



City of Cashmere

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

**CITY OF CASHMERE
STUDY SESSION
MONDAY, AUGUST 8, 2011
6:00 P.M., CITY HALL**

AGENDA

BUSINESS ITEMS

- Proposed budget for creating a Public Works department
- Proposed budget amendments for 2011

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)

Staff Summary

Date: August 8, 2011
To: Mayor and Cashmere City Council
From: Clerk-Treasurer Kay Jones
RE: Creating a Public Works Department and Fund

The Public Works Department and Fund would include the cemetery, streets, parks and the city pool. The parks and city pool expenditures would be moved from the general fund into the public works fund, and cemetery and streets would be moved from their respective funds.

Having one public works fund will give the city more flexibility with the crewmen and with the budget. There would not be designated street, parks or cemetery crewmen; they would now be public works crewmen and they would work where the priority designates.

As for revenues in the public works fund; the sales tax, city pool, and parks revenue would be moved from the general fund to the public works fund. Cemetery and street revenues will also be moved to the new fund. All revenue in the general fund and the public works fund would be general monies.

Along with the proposed public works fund the idea is to move all general and public works capital expenditures to the Capital Improvement fund. Having all the capital money and expenditures in one fund will give the city a larger pot to work with and more flexibility on how to spend the capital funds.

Staff Recommendation:

Move to authorize the Clerk-Treasurer to amend the budget creating the public works fund and moving capital expenses to the capital improvement fund as proposed.

Revenue

Account Number	Title	Budget
----------------	-------	--------

PROPOSED GENERAL GOVERNMENT FUND

TAXES		
001-000-000-313-71-00-00	Criminal Justice	\$51,200.00
001-000-000-314-50-00-00	Taxes on City Utilities	\$0.00
001-000-000-314-52-00-00	Water Utility Taxes	\$34,320.00
001-000-000-314-54-00-00	Sewer Utility Taxes	\$95,522.00
001-000-000-314-55-00-00	Sanitation Utility Taxes	\$26,320.00
001-000-000-316-45-00-00	Garbage/Solid Waste Taxes	\$4,865.00
001-000-000-316-46-00-00	Cable Taxes	\$32,225.00
001-000-000-316-47-00-00	Telephone Taxes	\$96,500.00
001-000-000-316-51-00-00	Electric Taxes	\$130,000.00
001-000-000-317-20-00-00	Leasehold Excise Tax	\$560.00
Total TAXES		\$471,512.00

LICENSES AND PERMITS		
001-000-000-321-90-00-00	Business Licenses and Permits	\$2,500.00
001-000-000-321-90-01-00	Mfg Home Park & Special Permit	\$150.00
001-000-000-321-91-00-00	Franchise Fees	\$30,365.00
001-000-000-322-10-00-00	Buildings, Structures and Equipment	\$15,000.00
001-000-000-322-90-01-00	Sign Permits	\$450.00
001-000-000-322-90-02-00	Life & Safety Occupancy Permit	\$2,500.00
Total LICENSES AND PERMITS		\$50,965.00

INTERGOVERNMENTAL REVENUES		
001-000-000-332-21-10-00	Cobra - Payroll Tax Credit	\$7,752.00
001-000-000-334-04-90-00	State EMS Participation Grant - Fire Dept	\$1,500.00
001-000-000-334-07-08-00	Chelan County Smp Grant	\$0.00
001-000-000-335-00-91-00	PUD Privilege Tax	\$4,500.00
001-000-000-336-00-98-00	City County Assistance	\$5,000.00
001-000-000-336-06-21-00	Criminal Justice - Violent Crimes/Population	\$1,000.00
001-000-000-336-06-25-00	Criminal Justice - Contracted Services	\$4,000.00
001-000-000-336-06-26-00	Criminal Justice - Special Programs	\$2,435.00
001-000-000-336-06-51-00	DUI And Other Criminal Justice Assistance	\$685.00
001-000-000-336-06-94-00	Liquor/Beer Excise Tax	\$14,965.00
001-000-000-338-22-01-00	Intergov. Fire Control Services	\$0.00
Total INTERGOVERNMENTAL REVENUES		\$41,837.00

CHARGES FOR GOODS AND SERVICES		
General Government		
001-000-000-341-26-00-00	Recording Surcharge - Affordable Housing	\$5,555.00
001-000-000-341-60-00-00	Printing & Duplicating Services	\$25.00
001-000-000-341-70-00-00	Sales of Merchandise	\$1,125.00
Total General Government		\$6,705.00
Public Safety		
001-000-000-342-20-00-00	Fire Protection Services	\$40,000.00
Total Public Safety		\$40,000.00
Economic Environment		
001-000-000-345-81-00-00	Zoning and Subdivision	\$0.00
001-000-000-345-89-00-00	Other Planning and Development	\$5,250.00
Total Economic Environment		\$5,250.00
Interfund/Interdepartment-Sales and Services		
001-000-000-349-18-01-00	Admin. Services Street Dept.	\$34,055.00
001-000-000-349-18-02-00	Admin. Services Cemetery Dept.	\$9,991.00
001-000-000-349-18-03-00	Admin. Services Water/WW Dept.	\$122,075.00
001-000-000-349-18-05-00	Admin. Services Sanitation Dept.	\$26,985.00
001-000-000-349-18-06-00	Admin. Services Equipment Rental Dept.	\$12,175.00
Total Interfund/Interdepartment-Sales and Services		\$205,281.00

Total CHARGES FOR GOODS AND SERVICES \$257,236.00

MISCELLANEOUS REVENUES

Interest and Other Earnings

001-000-000-361-11-00-00	Investment Interest	\$4,850.00
001-000-000-361-40-00-00	Interest on Contracts, Notes, and Accounts	\$905.00
001-000-000-361-90-00-00	Other Interest Earnings	\$1,500.00
Total Interest and Other Earnings		\$7,255.00

Rents, Leases and Concessions

001-000-000-362-50-00-00	Space & Facilities Leases (Long-Term)	\$0.00
001-000-000-362-50-01-00	Riverside Center Lease	\$22,800.00
001-000-000-362-90-01-00	Library Use Maintenance Charge	\$9,614.00
Total Rents, Leases and Concessions		\$32,414.00

Interfund Rents and Concessions

001-000-000-366-20-01-00	Bldg Rent Street Depart.	\$35,215.00
001-000-000-366-20-02-00	Bldg Rent Cemetery Depart.	\$9,460.00
001-000-000-366-20-03-00	Bldg Rent Water/WW Dept.	\$14,875.00
001-000-000-366-20-05-00	Bldg Rent Sanitation Depart.	\$8,430.00
001-000-000-366-20-06-00	Bldg Rent Equipment Rental Dept.	\$28,400.00
Total Interfund Rents and Concessions		\$96,380.00

Other Miscellaneous Revenues

001-000-000-369-40-00-00	Judgments and Settlements	\$0.00
001-000-000-369-81-00-00	Cashier's Overages Or Shortages	\$0.00
001-000-000-369-90-00-00	Other	\$500.00
001-000-000-369-90-08-00	Worker's Comp (L&I) Refund	\$0.00
001-000-000-369-90-09-00	Delinquency Bill Fees	\$25,000.00
Total Other Miscellaneous Revenues		\$25,500.00

Total MISCELLANEOUS REVENUES \$161,549.00

Total GENERAL GOVERNMENT FUND \$983,099.00

Revenue

Account Number	Title	Budget
PROPOSED PUBLIC WORKS FUND		
Taxes		
003-000-000-311-10-00-00	Real and Personal Property Taxes	\$514,969.00
003-000-000-313-10-00-00	Local Retail Sales and Use Tax	\$262,500.00
Total Taxes		\$777,469.00
State Entitlements, Impact Payments and Taxes		
003-000-000-336-00-87-00	Motor Vehicle Fuel Tax -City Street	\$64,430.00
003-000-000-336-06-95-00	Liquor Control Board Profits	\$22,060.00
Total State Entitlements, Impact Payments and Taxes		\$86,490.00
CHARGES FOR GOODS AND SERVICES		
003-000-000-343-60-01-00	Burial Plots	\$9,600.00
003-000-000-343-60-02-00	Opening & Closing Services	\$17,000.00
003-000-000-343-60-03-00	Marker Settings	\$5,000.00
003-000-000-343-60-04-00	Vases	\$0.00
003-000-000-343-60-05-00	Liners	\$2,800.00
003-000-000-343-60-06-00	Marker Bases	\$0.00
003-000-000-343-60-07-00	Vase Setting Fees	\$0.00
003-000-000-343-60-08-00	Scatter Garden Fees	\$0.00
003-000-000-343-60-09-00	Markers	\$3,350.00
Total CHARGES FOR GOODS AND SERVICES		\$37,750.00
CHARGES FOR GOODS AND SERVICES		
003-000-000-344-10-00-00	Road/Street Maintenance & Repair Charges	\$0.00
003-000-000-344-20-00-00	Sales of Road Materials	\$0.00
Total CHARGES FOR GOODS AND SERVICES		\$0.00
Culture and Recreation		
003-000-000-347-30-01-00	Swim Pool, General Admission	\$22,000.00
003-000-000-347-30-02-00	Swim Pool, Fam Season Tickets	\$6,000.00
003-000-000-347-30-03-00	Swim Pool, Ind Season Tickets	\$1,000.00
003-000-000-347-30-04-00	Swim Pool, Punch Card Pass	\$4,000.00
003-000-000-347-30-08-00	Rafter Landing Fees	\$23,000.00
003-000-000-347-30-09-00	Park Vendor Fees	\$250.00
003-000-000-347-60-00-00	Swimming Lesson Fees	\$10,500.00
003-000-000-362-40-01-00	Pool Rental & Lifeguard Fees	\$2,500.00
003-000-000-362-80-00-00	Concession Proceeds	\$0.00
Total Culture and Recreation		\$69,250.00
MISCELLANEOUS REVENUES		
Interest and Other Earnings		
003-000-000-361-11-00-00	Investment Interest	\$1,520.00
003-000-000-361-40-01-00	Interest on Misc Billing	\$0.00
003-000-000-361-90-00-00	Other Interest Earnings	\$0.00
Total Interest and Other Earnings		\$1,520.00
Other Miscellaneous Revenues		
003-000-000-369-90-00-00	Other	\$0.00
Total Other Miscellaneous Revenues		\$0.00
Total MISCELLANEOUS REVENUES		\$1,520.00
Total PUBLIC WORKS FUND		\$972,479.00

Revenue

Account Number	Title	Budget
PROPOSED CAPITAL IMPROVEMENT FUND		
TAXES		
302-000-000-317-34-00-00	REET1 - First Quarter Percent	\$12,360.00
Total TAXES		\$12,360.00
INTERGOVERNMENTAL REVENUES		
Indirect Federal Grants		
302-000-000-333-20-21-08	Fed. Enhance Grant, Cot/Titch	\$0.00
302-000-000-333-20-22-08	Fed. S.T.P. Grant, Division	\$0.00
302-000-000-333-20-23-10	Federal STPR Grant-Sunset Hwy Proj	\$450,659.00
302-000-000-333-20-24-10	FHWA HBP-Sunset Hwy Proj	\$1,257,990.00
302-000-000-333-97-03-00	F.E.M.A. Emerge Manage (federal)	\$0.00
Total Indirect Federal Grants		\$1,708,649.00
State Grants		
302-000-000-334-02-30-00	State DNR Grant, Arbor Day Trees	\$0.00
302-000-000-334-03-81-08	State T.I.B. Grant, Cot/Titch	\$0.00
302-000-000-334-03-82-08	State T.I.B. Grant, Division	\$0.00
Total State Grants		\$0.00
Intergovernmental Service Revenues		
302-000-000-338-95-51-00	Port District - Sunset Hwy Proj	\$768,332.00
Total Intergovernmental Service Revenues		\$768,332.00
Total INTERGOVERNMENTAL REVENUES		\$2,476,981.00
MISCELLANEOUS REVENUES		
302-000-000-361-11-00-00	Investment Interest	\$3,000.00
302-000-000-361-90-00-00	Other Interest Earnings	\$0.00
Total MISCELLANEOUS REVENUES		\$3,000.00
Total CAPITAL IMPROVEMENT FUND		\$2,492,341.00

Expenditure

Account Number	Title	Budget
----------------	-------	--------

PROPOSED GENERAL GOVERNMENT FUND

GOVERNMENT SERVICES

Legislative

001-000-000-511-30-49-00	GG Publishing Services-Code Updates	\$3,500.00
001-000-000-511-60-10-00	GG Council Wages	\$6,000.00
001-000-000-511-60-20-00	GG Council Benefits	\$480.00
001-000-000-511-60-31-00	GG Council Supplies	\$0.00
001-000-000-511-70-51-00	GG Intergov.-Election Services	\$6,000.00
001-000-000-511-80-51-00	GG Intergov.-Voter Registration Costs	\$5,000.00
Total Legislative		\$20,980.00

Executive

001-000-000-513-10-10-00	GG Mayor Wages	\$4,800.00
001-000-000-513-10-10-01	GG Director of Operations, Wages	\$62,479.00
001-000-000-513-10-20-00	GG Mayor Benefits	\$372.00
001-000-000-513-10-20-01	GG Director of Operations, Benefits	\$23,600.00
001-000-000-513-40-43-00	GG Travel-lodging/meals/mileage	\$1,000.00
001-000-000-513-40-49-00	GG Training-Executive	\$250.00
Total Executive		\$92,501.00

Financial and Records Services

001-000-000-514-10-10-00	GG Admin Clerk-Treasurer, Wages	\$56,380.00
001-000-000-514-10-10-01	GG Admin Finance/Records, Wages	\$17,385.00
001-000-000-514-10-20-00	GG Admin Clerk-Treasurer, Benefits	\$22,975.00
001-000-000-514-10-20-01	GG Admin Finance/Records, Benefits	\$8,300.00
001-000-000-514-10-31-00	GG Admin Office Supplies	\$4,500.00
001-000-000-514-10-35-00	GG Admin Office Tools & Equipment	\$2,000.00
001-000-000-514-10-41-01	GG Admin Pro Services-Computer	\$1,000.00
001-000-000-514-10-41-09	GG Admin Pro Services-State Audit	\$3,765.00
001-000-000-514-10-42-00	GG Admin Phones & Postage	\$1,015.00
001-000-000-514-10-44-00	GG Admin Advertising/Publishing	\$2,500.00
001-000-000-514-10-45-00	GG Admin Office Rentals & Leases	\$1,000.00
001-000-000-514-10-46-00	GG Admin Insurance-property & liability	\$4,305.00
001-000-000-514-10-49-00	GG Admin Misc-dues/record/print	\$8,500.00
001-000-000-514-10-53-00	GG Admin External Taxes-State Excise	\$1,000.00
001-000-000-514-40-43-00	GG Admin Travel-lodging/meals/mileage	\$2,000.00
001-000-000-514-40-49-00	GG Admin Training-Finance/Records	\$2,000.00
001-000-000-514-50-10-00	GG City Hall Maintenance, Wages	\$600.00
001-000-000-514-50-20-00	GG City Hall Maintenance, Benefits	\$265.00
001-000-000-514-50-31-00	GG City Hall Maintenance, Supplies	\$3,750.00
001-000-000-514-50-41-00	GG City Hall Janitorial Service	\$2,700.00
001-000-000-514-50-47-00	GG City Hall Utility Services	\$7,405.00
001-000-000-514-50-48-00	GG City Hall Repair & Maintenance Services	\$500.00
001-000-000-514-50-49-00	GG City Hall Misc Services-laundry	\$0.00
Total Financial and Records Services		\$153,845.00

Legal

001-000-000-515-21-51-00	GG Intergov. Prosecution Services	\$10,800.00
001-000-000-515-22-31-00	GG Law Books/RCW's	\$0.00
001-000-000-515-22-41-00	GG City Attorney Services	\$25,000.00
001-000-000-515-22-41-01	GG Other Law Services	\$0.00
001-000-000-515-22-41-02	GG Union Law Services	\$0.00
Total Legal		\$35,800.00

Other General Government Services

001-000-000-519-90-41-00	GG Pro Services	\$0.00
001-000-000-519-90-49-00	GG Misc Services	\$1,000.00
Total Other General Government Services		\$1,000.00

Total GOVERNMENT SERVICES	\$304,126.00
----------------------------------	---------------------

PUBLIC SAFETY**Law Enforcement**

001-000-000-521-20-51-00	GG Intergov. Law Enforcement Contract	\$383,513.00
001-000-000-521-30-49-00	GG Criminal Justice Special Programs	\$6,935.00
Total Law Enforcement		\$390,448.00

Fire Control

001-000-000-522-10-10-01	GG Fire Depart. -Fin/Rec Support Wages	\$1,000.00
001-000-000-522-10-20-01	GG Fire Depart.-Fin/Rec Support Benefits	\$500.00
001-000-000-522-10-20-05	GG WA ST Vol FF Disability Ins & Pension	\$3,150.00
001-000-000-522-10-42-00	GG Fire Dept-phones & postage	\$1,860.00
001-000-000-522-10-46-00	GG Fire Dept Ins-property & liability	\$2,970.00
001-000-000-522-10-46-01	GG Insurance-Fire Fighters Accident	\$1,100.00
001-000-000-522-10-49-00	GG Fire Dept Misc-dues	\$75.00
001-000-000-522-10-51-00	GG Intergov. Rivercom Services	\$6,233.00
001-000-000-522-20-10-00	GG Fire Department, Wages	\$10,743.00
001-000-000-522-20-10-01	GG Volunteer Firefighters, Wages	\$15,000.00
001-000-000-522-20-20-00	GG Fire Department, Benefits	\$156.00
001-000-000-522-20-20-01	GG Volunteer Firefighters, Benefits	\$218.00
001-000-000-522-20-31-00	GG Fire Dept-Chemicals & Supplies	\$2,500.00
001-000-000-522-20-31-01	GG Supplies-Structure Clothing & Gear	\$8,500.00
001-000-000-522-20-31-02	GG Supplies-Wildland Clothing & Gear	\$0.00
001-000-000-522-20-31-03	GG Fire Dept Supplies-Vehicle Maint	\$1,500.00
001-000-000-522-20-32-00	GG Fire Dept Fuel Consumed	\$0.00
001-000-000-522-20-35-00	GG Fire Dept Small Tools & Equip-	\$1,000.00
001-000-000-522-20-35-01	GG Fire Dept Small Tools & Equip-	\$1,000.00
001-000-000-522-20-49-00	GG Fire Dept Misc Services	\$500.00
001-000-000-522-40-49-00	GG Training-Firefighter	\$1,000.00
001-000-000-522-50-31-00	GG Fire Hall Maintenance, Supplies	\$1,000.00
001-000-000-522-50-47-00	GG Fire Hall Utility Services	\$6,145.00
001-000-000-522-50-48-00	GG Fire Hall Repair & Maintenance Services	\$2,000.00
001-000-000-522-50-48-01	GG Repair & Maintenance Services	\$500.00
001-000-000-522-50-48-02	GG Fire Dept Repair & Maint Services-	\$2,000.00
001-000-000-522-50-95-00	GG Fire Interfund Equip Rentals & Leases	\$20,000.00
Total Fire Control		\$90,650.00

Detention and/or Correction

001-000-000-523-60-51-00	GG Intergov. Jail Fees-Contract	\$20,000.00
001-000-000-523-60-51-01	GG Intergov. Jail Fees-Medical Charges	\$0.00
Total Detention and/or Correction		\$20,000.00

Emergency Services

001-000-000-525-60-51-00	GG Intergov. Chelan CO Emerg Mgmt Fee	\$6,634.00
Total Emergency Services		\$6,634.00

Emergency Aid

001-000-000-526-80-41-00	GG Greater Wenatchee Ems Council	\$0.00
Total Emergency Aid		\$0.00

Total PUBLIC SAFETY		\$507,732.00
----------------------------	--	---------------------

OTHER ENVIRONMENTAL SERVICES

001-000-000-539-30-41-00	GG Animal Control Services	\$13,260.00
Total OTHER ENVIRONMENTAL SERVICES		\$13,260.00

ECONOMIC ENVIRONMENT**Planning and Community Development**

001-000-000-558-10-10-00	GG Planning Director Salary	\$27,655.00
001-000-000-558-10-10-01	GG Planning Support Wages	\$2,000.00
001-000-000-558-10-20-00	GG Planning Director Benefits	\$8,775.00
001-000-000-558-10-20-01	GG Planning Support Benefits	\$975.00
001-000-000-558-10-31-00	GG Planning Supplies	\$0.00
001-000-000-558-10-41-00	GG Planning Professional Services-Legal	\$1,000.00
001-000-000-558-10-44-00	GG Planning Advertising/Publishing	\$1,000.00
001-000-000-558-10-49-00	GG Planning Miscellaneous-	\$250.00
001-000-000-558-40-43-00	GG Planning Travel-lodging/meals/mileage	\$100.00

001-000-000-558-60-41-00	GG Planning Pro Services-Engineer/Survey	\$1,000.00
001-000-000-558-60-41-10	GG Planning Hearing Examiner Services	\$2,400.00
Total Planning and Community Development		\$45,155.00

Housing and Community Development

001-000-000-559-10-10-00	GG Building Director Salary	\$27,655.00
001-000-000-559-10-10-01	GG Building Support Wages	\$1,000.00
001-000-000-559-10-20-00	GG Building Director Benefits	\$8,775.00
001-000-000-559-10-20-01	GG Building Support Benefits	\$500.00
001-000-000-559-10-31-00	GG Building Supplies	\$0.00
001-000-000-559-10-41-00	GG Building Pro Services-Legal	\$0.00
001-000-000-559-10-44-00	GG Building Advertising/Publishing	\$0.00
001-000-000-559-10-49-00	GG Building Misc-dues/record/print	\$200.00
001-000-000-559-20-49-00	GG Building Low Income Housing Contract	\$5,555.00
001-000-000-559-40-31-00	GG Building Training Manuals & Supplies	\$0.00
001-000-000-559-40-43-00	GG Building Travel-lodging/meals/mileage	\$100.00
001-000-000-559-40-49-00	GG Building Training -Building	\$400.00
001-000-000-559-60-10-00	GG Building Inspector, Wages	\$1,000.00
001-000-000-559-60-20-00	GG Building Inspector, Benefits	\$50.00
001-000-000-559-60-51-00	GG Building Intergov. Official Fees	\$0.00
Total Housing and Community Development		\$45,235.00

Total ECONOMIC ENVIRONMENT		\$90,390.00
-----------------------------------	--	--------------------

MENTAL AND PHYSICAL HEALTH

001-000-000-566-10-53-00	GG Contrib to Alcoholism Program	\$301.00
Total MENTAL AND PHYSICAL HEALTH		\$301.00

CULTURE AND RECREATION

Libraries

001-000-000-572-10-46-00	GG Library Insurance-Property & Liability	\$1,720.00
001-000-000-572-50-10-00	GG Library Bldg & Grounds-Wages	\$1,200.00
001-000-000-572-50-20-00	GG Library Bldg & Grounds-Benefits	\$530.00
001-000-000-572-50-31-00	GG Library Bldg & Grounds-Supplies	\$3,250.00
001-000-000-572-50-41-00	GG Library Janitorial Service	\$1,800.00
001-000-000-572-50-47-00	GG Library Utility Services	\$4,437.00
001-000-000-572-50-48-00	GG Library Repair & Maintenance Services	\$750.00
001-000-000-572-50-49-00	GG Library Misc Services	\$0.00
Total Libraries		\$13,687.00

Museums And Art Galleries

001-000-000-575-30-49-00	GG Chelan County Museum Contributions	\$8,500.00
Total Museums And Art Galleries		\$8,500.00

Multipurpose And Community Centers

001-000-000-575-50-10-00	GG Riverside Center Maint, Wages	\$1,500.00
001-000-000-575-50-20-00	GG Riverside Center Maint, Benefits	\$750.00
001-000-000-575-50-31-00	GG Riverside Center Maint, Supplies	\$2,100.00
001-000-000-575-50-31-01	GG Riverside Center Grounds, Supplies	\$1,500.00
001-000-000-575-50-41-01	GG Riverside Center Pro Services-Computer	\$0.00
001-000-000-575-50-46-00	GG Riverside Center Ins-prop & liabil	\$3,195.00
001-000-000-575-50-48-00	GG Riverside Center Repair Services	\$1,250.00
001-000-000-575-50-49-00	GG Riverside Center Misc Services	\$0.00
Total Multipurpose And Community Centers		\$10,295.00

Total CULTURE AND RECREATION		\$32,482.00
-------------------------------------	--	--------------------

TOTAL GENERAL GOVERNMENT FUND		\$964,291.00
--------------------------------------	--	---------------------

Expenditure

Account Number	Title	Budget
----------------	-------	--------

PROPOSED PUBLIC WORKS DEPARTMENT

Administration

003-000-000-514-10-10-00	PW Admin Wages-Finance/Records	\$11,970.00
003-000-000-514-10-20-00	PW Admin Benefits-Finance/Records	\$5,850.00
003-000-000-514-10-31-00	PW Admin Office Supplies	\$1,500.00
003-000-000-514-10-35-00	PW Admin Office Equipment	\$500.00
003-000-000-514-10-41-00	PW Admin Pro Services-Legal	\$0.00
003-000-000-514-10-41-01	PW Admin Pro Services-Computer	\$600.00
003-000-000-514-10-41-09	PW Admin Pro Services-State Audit	\$4,335.00
003-000-000-514-10-42-00	PW Admin Phones & Postage	\$1,250.00
003-000-000-514-10-44-00	PW Admin Advertising/Publishing	\$200.00
003-000-000-514-10-45-00	PW Admin Office Rentals & Leases	\$2,000.00
003-000-000-514-10-46-00	PW Admin Insurance-property & liability	\$18,030.00
003-000-000-514-10-49-00	PW Admin Misc-dues/record/print	\$1,500.00
003-000-000-543-30-49-01	PW Admin Misc Services	\$500.00
003-000-000-514-10-49-05	PW Admin Purchases of Plots by City	\$300.00
003-000-000-514-10-49-08	PW Admin Claims For Damages	\$0.00
003-000-000-514-10-53-00	PW Admin External Taxes-State Excise	\$675.00
003-000-000-514-10-91-00	PW Admin Interfund Admin Services	\$32,486.25
003-000-000-514-10-93-00	PW Admin Interfund Supplies	\$11,560.00

Total Administration

\$93,256.25

Training

003-000-000-536-40-31-00	PW Training Manuals & Supplies	\$0.00
003-000-000-536-40-43-00	PW Travel-lodging/meals/mileage	\$500.00
003-000-000-536-40-49-00	PW Training	\$500.00

Total Training

\$1,000.00

Total ADMINISTRATION

\$94,256.25

CEMETERY

Cemetery Services

003-000-000-536-20-10-00	CM Srv Wages	\$5,220.00
003-000-000-536-20-20-00	CM Srv Benefits	\$2,520.00
003-000-000-536-20-31-00	CM Srv Supplies-liners, vases, markers,	\$4,148.00
003-000-000-536-20-35-00	CM Srv Tools & Equipment	\$0.00
003-000-000-536-20-45-00	CM Srv Operating Rentals & Leases	\$0.00
003-000-000-536-20-49-00	CM Srv Misc Services	\$0.00

Total Cemetery Services

\$11,888.00

Facilities

003-000-000-536-50-10-00	CM Fac Wages	\$13,050.00
003-000-000-536-50-20-00	CM Fac Benefits	\$6,300.00
003-000-000-536-50-31-00	CM Fac Supplies	\$1,987.75
003-000-000-536-50-32-00	CM Fac Fuel Consumed	\$3,000.00
003-000-000-536-50-35-00	CM Fac Tools & Equipment	\$0.00
003-000-000-536-50-41-00	CM Fac Pro Services	\$0.00
003-000-000-536-50-45-00	CM Fac Operating Rentals	\$0.00
003-000-000-536-50-47-00	CM Fac Utility Services	\$3,700.00
003-000-000-536-50-47-01	CM Fac Irrigation Water Assessment	\$1,245.00
003-000-000-536-50-48-00	CM Fac Repair & Maint Services	\$200.00
003-000-000-536-50-95-00	CM Fac Interfund Equipment Rentals	\$29,198.00
003-000-000-536-50-95-01	CM Fac Interfund Building Rentals	\$9,460.00

Total Facilities

\$68,140.75

Total CEMETERY

\$80,028.75

TRANSPORTATION

ROAD AND STREET MAINTENANCE

Roadway

003-000-000-542-30-10-00	ST Wages-Roadways	\$29,875.00
003-000-000-542-30-20-00	ST Benefits-Roadways	\$17,250.00
003-000-000-542-30-31-00	ST Supplies-Roadways	\$1,000.00
003-000-000-542-30-31-01	ST Supplies-Asphalt Cement	\$10,000.00
003-000-000-542-30-31-02	ST Supplies-Asphalt, Emulsion Tack Coat	\$300.00
003-000-000-542-30-31-03	ST Supplies-Base Material, Gravel/Ballast	\$6,695.00
003-000-000-542-30-48-00	ST Street Repairs & Maintenance-Roadway	\$50,000.00
Total Roadway		\$115,120.00
Drainage		
003-000-000-542-40-10-00	ST Wages-Storm Sewers	\$3,585.00
003-000-000-542-40-20-00	ST Benefits-Storm Sewers	\$2,070.00
003-000-000-542-40-31-00	ST Supplies-Storm Sewer	\$750.00
Total Drainage		\$6,405.00
Structures		
003-000-000-542-50-10-00	ST Wages-Bridges	\$0.00
003-000-000-542-50-20-00	ST Benefits-Bridges	\$0.00
003-000-000-542-50-31-00	ST Supplies-Bridges	\$500.00
Total Structures		\$500.00
Sidewalks		
003-000-000-542-61-10-00	ST Wages-Sidewalks	\$8,365.00
003-000-000-542-61-20-00	ST Benefits-Sidewalks	\$4,830.00
003-000-000-542-61-31-00	ST Maint of Sidewalk, Supplies	\$3,500.00
Total Sidewalks		\$16,695.00
Street Lighting		
003-000-000-542-63-10-00	ST Wages-Street Lights	\$8,365.00
003-000-000-542-63-20-00	ST Benefits-Street Lights	\$4,830.00
003-000-000-542-63-31-01	ST Supplies-Street Lighting	\$5,500.00
003-000-000-542-63-41-00	ST Pro Services-Street Lighting	\$0.00
003-000-000-542-63-47-00	ST Utility Services-ST Light Misc	\$712.00
003-000-000-542-63-47-01	ST Utility Services-ST Light Contract, City	\$7,675.00
003-000-000-542-63-47-02	ST Utility Services-ST Light Contract, District	\$13,450.00
003-000-000-542-63-47-08	ST Utility Services-Street Lighting	\$0.00
003-000-000-542-63-47-09	ST Utility Services-ST Light Electricity,	\$0.00
Total Street Lighting		\$40,532.00
Traffic Control Devices		
003-000-000-542-64-10-00	ST Wages-Traffic Control Devices	\$7,170.00
003-000-000-542-64-20-00	ST Benefits-Traffic Control Devices	\$4,140.00
003-000-000-542-64-31-00	ST Supplies-Traffic Control Devices	\$8,500.00
003-000-000-542-64-48-00	ST Repair & Maintenance-Traffic Control	\$0.00
Total Traffic Control Devices		\$19,810.00
Parking Facilities		
003-000-000-542-65-45-00	ST Parking Lot Lease (Cot/Woodring)	\$2,000.00
003-000-000-542-65-48-00	ST Repair & Maintenance-Parking Lot	\$0.00
Total Parking Facilities		\$2,000.00
Snow And Ice Control		
003-000-000-542-66-10-00	ST Wages-Snow & Ice Control	\$25,850.00
003-000-000-542-66-20-00	ST Benefits-Snow & Ice Control	\$20,700.00
003-000-000-542-66-31-00	ST Supplies-Snow & Ice Control	\$12,000.00
Total Snow And Ice Control		\$58,550.00
Street Cleaning		
003-000-000-542-67-10-00	ST Wages-Street Cleaning	\$13,145.00
003-000-000-542-67-20-00	ST Benefits-Street Cleaning	\$7,590.00
003-000-000-542-67-31-00	ST Supplies-Street Cleaning	\$2,000.00
003-000-000-542-67-47-00	ST Utility Services-Water/Street Cleaning	\$1,200.00
Total Street Cleaning		\$23,935.00
Roadside		
003-000-000-542-70-10-00	ST Wages-Vegetation Control	\$3,585.00

003-000-000-542-70-10-01	ST Wages-Roadside Trees	\$3,585.00
003-000-000-542-70-10-02	ST Wages-Roadside Landscaping	\$0.00
003-000-000-542-70-20-00	ST Benefits-Vegetation Control	\$2,070.00
003-000-000-542-70-20-01	ST Benefits-Roadside Trees	\$2,070.00
003-000-000-542-70-20-02	ST Benefits-Roadside Landscaping	\$0.00
003-000-000-542-70-31-00	ST Supplies-Vegetation Control	\$1,500.00
003-000-000-542-70-31-01	ST Supplies-Roadside Trees	\$3,000.00
003-000-000-542-70-31-02	ST Supplies-Roadside Landscaping	\$2,000.00
003-000-000-542-70-47-00	ST Utility Services-Roadside Landscape	\$2,050.00
003-000-000-542-70-48-00	ST Repair & Maintenance-Roadside	\$500.00
Total Roadside		\$20,360.00

Total ROAD AND STREET MAINTENANCE

\$303,907.00 303907

Facilities

003-000-000-543-50-10-00	ST Wages-Facilities	\$5,975.00
003-000-000-543-50-20-00	ST Benefits-Facilities	\$3,450.00
003-000-000-543-50-31-00	ST Supplies-Facilities	\$100.00
003-000-000-543-50-32-00	ST Fuel Consumed	\$15,722.00
003-000-000-543-50-35-00	ST Small Tools and Equipment	\$0.00
003-000-000-543-50-47-00	ST Utility Services	\$1,250.00
003-000-000-543-50-47-01	ST Irrigation Water Assessment	\$155.00
003-000-000-543-30-48-00	ST Repair & Maintenance Services	\$500.00
003-000-000-543-50-49-00	ST Misc Services	\$0.00
003-000-000-543-50-95-00	ST Interfund Equipment Rentals & Leases	\$147,061.00
003-000-000-543-50-95-01	ST Interfund Building Rentals & Leases	\$35,215.00
Total Facilities		\$209,428.00

ROAD AND STREET OPERATIONS

Engineering

003-000-000-544-20-41-00	ST Engineer Services	\$4,500.00
003-000-000-544-20-41-01	ST Surveying Services	\$0.00
003-000-000-544-20-41-02	ST Consulting Services-Studies/plans	\$0.00
003-000-000-544-20-41-03	ST Planning - Lotts Grant	\$0.00
Total Engineering		\$4,500.00

Total ROAD AND STREET OPERATIONS

\$4,500.00

Total TRANSPORTATION \$517,835.00

MENTAL AND PHYSICAL HEALTH

Substance Abuse

003-000-000-566-10-53-00	ST Contrib to Alcoholism Program	\$440.00
Total Substance Abuse		\$440.00

Total MENTAL AND PHYSICAL HEALTH \$440.00

PARKS AND RECREATION

Swimming Pools

003-000-000-576-20-10-00	CP Lifeguard Wages	\$42,000.00
003-000-000-576-20-10-01	CP Other Wages	\$9,240.00
003-000-000-576-20-20-00	CP Lifeguard Benefits	\$6,500.00
003-000-000-576-20-20-01	CP Other Benefits	\$4,640.00
003-000-000-576-20-31-00	CP Maint Supplies	\$5,000.00
003-000-000-576-20-31-01	CP Operating Supplies-Chemicals	\$10,000.00
003-000-000-576-20-31-02	CP Retail Supplies	\$800.00
003-000-000-576-20-31-03	CP Office Supplies	\$200.00
003-000-000-576-20-35-00	CP Minor Tools & Equipment	\$1,250.00
003-000-000-576-20-42-00	CP Communications-phones & postage	\$980.00
003-000-000-576-20-45-00	CP Operating Rentals & Leases	\$0.00
003-000-000-576-20-46-00	CP Insurance-Property & Liability	\$4,040.00
003-000-000-576-20-47-00	CP Utility Services	\$27,250.00
003-000-000-576-20-48-01	CP Repair & Maintenance Services	\$2,500.00
003-000-000-576-20-49-00	CP Misc-dues/record/print	\$350.00

003-000-000-576-20-49-01	CP Misc Services	\$300.00
Total Swimming Pools		\$115,050.00

General Parks

003-000-000-576-80-10-00	PK Wages	\$25,230.00
003-000-000-576-80-10-01	PK Tree Wages	\$0.00
003-000-000-576-80-20-00	PK Benefits	\$12,180.00
003-000-000-576-80-20-01	PK Tree Benefits	\$0.00
003-000-000-576-80-20-09	PK Cobra Health Benefit 65%	\$6,000.00
003-000-000-576-80-31-00	PK Supplies-Maintenance	\$5,500.00
003-000-000-576-80-31-01	PK Supplies-fertilizers/chemicals	\$1,250.00
003-000-000-576-80-31-02	PK Supplies-Trees & Tree Supplies	\$500.00
003-000-000-576-80-31-03	PK Supplies-Landscaping	\$250.00
003-000-000-576-80-32-00	PK Fuel Consumed	\$3,302.00
003-000-000-576-80-43-01	PK Travel-lodging/meals/mileage	\$200.00
003-000-000-576-80-45-00	PK Rental & Leases-toilets	\$1,760.00
003-000-000-576-80-45-01	PK Rental & Leases- Rafter toilets	\$1,600.00
003-000-000-576-80-46-00	PK Insurance-Property & Liability	\$3,460.00
003-000-000-576-80-47-00	PK Utility Services	\$25,870.00
003-000-000-576-80-47-01	PK Irrigation Assessment	\$0.00
003-000-000-576-80-48-00	PK Repair & Maintenance Services	\$500.00
003-000-000-576-80-49-00	PK Misc-dues/record/print	\$200.00
003-000-000-576-80-49-02	PK Training	\$300.00
003-000-000-576-80-95-00	PK Interfund Equip Rental & Leases	\$41,354.00
Total General Parks		\$129,456.00

Total PARKS AND RECREATION		\$244,506.00
-----------------------------------	--	---------------------

TOTAL PUBLIC WORKS FUND		\$937,066.00
--------------------------------	--	---------------------

Expenditure

Account Number	Title	Budget
----------------	-------	--------

PROPOSED CAPITAL IMPROVEMENT FUND

CAPITAL EXPENDITURES

302-000-000-594-14-41-00	GG Office Capital Services	\$0.00
302-000-000-594-14-64-00	GG Office Furniture & Equipment	\$28,000.00
Total Admin		\$28,000.00
302-000-000-594-36-63-00	PW Cemetery Improvements	\$2,500.00
Total Cemetery		\$2,500.00
302-000-000-594-48-62-00	EQ Shop Building Structure Improvements	\$0.00
Total Public Works		\$0.00
302-000-000-594-72-62-00	GG Library Building Structure Improvements	\$0.00
Total Library		\$0.00
302-000-000-594-76-63-00	PW Park Capital Improvements	\$12,000.00
302-000-000-594-76-64-00	PW Park Tables, Benches, Receptacles	\$7,000.00
Total Parks		\$19,000.00
302-000-000-594-76-64-10	PW Pool, Capital Equipment	\$16,000.00
Total Pool		\$16,000.00
Total CAPITAL EXPENDITURES		\$65,500.00

ROAD/STREET CONSTRUCTION CAPITALS

302-000-000-595-10-31-00	ST Supplies-Engineering	\$0.00
302-000-000-595-10-41-00	ST Services-Engineering/surveying	\$0.00
Total Engineering		\$0.00
302-000-000-595-30-10-00	ST Roadway Construction, Wages	\$0.00
302-000-000-595-30-20-00	ST Roadway Construction, Benefits	\$0.00
302-000-000-595-30-63-00	ST Roadway Construction, Supplies	\$0.00
302-000-000-595-30-63-01	ST Roadway Construction, Contractor	\$0.00
Total Roadway		\$0.00
302-000-000-595-40-10-00	ST Storm Drain Construction, Wages	\$0.00
302-000-000-595-40-20-00	ST Storm Drain Construction, Benefits	\$0.00
302-000-000-595-40-63-00	ST Storm Drain Construction, Supplies	\$0.00
Total Drainage		\$0.00
302-000-000-595-61-10-00	ST Sidewalk Construction, Wages	\$0.00
302-000-000-595-61-20-00	ST Sidewalk Construction, Benefits	\$0.00
302-000-000-595-61-63-00	ST Sidewalk Construction, Supplies	\$0.00
302-000-000-595-61-63-01	ST Sidewalk Construction, Contractor	\$0.00
Total Sidewalks		\$0.00
302-100-000-595-50-63-00	ST Structures-bridges, canals, levees	\$0.00
Total Structures		\$0.00
302-600-000-595-10-41-00	ST Sunset Hwy Design Engineering	\$322,047.00
302-600-000-595-10-41-01	ST Sunset Hwy Const Engineering	\$420,000.00
302-600-000-595-10-41-02	ST Sunset Hwy Surveying	\$24,030.00
302-600-000-595-30-10-00	ST Sunset Hwy Construction, Wages	\$0.00
302-600-000-595-30-20-00	ST Sunset Hwy Construction, Benefits	\$0.00
302-600-000-595-30-31-01	ST Sunset Hwy Construction Supplies	\$0.00
302-600-000-595-30-63-00	ST Sunset Hwy Construction Contractor	\$2,242,077.00
302-600-000-595-30-63-01	ST Sunset Hwy Other Utilities Relocate	\$100,000.00
302-600-000-595-90-49-00	ST Sunset Hwy Misc Fees	\$0.00
Total Sunset Hwy Project		\$3,108,154.00

302-700-000-595-10-41-00	ST Mission Ave Design Engineering	\$0.00
302-700-000-595-10-41-01	ST Mission Ave Const Engineering	\$0.00
302-700-000-595-10-41-02	ST Mission Ave Surveying	\$0.00
302-700-000-595-30-10-00	ST Mission Ave Construction Wages	\$0.00
302-700-000-595-30-20-00	ST Mission Ave Construction Benefits	\$0.00
302-700-000-595-30-31-00	ST Mission Ave Construction Supplies	\$0.00
302-700-000-595-30-63-00	ST Mission Ave Construction Contractor	\$0.00
302-700-000-595-90-41-00	ST Mission Ave Pro Services - Legal	\$0.00
302-700-000-595-90-49-00	ST Mission Ave Misc Services	\$0.00
Total Mission Avenue Project		\$0.00

Total ROAD/STREET CONSTRUCTION CAPITALS \$3,108,154.00

TOTAL CAPITAL IMPROVEMENT FUND \$3,173,654.00



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, AUGUST 8, 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 July 25, 2011 Special Study Session Meeting
2. Minutes of July 25, 2011 Regular City Council Meeting
3. Payroll and Claims Packet Dated August 8, 2011
4. Workers' Compensation Group Retro Program Participation Agreement

BUSINESS ITEMS

5. South Woodring Street improvement project extension
6. Echelon Engineering Agreement for underwater inspection of Cottage Avenue Bridge
7. Ordinance No. 1191 Amending the Budget for 2011
8. Petition to vacate a portion of Foster Street
9. Resolution No. 09-2011 setting a public hearing for vacating a portion of Foster Street
10. Creating a Public Works Department and Fund – combining streets, cemetery, parks and city pool
11. Clerk-Treasurer report on the proposed purchase of Government Agency Bonds

PROGRESS REPORTS

- Update on projects

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 SPECIAL STUDY SESSION
MONDAY, JULY 25, 2011 AT CASHMERE CITY HALL**

OPENING

Mayor Irle opened the study session at 6:04 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	

DISCUSSION ON INVESTMENTS – PAUL JARVIS WITH TIME VALUE INVESTMENTS

Paul Jarvis of Time Value Investments summarized his professional history. Paul has assisted public funds investors in Washington and Alaska since 1988. His first account was a municipality and he has specialized in public funds investing ever since. He was the Managing Director at Piper Jaffray and left there a year ago to join Time Value Investments (TVI) in Seattle. Currently approximately 100 public entities in Washington and Alaska have investment accounts with TVI.

Paul gave a brief overview of how a bond is purchased and explained the responsibilities of the "Safekeeping Bank". Paul recommends US Bank as they provide an inexpensive yet highly competent safekeeping department. They charge about \$25 per month for monthly portfolio statements and to ensure that cities receive their interest and maturity payments on time.

Paul recommends investing in US Government Agency bonds. Paul explained the risk in purchasing Government Agency Bonds is no greater than investing in the Local Government Investment Pool (LGIP). The LGIP has approximately 52% of its holdings in US Government Agency bonds. Currently a 2-3 year US Government Agency bonds yields approximately 1.00%. The City's money in the LGIP is earning .18%

The money is never wired to the broker, but rather to the safekeeping bank. Once the bonds are purchased they are left alone until they mature. The goal is to have a diversified portfolio with terms ranging from 18 months to 3 years.

ADJOURNMENT

Mayor Irle closed the study session at 6:55 p.m.

Gordon K. Irle, Mayor

Attest:

Kay Jones, Clerk-Treasurer

DRAFT

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY JULY 25, 2011 AT CASHMERE CITY HALL

OPENING

Mayor Gordon Irle opened the regular city council meeting at 7:02 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	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

APPROVAL OF AGENDA

MOVED by Councilor Gomes and seconded by Councilor Wynne to approve the agenda as submitted. Motion carried.

CONSENT AGENDA

Minutes of July 11, 2011 Regular Study Session Meeting
Minutes of July 11, 2011 Regular City Council Meeting
Payroll and Claims Packet Dated July 25, 2011

Claims Check Nos. 31103 through 31134 and EFT 06/2011 totaling \$161,901.20

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

RESOLUTION NO. 08-2011 ESTABLISHING POLICIES AND PROCEDURES FOR THE INVESTMENT OF CITY FUNDS

MOVED by Councilor Fletcher and seconded by Councilor Moore to adopt Resolution No. 08-2011 establishing policies and procedures for the investment of city funds.

Councilor Knutsen voiced concern that the resolution did not address or restrict the amount of money that could be invested. Councilor Fletcher stated that the budget would dictate the amount of money needed for operations and how much surplus money could be invested.

The council discussed whether the resolution before them should be amended to include guidelines or whether to adopt the resolution authorizing the investment of city money and establish a policy regarding investment guidelines at a later date. There was also discussion on how much control should the council maintain regarding investments. The resolution before them stated that the City Clerk-Treasurer is authorized to invest City funds in the aforementioned investment program as deemed reasonable by the City Clerk-Treasurer. Councilor Fletcher stated that he would like the Clerk-Treasurer to keep the council informed. Councilor Knutsen was not comfortable with being informed after the fact.

Councilor Fletcher called for the question. The motion to adopt Resolution No. 08-2011 carried with four voting in favor and Councilor Knutsen voting no.

ORDINANCE NO. 1190 AMENDING PROVISIONS RELATING TO BUSINESS AND OCCUPATION TAXES

The proposed ordinance has the language recommended by Hugh Spitzer of Foster Pepper. Mr. Spitzer recommended the business and occupation tax ordinance be amended for clarification purposes.

MOVED by Councilor Gomes and seconded by Councilor Wynn to adopt Ordinance No. 1190 amending provisions relating to business and occupation taxes. Motion carried.

SUPPLEMENTAL AGREEMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT FOR RIVERFRONT DRIVE WATER MAIN PROJECT

Director Schmidt introduced Ryan Peterson of RH2 Engineering; Ryan is the engineer for city water projects. He is currently working on the city's water comp plan and he will be designing this Riverfront Drive water main project, which is required for fireflow and domestic water to the new Wastewater Treatment Plant. The scope of work for design, bidding and project inspection is estimated at \$114,218, of which \$52,849 is estimated for on-site inspection. Director Schmidt informed the council that he will be providing a large portion of the on-site inspection services in an effort to cut costs. Ryan Peterson agreed that he would be working with city staff to keep the cost of inspection down.

MOVED by Councilor Moore and seconded by Councilor Gomes to authorize the mayor to sign Supplemental Agreement No. 1 to Professional Services Agreement for Riverfront Drive water main project. Motion carried.

TASK AUTHORIZATION NO. 4 - RH2 PROJECT NO CA 211.038.04 FOR A HYDRO GEOLOGIC OPINION

The proposed task authorization is for a hydro geologic opinion regarding hydraulic continuity for water rights transfer from the Cashmere Mill site (Port's property) to Riverside Park. This water right transfer will allow staff to place an irrigation well at Riverside Park so treated water will not have to be used for irrigating. This opinion is required by the Department of Ecology and Chelan County Water Conservancy Board before the City's water change application can be processed.

MOVED by Councilor Fletcher and seconded by Councilor Wynn to authorize the mayor to sign Task Authorization No. 4 for a hydro geologic opinion. Motion carried.

PROGRESS REPORTS

Reports were provided in the council packets. Director Schmidt informed the council that the City of Chelan offered to purchase the glass crusher for \$2,500 and he was going to accept the offer unless council had any objections, which there were none.

EXECUTIVE SESSION – To discuss union negotiations

At 7:45 p.m. Mayor Irle closed the regular session to enter into an executive session to discuss union negotiations for approximately 30 minutes. There will be no action take after the executive session.

There was no public present to inform the executive session was extended. Regular Session reconvened at 8:55 p.m.

ADJOURNMENT

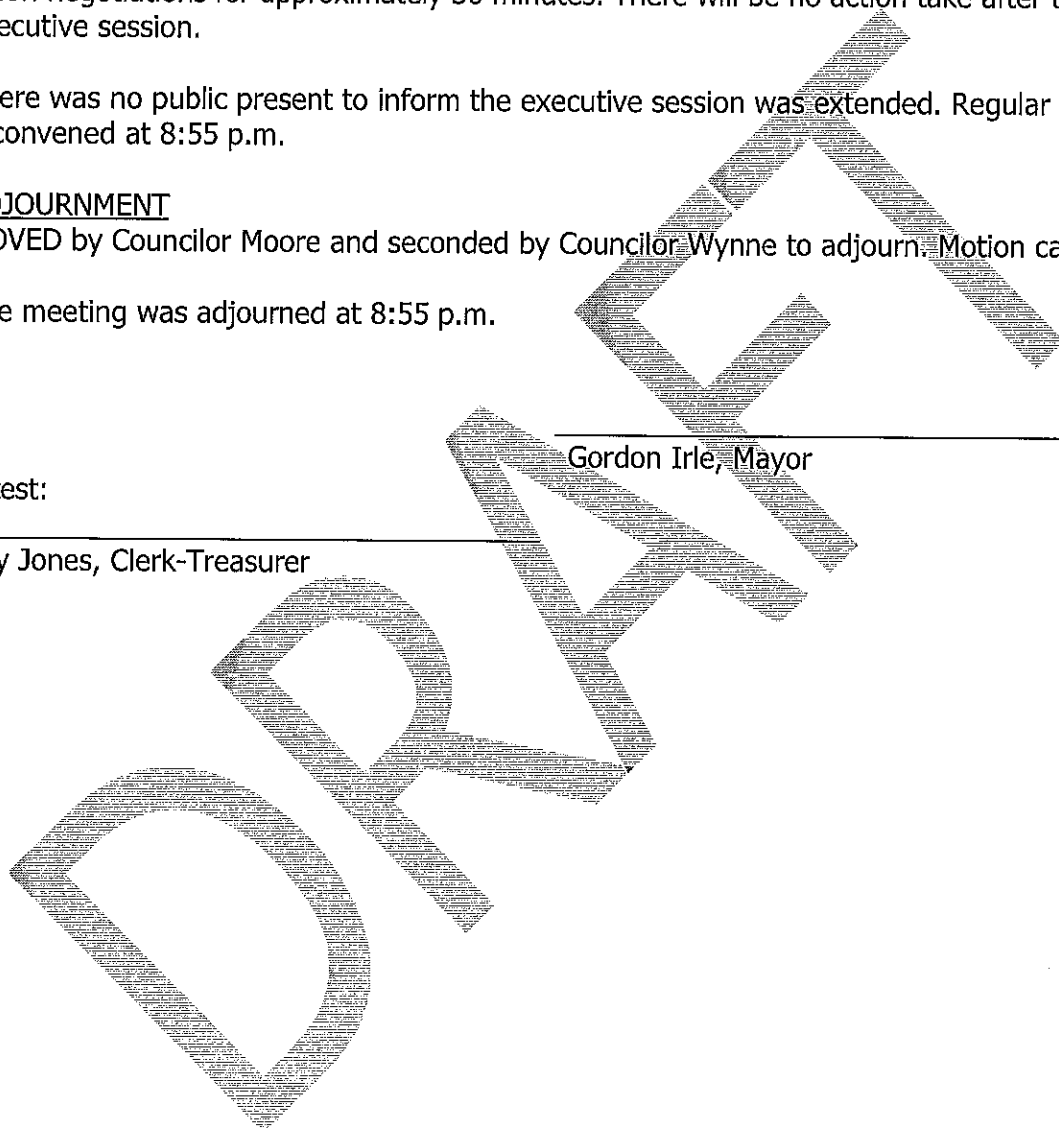
MOVED by Councilor Moore and seconded by Councilor Wynne to adjourn. Motion carried.

The meeting was adjourned at 8:55 p.m.

Gordon Irle, Mayor

Attest:

Kay Jones, Clerk-Treasurer



Staff Summary

Date: August 8, 2011
To: Mayor and Cashmere City Council
From: Clerk-Treasurer Kay Jones
RE: Workers' Compensation Group Retro Program Participation Agreement

The City has been enrolled in the Workers' Compensation Group Retro Program since before 2005. Each year to continue in the program I have signed a confirmation of participation.

Attached is a new AWC Retro Member Participation Agreement, which replaces the agreement the City signed when we first joined the program. It has been updated to include the current plan choice and information about the revised refund distribution and retention policy.

Once we have signed this form, I will no longer need to sign a "Confirmation of Participation" form at the end of each year.

Staff Recommendation:

Moving to approve the Consent Agenda will authorize Clerk-Treasurer Kay Jones to sign the Agreement.



1076 Franklin St. SE • Olympia, WA 98501-1346

(360) 753-4137 • Toll Free: 1-800-562-8981 • Fax: (360) 753-0149 • Insurance Services Fax (360) 753-0148

www.awcnet.org

Association of Washington Cities
WORKERS' COMPENSATION GROUP RETRO PROGRAM
PARTICIPATION AGREEMENT AND GROUP ENROLLMENT APPLICATION
Government, Utilities & Related Services

As a member in good standing with the Association of Washington Cities

City of Cashmere
Member Name

4140-00
L&I Account Number

Enrolls by this agreement as a participating member in the Group Retrospective Rating Agreement between the Association of Washington Cities (AWC) and the Washington State Department of Labor and Industries (L & I). This membership is subject to approval by L & I after submittal of the required "Application For Group Membership And Authorization For Release Of Insurance Data" (L&I retro application form).

1. Goals of the Program:

- A. Reduce the frequency and severity of industrial injuries;
- B. Reduce members' experience factors;
- C. Offer members an opportunity to qualify for refunds on Standard Premium paid to the Department of Labor & Industries.

2. Administration & Management of the Program:

AWC is responsible for the day-to-day operation of the Program and may contract with a third party administrator to fulfill some of its responsibilities, which include:

- A. Assisting program participants in reducing the frequency and severity of industrial injuries;
- B. Educating program participants in the most appropriate ways to control costs;
- C. Providing claims management services;
- D. Providing program information and training materials;
- E. Administering State Fund claims for members enrolled in the Program.
- F. Providing loss control and risk management services.

3. Governance of AWC Retro Program

The AWC Board Executive Committee is the governing authority for the AWC Workers' Compensation Retrospective Rating Program. A committee composed of representatives of seven member cities/towns advises the Board Executive Committee and AWC Retro staff on operational issues including contract terms, distribution of refunds, program enhancements, conditions for continued participation and other issues. This committee meets at least once per year.

4. Member Agrees To:

- A. Remain a member of the AWC Retro Program through the initial plan year and all subsequent related adjustments.
- B. During the contract term, maintain an individual account for workers' compensation insurance in good standing with the Department of Labor & Industries;
- C. Comply with all applicable laws, rules and regulations set forth by L&I;
- D. Participate in safety and loss control programs available as an AWC Retro Program member, including striving to have at least one field employee complete training to become a Certified Safety Coordinator;
- E. Demonstrate a commitment to maintaining a safe workplace and utilizing return-to-work strategies to reduce claims costs;
- F. Maintain membership in the Association of Washington Cities through the final retro year adjustment;
- G. Pay a Service Fee of six and one half percent (6.5%) of total Industrial Insurance Premium, billed annually in January, for each plan year of participation;
- H. Non-payment of service fees as agreed will result in forfeiture of any refund that may otherwise be due.

5. Refunds/Adjustments:

- A. A refund distribution and retention policy guides the determination of the amount of refunds returned to members and the amount held in reserves, for each plan year in which L & I refunds are received. Members whose total incurred losses do not exceed their standard premiums will be eligible for a refund up to the amount of service fees paid for the plan year, as well as additional performance-based refunds. Members whose total incurred losses exceed their standard premiums will be eligible for a refund of up to half the amount of their service fee. Program participants also acknowledge that refunds are based on a number of factors, such as premium size, claim costs, and related factors and are not guaranteed.
- B. If a group assessment develops for any plan year, those members that caused the assessment will be assessed first, up to a maximum liability of fifteen percent (15%) of the participating member's Standard Premium. If necessary to cover the assessment, the remaining members shall pay the balance on the basis of their individual percentage of the total group premium. Penalties become due and payable within 30 days of notification of the amount. If a member does NOT re-enroll in the program, any refund will be held until the final adjustment of that Retro year.

6. Annual Plan Choice/Re-enrollment:

- A. For the 2011 Plan Year, the program has chosen a premium-based plan type, with a maximum loss ratio of 88.90%, a minimum loss ratio of 0%, and a \$500,000 single loss limit. Prior to the beginning of each subsequent plan year, members will be notified of the plan type, minimum and maximum loss ratios, and single loss limit chosen for the following year. State law requires program members to notify L & I and AWC in writing if they do not intend to participate in the Retro program for the next plan year. That notification must be received 30 days prior to the beginning of the next plan year. If a member decides not to continue participation for the upcoming year, they are still required to maintain membership in AWC until the final adjustment for their last year of participation.
- B. Because the potential for refunds and assessments extends over several years as claims mature, members agree to cooperate with the AWC Retro Program, its third party administrators and other agents until such time as the third and final adjustment order of any Retro Year is final and binding as provided for by WAC 296-17-90453. Cooperation will include, at a minimum, access to claims

data and assistance in managing claims. All claim-related communication between the member and L & I, the Board of Industrial Insurance Appeals, and/or the Washington State Department of Retirement Systems must include AWC and/or its third party administrator. At no time may a member represent itself in an appeal, protest, or hearing without the notification to the AWC Retro Program and its third party administrator.

7. Indemnification/Liability:

Each party shall indemnify and hold harmless the other and its directors, officers, employees, agents, parents, subsidiaries, successors and assigns from and against any and all liabilities, claims, suits, actions, demands, settlements, losses, judgments, costs, damages, and expenses (including reasonable attorney's fees) arising out of or resulting from, in whole or part, the acts or omissions of the indemnifying party, its employees, agents or contractors and the indemnifying party's affiliated companies and their employees, agents or contractors.

Authorized By:

Kay Jones
(Printed Name)

(Signature)

City of Cashmere
(City/Town Applicant)

City Clerk-Treasurer
(Title)

101 Woodring Street, Cashmere, WA 98815
(Address/Street)

8/2/11
(Date)

(Form revised 4-22-11)

Staff Summary

Date: August 8, 2011
To: Cashmere City Council
Mayor Irle
From: Mark Botello
RE: South Woodring Street Improvement Project Extension

At the June 13, 2011 Cashmere Council meeting Council approved Hurst Construction, lowest responsible bidder, at \$416,086. Also, at that meeting staff asked Council for additional funds up to \$430,000 for contingencies, and this amount was approved.

As of Thursday (8.4.11) Hurst Construction requested additional three (3) days added to their original contract amount of twenty-five (25) days. In exchange for the three (3) additional days granted by the City, Hurst construction will saw-cut and remove the remaining concrete on Woodring Street to Cottage Ave, near the fire hall at no charge. Therefore, if the City wanted to complete Woodring the City would have to pay \$15,000 for the rock-base and asphalt and labor associated with the installation of those items to complete Woodring Street.

Therefore, we are looking at a final contractor amount estimated at \$439,086. This amount includes the \$15,000 amount to finish Woodring Street. The cost estimates are as follows:

Contractor bid amount:	\$416,086
Current additions:	\$8,000 (Staff requested asphalt on Mission and unknown underground PUD vault near Riverside Center)
<u>Addition of Woodring:</u>	<u>\$15,000</u>
Total Contractor Amount:	\$439,086

Recommendation:

Authorize staff to proceed with the additional work to complete Woodring Street to Cottage Avenue.

Staff Summary

Date: August 8, 2011
To: Mayor
Cashmere City Council
From: Mark Botello
RE: Echelon Engineering for Underwater Inspection of Cottage Ave Bridge

Please see attached agreement/contract from Echelon Engineering for the underwater inspection of Cottage Avenue. In the past, WSDOT paid for the bridge inspections, which were coordinated/administered by Chelan County Public Works Department. WSDOT and Chelan County Public Works will no longer provide NBIS bridge inspection services in Chelan County for the Cities for free. It is now up to each agency to inspect or hire a firm to perform applicable bridge inspections pursuant to NBIS guidelines. Below is a schedule of Cashmere's required bridge inspections along with the fees and inspection report due dates.

CASHMERE NBIS BRIDGES

7-Jul-11

Str ID#	Bridge No.	Bridge Name	Routine				UBIT			Underwater		
			Hours ¹	Date ²	Frequency	Est'd Cost ³	Hours ¹	Date ²	Frequency	Hours ¹	Date ²	Frequency
8023200	CASHMERE2	ANGIER AVE BRIDGE	6-hrs	10/7/2011	12-mos.	\$ 410.00						
8009800	308A	COTTAGE AVENUE	8-hrs	8/20/2012	24-mos.	\$ 550.00	16-hrs	8/6/2014	72-mos.	16-hrs	9/14/2011	60-mos.
8016300	311A	MISSION CREEK 1	4-hrs	10/7/2012	24-mos.	\$ 275.00						
8026200	309	MISSION CR-SUNSET HWY	4-hrs	New Bridge	24-mos.	\$ 275.00						
8502400	CASHMERE1	PIONEER AVENUE BRIDGE	4-hrs	10/7/2012	24-mos.	\$ 275.00						

¹ All times are estimated inspection hours and include two inspectors (excluding UW), vehicles and required reports. These hours may vary slightly.

² Date indicates the next due date for inspections.

³ Estimated costs are based on the corresponding inspection hours.

For 2011 Cashmere has two (2) required bridge inspections which are as follows:

- Cottage Ave bridge- Under water: Cost \$2,631 (every 5-years)-**Requesting this amount.**
- Angier Ave Bridge- Routine Inspection: Cost \$1,500 (every year)-**Staff will pay when invoice received from Chelan County.**
- Total Amount: \$4,131

Cost Estimates:

UW Bridge Inspections					
6/28/2011					
Owner	Bridge Name	No. of Bridges	AUS *	Echelon	WSDOT
Okanogan Co.	Monse Bridge	1	\$ 2,890.00	\$ 3,528.00	\$ 4,680.00
Moses Lake	Alder Street	1	\$ 2,890.00	\$ 4,421.00	\$ 4,680.00
Adams Co.	Palouse River	1	\$ 2,890.00	\$ 4,335.00	\$ 4,681.00
Chelan	Chelan River	1	\$ 2,890.00	\$ 3,604.00	\$ 4,680.00
Cashmere	Cottage Avenue	1	\$ 2,890.00	\$ 2,631.00	\$ 2,996.00
Chelan Co.	Dryden	1	\$ 11,560.00	\$ 9,157.00	\$ 11,984.00
	Monitor	1			
	Peshastin	1			
	Wenatchee Rv.	1			
		9	\$ 26,010.00	\$ 27,676.00	\$ 33,701.00
* AUS estimated costs by distributing all costs evenly for per bridge. Placing a larger burden on some entities while others financially benefited by the costs.					

AUS took the total costs for all nine bridges, including mobilization and demobilization, and divided the cost by the nine bridges so that each agency would have the same cost associated per bridge. Their estimated costs to each agency do not reflect the bridge location or the amount of effort per bridge inspection. This works well for most agencies, however increases the costs for the City of Cashmere and Chelan County above the second lowest estimates from Echelon.

The local agency group formed to coordinate NBIS underwater inspections have come to a consensus regarding selection of a consultant. The criteria we used to make the selection were based on costs and past experience with NBIS underwater inspections in Washington State. Based on these factors, Echelon Engineering was selected to perform the underwater inspections.

RECOMMENDATION:

Motion to approve and authorize Mayor Irle to sign agreement/contract with Echelon Engineering in the amount of \$2,631 for the Cottage Ave underwater bridge inspection.

August 3, 2011

City of Cashmere
Department of Public Works
101 Woodring Street
Cashmere, Washington 98815

ATTN: Mr. Mark Botello
Public Works Director

**RE: PROPOSAL FOR – Underwater Inspection of Cottage Avenue Bridge,
No. 308A, Cashmere, Washington**

Dear Mr. Botello:

This letter is submitted as our proposal to conduct underwater inspection of the above referenced bridge. The proposal is based on information gathered from our review of the materials provided and our past experience in conducting underwater bridge inspection for the WSDOT. The investigation would be conducted in support of your inspection and evaluation program requirements for the structure.

Scope of Work / Project Understanding

All underwater inspection activities will be carried out following the NBIS guidelines. The inspection will be headed by Shelley D. Sommerfeld, P.E., Washington State Bridge Inspector No. WA# 25822.

All submerged members will be inspected. All members will be subjected to Level I visual inspection techniques from the water surface to the mudline. The members will be examined for any potential mechanical degradation such as impact, surface scale or abrasion, and for chemical deterioration such as corrosion of internal reinforcing steel or chemical attack of the concrete.

The inspection will also probe the mudline in the vicinity of each pier in order to determine the consistency and consolidation of the soils, as well as identify and quantify any potential scour patterns if present. A hydrographic survey along the centerline of the bridge will also be carried out and compared to the findings of the previous inspection.

The findings of the investigation will be presented in a report similar to that provided for the 2006 inspection. The report will provide details on the following items;

1. Description of the structure
2. Underwater inspection procedures and methods of investigation (i.e. routine inspection using visual and tactile techniques including detailed inspection)
3. Detailed condition of the examined members including notes, field sketches and representative photographs illustrating damage or typical conditions encountered
4. Comparison of the findings with those of the previous 2006 underwater inspection
5. Photos – Both topside and underwater
6. Recommendations for the structure

A draft report will be submitted in electronic format (pdf) for review and comment. Final reports including one hard copy and one electronic file (pdf format) will be stamped and signed by Shelley Sommerfeld, PE, the Team Leader, as well as have signatures of the team members / co-inspectors.

Fee

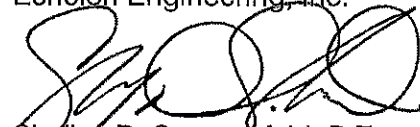
Our fee for the project is \$2,631 and is based on the City providing electronic AutoCAD drawings from the previous 2006 inspection (i.e. this would reduce our reporting time).

Schedule

Given our current project commitments we are currently available to conduct the inspection concurrent with other bridge inspection work in the area sometime during the interval of August 29 – September 2. A verbal summary report will be presented upon completion of the field investigation and the final report will be submitted within six weeks of completion of the field investigation.

If you would like to proceed with the work, please sign, date and return a copy of this letter as our authorization to proceed. We look forward to the opportunity of assisting you with this project. Should you have any questions regarding this proposal, if you require any additional information, or if our proposed level of effort does not meet with your anticipated requirements, please do not hesitate to contact our office.

Yours Truly,
Echelon Engineering, Inc.



Shelley D. Sommerfeld, P.E.
President

Accepted on behalf of
City of Cashmere

Gordon Irle; Mayor

Date: _____

SDS/ebv



**Echelon
Engineering**

21027 61st Avenue West
Lynnwood, Washington 98036
Tel: 425 / 672.8924
E-mail: Echelon@echelonengineering.com

ORDINANCE NO. 1191

AN ORDINANCE AMENDING ORDINANCE NO. 1180 OF THE CITY OF CASHMERE AND AMENDING THE BUDGET FOR 2011

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 2011 budget, to provide for additional revenues and expenditures not identified at the time of the adoption of the original budget;

NOW, THEREFORE, the City Council of the City of Cashmere, Washington, does hereby ordain:

Section 1. Budget Amendment. The 2011 City of Cashmere Budget is amended as shown on Exhibit A:

Section 2. Amendment of Total Fund Appropriations. Ordinance No. 1180 is further amended as follows:

Estimated resources, including fund balances for each separate fund of the City of Cashmere, and aggregate totals for all such funds combined, for the year 2011, are set forth in summary form as shown on Exhibit B, and are hereby appropriated for expenditure at the fund level during the year 2011:

Section 3. Except as amended herein, Ordinance No. 1180 of the City of Cashmere and the 2011 budget of said City shall remain in full force and effect.

Section 4. This ordinance shall be in effect when it shall have been passed by the City Council of the City of Cashmere and signed by the Mayor and five (5) days after publication in accordance with law.

Passed by the City Council of the City of Cashmere this 8th day of August, 2011.

CITY OF CASHMERE

By: _____
Gordon K. Irle

Attest:

By: _____
Kay Jones, City Clerk-Treasurer

Approved as to form:

By: _____
Charles D. Zimmerman, City Attorney

Ordinance No: 1191
Passed by the City Council: August 8, 2011
Published in the Cashmere Valley Record: August 17, 2011
Effective date: August 22, 2011

EXHIBIT A
Ordinance 1191

FUND NAME	ORIGINAL BUDGET	AMENDED BUDGET	DIFFERENCE +/-
<u>001 GENERAL GOVERNMENT FUND</u>			
Revenues			
Beginning Fund Balance	1,096,946	1,267,950	171,004
Chelan County SMP Grant	0	8,500	8,500
			179,504
Expenditures			
Ending Fund Balance	1,070,379	1,229,183	158,804
Public Works Building Improvements	0	9,700	9,700
Library Building Improvements	0	11,000	11,000
			179,504
<u>101 STREET FUND</u>			
Revenues			
Beginning Fund Balance	323,588	444,638	121,050
State TIB Grant Funds - Sunset Hwy Project	0	547,633	547,633
			668,683
Expenditures			
Ending Fund Balance	137,304	583,782	446,478
Mission Street Project - Preliminary Engineering	0	70,032	70,032
Mission Street Project - Surveying	0	6,050	6,050
Mission Street Project - Pro. Services-Legal	0	2,000	2,000
Mission Street Project - Miscellaneous	0	5,000	5,000
Mission Street Project - Contractor	0	440,000	440,000
Structures, Bridges, Canals and Levees	0	12,000	12,000
Brindge Inspection Services	0	4,200	4,200
ST Sunset Hwy Construction Contractor	2,242,077	1,925,000	-317,077
			668,683
<u>401 WATER/WASTEWATER FUND</u>			
Revenues			
Beginning Fund Balance	846,756	1,139,222	292,466
			292,466
Expenditures			
Ending Fund Balance	808,052	774,224	-33,828
WA Trt Plant Building Improvements	0	12,000	12,000
WA Engineering Services	0	2,500	2,500
WA Dist Construction Contractor	283,384	458,295	174,911
WW Coll Construction Contractor	269,417	406,300	136,883
			292,466

EXHIBIT B
Ordinance No. 1191

Total Estimated Revenues and Appropriations by Fund

Fund Name	Beginning Balance	Estimated Revenues	Budgeted Appropriations	Ending Balance
001 General Government Fund	1,267,950	1,323,349	1,362,116	1,229,183
101 Street Fund	444,638	4,057,573	3,918,429	583,782
104 Cemetery Fund	4,348	107,770	107,770	4,348
108 Lodging Tax Fund	8,000	3,730	11,730	0
207 LTGO Bond Fund, 2001C	52,000	100	49,518	2,582
302 Capital Improvement Fund	903,200	15,360	430,000	488,560
401 Water/Wastewater Fund	1,139,222	2,710,833	3,075,831	774,224
402 WW Construction Account	300,000	773,500	1,073,500	0
403 Water/WW Reserve Fund	304,500	750	0	305,250
406 Sanitation Fund	285,881	479,000	409,201	355,680
421 W/S Refunding Bond, 1994	92,758	42,526	43,515	91,769
422 W/S Revenue Bond, 1999	122,381	96,365	97,183	121,563
423 W/S Revenue Bond, 2001	92,336	132,209	132,164	92,381
424 Jr. Lien Pretrt Bond, 2000	1,036,861	4,102,985	4,254,930	884,916
426 Jr. Lien Pretrt Bond, 2011	884,916	256,902	261,274	880,544
501 Equipment Rental Fund	192,648	388,478	330,152	250,974
602 Cemetery Endowment Fund	181,440	5,550	0	186,990
TOTAL FOR ALL FUNDS	7,313,079	14,496,980	15,557,313	6,252,746
Grand Total for all Funds	21,810,059		21,810,059	

Staff Summary

Date: August 8, 2011
To: Cashmere City Council
Mayor Irle
From: Mark Botello
RE: Petition to vacate a portion of Foster Street

Please see Crunch Pak's submittal of petition to vacate a portion of Foster street, which abuts their property located at the intersection of Foster Street and Sunset Highway (Please see exhibit "A"-from petition). According the Foster's Addition to Cashmere, recorded February 24, 1934, the Foster Street right-of-way is 38-ft wide. This vacation would allow a 19-ft right-of-way access for Sam Foster and City Staff for the Community pool, and a utility corridor.

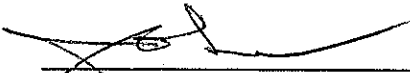
In exchange for the Foster Street Vacation the City would receive real estate adjacent to Crunch Pak's property located adjacent to River Street. This real estate adjacent to River Street would allow the City to realign River Street during the Sunset Highway Project or at a later time in the future.

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

**CITY OF CASHMERE
PETITION FOR STREET VACATION**

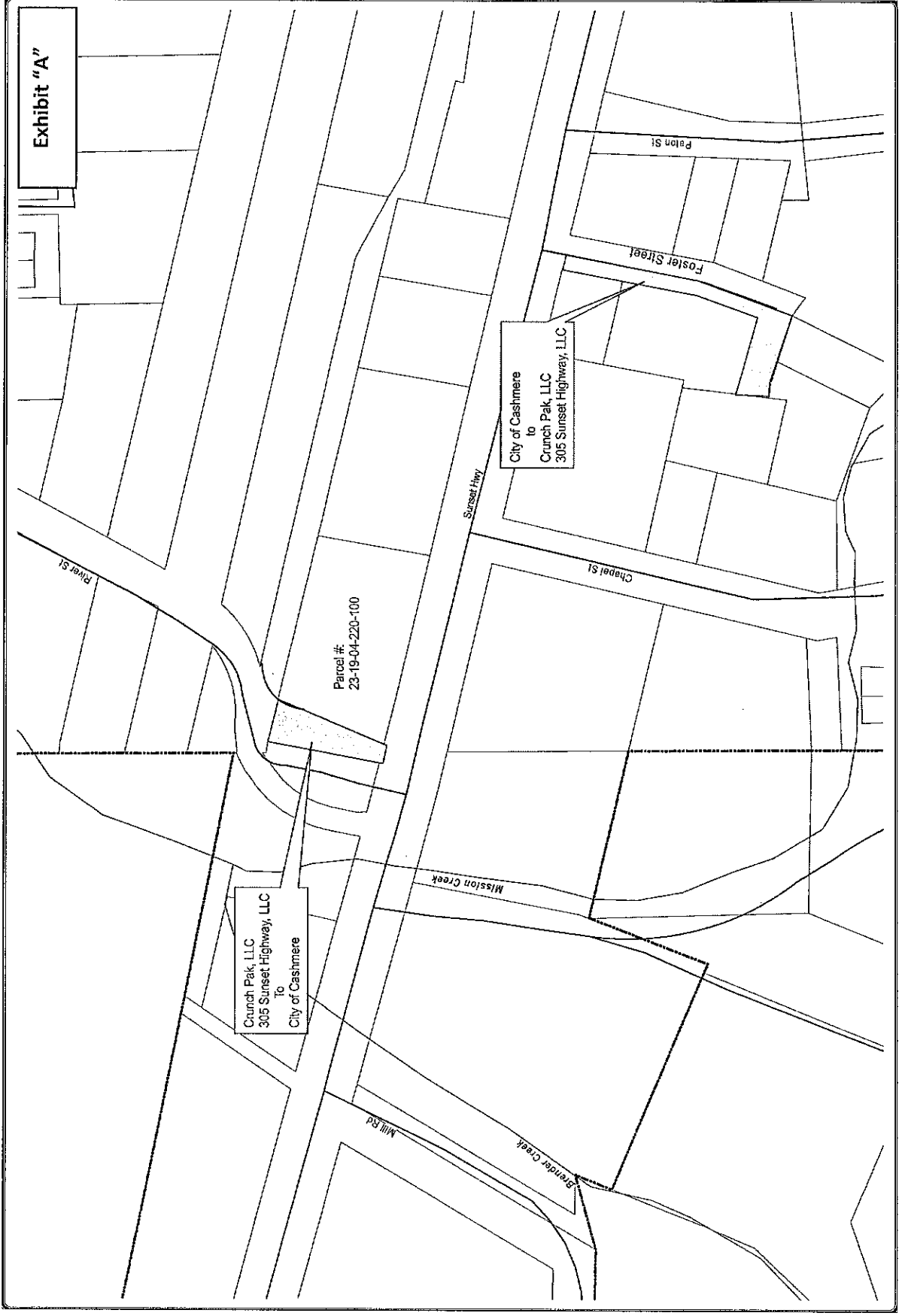
PURSUANT TO Chapter 35.79 RCW and Chapter 12.30 of the Cashmere Municipal Code (Ordinance No. 1184), Crunch Pak LLC and 305 Sunset Highway, LLC (hereinafter collectively "Crunch Pak"), hereby petition the City Council of the City of Cashmere, Washington, for the vacation of that portion of Foster Street identified in Exhibit "A" attached to this Petition and by this reference made a part herein. Crunch Pak is the owner of 100% of the property abutting the portion of Foster Street proposed to be vacated. Crunch Pak proposes as consideration for approval of this vacation to provide the City with a statutory warranty deed to that certain real property immediately adjacent to River Street and identified in Exhibit "A" to this Petition as Chelan County Assessors Parcel Number 23-19-04-220-100. As further consideration for the requested vacation of Foster Street, Crunch Pak agrees to compensate the City in the sum of Three Thousand Seven Hundred Fifty and no/100 Dollars (\$3,750). The only public utilities and services located in the part of Foster Street proposed to be vacated is a storm water drain which Crunch Pak agrees it will be responsible for maintaining and operating and for any permitting that may be associated with its current or future use by Crunch Pak. The proposed transfer of property from Crunch Pak to the City and the proposed payment by Crunch Pak to the City as set forth above herein represent the total amount of compensation to be paid to the City by Crunch Pak with respect to this proposed street vacation, inclusive of all fees, costs and expenses of the City which may be payable by Crunch Pak to the City pursuant to CMC 12.30.030 with the sole exception of the \$250 nonrefundable administrative fee required to be paid by Crunch Pak pursuant to City Resolution 06-2011 which sum is hereby deposited with the City together with this Petition.

Dated this 4 day of August, 2011



JOHN GRADEN, General Manager and
authorized signatory for Crunch Pak, LLC
and 305 Sunset Highway, LLC

Exhibit "A"



Crunch Pak, LLC
305 Sunset Highway, LLC
To
City of Cashmere

City of Cashmere
to
Crunch Pak, LLC
305 Sunset Highway, LLC

Parcel #:
23-19-04-220-100

River St

Sunset Hwy

Chapel St

Foster Street

Paton St

Mission Creek

Gender Creek

Mill Rd

CITY OF CASHMERE

101 WOODRING STREET
CASHMERE WA 98815
(509) 782-3513

CUSTOMER COPY

Receipt Number:

426

Two Hundred Fifty and 0/100's Dollars

Received From:

CRUNCH PAK

Date

8/4/2011

Receipt Number

426

Amount

\$250.00

Printed By

Counter

Check

36924

\$250.00

VACATION APPLICATION FEE

CRUNCH PAK, LLC - (509) 782-2807

Vendor: CITY OF CASHMERE

Crunch Pak LLC

ID: CIT100

36924

Invoice No.	Invoice Date	Description	P.O. No.	Voucher Amt	Discount Amt	Pay Amount
AUG 2011	08/04/2011	ADMIN FEE	CANDI	250.00	.00	250.00

Check No.: 36924
CPAP (REV. 6/06)

Check Date: 08/04/2011 Currency: USD

Totals: 250.00 .00 250.00

RESOLUTION NO. 09-2011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON, SETTING A DATE AND TIME FOR A PUBLIC HEARING TO CONSIDER THE VACATION OF A PORTION OF FOSTER STREET.

WHEREAS, the City has received a Petition for the vacation of a portion of Foster Street from Crunch Pak, LLC and 305 Sunset Highway, LLC (hereinafter collectively "Crunch Pak"), the owners of 100% of the property abutting the portion of Foster Street proposed to be vacated; and

WHEREAS, City Director of Planning and Building has reviewed the Petition, found it to be complete, and determined that an appraisal is not necessary due to the size and proposed terms and conditions of the street vacation petition which the City Director of Planning and Building has determined are in the best interests of the City; and

WHEREAS, the City Director of Planning and Building recommends passage of this Resolution to schedule a public hearing to consider the petition for vacation of a portion of Foster Street and the terms associated with the petition as set forth in the Petition for Street Vacation, a copy of which is attached hereto and marked as Exhibit "1" and contains within it a depiction of the Foster Street right of way proposed to be vacated; and

WHEREAS, the City Council agrees that a public hearing should be scheduled to consider this proposed street vacation; now, therefore,

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

Section 1. The date and time of a public hearing for consideration of the petition for vacation of a portion of Foster Street as set forth in Exhibit "1" to this Resolution should be scheduled not less than twenty (20) days from the date of passage of this Resolution, but not more than sixty (60) days after the date of passage of this Resolution pursuant to CMC 12.30.050, therefore the date and time for a public hearing to consider vacation of the aforementioned portion of Foster Street is hereby scheduled for 7:00 p.m. on Monday, the 12th day of September, 2011, at Cashmere City Hall, 101 Woodring Street, Cashmere, Washington.

Section 2. The City Clerk is directed to provide at least twenty days notice of this Petition for Street Vacation by posting a copy of this Resolution and Exhibit "1" to this Resolution in three of the most public places in the City and in a conspicuous place on Foster Street. In addition, the City Clerk is directed to provide a copy of this Resolution by mail to each owner of property abutting any part of Foster Street at least 15 days prior to the public hearing scheduled in Section 1 of this Resolution.

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

APPROVED BY THE CITY COUNCIL
the 8th day of August, 2011
CITY OF CASHMERE

By: _____
Gordon K. Irle, Mayor


ATTEST:

Kay Jones, City Clerk/Treasurer

**CITY OF CASHMERE
PETITION FOR STREET VACATION**

PURSUANT TO Chapter 35.79 RCW and Chapter 12.30 of the Cashmere Municipal Code (Ordinance No. 1184), Crunch Pak LLC and 305 Sunset Highway, LLC (hereinafter collectively "Crunch Pak"), hereby petition the City Council of the City of Cashmere, Washington, for the vacation of that portion of Foster Street identified in Exhibit "A" attached to this Petition and by this reference made a part herein. Crunch Pak is the owner of 100% of the property abutting the portion of Foster Street proposed to be vacated. Crunch Pak proposes as consideration for approval of this vacation to provide the City with a statutory warranty deed to that certain real property immediately adjacent to River Street and identified in Exhibit "A" to this Petition as Chelan County Assessors Parcel Number 23-19-04-220-100. As further consideration for the requested vacation of Foster Street, Crunch Pak agrees to compensate the City in the sum of Three Thousand Seven Hundred Fifty and no/100 Dollars (\$3,750). The only public utilities and services located in the part of Foster Street proposed to be vacated is a storm water drain which Crunch Pak agrees it will be responsible for maintaining and operating and for any permitting that may be associated with its current or future use by Crunch Pak. The proposed transfer of property from Crunch Pak to the City and the proposed payment by Crunch Pak to the City as set forth above herein represent the total amount of compensation to be paid to the City by Crunch Pak with respect to this proposed street vacation, inclusive of all fees, costs and expenses of the City which may be payable by Crunch Pak to the City pursuant to CMC 12.30.030 with the sole exception of the \$250 nonrefundable administrative fee required to be paid by Crunch Pak pursuant to City Resolution 06-2011 which sum is hereby deposited with the City together with this Petition.

Dated this 4 day of August, 2011



JOHN GRADEN, General Manager and
authorized signatory for Crunch Pak, LLC
and 305 Sunset Highway, LLC

Exhibit "A"

