



City of Cashmere

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

CASHMERE CITY COUNCIL MEETING
MONDAY, JULY 24, 2023, 6:00 P.M., CITY HALL

THE PUBLIC CAN ATTEND IN PERSON, CALL-IN OR LOG-IN TO ZOOM TO PARTICIPATE IN THE CITY COUNCIL MEETING. PLEASE CALL-IN OR LOGIN 5 MINUTES PRIOR TO MEETING.

**To Join the Meeting Go To <https://zoom.us>
Meeting ID: 882 719 9871 Passcode: 788276
Audio Only: PH# 1-(253)-215-8782**

AGENDA

CALL TO ORDER - ROLL CALL – FLAG SALUTE

ANNOUNCEMENTS

PUBLIC COMMENT PERIOD (For Items Not on the Agenda)

APPROVAL OF AGENDA

CONSENT AGENDA

1. Minutes of June 26, 2023, Regular Council Meeting
2. Minutes of July 10, 2023, Meeting Cancelled
3. Payroll and Claims Packet Dated July 10, 2023
4. Payroll and Claims Packet Dated July 24, 2023

BUSINESS ITEMS

1. Quote for upgrading our server to Full Cloud Migration
2. Ordinance No. 1318 Christ Center & Spear Annexation
3. Ordinance No. 1319 Amending the Budget for 2023
4. Discussion on City waterline improvement projects
5. Simpson Park Easement – L.E. Wilson Tools

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 JUNE 26, 2023, AT CASHMERE CITY HALL – In-Person and Digital

OPENING

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

The public can attend the council meeting in person, by phone, or by digital conference.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jim Fletcher	
Council:	Chris Carlson Shela Pistoresi - Digital Derrick Pratt	John Perry Jayne Stephenson
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations	Chuck Zimmerman, City Attorney

EXCUSED ABSENCE

MOVED by Councilor Pratt and seconded by Councilor Carlson to excuse the absence of Councilors Perry and Stephenson. Motion carried 3-0.

PUBLIC COMMENTS

No public present.

APPROVAL OF AGENDA

MOVED by Councilor Carlson and seconded by Councilor Pratt to approve the agenda as submitted. Motion carried 3-0.

CONSENT AGENDA

Minutes of June 12, 2023, Regular Council Meeting

Payroll and Claims Packet Dated June 26, 2023

Claims Direct Pay and Check #42728 through #42750 totaling \$46,135.27

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the items on the Consent Agenda. Motion carried 3-0.

SELECTION OF CONTRACTOR FOR THE RIVERSIDE PARK TRAIL REPAIR AND PAVEMENT PROJECT

The City requested MRSC Small Works Roster bids to repair and repave damaged portions of the Riverside Trail. The City received three bids ranging from \$32,985 to \$71,334. Moe Asphalt was the low bidder. Staff recommended the selection of Moe Asphalt for the Riverside Trail project.

MOVED by Councilor Carlson and seconded by Councilor Pratt to approve the selection of Moe Asphalt as the contractor for the Riverside Park Trail Repair and Pavement project and authorize the mayor to sign documents. Motion carried 3-0.

HVAC COMPLETE SYSTEM REFIT FOR RIVERSIDE CENTER

The HVAC unit does not work at the Riverside Center and no air conditioning is available. A few local contractors on the MRSC roster were contacted. Only Salcido Connect provided an estimate to repair the existing system for \$47,690 without tax. The estimated cost to design and replace the system is three to four times the repair cost (\$150,000 to \$200,000).

At the previous meeting, the council requested staff speak to the Chelan PUD regarding rebates, mini splits, and design. The PUD does offer rebates for new systems. The rebate depends on what is designed and installed by certified contractors. However, the Chelan PUD will not design an HVAC system for the city. The council has three options:

- 1.) Have Salcido repair the system as quoted.
- 2.) Hire an HVAC engineer to design a new system to meet today's standards.
- 3.) Hire a consultant to evaluate the system options for the city and advise on whether to repair or replace and what type of system would be best for the Center.

MOVED by Councilor Pratt and seconded by Councilor Carlson to authorize staff to hire a consultant to evaluate the system options for the Center. Motion carried 3-0.

GENERAL ENGINEERING TASK AUTHORIZATION NO. 4 – EMERGENCY GENERATOR IMPROVEMENTS

The City received a grant to purchase a trailer mounted generator and install connections at five water/wastewater facilities for quick connection in the event of a power outage. RH2 Engineering provided Task Authorization No. 4 to provide general engineering services in the amount of \$48,660. The scope of work included preparing specifications and construction contract documents for the acquisition of one mobile generator and for the proposed improvements to the electrical systems at five City locations. Bidding and construction services are also included in the scope of work.

At the previous meeting the council had several questions regarding the scope of work, contract language and the cost. City staff spoke with the City's engineer, RH2, after which they revised Task Authorization No. 4 with a reduced amount of work and a revised amount of \$38,662.

MOVED by Councilor Carlson and seconded by Councilor Pratt to approve Task Authorization No. 4 in the amount of \$38,662. Motion carried 3-0.

PROGRESS REPORTS

Woodard & Curran Project Manager Dorien McElroy gave an update on the projects they have been working on at the Water and Wastewater Plants.

- The two new evaporative coolers are now in the blower rooms.
- The arch flash study has been completed, which was part of the safety audit.
- They have been working on the Consumer Confidence Report (CCR), regarding water quality.
- They now have a new vendor to send all the state sampling requirements to.
- Cell #1 water sand filters have been cleaned and will be back online after the testing has been completed.
- Cell #2 water sand filters will be cleaned sometime in the fall when the water demand is not so high.
- They have found a vendor to come out and provide annual preventative maintenance on the three generators.

City Council Minutes
June 26, 2023

Clerk-Treasurer Kay Jones announced that the updated pool schedule will start on July 3rd. The City has enough certified guards to provide open swim seven days a week. Lap swim and swim lessons have been added.

Jones said the meter replacement project has a punch list of issues that are being worked on before the project will be complete.

Director Steve Croci reported the Sunset Highway project is moving along nicely. They are planning on keeping Sunset Highway closed through July 12th.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 6:52 p.m.

James Fletcher, Mayor

Attest:

Kay Jones, Clerk-Treasurer

Staff Summary

Date: 7/20/2023
To: City Council
From: Clerk-Treasurer Kay Jones
RE: Full Migration to Vision Cloud Service.

The City's server was scheduled for replacement last year.

Instead of a hardware replacement, IT has recommended a full cloud migration of all City server hardware to Vision Cloud Service. The cost for full migration to Vision Cloud Service is \$9,805.48

The benefits of Vision Cloud Service are:

- Eliminates the replacement of server hardware every 5 years. (\$17,541)
- Eliminates the need for onsite maintenance and repairs.
- Eliminates the need for backups.
- Gives the ability to work from anywhere.
- Guaranteed 99.99% uptime - resource redundancy
- Security is greatly improved

There will be an additional annual cost for Vision Software Cloud Hosting of \$2,880.00.

Current annual recurring costs will increase from \$2,384.00 to \$3,308.00, a difference of \$924.00.

Total recurring annual costs will be \$6,188.00.

Staff Recommendation:

MOVE to approve Full Migration to Vision Cloud Service in the amount of \$9,805.48



2023 - Cashmere Full Cloud Migration

Prepared for

City of Cashmere

By Vision Municipal Solutions, LLC.

12/5/2022



P.O. Box 28429
 Spokane, WA 99228
 USA

Purchase Agreement

PA #:	VMSQ3297
Date:	Dec 5, 2022
Expires:	Sep 30, 2023

Prepared For:
City of Cashmere
 101 Woodring St
 Cashmere, WA 98815
 United States

Sales Representative:
Dalton Lundgren
 320 N Johnson St.
 Ste. 900
 Kennewick, WA 99336
 United States of America
 dlundgren@tripleview.com

Qty	Description	Unit Price	Ext. Price
2023 - Cashmere Full Cloud Migration			
Vision Software Cloud Solution			
1	Migration to Vision Cloud Service	\$1,000.00	\$1,000.00
1	Vision Software Cloud Hosting <i>- Annual Recurring Charge</i>	\$2,880.00	\$2,880.00
File Server Migration			
1	Migration of Data to Sharepoint from File Server <i>- Setup of Sharepoint Sites - Migration of Data - Decommissioning of File Server</i>	\$1,200.00	\$1,200.00
Active Directory Migration			
1	Migration and Decommissioning of Active Directory <i>- Decommissioning of sync agent - Set accounts to pure Azure accounts</i>	\$300.00	\$300.00
8	Workstation Migration <i>- Migrating all City machines to Azure Active Directory</i>	\$165.00	\$1,320.00
Multi-Factor Authentication Deployment			
1	Deployment of Multi-Factor Authentication	\$550.00	\$550.00
E3 Office Licensing			
8	Annual - Office 365 E3 <i>- w/ Compliance Archival - Annual Recurring Charge</i>	\$333.00	\$2,664.00
4	Annual - Office E1 <i>- w/ Compliance Archival - Annual Recurring Charge</i>	\$161.00	\$644.00

Qty	Description	Unit Price	Ext. Price
8	Discontinuation of Vision Office 365 Suite <i>- Removal of Annual Recurring Charge</i>	-\$157.00	-\$1,256.00
12	Discontinuation of Vision Email Plan 1 <i>- Removal of Annual Recurring Charge</i>	-\$94.00	-\$1,128.00

Your Microsoft E3 contract would be billed annually in the month that you ordered it. You would receive a prorated credit for your previous licenses from its renewal date to offset the difference in renewal dates. Pro-Rated credit calculations are approximated and will be billed based on exact order date.

Quote reflects increase in annual cost from current license from current Microsoft subscriptions to new cloud model.

Optional Items:

8	Full Day of Onsite Follow-Up Support (Optional - SELECTED) <i>- Tech onsite for the day following full migration</i>	\$110.00	\$880.00
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Qty	Description	Unit Price	Ext. Price
Deposit Required:	\$0.00	SUBTOTAL	\$9,054.00
Monthly Recurring:	\$0.00	SALES TAX	\$751.48
Annual Recurring:	\$4,119.73	Estimated S/H	\$0.00
		TOTAL	\$9,805.48

Terms & Agreement

- Office 365 subscriptions (if required) will be proratedly charged and contracted at the current rate.
- Items contained in this Purchase Agreement are based on current costs and availability. Substitutions may occur if item listed is no longer available. Backordered items are subject to current pricing and may not reflect the price on this Purchase Agreement.
- Shipping costs are an estimate, actual shipping costs will be invoiced.
- If on-site delivery is required or requested it will be based on travel time and actual time on-site at the prevailing technician rate.
- We strive to include everything required for the project in this Purchase Agreement. If an item is used that is not listed, it will be invoiced with this Purchase Agreement. Likewise, if a listed item is not used, it will not be invoiced.
- Items may be billed separately.
- This Purchase Agreement dated below when signed, confirms the sale herein specified, the equipment and features listed above.

Acceptance of Agreement

Vision Municipal Solutions, LLC.

Acceptance of Agreement

City of Cashmere

Dalton Lundgren

Accepted By (Signature)

Dalton Lundgren

Printed Name

IT Team

Title

Monday, December 5, 2022

Date

Accepted By (Signature)

Printed Name

Title

Date

Staff Summary

Date: 6/5/2023
To: City Council
From: Tammy Miller
RE: Ordinance No. 1318 Providing for the annexation of Christ Center Church and Spears Properties

The City Council voted on November 23, 2022, to accept the proposed annexation application from Christ Center Church and Marc Spears and directed staff to move forward with the Direct Petition Method.

The City held a Public Hearing on March 13, 2023. Comments were received and the Council voted to approve and declare the intent of the annexation Ordinance 1318 and directed staff to proceed with the Boundary Review Board process.

The Boundary Review Board invoked jurisdiction and held a public hearing for comments. Using the objectives of RCW 36.93.180, the board voted 4-0 to approve the annexation of the Christ Center Church and Spears properties at the June 28, 2023, monthly meeting.

The annexation will include the portions of Kimber Rd and Evergreen Drive that abut the property. Zoning will be Single Family (SF).

Staff Recommendation:

MOVE to adopt Ordinance 1318 Providing for the annexation of Christ Center Church and Spears properties.

ORDINANCE NO. 1318

AN ORDINANCE PROVIDING FOR THE ANNEXATION OF CERTAIN REAL PROPERTY COMMONLY KNOWN AS THE CHRIST CENTER & SPEARS ANNEXATION TO THE CITY PURSUANT TO THE PETITION METHOD, SAID ANNEXATION BEING LEGALLY DESCRIBED AS SET FORTH IN EXHIBIT "A" TO THIS ORDINANCE, AND GENERALLY DEPICTED IN THE MAP ATTACHED AS EXHIBIT "B" TO THIS ORDINANCE; DESIGNATING THE ZONING OF THE ANNEXATION AREA, AS SINGLE-FAMILY (SF); APPROVING THE TITLE OF THE ORDINANCE; CONTAINING A SEVERABILITY PROVISION; AND PROVIDING AN EFFECTIVE DATE AS A SUMMARY OF THIS ORDINANCE.

WHEREAS, Petitioners, being the owners as defined in RCW 35A.01.040, of not less than ten percent (10%) in value, according to the assessed valuation of the property for which annexation is petitioned, prior to initiation of the petition, notified the City Council of Petitioners' intention to commence annexation proceedings for the area commonly known as the Christ Center and Spears land area annexation to the City of Cashmere (City); and

WHEREAS, the City Council met with the initiators on Monday, November 28, 2022 and determined by Council action that the City would accept the proposed annexation providing that existing City indebtedness shall be assumed by the area to be annexed and further providing that the City's Comprehensive Plan (which includes a Single Family (SF) zoning designation for the proposed annexation area), shall be deemed to apply to the area upon such annexation; and

WHEREAS, a sufficient petition for annexation was subsequently filed with the City Council pursuant to RCW 35A.14.120, signed by the owners of not less than 60 percent in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned, seeking annexation to the City, of the land as legally described in Exhibit "A"; and

WHEREAS, pursuant to RCW 35A.14.130, the City fixed Monday, March 13, 2023, at the hour of 6:00 p.m. as the date and time for a public hearing on said proposed annexation and caused notice of such hearing to be published and posted in accordance with the law, and the hearing having been held on that date and all interested parties appearing at said hearing and desiring to be heard in regard to the proposed annexation having been heard by the Council; and

WHEREAS, following the aforesaid hearing, a Notice of Intent to annex the real property identified in Exhibit "A" to this ordinance was filed with the Chelan County Boundary Review Board, and

WHEREAS, the Boundary Review Board approved the proposed annexation at its June 28, 2023 meeting. and as a result, the area identified in the petition and legally described in Exhibit "A" to this Ordinance is ready to be annexed, now therefore

The City Council of the City of Cashmere, Washington do ordain as follows:

Section 1. Annexation. The real property commonly known as the Christ Center and Spears Annexation in Chelan County, Washington which is legally described in Exhibit "A" and depicted in Exhibit "B" and those portions of the Kimber Road and Evergreen Drive right of ways that abut the annexation areas which are legally describe in Exhibit "A" and depicted in Exhibit "B" to the Ordinance and is contiguous to the City of Cashmere, Washington, and within the City of Cashmere Urban Growth Boundary, is hereby annexed to and incorporated in the city limits of the City of Cashmere, Washington, on the terms and conditions set forth in this ordinance.

Section 2. Zoning and Comprehensive Plan. Zoning of the annexation area consistent with the City Comprehensive Land Use Plan shall be Single-Family (SF), the zoning depicted for the annexation in the "Map of the Cashmere Zoning Ordinance". That's a part of the City Comprehensive Land Use Plan, which plan shall apply to the annexed lands. The City Clerk/Treasurer is directed to insert this zoning for the annexation area on the official zoning map of the city, when this Ordinance becomes effective.

Section 3. Taxation. The annexed real property described herein shall be assessed and taxed at the same rate and on the same basis as other properties in the City of Cashmere, Washington to pay for all or any portion of the outstanding indebtedness of the City of Cashmere, approved by the voters, contracted or incurred prior to or existing at the date of annexation.

Section 4. Publication. The City Clerk/Treasurer is hereby directed to cause a summary of this Ordinance to be published in a newspaper of general circulation in the City and the City's official newspaper. The City Clerk/Treasurer is further directed to file certified copies of this Ordinance with the Board of Commissioners for Chelan County, Chelan County Auditor and Chelan County Assessor.

Section 5. Severability. If any section, sentence clause or phrase of this Ordinance shall be held invalid or unconstitutional by court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence clause or phrase of this Ordinance.

Section 6. Effective Date. This Ordinance shall take effect and be in full force five (5) days after the Ordinance or a summary thereof consisting of the title is published.

Passed by the City Council of the City of Cashmere at a Regular Open Public Meeting
the _____ day of _____ 2023.

CITY OF CASHMERE

By: _____
James Fletcher, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

Approved as to form:

By: _____
Charles D. Zimmerman, City Attorney

Passed by the City Council:
Published in the Cashmere Valley Record:
Effective date:
Ordinance No: 1318

LOT 1 – Chelan County Parcel # 23.19.05.210.750

The Southeast quarter of Government Lot 3, EXCEPT the East 323 feet of even width thereof; East half of Southwest quarter of Government **Lot 3**, all in Section 3, Township 23 North, Range 19, East of the Willamette Meridian, Chelan County, Washington, EXCEPT the South 30 feet of the East 970 feet of Government Lot 3 conveyed to Chelan County for road right of way, recorded August 20, 1958, under Auditor's File No. 539324.

Together with the South 360 feet of the East half of the Northwest quarter of Government Lot 3, Section 5, Township 23 North, Range 19, East of the Willamette Meridian, Chelan County,

And together with the West half of the West half of Government lot 3 iii Section 5, Township 23 North, Range 19, East of the Willamette Meridian, Chelan County, Washington, EXCEPT the North 430 feet of the last 158 feet thereof; EXCEPT the county road along the North side thereof, AND **EXCEPT** right of way for county road as set forth under Auditor's File No. 533703.

LOT 2 – Chelan County Parcel # 23.19.05.210.850

The East 323 feet of the southeast quarter of Government Lot 3, Section 5, T. 23 N., R. 19 E.W.M. EXCEPT the North 145 feet thereof,

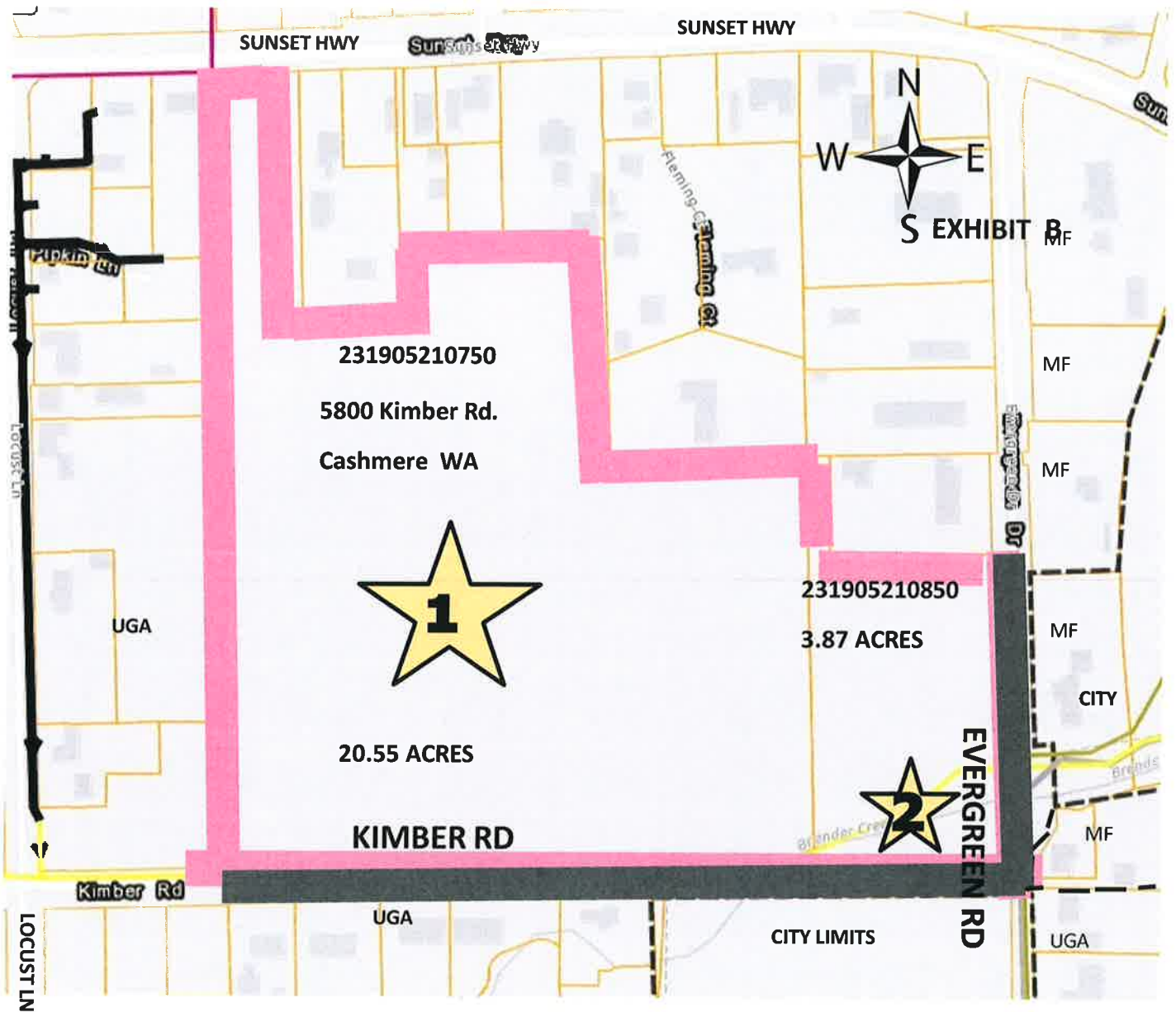
AND EXCEPT the South 30 feet thereof for County Road,

AND EXCEPT that portion thereof conveyed to Chelan County for road purposes by deed recorded February 5, 1953 under Auditor's No. 468481. TOGETHER WITH the North 145 feet of the West 144 Feet of the East 323 Feet of the southeast quarter of Government Lot 3, Section 5, T. 23 N., R. 19 E.W.M., Chelan County, Washington.

TOGETHER WITH the North 145 feet of the West 144 Feet of the East 323 Feet of the southeast quarter of Government Lot 3, Section 5, T. 23 N., R. 19 E.W.M., Chelan County, Washington.

Right of way

Those portions of Kimber Rd and Evergreen Drive that abut Lot 1 and Lot 2 as legally described above.



Annexations includes those portions of the Kimber Rd and Evergreen Rd rights-of-way that abut the annexation areas which are legally described in Exhibit A and which is contiguous to the city limits

ORDINANCE NO. 1319

**AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON, AMENDING
ORDINANCE NO. 1315 ADOPTING THE 2023 BUDGET, AND SETTING AN
EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Cashmere finds that it is necessary and in the best interest of the City to amend certain fund appropriations authorized by the 2023 budget, to provide for additional revenues and expenditures not identified at the time of adoption of the original budget;

NOW, THEREFORE, the City Council of the City of Cashmere, Washington, do ordain as follows:

Section 1. Amendment of Total Fund Appropriations. The 2023 total fund appropriations, Exhibit "A" to Ordinance No. 1315, is hereby amended as set forth in Exhibit "A" attached to this Ordinance.

Section 2. Amendment of Salary Schedule. The 2023 Salary Schedule, Exhibit "B" to Ordinance No. 1315, is hereby reaffirmed by Ordinance No. 1319, and shall remain unchanged as set forth in Exhibit "B" attached to this Ordinance.

Section 3. Budget Amendment. The 2023 City of Cashmere Budget is amended as set forth in Exhibit "C" to this Ordinance.

Section 4. Except as amended by this Ordinance, the 2023 budget of the City shall remain in full force and effect.

Section 5. 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:

JAMES FLETCHER, MAYOR

ATTEST/AUTHENTICATED:

KAY JONES, CITY CLERK

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

BY: _____
CHARLES D. ZIMMERMAN

PASSED BY THE CITY COUNCIL	:	July 24, 2023
PUBLISHED	:	August 2, 2023
EFFECTIVE DATE	:	August 7, 2023
ORDINANCE NO.	:	1319

EXHIBIT A
Ordinance No. 1319

**Total Estimated Revenues and Appropriations by Fund
2023 Budget**

Fund Name	Beginning Balance	Estimated Revenues	Budgeted Appropriations	Ending Balance
001 General Government Fund	1,079,015	1,196,167	1,678,066	597,116
003 Public Works Fund	1,996,611	1,633,162	3,048,411	581,362
108 Lodging Tax Fund	0	8,000	8,000	0
302 Capital Improvement Fund	3,845,635	4,020,834	1,759,712	6,106,757
401 Water/Wastewater Fund	803,683	3,277,737	3,573,724	507,696
411 Water Capital Fund	2,969,990	610,348	1,837,689	1,742,649
412 Wastewater Capital Fund	3,162,369	663,173	519,825	3,305,717
430 Refunding Bonds 2021	0	531,950	531,950	0
501 Equipment Rental Fund	1,197,518	249,804	680,635	766,687
702 Cemetery Endowment Fund	286,337	13,500	0	299,837
TOTAL ALL FUNDS	15,341,158	12,204,675	13,638,012	13,907,821
		27,545,833	27,545,833	

EXHIBIT B
Ordinance No. 1319

CITY OF CASHMERE
2023 SALARY SCHEDULE

POSITION	Hourly Wage Step Levels	Monthly Salary	Annual Salary
Executive & Legislative			
Mayor		1,500.00	
Councilmembers		100.00	
Exempt			
City Clerk-Treasurer		7,465.54	
Director of Operations		7,465.54	
Office/Admin			
Accounting Clerk	21.26 - 25.33		
Permit Specialist	23.39 - 27.87		
Office Lead	30.65		
Public Works Department			
Public Works Maintenance 1	20.78 - 24.75		
Public Works Maintenance 2	22.86 - 27.23		
Public Works Maint. 3	25.15 - 29.95		
Public Works Foreman	32.94 - 37.81		
City Pool			
30 (+/-) Pool Employees	13.38 - 16.48		
Pool Assistant Manager and Manager	17.00 - 23.00		
Seasonal/Temporary Employees	TBD By Mayor		
Fire Department			
Fire Chief		515.00	
Assistant Chief			2,400.00
2 Deputy Chiefs			1,081.50
3 Captains			500.00
2 Lieutenants			400.00
Fire Department Stipend - \$10.00 per call - city calls only (CMC 2.56.070)			
EMT Nightshift Stipend - \$5.00 per night - max 2 people per night (CMC 2.56.070)			

- Above wages do not include longevity
- Above hourly/base wages may be increased during the year due to step and/or anniversary increases according to the Collective Bargaining Agreement.
- Pool Employee wages are determined by the number of years of service for the City.

EXHIBIT C
Ordinance No. 1319

FUND NAME	CURRENT BUDGET	AMENDED BUDGET	DIFFERENCE +/-
001 GENERAL GOVERNMENT FUND			
Revenues			
Beginning Fund Balance	888,106	1,079,015	190,909
Ch Do Regional Port Authority Grant	0	7,320	7,320
Rivercom Shared Funding Asst	0	1,576	1,576
Investment Interest - LGIP	7,000	28,000	21,000
			<u>220,805</u>
Expenditures			
Ending Fund Balance	888,209	597,116	-291,093
Insurance-property /liability	9,985	12,379	2,394
Admin Misc-dues/record/print	4,000	6,800	2,800
Fire Dept Pro Services	0	1,700	1,700
Fire Dept Ins-property/liabiity	8,273	9,933	1,660
Riverside Center Ins-property/liability	6,180	7,524	1,344
Riverside Center Repair Service	0	1,000	1,000
Riverside Center Misc Service	0	1,000	1,000
GG Transfer to Capital Fund	0	500,000	500,000
			<u>220,805</u>
003 PUBLIC WORKS FUND			
Revenues			
Beginning Fund Balance	1,712,724	1,996,611	283,887
Investment Interest - LGIP	14,000	54,000	40,000
			<u>323,887</u>
Expenditures			
Ending Fund Balance	1,762,318	581,362	-1,180,956
PW Admin Ins-property/liability	25,590	30,433	4,843
PW Transfer to Capital Fund	200,000	1,700,000	1,500,000
			<u>323,887</u>
108 LODGING TAX FUND			
Revenues			
Beginning Fund Balance	0	0	0
Hotel Motel Tax	5,000	8,000	3,000
			<u>3,000</u>
Expenditures			
Ending Fund Balance	0	0	0
Chamber of Commerce	5,000	8,000	3,000
			<u>3,000</u>

302 CAPITAL IMPROVEMENT FUND

Revenues

Beginning Fund Balance	3,498,697	3,845,635	346,938
State TIB Grant - Sunset Hwy	125,000	250,000	125,000
Investment Interest - LGIP	22,000	101,000	79,000
Transfer from GG Fund	0	500,000	500,000
Transfer from PW Fund	200,000	1,700,000	1,500,000
Transfer from EQ Fund	0	500,000	500,000
			3,050,938

Expenditures

Ending Fund Balance	3,097,694	6,106,757	3,009,063
City Hall Office Equipment (cloud migration)	0	10,000	10,000
Contribution- Ch Do Food Distribution	0	10,000	10,000
Sunset Hwy Design Engineering	0	8,305	8,305
Sunset Hwy Professional Services	0	13,570	13,570
			3,050,938

401 WATER/WASTEWATER FUND

Revenues

Beginning Fund Balance	799,023	803,683	4,660
WA Investment Interest - LGIP	4,750	10,500	5,750
WW Investment Interest - LGIP	5,500	13,000	7,500
			17,910

Expenditures

Ending Fund Balance	539,701	507,696	-32,005
WA Admin Ins-property/liability	46,412	50,618	4,206
WA Dist Water Meters & Boxes	0	30,000	30,000
WW Admin Ins-property/liability	55,099	70,808	15,709
			17,910

411 WATER CAPITAL FUND

Revenues

Beginning Fund Balance	2,825,006	2,969,990	144,984
Investment Interest - LGIP	4,800	79,000	74,200
			219,184

Expenditures

Ending Fund Balance	1,614,465	1,742,649	128,184
WA Plant Machinery & Equipment - SCADA	200,000	271,000	71,000
Lead & Copper Inventory Project	0	20,000	20,000
			219,184

412 WASTEWATER CAPITAL FUND

Revenues

Beginning Fund Balance	3,009,377	3,162,369	152,992
Investment Interest - LGIP	6,400	83,500	77,100
			230,092

Expenditures

Ending Fund Balance	3,154,325	3,305,717	151,392
WW Treat Machinery & Equipment	200,000	278,700	78,700
			230,092

501 EQUIPMENT RENTAL FUND**Revenues**

Beginning Fund Balance	1,027,350	1,197,518	170,168
Investment Interest - LGIP	7,800	32,000	<u>24,200</u>
			194,368

Expenditures

Ending Fund Balance	1,072,319	766,687	-305,632
EQ Transfer to Capital Fund	0	500,000	<u>500,000</u>
			194,368

702 CEMETERY ENDOWMENT FUND**Revenues**

Beginning Fund Balance	283,500	286,337	2,837
Investment Interest - LGIP	2,000	7,500	<u>5,500</u>
			8,337

Expenditures

Ending Fund Balance	291,500	299,837	8,337
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Staff Summary

Date: March 23, 2023

To: City Council

From: Jim Fletcher, Mayor

RE: Easement Simpson Park – L.E. Wilson Tools

Dan Reichert, President, L.E. Wilson Tools is requesting an easement on the driveway to Simpson Park for access to a parking lot behind the manufacturing shop. Mutual use of the driveway has existed since at least 1947 when L.E. Wilson constructed the first shop. Mutual use possibly existed earlier as L. E. Wilson purchased the property in 1938 for a home, shop and "shot tunnel." See attached letter from Dan Reichert with a history timeline attached.

Simpson Park is a portion of a larger parcel dedicated as "Cashmere Playgrounds" in 1928. And assigned to the Town of Cashmere in 1947.

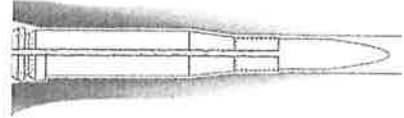
Requesting a formal easement is necessary to complete the sale/purchase of the L.E. Wilson property. The City determines that mutual use of the driveway existed prior to ownership of Cashmere Playgrounds was assigned to the Town of Cashmere by Chelan County Superior Court. That the City of Cashmere continues, in perpetuity, to own and maintain all of the dedicated land for public recreation park purposes.

Staff Recommendation

Move to approve and authorize the Mayor to sign upon final approval of easement by City Attorney.

Attachments:

Letter July 502023 from Daniel Reichert, President L.E. Wilson Tools
LE Wilson Timeline



Date: July 5, 2023

To: Cashmere Mayor and Cashmere City Council

Re: Easement/Access Permission to back of our building at 404 Pioneer Ave, Cashmere, WA

Dear Mayor,

Thank you so much for meeting with me on July 3rd. After our discussion you mentioned you would need a summary of my concern regarding access to the back portion of our building at 404 Pioneer Ave.

I have put together a timeline of the history of the property to the best of my ability and included pictures and recorded deeds, BLA's and maps. I hope this shows precedence that the park road access also served as L.E. Wilson INC's access to the back portion of the building even though O.G. France deemed the park only for recreational use. I did see that members of the town or members of the adjacent property could in fact make concessions on this. We understand the park is for recreation purposes only and are only asking for the city to recognize that the L.E. Wilson building was put in place AFTER the park was donated to the city in 1928. During that time O.G. and L.E. worked on many BLA's and O.G. even gave L.E. Wilson the land he needed, from the gifted park to him so he could put in a 100 yard shooting tunnel to continue to grow his passion and business. The park road access was always used to access the back of the 404 Pioneer Building and to access the lower barn of L.E.'s shop. There was no other way. This was a hand shake deal made decades ago and I believe from my research O.G. France would be all for it.

Over the years we have been good stewards and neighbors to the park and the Cashmere Schools. L.E. gave up considerable amounts of land to allow the school to build the first high school my Father-In-Law Jon Morrison gave up the shooting tunnel and property so they could build the new Middle School and I have worked with Glen the superintendent to make the proper adjustments to the boundaries to complete the transfer.

Hoping you can help us and provide an easement of access to the back of the building. Based off all the information provided and the hand shake deal done some many years ago.

Sincerely,



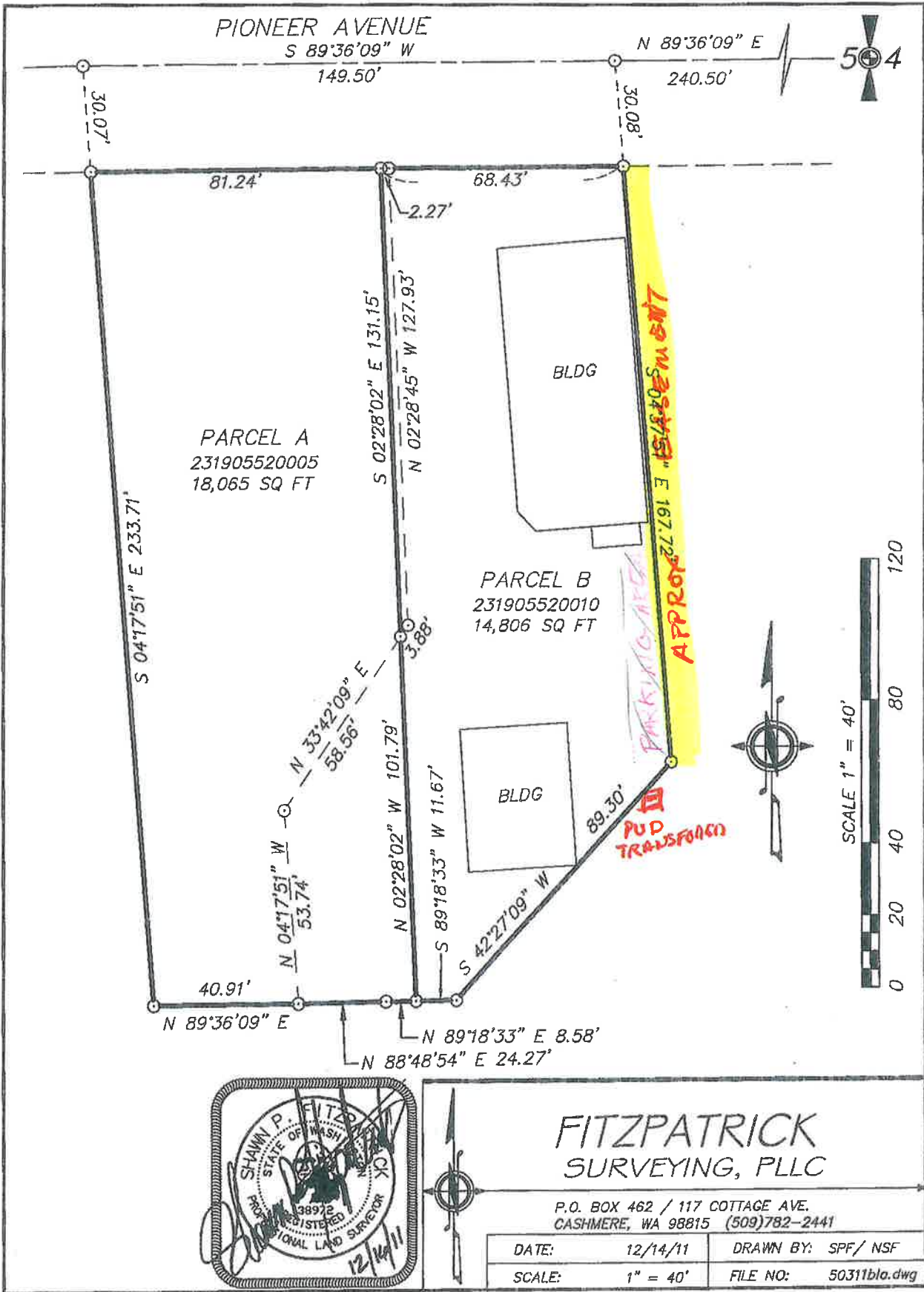
Daniel Reichert
President

Email: dan@lewilson.com
Mobile 509-860-9437

LE WILSON TIMELINE

See copy of Valley Title Company, INC. Abstract of Title no. 11665 (Regarding Page #'s). Copy requested by O.G. France and given to L.E. Wilson for records and legal description of his Residence and Shop. This was put together to the best of my ability with the knowledge I had available to me.

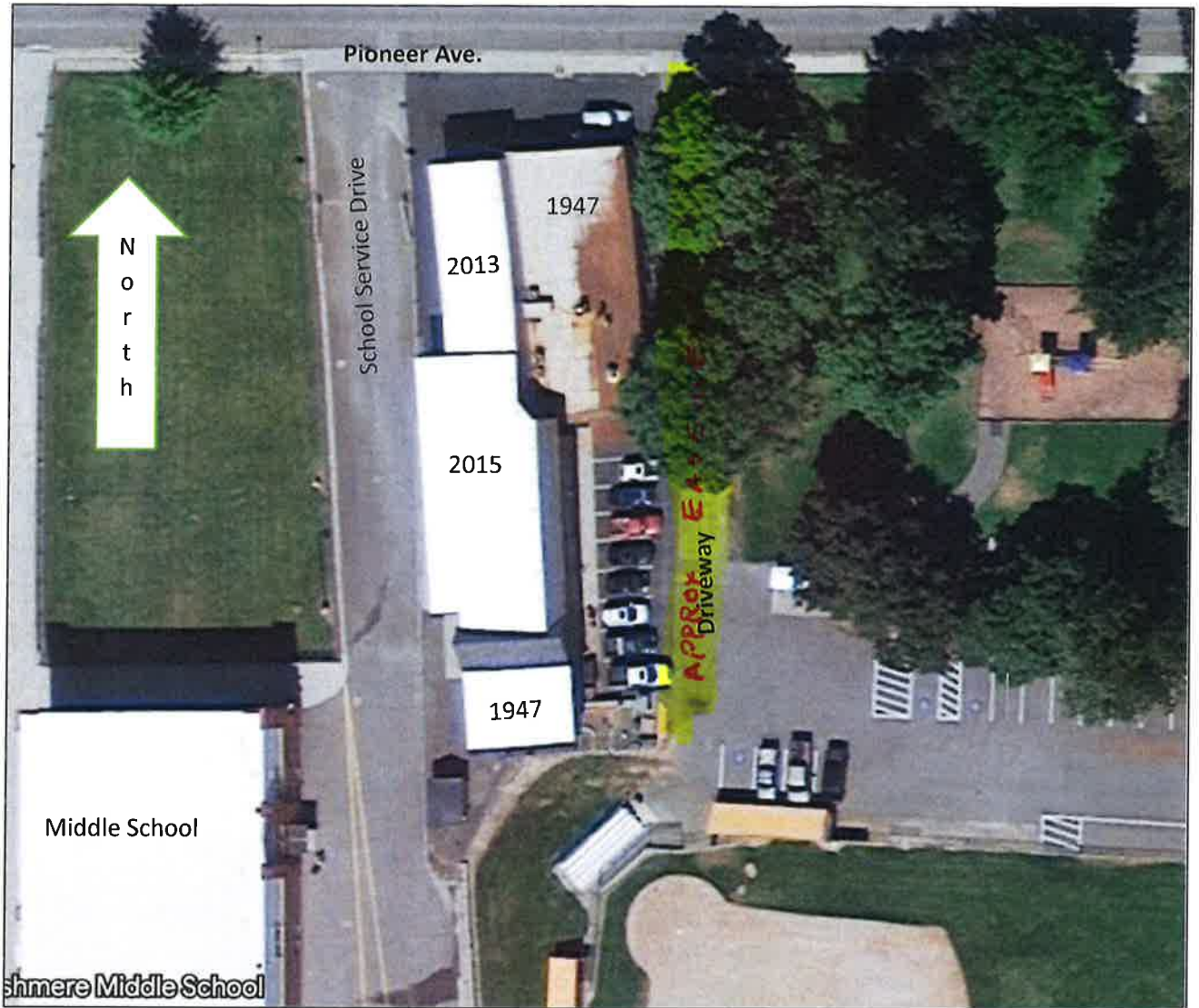
- December 1924 (Page 42) - Frances gift "Cashmere Playgrounds" to the city of Cashmere and deem "The management and control of the use and possession of the same shall at all times be in the hands of a **committee of five residents of Town of Cashmere or the immediate vicinity**. This conveyance is made with the understanding and agreement that said premises shall at all times hereafter be used for recreation purposes, to be **determined by committee hereinbefore** referred to and their successors as they are chosen hereafter"
- 1927 – L.E. Wilson and Tom Wilson open WILSON BROTHERS in Downtown Cashmere (See picture taken in 1945). They were in this building until 1947 when they built the concrete shop on Pioneer.
- December 1937 (Page 45) – Frances sell lot to R. A. McKellar and Guy Long what later becomes L.E. Wilson shop and residence.
- April 1938 (Page 46) – R. A. McKellar and Guy Long sell lot to L.E. Wilson for Shop and residence. East side of lot borders park gifted by O. G. France.
- November 1938 (Page 47 - 49) – O. G. France works with L.E. Wilson on boundary adjustments.
- December 1938 (Page 50,51) – O.G. France Deeds land to L.E. Wilson on Westerly side of "Cashmere Playgrounds" to accommodate putting in an above ground shot tunnel out of the back of his shed (see pictures). At this time the back building or "Barn" as we call it had a small garage door on the park side of building. This is how L. E. Wilson accessed his barn from the gravel road seen in pictures of barn (see photos)
- 1944 – L.E. Wilson and O.G. France still have other dealings on land, but I do not have all the information on this. Looks like they worked together quite often and were very good neighbors. This shows O. G. France and L.E. Wilson had made some concessions and agreements on their bordering properties. And even though France had already gifted this land to the City as Cashmere Parks, he still deeded land as needed to L.E. Wilson to continue to grow his business.
- 1947- L.E. Wilson builds the old cinder block shop at 404 Pioneer Ave, Cashmere, WA right next to Cashmere Park. Road access is still present and being used in pictures.
- 1948 – L.E. Wilson puts in underground shot tunnel and works more with O.G. France to get boundaries adjusted to allow for a 100-yard underground shot tunnel. (See pictures).
- July 1958 – L.E. Wilson gives up a considerable amount of land and sells to the Cashmere School District his adjacent properties. This allowed the school to build the first High School (Now where current Middle School is located).
- 1967 – L.E. Wilson becomes a Corporation and L.E. puts building in L.E. Wilson INC.
- 1970's – Pictures show Cashmere Park access still being used by L.E. Wilson INC. to access the back parking lot. Cars date photo.
- 1995 - Juna Wilson (L.E. Wilson's wife) passes and LE's house is sold to Carlos Torres.
- 2005 – Jon Morrison, President at the time (Stepson to Jack Wilson since he was 10 years old) sells remaining portion of underground shot tunnel and portion of land to school for new Middle School construction.



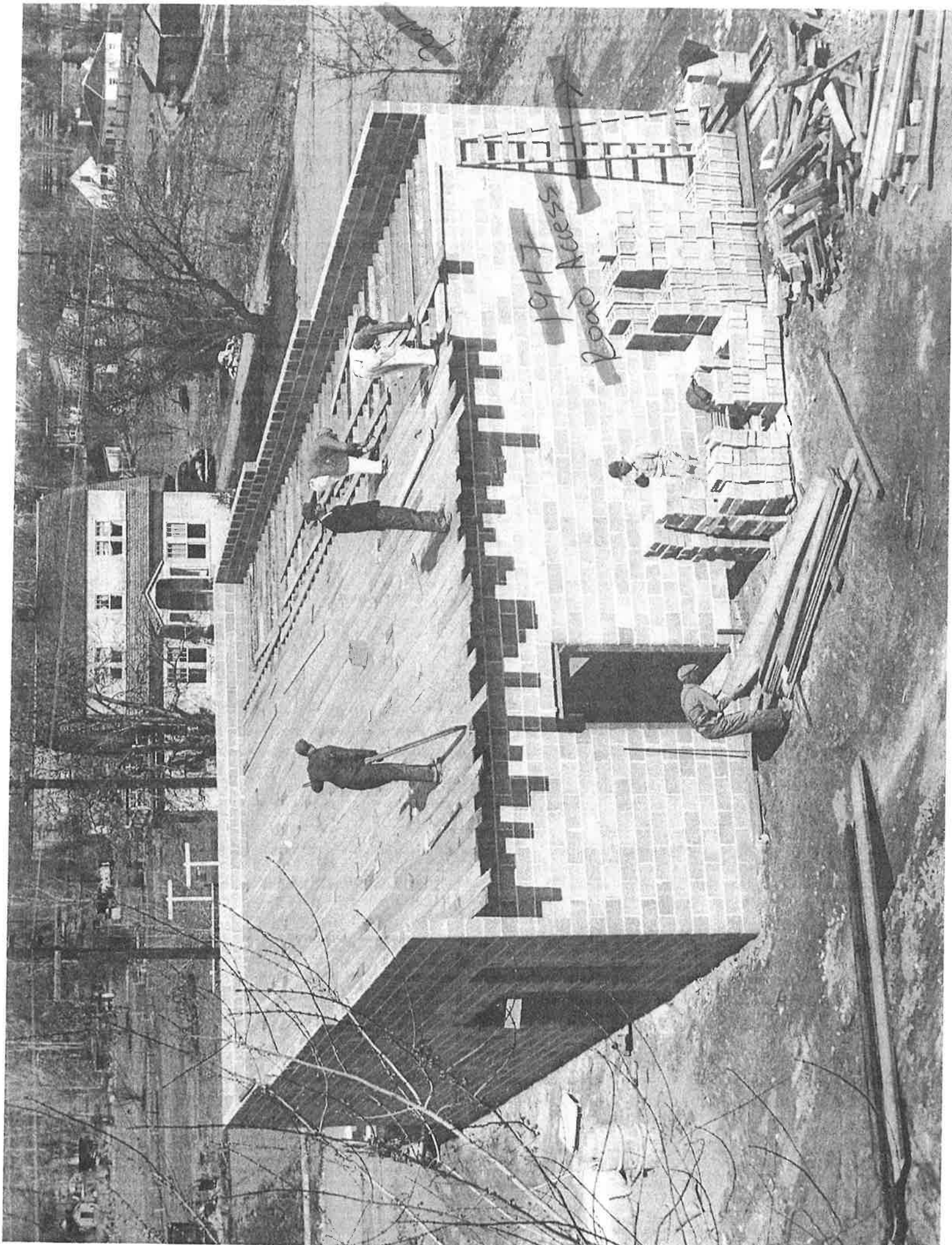
FITZPATRICK SURVEYING, PLLC

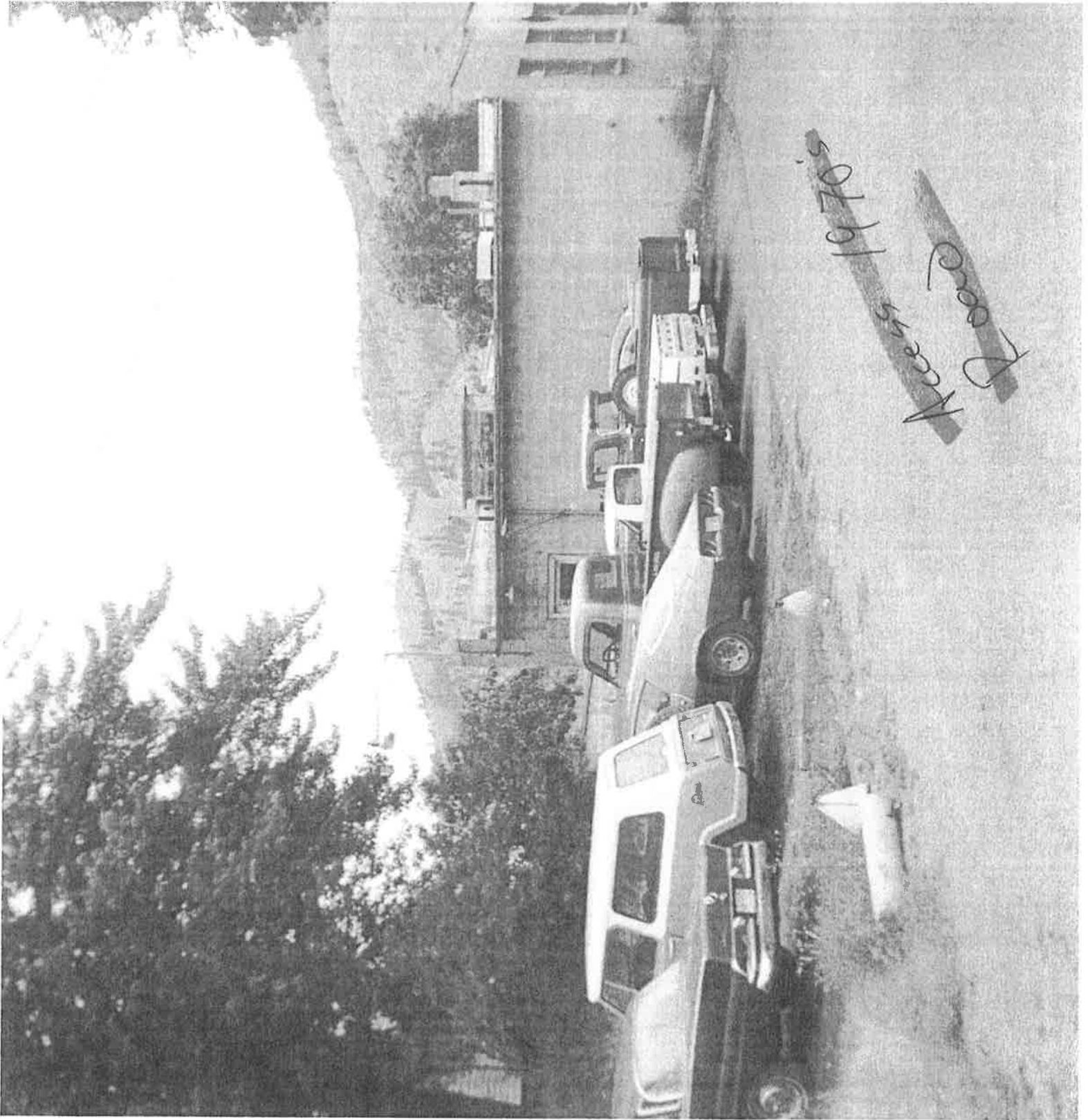
P.O. BOX 462 / 117 COTTAGE AVE.
 CASHMERE, WA 98815 (509)782-2441

DATE:	12/14/11	DRAWN BY:	SPF/ NSF
SCALE:	1" = 40'	FILE NO:	50311bla.dwg



LE Wilson Shop Building Dates noted on County Assessor Records. Google Earth Map, 2022





1970's
Good
Access



1970's