Meeting
3. Payroll and Claims Packet Dated June 27, 2011

#### BUSINESS ITEMS

4. Public Hearing on the Six-Year Transportation Program (2012-2017)
5. Resolution No. 07-2011 Adopting the Six-Year Transportation Program
6. Resolution No. 08-2011 Establishing policies and procedures for the investment of city funds
7. Discussion on River Street realignment & Foster Street vacation
8. Council concurrence on sign code amendment work plan
9. Letter requesting memorial stone replacement
10. Request from Cashmere Chamber for lodging tax funds to provide garbage service for Founders Days

#### EXECUTIVE SESSION

- Real Estate Negotiations

#### PROGRESS REPORTS

- Provided in council packet

#### ADJOURNMENT

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

**CITY OF CASHMERE  
MINUTES OF STUDY SESSION  
MONDAY, JUNE 13, 2011 AT CASHMERE CITY HALL**

OPENING

Mayor Irle opened the study session at 6:05 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Gordon Irle	
Council:	Skip Moore Jim Fletcher Donna Wynne Debbie Knutsen Jeff Gomes	
Staff:	Bob Schmidt, Dir. of Operations Kay Jones, Clerk-Treasurer Mark Botello, Dir. of Planning/Bldg	

PUBLIC WORKS DEPARTMENT

Director of Operations Bob Schmidt discussed with the council his plan to have a public works department instead of separate departments. Currently the City has employees assigned to a specific department and the wages are budgeted according to the department they are assigned to. The purpose of the plan is to utilize the crew as efficiently as possible. With a public works department the titles of the crewmen in the Parks, Streets, Cemetery, and Sanitation departments would change to Public Works Crewman. There would be one foreman to oversee the public works department. The budget would be set according to hours needed instead of how many FTE's are in that department.

The Clerk-Treasurer Kay Jones will present a draft budget showing a public works department and how staff sees the change working.

WEBSITE

Director of Planning/Building Mark Botello presented the City's new website on the overhead for everyone to see and comment on. Final changes will be made and then the City's website will be live in approximately one week.

ADJOURNMENT

Mayor Irle closed the study session at 7:00 p.m.

---

Gordon K. Irle, Mayor

Attest:

---

City Council Regular Study Session Minutes

May 9, 2011

Page 2

Kay Jones, Clerk-Treasurer

MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY JUNE 13, 2011 AT CASHMERE CITY HALL

OPENING

Mayor Gordon Irle opened the regular city council meeting at 7:00 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Gordon Irle	
Council:	Skip Moore Jim Fletcher Donna Wynne Debbie Knutsen Jeff Gomes	
Staff:	Bob Schmidt, Dir. of Operations Kay Jones, City Clerk-Treasurer Mark Botello, Dir. of Planning/Building Chuck Zimmerman, City Attorney	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

Clerk-Treasurer Kay Jones announced that the financial report for May will be submitted at the next meeting.

Councilor Debbie Knutsen reported that she and Jeff Gomes served as the annual financial report review committee. Debbie and Jeff met with Clerk-Treasurer Kay Jones to review the report and to complete the internal review checklist. The State Auditors require an internal review to show that the council understands the fiscal condition of the City.

Councilor Jim Fletcher reported that he and Jeff Gomes met with the PUD regarding the build-out of fiber in Cashmere. The PUD created a map showing fiber availability in Cashmere, which is two-thirds to three-quarters of the city. There's one large section in the Chase Avenue area in which fiber is not available. Only about 30% of the available connections for fiber are being utilized. The PUD is updating their fiber business plan and will have more information and answers for Cashmere citizens and will hold a public meeting in late fall.

PUBLIC COMMENT

DonnaLee Moore residing at 311 Fisher Street voiced her concern regarding the Sycamore trees that are dropping leaves and look like they are dying. The leaves have a white mold on them and she's concerned that the surrounding vegetation may become infected. She requested that the City have them removed.

Deputy Bruce Long was present to address any concerns or questions regarding the monthly report that was submitted. There were no questions or concerns.

Dave Tait residing at 318 Peshastin Street voiced his concern with the approval of the variance for 711 Yakima Street. The variance was granted due to a lot size hardship. The lot is 50 X 100 and has two front yard setbacks to contend with. The variance reduces the setback on the Yakima Street frontage in order to reasonably use the property to construct a single-family residence after the removal of a single wide mobile home. The owner does not reside at the subject property. The single-family dwelling will be used as a rental.

Mr. Tait is concerned with how many people will be living at the residence at one time and the frequency in which renters come and go. Mr. Tait paid \$230 to Superior Court to appeal the action only to find out that he did not follow proper notification procedures or timelines.

City Attorney Chuck Zimmerman informed the council and Mr. Tait that the variance process was followed according to the city's code. Mr. Tait was informed that it would be unlawful for the city to govern who or how many people landlords can rent to. City Attorney Zimmerman worked with Mr. Tait to dismiss the claim with no additional costs to Mr. Tait.

#### APPROVAL OF AGENDA

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

#### CONSENT AGENDA

Minutes of May 23, 2011 Regular City Council Meeting

Payroll and Claims Packet Dated June 13, 2011

Set public hearing on Monday, June 27, 2011 at 7:00 p.m. for the Six-Year TIP

Claims Check Nos. 30911, 30924 and 30926 through 30981 totaling \$160,665.10

Payroll Check Nos. 30912 through 30923 totaling \$95,689.48

MOVED by Councilor Knutsen and seconded by Councilor Wynne to approve the items on the consent agenda. Motion carried.

#### PRESENTATION FOR BEST TASTING WATER IN THE PACIFIC NORTHWEST

Jessica Shaw Environmental Manager of the City of Wenatchee and Secretary for the Pacific Northwest Section of the American Water Works Association presented an award to the Mayor and City Council for the 2011 Best Tasting Water Competition. The City of Cashmere won "Best in the Northwest". The City won first place for best tasting water in Washington State. The City then competed in the regional's, which included Washington, Oregon and Idaho and won first place at the regional's also. The city is now going on to compete at the national level, which is in Washington DC.

#### PUBLIC HEARING ON AMENDMENTS TO TITLE 17 REGARDING WINERIES

Mayor Irl opened the public hearing at 7:35 p.m. Director of Planning Mark Botello explained the proposed changes to Title 17 regarding wineries. New definitions were added for "winery" and "value added operation". Language was added in the general regulations for value added operation of winery/vineyard "A" and "B". Also, the district use chart was amended to include wineries. The Planning Commission has forwarded a recommendation of approval of the proposed amendments.

Doug Snyder residing at 6359 Kimber Road stated that he appreciates the City's quick response and process to accommodate his request to amend the code in order to address wineries in the city.

With no other comments from the public the hearing was closed at 7:42. p.m.

#### WATER USE EFFICIENCY PUBLIC FORUM

Director of Operations Bob Schmidt informed the council that the Water Conservation Plan was approved in March of 2004. The Water Conservation Plan will be updated as part of the City's Comprehensive Water System Plan update that RH2 Engineering is currently working on. The Water Conservation Plan will now be called the Water Use Efficiency Plan. As part of the Washington State Department of Health requirements the City has to hold a public forum to include the public in the goal setting process.

The Washington State Department of Health mandates that the City have a Water Use Efficiency Program. A WUE program is a plan your water system follows to increase water supply and water demand efficiency. The intent is to minimize water withdrawals and water use by implementing water saving activities and adopting policies, resolutions, ordinances or bylaws.

#### SELECTION OF CONTRACTOR AND APPROVAL OF DOCUMENTS FOR THE SUNSET HIGHWAY RECONSTRUCTION PROJECT

The City received five proposals for the Sunset Highway Roadway Improvements project. The engineers estimate for the Sunset Highway project was \$2,940,344.05. The apparent low bidder was Selland Construction at \$2,472,216.50 which is approximately 16% below the engineers estimate.

MOVED by Councilor Fletcher and seconded by Councilor Gomes to authorize the Mayor to execute an agreement with Selland Construction, the apparent lowest responsible bidder. Motion carried.

#### SELECTION OF CONTRACTOR AND APPROVAL OF DOCUMENTS FOR THE MISSION AVENUE & WOODRING STREET IMPROVEMENT PROJECT

The City received four proposals for the Mission Avenue and Woodring Street Improvement project. The engineers estimate for the Mission Avenue and Woodring project was \$402,110. The apparent low bidder was Hurst Construction at \$416,086, which is approximately 3.5% above the engineers estimate.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to authorize the Mayor to execute an agreement with Hurst Construction, the apparent lowest responsible bidder. Motion carried.

#### ORDINANCE NO. 1189 REFUNDING ALL OUTSTANDING JUNIOR LIEN WASTEWATER PRETREATMENT REVENUE BONDS, 2000

The Junior Lien Wastewater Pretreatment Revenue Refunding Bonds, 2011 (Private Placement) is in the amount of \$3,795,000. Jim Nelson, Municipal Underwriter for Martin Nelson & Company, explained that the purpose of the refinancing is interest cost savings associated with the 2000 Junior Lien Wastewater Pretreatment Revenue Bonds (secured solely by Tree Top Inc.) The 2000 Bond interest rate is 8.20% and the new Refunding Bonds, 2011 have an interest rate of 6.25%. The refinancing bonds will achieve a total net savings of \$246,867 with an average annual savings of \$24,687 for the remaining 10 years.

MOVED by Councilor Gomes and seconded by Councilor Moore to adopt Ordinance No. 1189 refunding all outstanding Junior Lien Wastewater Pretreatment Revenue Bonds, 2000. Motion Carried.

DNR AQUATIC LANDS EASEMENT FOR COTTAGE AVENUE BRIDGE

The proposed easement grants the City the use of the property for operating, maintaining, and updating the existing Cottage Avenue Bridge, 12-inch diameter city waterline and 8-inch diameter wastewater line both attached to the underside of the bridge.

MOVED by Councilor Knutsen and seconded by Councilor Gomes to authorize the Mayor to sign the DNR Aquatic Lands Easement for the Cottage Avenue Bridge. Motion carried.

PUD UTILITY EASEMENT AT SIMPSON PARK

The PUD will be replacing the poles and overhead with a junction box and underground. This will eliminate the poles in the middle of the parking lot at Simpson Park.

MOVED by Councilor Moore and seconded by Councilor Wynne to authorize the Mayor to sign the PUD Utility Easement at Simpson Park. Motion Carried.

INTERAGENCY AGREEMENT EMERGENCY MEDICAL AID SERVICES

The Emergency Medical Aid Services Agreement is between the City and Chelan County Fire Protection District Six. The district will pay the City \$5,000 per year for emergency medical services in the Cashmere medical aid area. The agreement is a ten year term starting January 1, 2011. This agreement replaces the current Emergency Medical Aid Services Agreement, which was also \$5,000 per year.

MOVED by Councilor Gomes and seconded by Councilor Wynne to authorize the Mayor to sign the Interagency Agreement for Emergency Medical Aid Services. Motion carried.

DECLARING GLASS CRUSHER SURPLUS AND GRANTING IT TO THE CITY OF CHELAN

Brenda Harn, Solid Waste Coordinator for Chelan County sent a letter requesting that the City consider giving the City of Chelan the glass crusher.

MOVED by Councilor Fletcher and seconded by Councilor Gomes to table surplus of the glass crusher to a future date for more information. Motion carried.

PROGRESS REPORTS

Reports were provided in the council packets.

ADJOURNMENT

MOVED by Councilor Moore and seconded by Councilor Knutsen to adjourn. Motion carried.

The meeting was adjourned at 8:38 p.m.

---

Gordon Irle, Mayor

Attest:

---

Kay Jones, Clerk-Treasurer

# Staff Summary

**Date:** June 27, 2011  
**To:** Cashmere City Council  
Mayor Irle  
**From:** Mark Botello  
**RE:** Resolution No 7-2011 for Cashmere's 6 year TIP

---

Please see attached City of Cashmere's revised transportation improvement program for the ensuring six (6) years, 2012 through 2017.

Staff will go over this in more detail at the Council meeting.

**RECOMMENDATION:**

Approve Resolution No 7-2011 for Cashmere's six (6) year transportation improvement program.



**RESOLUTION NO 7-2011**

WHEREAS, pursuant to the requirements of RCW 35.77.010, laws of the State of Washington, the City of Cashmere has prepared a revised and extended Six-Year Transportation Improvement Program for the ensuing six calendar years, 2012 through 2017, and

WHEREAS, pursuant further to said law, the City Council of the City of Cashmere, being a legislative body of said city, did hold a public hearing on said six-year transportation improvement program at 7:00 p.m. at the Cashmere City Hall on the 27<sup>th</sup> day of June, 2011, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cashmere that the revised and extended Six-Year Transportation Improvement Program for the ensuing six calendar years, 2012 through 2017, in the form attached hereto and incorporated herein, be and the same is hereby adopted; and

BE IT FURTHER RESOLVED that a copy of said revised and extended Six-Year Transportation Improvement Program for the ensuing six calendar years, 2012 through 2017, together with a copy of this resolution, be filed with the Secretary of the Department of Transportation of the State of Washington.

Passed by the City Council of the City of Cashmere this 27<sup>th</sup> day of May 2011.

CITY OF CASHMERE

By: \_\_\_\_\_  
Gordon Irle, Mayor

Attest:

By: \_\_\_\_\_  
Kay Jones, City Clerk-Treasurer

Six Year Transportation Improvement Program

Agency: \_\_\_\_\_ Co. No.: \_\_\_\_\_ City No.: \_\_\_\_\_  
 Cashmere 04 0165  
 Co. Name: Chelan Co.  
 MPO/RTPO: WYTC

Hearing Date: \_\_\_\_\_  
 Amend Date: \_\_\_\_\_  
 Adoption Date: \_\_\_\_\_  
 Resolution: \_\_\_\_\_

From 2012 to 2017

Functional Class	Priority Number	Project Identification A. PIN/Federal Aid No. B. Bridge No C. Project Title D. Street/Road Name or Number E. Beginning MP or Road - Ending MP or Road F. Describe Work to be Done	Improvement Type(s)	Status	Total Length	Utility Codes	Project Costs in Thousands of Dollars						Expenditure Schedule (Local Agency)				Federally Funded Projects Only				
							Phase (mm/dd/yyyy)	Fund Source Information			Total Funds	1st	2nd	3rd	4th Thru 6th	Envr. Type	Required Date (MM/YY)				
								Federal Fund Code	Federal Fund Phase	State Fund Code								State Fund Code			
08	2	3 <b>Tigner Road Preservation &amp; Improvements</b> Tigner Road From: Pioneer Ave To: City Limits Grand and overlay Tigner Road from Pioneer Ave to City Limits including ADA ramp and sidewalk improvements.	06	S	1	C	9	10	11	12	13	14	15	16	17	18	19	20	21	No	
09	02	<b>Railroad Avenue Improvements</b> Railroad Avenue From: Division Street To: Cottage Avenue Improve Railroad Avenue and Maple Street from Division Street to Cottage Avenue. Improvements will include roadway resurfacing, curb, gutters, sidewalk, and drainage improvements.	06	P	0.28	C	175					98	273	273	600					CE	No
09	03	<b>Angier Street Bridge</b> Angier Street From: Angier Street To: Angier Street Remove and replace existing channel beam bridge with prestressed concrete bridge at existing location.	08	P	0.05	C	1/1/2013					600	600	600	173	1059				DCE	No
09	04	<b>River Street Preservation &amp; Improvements</b> River Street From: Aplers Way To: Sunser Highway HMA overlay, ADA sidewalk improvements on River Street from Aplers Way to Sunser Highway.	05	P	0.3	C	1/1/2012					1232	1232	125	125	173	1059			CE	No
09	05	<b>Mission Avenue Reconstruction</b> Mission Ave From: Maple Street To: East Parkhill Street Remove and replace ACIP, install curb and gutter, and storm water system, construct retaining wall and install landscaping.	04	P	0.29	C	1/1/2012					125	125	125	680	680				CE	No
09	06	<b>Chapel Street Preservation &amp; Improvements</b> Chapel Street From: Angier Avenue To: Chapel Street Reconstruct bridge on Chapel Street, Mission Creek over-crossing.	08	P	0.05	C	1/1/2015					680	680	1600	1600					CE	No
<b>Totals</b>							ALL					1600	1600	1600	1600	1600	1600	1600			



RESOLUTION NO. 08-2011

**A RESOLUTION OF THE CITY OF CASHMERE, WASHINGTON,  
ESTABLISHING POLICIES AND PROCEDURES FOR THE  
INVESTMENT OF CITY FUNDS PURSUANT TO CASHMERE  
MUNICIPAL CODE SECTION 3.12.010.**

---

**WHEREAS**, the City Council, by adoption of Section 3.12.010 of the Cashmere Municipal Code, reserved unto itself the action of adopting policies and procedures for the investment of City funds; and

**WHEREAS**, the City Clerk/Treasurer recommends the adoption of this Resolution establishing certain policies and procedures relative to investment of City funds as set forth in this Resolution, and the Mayor and City Council concur with the recommendation of the City Clerk/Treasurer; now, therefore,

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

**Section 1.** The City Clerk/Treasurer is hereby authorized to invest funds of the City in an investment program offered by Time Value Investments, Inc. with Protective Securities, Inc., a division of Pro Equities, Inc., involving the opening of an account and execution of an agreement with U. S. Bank, and the Mayor and City Clerk/Treasurer are hereby authorized to execute all documents required to be executed for this investment program. The City Clerk/Treasurer is authorized to invest City funds in the aforementioned investment program as deemed reasonable by the City Clerk/Treasurer.

**Section 2.** This Resolution shall be effective immediately upon passage by the City Council.

CITY OF CASHMERE

By: \_\_\_\_\_  
Gordon K. Irle, Mayor

ATTEST:

\_\_\_\_\_  
Kay Jones, City Clerk/Treasurer



## 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)

### TRADING AUTHORIZATION

Date : June 16, 2011

Account # \_\_\_\_\_, City of Cashmere

The following people are authorized to make investments and disbursements on behalf of  
City of Cashmere:

Name:

Title:

Kay Jones

Clerk Treasurer

Sincerely,

---

Gordon Irle, Mayor

NOTE: Please attach a copy of the business card for everyone above.



## 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)

June 16, 2011

RE: US Bank Safekeeping Account #

Please use this letter as authorization to give Alex McCann and Paul Jarvis with Time Value Investments Inc the access needed to view investments for the City of Tonasket's US Bank Safekeeping account. Please allow them to view via Webex as well.

Thank you in advance!

Sincerely,

---

Kay Jones, City of Cashmere

# Staff Summary

**Date:** June 27, 2011  
**To:** Cashmere City Council  
Mayor Irle  
**From:** Mark Botello  
**RE:** River Street realignment & Foster Street Vacation

---

Staff was approached by Crunch Pak in regards to vacating Foster Street, which is the right-of-way located behind the Cashmere community pool via Sunset Highway. Crunch Pak recently purchased the property (trailer park) adjacent to Foster Street. Foster Street was dedicated to the City of Cashmere in 1934 as part of the Foster's Addition to Cashmere (see plat survey).

In exchange for the Foster Street Vacation the City would like real estate adjacent to Crunch Pak's property located adjacent to River Street. This real estate adjacent to River Street would allow the City to realign River Street in the future. (When I mentioned this to Crunch Pak they seemed in favor of)

Sam Foster owns two (2) parcels adjacent to Foster Street, and I talked to him and he was fine in regards to vacating Foster Street to Crunch Pak, as long as he was granted an ingress/egress easement.

The City owns one parcel (Community pool). The City would also need an ingress/egress easement.

## General Information.

The approximate square footage of Foster Street is 10,000.

The approximate square footage of property adjacent to River Street is 3,240.

I wanted to present this to Council prior to receiving the Right-of-way vacation request from Crunch Pak.

**Staff will go over this in more detail at the council meeting**



# FOSTER'S ADDITION TO CASHMERE, CHELAN COUNTY, WASHINGTON. SCALE: 1 INCH = 40 FEET.

**DESCRIPTION.**  
That part of the S.W. 1/4 of the N.W. 1/4 of section 4, township 23 N., range 19 E., beginning at the N.W. corner of the S.E. 1/4 of the N.W. 1/4 of said section 4, and thence running due south to the center of the road as the subdivision line between the S.W. 1/4 of the N.W. 1/4 of section 4, a distance of 70 feet; thence turning an angle of 30° to the right and running due west parallel with the north bank of the Jones & Shotwell Ditch, a distance of 752 feet to the initial point and place of beginning; thence turning an angle of 15° to the left and running in a southerly direction past to the center of Mission Creek thence turning an angle of 45° to the right and running along the center of creek in a northeasterly direction to the north bank of Mission Creek and center of old railroad grade, now abandoned, a distance of 230 feet, more or less; thence turning to the right in an easterly direction running along the center of the old railroad grade, a distance of 280 feet, more or less, to the initial point and place of beginning. Also: That part of the N.W. 1/4 of said section 4, bounded and described beginning at a point on the sub-division line 745.5 feet west of the N.E. corner of the S.W. 1/4 of the N.W. 1/4 of section 4, township and range aforesaid, Mag. Var. 3.65° 15' W.; thence turning an angle of 57° 27' and running south, Mag. Var. 52° 51' E., 118.3 feet to a point; thence turning an angle of 262° 27' and running 487.4 feet, Mag. Var. 5.59° 30' W., to a point; thence turning an angle of 292° 17' and running a distance of 485.2 feet, Mag. Var. 10° 25' W., to which some of the said right of way naturally a distance of 346.5 feet; thence in a southeasterly direction 223.1 feet to the point of beginning. Also a strip of land 12 feet wide on the southwest corner running west along the old grade to the west line of said forty; less the property conveyed by Alexander Nichols and wife to the Cashmere Fruit Growers Union by deed dated Aug. 18th, 1915 and filed Aug. 25, 1915 in book 118 at page 582, Records of Chelan County, Wash.

Except that part deeded to Cashmere Fruit Growers Union and except portion thereof deeded to the Town of Cashmere for Lot 8, Block 3, of Pioneer Addition to Cashmere, lying north of the center line of Mission Creek. The above description being ambiguous and inaccurate, the property is otherwise and correctly described as follows, to wit:

Commencing at a monument on the center line of Division Street in the Town of Cashmere, Chelan County, Washington, said monument being at the N.E. corner of the S.W. 1/4 of the N.W. 1/4 of section 4, township 23 N., range 19 E., running east along the center line of Division Street and the center line of Mission Street and the monument of the aforesaid point of commencement, a distance of 122.42 feet to the southerly margin of the Sunset Highway; thence N. 76° 56' W., along said southerly margin, 760.88 feet to the initial point and place of beginning of this description; thence running 5.319 W., 172.76 feet; thence S. 86° 10' W., 45.78 feet; thence south 33.00 feet; thence S. 45° 15' W., 146.50 feet; thence S. 27° 35' E., 60.00 feet; thence N. 122° 40' E., 122.42 feet; thence N. 76° 56' W., 99.99 feet; thence to a point on the easterly margin of Mission Road, in Pioneer Addition to Cashmere; thence 5.87° 03' W., 176.83 feet, more or less, to the west line of section 4, from which point the north west corner of said Pioneer Addition bears N. 00° 45' E., 40.00 feet distance; thence N. 00° 45' E., along said section line, 52.00 feet, to a point from which the N. W. corner of the S.W. 1/4 of the N.W. 1/4 of said section 4, township 23 N., range 19 E., bears N. 88° 55' E., 147.93 feet; thence N. 18° 40' E., 204.85 feet, to a point on the southerly margin of the Sunset Highway; thence S. 76° 56' E., along said southerly margin, 409.83 feet, more or less, to the place of beginning. Reserving an easement for a right of way for the Jones and Shotwell Ditch across Lot 5 of this plat, as shown hereon.

**ACKNOWLEDGEMENT.**  
STATE OF WASHINGTON,  
COUNTY OF CHELAN.  
On this the 24th day of **JUNE**, 1934, before me personally appeared **L. H. Dyer** and **L. J. Foster**, known to me to be the President and Secretary, respectively, of the **CASHMERE CHAMBER OF COMMERCE**, which executed the dedication hereon, and acknowledged said dedication to be for the free and voluntary act and deed of said **CASHMERE CHAMBER OF COMMERCE** for the uses and purposes therein mentioned and stated under excise, said dedication.

**IN WITNESS WHEREOF** I have hereunto set my hand and year first above written.

Notary Public in and for the State of Washington,  
residing at Cashmere.

**DEDICATION.**  
KNOW ALL MEN BY THESE PRESENTS that **Thos. D. Foster** and **Core A. Foster**, his wife, and the **Cashmere Chamber of Commerce**, a corporation, owners of the land here platted do hereby declare this plat and public places shown hereon and also easements for electric power and light lines 45 feet wide thereon to be for the use and benefit of the public; that all the lots shown on the plat in the reasonable original grading of the streets and public places shown hereon.

In witness whereof we have hereunto set our hands and seals this 23rd day of February, A.D. 1934.

**L. H. Dyer**  
President

**L. J. Foster**  
Secretary

**CASHMERE CHAMBER OF COMMERCE**,  
Examined and approved this 24th day of February, A.D. 1934 pursuant to ordinance No. 218 of the Town of Cashmere, Washington, passed Feb. 24, 1934.

Attest: **J. D. French**  
Town Clerk.

**ACKNOWLEDGEMENT.**  
STATE OF WASHINGTON,  
COUNTY OF CHELAN.  
This is to certify that on this 23rd day of February, A.D. 1934, personally appeared before me, the undersigned, **Thos. D. Foster** and **Core A. Foster**, known to me to be the owners of the land here platted, and acknowledged to me that they signed the same as their free and voluntary acts for the purposes therein set forth.

Witness my hand and seal the day and year first above mentioned.

Notary Public in and for the State of Washington, residing at Cashmere.

**DEDICATION.**  
THE **WENATCHEE SAVINGS & LOAN ASSOCIATION** hereby declares that the above dedication by **Thos. D. Foster** and **Core A. Foster**, owners, is made with its full knowledge, consent and approval; and that it does hereby join in the above dedication.

Dated this 24th day of February, 1934.

**WENATCHEE SAVINGS & LOAN ASSOCIATION**,  
a corporation.  
By **E. J. McVey**, President.  
By **J. D. French**, Secretary.

**ACKNOWLEDGEMENT.**  
STATE OF WASHINGTON,  
COUNTY OF CHELAN.  
This is to certify that on this 23rd day of February, A.D. 1934, personally appeared before me, the undersigned, **Thos. D. Foster** and **Core A. Foster**, known to me to be the owners of the land here platted, and acknowledged to me that they signed the same as their free and voluntary acts for the purposes therein set forth.

Witness my hand and seal the day and year first above mentioned.

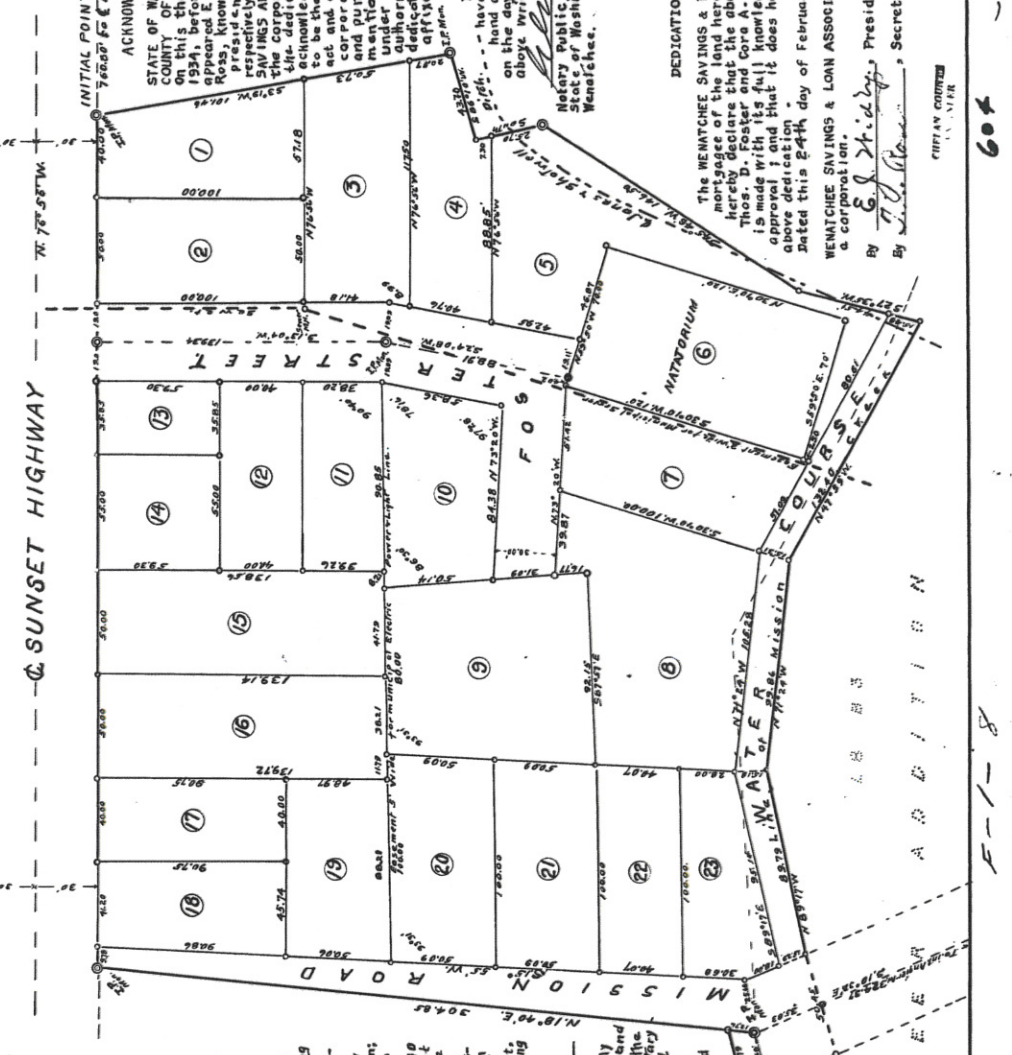
Notary Public in and for the State of Washington, residing at Cashmere.

FILED FOR RECORD this 25th day of February, A.D. 1934 at 10:45 A.M. of the year 1934 of the County of Chelan.

**ACKNOWLEDGEMENT.**  
STATE OF WASHINGTON,  
COUNTY OF CHELAN.  
On this the 24th day of **JUNE**, 1934, before me personally appeared **L. H. Dyer** and **L. J. Foster**, known to me to be the President and Secretary, respectively, of the **WENATCHEE SAVINGS AND LOAN ASSOCIATION**, which executed the dedication hereon, and acknowledged said dedication to be for the free and voluntary act and deed of the said **WENATCHEE SAVINGS AND LOAN ASSOCIATION**, a corporation, for the uses and purposes therein mentioned and stated under excise, said dedication.

**IN WITNESS WHEREOF** I have hereunto set my hand and year first above written.

Notary Public in and for the State of Washington, residing in Wenatchee.





**FITZPATRICK  
SURVEYING, PLLC**

P.O. Box 462 CASHMERE, WA 98815  
(509) 782-2441

**SCOPE OF WORK**

**SUBJECT PROPERTY:** City of Cashmere Foster Street, City of Cashmere River Street  
and Parcel No. 231904220100 ( owner: Crunch Pak )

**SCOPE OF WORK:**

1. Office Work:
  - a) Prepare exhibit maps showing street vacation and boundary adjustment
  - b) Prepare new descriptions
  - c) Prepare quit claim descriptions
  - d) Deliver to City of Cashmere

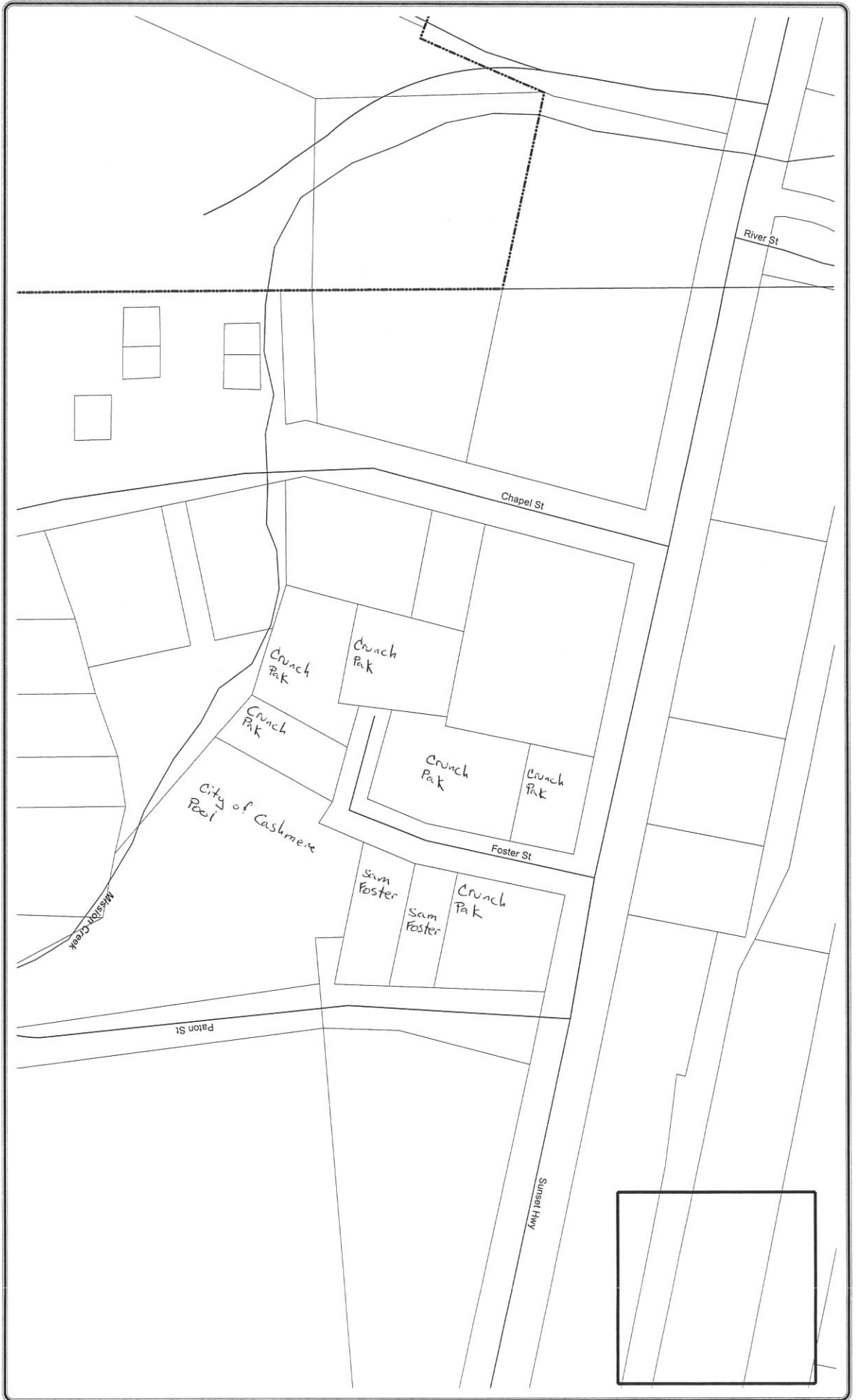
**ESTIMATE:** The estimated survey costs for the above-described scope of work is \$850.00

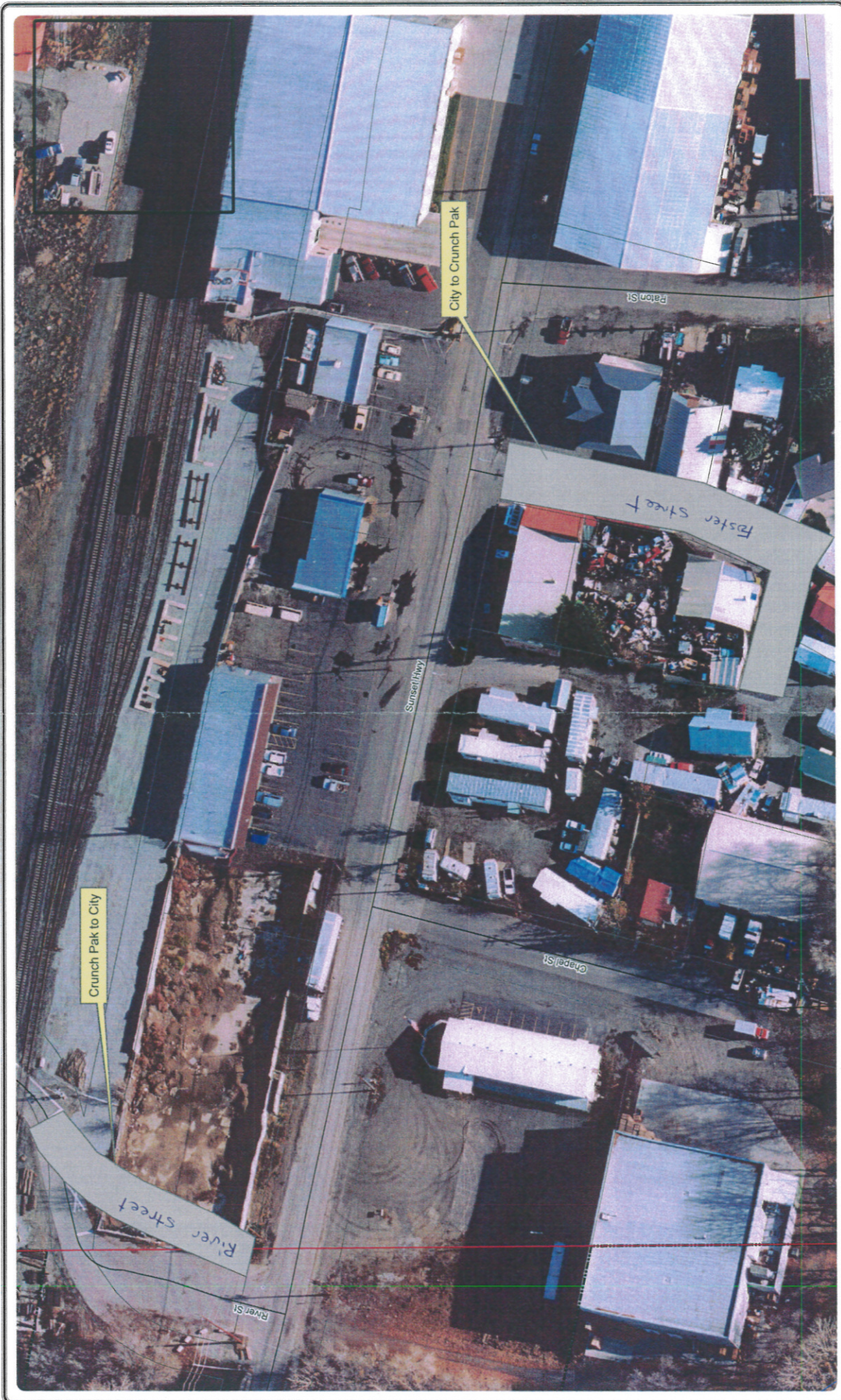
If you have any questions, please feel free to contact me.

Sincerely,

Shawn P. Fitzpatrick, PLS







Crunch Pak to City

City to Crunch Pak

River street

River St

Chapel St

Foster street

Paton St

Sunset Hwy

# Staff Summary

**Date:** June 27, 2011  
**To:** Cashmere City Council  
Mayor Irle  
**From:** Mark Botello  
**RE:** Council Concurrence on Sign Code Amendments Work Plan

---

On Tuesday, July 5, 2011 Cashmere Planning Commission will be holding a public workshop to discuss Cashmere's sign code. This public workshop will be advertised in the Cashmere Record and also emailed to businesses via the Cashmere Chamber news letter. The Planning Commissioners are looking for ideas and or comments from Council in regards to the sign code.

- Business friendly code and helps support business,
- Business directory sign and locations,
- Receive input from community and business owners,
- Reduce processing time,
- Make amendments as needed to the sign code as administered the past five (5) years (staff recommendations),
- Reduce signage when appropriate,
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



# Staff Summary

**Date:** June 20, 2011  
**To:** City Council  
**From:** Bob Schmidt, Director of Operations  
**RE:** Request to replace a Cemetery Marker

---

I was informed of this situation two weeks ago and spoke with one family member. I informed this individual of cemetery policy that states that "cracked, damaged or deteriorated grave markers or concrete borders are not the responsibility of the City" and that I had no authority to render decisions contrary to established policy. The estimate to replace the marker is \$665 and a setting fee is usually \$150.



I did some checking and as far as I am aware, this is the only cracked headstone at our cemetery. There are a lot of cracked concrete borders (probably a few dozen).



As you consider this request, **I recommend** that you consider the precedent setting ramifications of any decision outside the policy in place and (probably unnecessarily) remind you that the cemetery does not and has not run in the black.

- 2) The City assumes no responsibility for any memorial marker delivered to the City for foundation and/or setting unless such delivery has been acknowledged and approved, in writing, by the sexton or his assistants.
- 3) All memorial markers are subject to the approval of the City prior to placement, and acceptance or rejection shall be based upon the specifications as set forth in these rules and regulations:
  - a) Every marker delivered to the City must be accompanied by the name and address of the party responsible for foundation and/or setting charges and such other information as the City may determine necessary. All information must be in writing and delivered to City Hall. The City reserves the right to specify the form and content of any forms used to provide the required information.
  - b) *SET HORIZONTAL*  
Markers for adult graves shall be flush with the ground and shall be of one piece. A single marker shall be 24 inches in length and 12 inches in width and; a double marker to be placed on two graves shall be 36 inches in length and 12 inches in width. These will receive a four (4) inch, concrete border. Full granite markers for a single grave will be 32 inches in length and 20 inches in width; double full granite markers for two graves shall be 44 inches in length and 20 inches in width.
 

<i>24 x 12</i>	<i>36 x 12</i>	<i>16 x 8</i>	<i>24</i>
<i>32 x 20</i>	<i>44 x 20</i>	<i>12 x 8</i>	<i>20</i>
  - c) Grave markers for infants and children shall be flush with the ground and shall be 16 inches in length and 12 inches in width for a single marker. These will receive a four (4) inch concrete border.
 

<i>24 x 20</i>	<i>16 x 12</i>	<i>24</i>
	<i>24 x 20</i>	<i>20</i>
  - d) Markers for the scattering garden shall be granite or marble with smooth finished edges. The markers shall be flush with the ground and shall be 16 inches in length and 8 inches in width. These will receive a brick border to be placed by the City. *12x24 at back of Gardens until this area is full*
  - e) No coping, curing, fencing, hedging, grave mounds, borders or enclosures of any kind shall be allowed around any lot or gravesite. No walks or paths shall be allowed on any plot, lot or gravesite. The City reserves the right to remove the same if so erected, planted or placed. *\$120<sup>02</sup> marker setting*
  - f) All foundations for memorial markers shall be installed by the City; the charges for which shall be reasonable and uniform. The City shall assume responsibility for the proper construction of such foundations. Charges for placement will be paid in advance.
  - g) The coloring, painting, enameling lacquering or bronzing of letter or other parts of stone or bronze work is prohibited.
  - h) Should any memorial marker become unsightly, dilapidated or a menace to visitors, the City shall have the right to correct the condition or remove the same, at the expense of the lot owner(s).
  - i) The City reserves, and shall have the right to correct any errors made by its employees or by any other persons in locating or placing a memorial marker in the cemetery.
  - j) Individual grave markers and concrete borders, which do not conform to the above rules, shall be corrected and/or reset to conform with said rules and a proper charge may be assessed.
  - k) Repairs to cracked, damaged or deteriorated grave markers or concrete borders are not the responsibility of the City, and can be replaced at the lot owner's expense.
  - l) No advertising of any description except that placed by the City shall be permitted within the cemetery or in or around any cemetery office or building.



## Bob Schmidt

---

**From:** Vrn2822@aol.com  
**Sent:** Wednesday, June 22, 2011 10:31 AM  
**To:** Jeff Gomes; Kay Jones; Bob Schmidt; Gordon Irle; Bonnie Sollinger  
**Subject:** Broken Memorial Marker - Family Request

To: Cashmere City Council Members  
From: Gigi Shaw-2550 Gault Road, Malaga, Washington, 98828  
Re: Broken/Cracked Memorial Stone for Otto Denton Gault

I am writing to inform you and requesting your consideration regarding a broken memorial marker on one of our 11 family graves in the Cashmere Cemetery. The who, what, when, why, how questions seem unanswerable, difficult to prove, and at this point, mute. Several scenarios have been suggested, but at this point, replacement seems expeditious. Blaming is not my intention, but finding a solution, is.

One would assume that this situation occurs rarely and I wondered what role could the perpetual care/endowment fund play in this solution. It would seem that there would be a reasonable right of expectation that this "accident" would not occur. Being good stewards of city property and funding, I know you will honor this request carefully and creatively.

Could city funds cover the replacement of this marker? M & E. Markers is willing to extend a discount for this unfortunate breakage.

We, the Gault family extended, have appreciated our relationship with the City of Cashmere and the Cemetery over the past 70 years. We have commitments for several more burials there. When my time comes, I feel I can be assured of the same quality care that you have given over the generations. I am proud of the cemetery when I visit there often.

Thank you for your kind consideration and heartfelt decision making. As a body of responsible elected members of this community, I ask you to examine how you might determine a strategy if it was your own loved one's terminal marker.

We await your decision.

Most sincerely,

Gigi Shaw  
663-6480 or 679-6024

# M & E Memorial Markers, Inc.

June 16, 2011

Mrs. GiGi Shaw  
2550 Gault Road  
Malaga, WA 98828

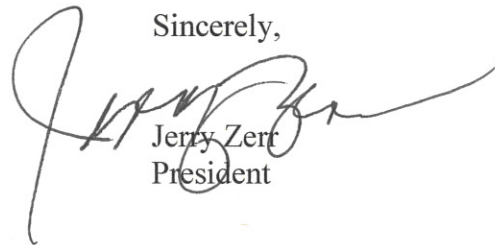
Dear Mrs. Shaw:

We are sorry that you have experienced a broken memorial marker for your family member at the Cashmere Cemetery.

Cemetery markers are typically 3-1/2 to 4 inches thick as is the concrete border surrounding it. It is pretty obvious that extremely heavy equipment drove over it and snapped both the marker and the concrete.

With looking at the photograph, it appears that the color of the granite is Georgia Gray or St. Cloud Gray. Our retail price for a 12 x 24 x 4 with a concrete border is \$665 plus tax. We will be glad to work with you and your family to replace this marker with the assistance of the cemetery. It is unfortunate that this happened and we can give you somewhat of a discount to replace this.

Sincerely,



Jerry Zerr  
President

JZ:jn-z

*Quality Memorial Markers Designed & Manufactured in Wenatchee, WA Since 1950*

920 1/2 North Chelan Avenue • Wenatchee, WA 98801  
Phone: 509-662-6469 • Fax: 509-664-8826 • email: me.markers@verizon.net  
www.memorialmarkers.com



**City of Cashmere**  
**101 WOODRING STREET**  
**CASHMERE, WA 98815**  
**(509) 782-3513**

**REQUEST FOR LODGING TAX FUNDS**

AGENCY NAME Cashmere Chamber of Commerce

MAILING ADDRESS PO Box 834

CONTACT PERSON Jill FitzSimmons PHONE 782-7404

AMOUNT REQUESTED money to cover extra garbage containers at Founders' Days. Approx. \$300

**RCW 67.28.1816 requires funds distributed from lodging tax be used for special events and festivals, and to support tourism-related facilities owned by nonprofit organizations. Your answers to the following questions are required to aid the City in determining if a grant of lodging tax funds is warranted.**

EXPLAIN HOW THE FUNDS WILL BE USED AND HOW THE USE WILL PROMOTE TOURISM IN CASHMERE.

The money will be used to cover the costs of extra dumpsters & containers during the 2011 Founders' Days, June 24-25. About 2,500 people expected to attend.

IS YOUR AGENCY A NONPROFIT  501(C)(3) Or  501(C)(6) ORGANIZATION?

**THE FOLLOWING ESTIMATES ARE REQUIRED BEFORE FUNDS WILL BE GRANTED:**

- ❖ NUMBER OF **TOURISTS** EXPECTED TO VISIT CASHMERE AS A RESULT OF THIS FUNDING 2,500 people
- ❖ NUMBER OF THOSE TOURISTS TRAVELING OVER 50 MILES TO CASHMERE n/a hometown + visitors
- ❖ NUMBER OF LODGING STAYS , PER FESTIVAL, IN THE CASHMERE AREA GENERATED BY THESE FUNDS na
- ❖ ANY OTHER INCREASED ECONOMIC IMPACT ATTRIBUTABLE TO THE EVENT \_\_\_\_\_  
Bob explained to me that money has been used from lodging taxes to pay for garbage collection.

Jill FitzSimmons  
Applicant Signature

6/16/11  
Date



# SO WHAT'S UP?

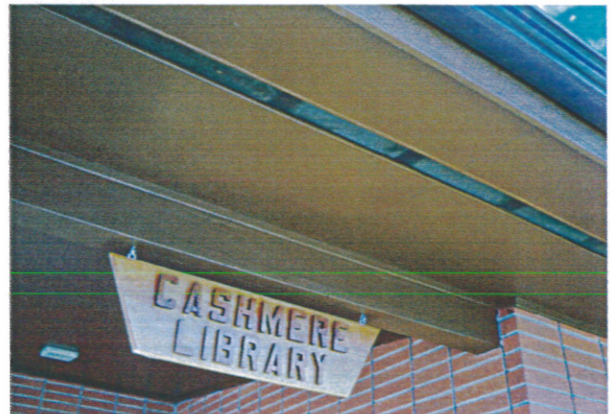
## Done by others

The Library and the Water Treatment Plant building each have a new roof. Both roofs were replaced using a geo-textile roofing material that is 60 mils thick.



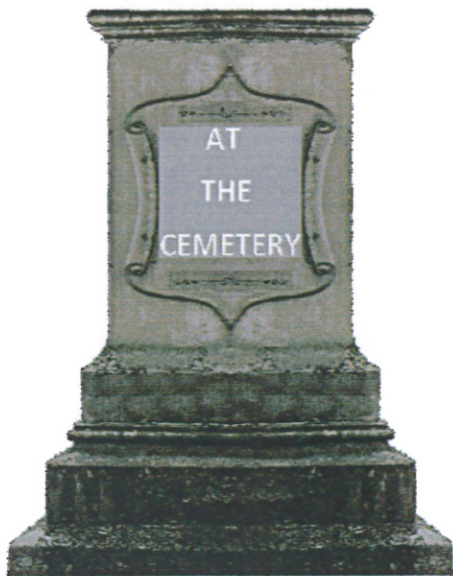
The roofing material is heat welded to create a single sheet covering the buildings. This sheet is attached at the edges with screws and flashing. Each roof also got a 1/4" underlayment sheeting material called "dens deck". The combination of the dens deck and the geo-textile gives each roof a Class A fire rating.

The Library also got a face-lift in the form of some rain gutter and the fascia being replaced and/or painted.



## Done by us

We have installed an irrigation controller at the cemetery. Now there are four separate pressure zones that are operated by a timer. Previously the whole cemetery was one pressure zone. The



cemetery uses plug-in type sprinklers and so someone would have to move the sprinklers three to four times each day and it would take all week to water the entire area. When weather turned hot or the ditch wasn't giving enough water we augmented the irrigation water with City

water which is costly. Now sprinklers can be plugged into all four zones and the timer does the rest. Four sets can be watered during the day and four more can be run at night.

Now the whole cemetery can be watered in less than three days.



## Stuff you don't see

RH2 is working on a number of projects.

-They are at approximately 60% completion on the Wastewater Treatment Plant design.

-The Water Comp Plan is progressing as well.

-By your reading of this update, we will have had, on Friday the 24th, pre-construction meetings for the Mission / Woodring Street project and the Sunset Project. Both of these projects will be underway soon.

-Our Cross Connection Control Program Assessment will be starting soon. If you recall, we entered into a contract with Carey Eller to get our CCR program started last year. We also purchased a proprietary CCR software that the Washington State Department of Health recommends. The software was not compatible with our accounting software without an "interface" file. This interface file needed built by our accounting software folks. This has been a real struggle, with a number of failed attempts and frustration. We have now entered all the data manually and will be starting the initial assessments of commercial water users first.

-As part of the USDA-RD funding requirements we will soon be doing an "Operating Budget and User Rate Analysis" for submittal to RD. We will be having FSC Group help with this analysis.

That's an overview of some of the things going on.

### HONORABLE MENTION

Randy Low

Cleaning the Chlorine Contact chamber., the last process before treated wastewater goes out to the river. With boots, safety glasses and coveralls, he volunteered to be the guy in the pit to keep us in compliance.



## Done by us

In the past few weeks a few of the items done are;

Street striping



Enlarged the play area in Cottage Park, added



new bark,  
bench and  
Ride-on toy.

Replaced the toddler play system at

Riverside Park  
and added  
new bark.



We are installing a bypass line at the Wastewater Treatment Lagoons so that we can flow from Cell #1 to Cell #3 and then dewater Cell two. We want to start the sludge drying process in anticipation of starting work on our new treatment plant next year. The new plant will be built on cell two. We are wanting to dewater this cell now rather than wait because the cost of removing wet sludge is significantly higher than dry sludge. So spending a few thousand now will save tens of thousands next year.