



## City of Cashmere

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

CASHMERE CITY COUNCIL MEETING  
TUESDAY, MAY 29, 2012 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 April 23, 2012 Special Study Session Meeting -Training
2. Minutes of May 14, 2012 Regular Study Session Meeting
3. Minutes of May 14, 2012 Regular City Council Meeting
4. Payroll and Claims Packet Dated May 29, 2012
5. Public Hearing July 9, 2012 at 6:00 p.m. on the update of Cashmere's Shoreline Master Program
6. Confirmation of Mayor's appointment of Cashmere's Representative to the PFD Board

#### BUSINESS ITEMS

7. Public Hearing on the Six Year Transportation Program
8. Resolution No. 04-2012 Adopting the Six Year Transportation Improvement Program
9. Public presentation on the Water Comprehensive Plan
10. Request to proceed with the development of an Interlocal Agreement with other water utilities
11. Award Small Works Contract to Drill an Irrigation Well Riverside Park
12. Cashmere Art and Activities Center request for grant of \$1,500 Lodging Tax Funds

#### PROGRESS REPORTS

- Annual report review

#### 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 - TRAINING  
MONDAY, APRIL 23, 2012 AT CASHMERE CITY HALL**

OPENING

Mayor Gomes opened the study session at 6:00 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

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

Council Do's and Don'ts Training

Lisa Roberts from Washington Cities Insurance Authority (WCIA) provided the training for the City Council entitled Council Do's and Don'ts.

Lisa Roberts gave a brief summary of the organization and their policies regarding coverage and litigation. She also explained how the premiums were calculated. She discussed the council's role versus the mayor's role and gave a few examples of what the council should do and what they should not do.

ADJOURNMENT

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

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Jeff Gomes, Mayor

Attest:

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Kay Jones, Clerk-Treasurer

**CITY OF CASHMERE  
MINUTES OF REGULAR STUDY SESSION  
MONDAY, MAY 14, 2012 AT CASHMERE CITY HALL**

OPENING

Mayor Gomes opened the study session at 6:02 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

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

PUBLIC HEARING ON UPDATE OF CASHMERE'S SHORELINE MASTER PROGRAM (SMP)

At 6:02 p.m. Mayor Gomes opened the Public Hearing on the Shoreline Master Program. Planning Director Mark Botello and the NCW Ecology Shoreline Planner Clynda Case went over the following sections; explaining changes and answering questions.

- Definitions
- Chapter 1 Authority and Purpose
- Chapter 2 Goals and Objectives
- Chapter 3 Shoreline Jurisdiction and Environment
- Review Shoreline Environmental Designations Maps
- Review Channel Migration Zones Maps

ADJOURNMENT

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

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Jeff Gomes, Mayor

Attest:

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Kay Jones, Clerk-Treasurer

MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY, MAY 14, 2012 AT CASHMERE CITY HALL

OPENING

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

ATTENDANCE

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

FLAG SALUTE

EXCUSE ABSENCE

MOVED by Councilor Fletcher and seconded by Councilor Bryant to excuse the absence of Councilor Donna Wynne. Motion Carried.

ANNOUNCEMENTS & INFORMATION

Mayor Gomes announced the ribbon-cutting event for the Sunset Highway Reconstruction Project scheduled for Tuesday, May 22, 2012 at 3:00 p.m. All of the funding agencies will be there.

Director Bob Schmidt informed the council that the garbage truck is out of commission. The brakes need to be replaced and the new brakes had to be special ordered. The City of Leavenworth offered mutual aid by loaning their garbage truck to Cashmere while ours is out of commission.

Director Mark Botello announced that the Cashmere monument sign will be going up next week.

APPROVAL OF AGENDA

Councilor Bryant requested the following item be added to the agenda; Item #7 Riverside Center parking.

MOVED by Councilor Fletcher and seconded by Councilor Knutsen to approve the agenda with the addition of Item #7 Riverside Center parking. Motion carried.

CONSENT AGENDA

Minutes of April 23, 2012 Regular City Council Meeting  
Payroll and Claims Packet Dated May 14, 2012

Claims Check No. 32068 and 32072 through #32121 totaling \$169,623.87  
Payroll Check #32063 through #32067 totaling \$88,585.29

Public Hearing Tuesday, May 29, 2012 at 7:00 pm on the Six Year Transportation Program

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

SHERIFF BRIAN BURNETT – CHELAN COUNTY SHERIFF'S OFFICE 2011 ANNUAL REPORT

Sheriff Brian Burnett presented the Chelan County Sheriff's Office 2011 Annual Report. Also, he presented the 2012 Budget for the Sheriff's Office. The report showed a budget summary for 2011 and 2012, along with 2011 actual expenses. Sheriff Burnett explained salaries, which included base pay, overtime and miscellaneous pay. He also explained staffing and patrol and how many hours and the number of patrolmen it would actually take to provide the city with 24/7 coverage. Burnett has requested three additional staffing positions in order to provide the patrol coverage needed. His target is 40 deputies deployed.

SUNSET HIGHWAY CHANGE ORDER #5

Change Order #5 for Sunset Highway Reconstruction includes an additional 5 working days to the contractor for impacts from Crunch Pak and Chelan PUD and it reflects a change in the road striping plan, which increases a cost for one item and provides a credit for another item. The total cost of Change Order #5 is \$920.00.

MOVED by Councilor Bryant and seconded by Councilor Fletcher to approve Sunset Highway Change Order #5 in the amount of \$920.00. Motion carried.

WW TREATMENT FACILITY – APPROVE PLANS AND REQUEST PERMISSION TO GO TO BID

MOVED by Councilor Fletcher seconded by Councilor Bryant to approve the Wastewater Treatment Plant plans and specifications and to proceed with bidding the project. Motion carried.

RIVERSIDE CENTER PARKING

Councilor Bryant voiced concern with the parking during soccer games at Riverside Park. People are parking on the street instead of in the parking lot. Some cars are even parking on private property, which is causing altercations with the residents on Riverside Drive. Also, cars are parking on both sides of the center's ingress and egress road, which makes it difficult for other vehicles to maneuver and inaccessible for emergency vehicles. It makes it very difficult to see the children when they are darting between the cars. The City needs more signage and possibly curb painting to eliminate the parking issues. There needs to be adequate signage regarding no parking on the center's access road and the City needs to make certain it's enforced.

PROGRESS REPORTS

Director Bob Schmidt stated that with the approval of 5 additional working days for the Sunset Highway contractor, the completion date for the project is Thursday, May 17<sup>th</sup>.

Also, the Water Comprehensive Plan update has been completed. Ryan Peterson from RH2 Engineering will be at the next council meeting to present the updated plan. The plan has been

submitted to the Department of Health (DOH) for approval. After DOH approves the plan it will come back to the City Council for approval.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 8:01p.m.

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Jeff Gomes, Mayor

Attest:

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Kay Jones, Clerk-Treasurer



## City of Cashmere

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### **CITY OF CASHMERE NOTICE OF PUBLIC HEARING**

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**NOTICE IS HEREBY GIVEN** that the Cashmere City Council will hold a public hearing on Monday, July 9, 2012 at 6:00 p.m. at the Cashmere City Hall, 101 Woodring Street, Cashmere, Washington, pursuant to WAC 173-26-100. The purpose of this public hearing is to receive public comment related to the update of Cashmere's Shoreline Master Program Sections; Critical Areas Regulations, Restoration Plan, and Public Access Plan.

The public is invited to attend and make comment or to send written comment to the Cashmere City Council, 101 Woodring Street, Cashmere, WA 98815.

Kay Jones  
City Clerk-Treasurer  
CITY OF CASHMERE

Publish: Cashmere Valley Record on June 27, 2012

# Staff Summary

**Date:** May 29, 2012  
**To:** Cashmere City Council  
Jeff Gomes  
**From:** Mark Botello  
**RE:** Resolution No 4-2012 Adopting the Six Year Transportation Improvement program

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Please see attached City of Cashmere's proposed transportation improvement program for the ensuring six (6) years, 2013 through 2018.

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

**RECOMMENDATION:**

Approve Resolution No 4-2012 for Cashmere's six year transportation improvement program.



**RESOLUTION NO 4-2012**

WHEREAS, pursuant to the requirements of RCW 35.77.010, laws of the State of Washington, the City of Cashmere has prepared a revised and extended Six-Year Transportation Improvement Program for the ensuing six calendar years, 2013 through 2018, and

WHEREAS, pursuant further to said law, the City Council of the City of Cashmere, being a legislative body of said city, did hold a public hearing on said Six-Year Transportation Improvement Program at 7:00 p.m. at the Cashmere City Hall on the 29<sup>th</sup> day of May, 2012, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cashmere that the revised and extended Six-Year Transportation Improvement Program for the ensuing six calendar years, 2013 through 2018, in the form attached hereto and incorporated herein, be and the same is hereby adopted; and

BE IT FURTHER RESOLVED that a copy of said revised and extended Six-Year Transportation Improvement Program for the ensuing six calendar years, 2013 through 2018, together with a copy of this resolution, be filed with the Secretary of the Department of Transportation of the State of Washington.

Passed by the City Council of the City of Cashmere this 29<sup>th</sup> day of May 2012.

CITY OF CASHMERE

By: \_\_\_\_\_  
Jeff Gomes, Mayor

Attest:

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

Six Year Transportation Improvement Program

Agency: Cashmere  
 Co. No.: 04 Co. Name: Chelan Co.  
 City No.: 0165 MPO/RTPO WVTC

From 2013 to 2018  
 Hearing Date: \_\_\_\_\_ Adoption Date: \_\_\_\_\_  
 Amend Date: \_\_\_\_\_ Resolution: \_\_\_\_\_

Functional Class	Priority Number	Project Identification A. PIN/Federal Aid No. B. Bridge No. C. Project Title D. Street/Road Name or Number E. Beginning MP or Road - Ending MP or Road F. Describe Work to be Done	Improvement Type(s)	Status	Total Length	Utility Codes	Project Costs in Thousands of Dollars								Expenditure Schedule (Local Agency)				Federally Funded Projects Only		
							Project Phase	Phase Start (mm/dd/yyyy)	Fund Source Information				Local Funds	Total Funds	1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (MM/YY)	
									Federal Fund Code	Federal Cost by Phase	State Fund Code	State Funds									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
08	01	<b>Tigner Road Preservation &amp; Improvements</b> Tigner Road From: Pioneer Ave To: City Limits Grind and overlay Tigner Road from Pioneer Ave to City Limits including ADA ramp and sidewalk improvements.	06	S	1	C  O P S T W	ALL	1/1/2013	STP(R)	175				98	273	273				CE	No
							Totals			175			98	273	273						
09	02	<b>Railroad Avenue Improvements</b> Railroad Avenue From: Division Street To: Cottage Avenue Improve Railroad Avenue and Maple Street from Division Street to Cottage Avenue. Improvements will include roadway resurfacing, curb, gutter, sidewalk, and drainage improvements.	06	P	0.28	C  O P S T W	ALL	1/1/2013					600	600	600				CE	No	
							Totals						600	600	600						
09	03	<b>River Street Preservation &amp; Improvements</b> River Street From: Aplets Way To: Sunset Highway HMA overlay, ADA sidewalk improvements on River Street from Aplets Way to Sunset Highway.	05	P	0.27	C  O P S T W	ALL	1/1/2013					200	200	200				CE	No	
							Totals						200	200	200						
09	04	<b>Mission Avenue Reconstruction</b> Mission Ave From: Maple Street To: East Parkhill Street Remove and replace ACP, install curb and gutter, and storm water system, construct retaining wall and install landscaping.	04	P	0.29	C  O P S T W	ALL	1/1/2014					680	680		680			CE	No	
							Totals						680	680		680					
09	05	<b>Angier Street Bridge</b> Angier Street From: Angier Street To: Angier Street Remove and replace existing channel beam bridge with prestressed concrete bridge at existing location.	08	P	0.05	C  O P S T W	ALL	1/1/2014					1232	1232		173	1059		DCE	No	
							Totals						1232	1232		173	1059				
09	06	<b>Chapel Street Preservation &amp; Improvements</b> Chapel Street From: Angier Avenue To: Chapel Street Reconstruct bridge on Chapel Street, Mission Creek over-crossing.	08	P	0.05	C  O P S T W	ALL	1/1/2015					1600	1600				1600	DCE	Yes	
							Totals						1600	1600				1600			

Six Year Transportation Improvement Program

From 2013 to 2018

Agency: Cashmere  
 Co. No.: 04 Co. Name: Chelan Co.  
 City No.: 0165 MPO/RTPO WVTC

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

Functional Class	Priority Number	Project Identification A. PIN/Federal Aid No. B. Bridge No. C. Project Title D. Street/Road Name or Number E. Beginning MP or Road - Ending MP or Road F. Describe Work to be Done	Improvement Type(s)	Status	Total Length	Utility Codes	Project Costs in Thousands of Dollars								Expenditure Schedule (Local Agency)				Federally Funded Projects Only		
							Project Phase	Phase Start (mm/dd/yyyy)	Fund Source Information				Local Funds	Total Funds	1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (MM/YY)	
									Federal Fund Code	Federal Cost by Phase	State Fund Code	State Funds									
09	07	3 <b>Chase Ave Preservation &amp; Improvements</b> Chase Avenue From: Olive Street To: Cedar Street HMA overlay. Repair drainage system.	05	P	0.13	C O P S T W	ALL	1/1/2015					100	100				100	CE	No	
							Totals						100	100				100			
09	08	<b>South Douglas Street Preservation &amp; Improvements</b> South Douglas Street From: South Douglas Street To: Parkhill Street HMA overlay, sidewalk (one side) curb & gutter.	05	P	0.21	C O P S T W	ALL	1/1/2016					600	600				600	CE	No	
							Totals						600	600				600			
09	09	<b>Perry Street Improvements</b> Perry Street From: Aplets Way To: McGill Street HMA overlay and ADA improvements	05	P	0.16	C O P S T W	ALL	1/1/2016					140	140				140	CE	No	
							Totals						140	140				140			
09	10	<b>Aplets Street Improvements</b> Aplets Way From: Aplets Way Bridge To: Division St Railroad Crossing HMA overlay and ADA improvements	05	P	0.27	C O P S T W	ALL	1/1/2017					315	315				315	CE	No	
							Totals						315	315				315			
09	11	<b>Pioneer Street Improvements</b> Pioneer Way From: School Lane To: Evergreen Drive HMA overlay and ADA improvements	05	P	0.72	C O P S T W	ALL	1/1/2017					625	625				625	CE	No	
							Totals						625	625				625			
<b>Grand Totals for Cashmere</b>													175	175	5110	5285	1073	853	1059	2300	

# **Comprehensive Water System Plan Outline**

1. System Description
2. Land Use and Population
3. Water Use and Conservation
4. City Policies and Standards
5. Water Source and Quality
6. System Analysis
7. Operations and Maintenance
8. Capital Improvement Program
9. Financial Analysis

## **Steps to Approval**

1. Review by City Staff (complete)
2. Public Presentation (this activity)
3. City Council Approval
4. Chelan County Consistency (in process)
5. Dept. of Ecology Approval (in process)
6. Dept. of Health Approval (in process)

**City of Cashmere  
Comprehensive Water System Plan  
May 29, 2012 City Council Meeting**

**1. What is a Comprehensive Water System Plan?**

- Guidance document for the City to use in maintaining its water system and planning improvements to ensure customers are provided with a continuous, high level of water service
- State DOH requires all public water systems to prepare/update every 6 years (6 and 20-year planning horizon) WAC 246-290-100
- Dynamic Plan with constantly changing elements (population forecasts, development, financial situation, priority projects, etc.). Plan can change with time even though it is "adopted". DOH wants to see a good effort put forth.

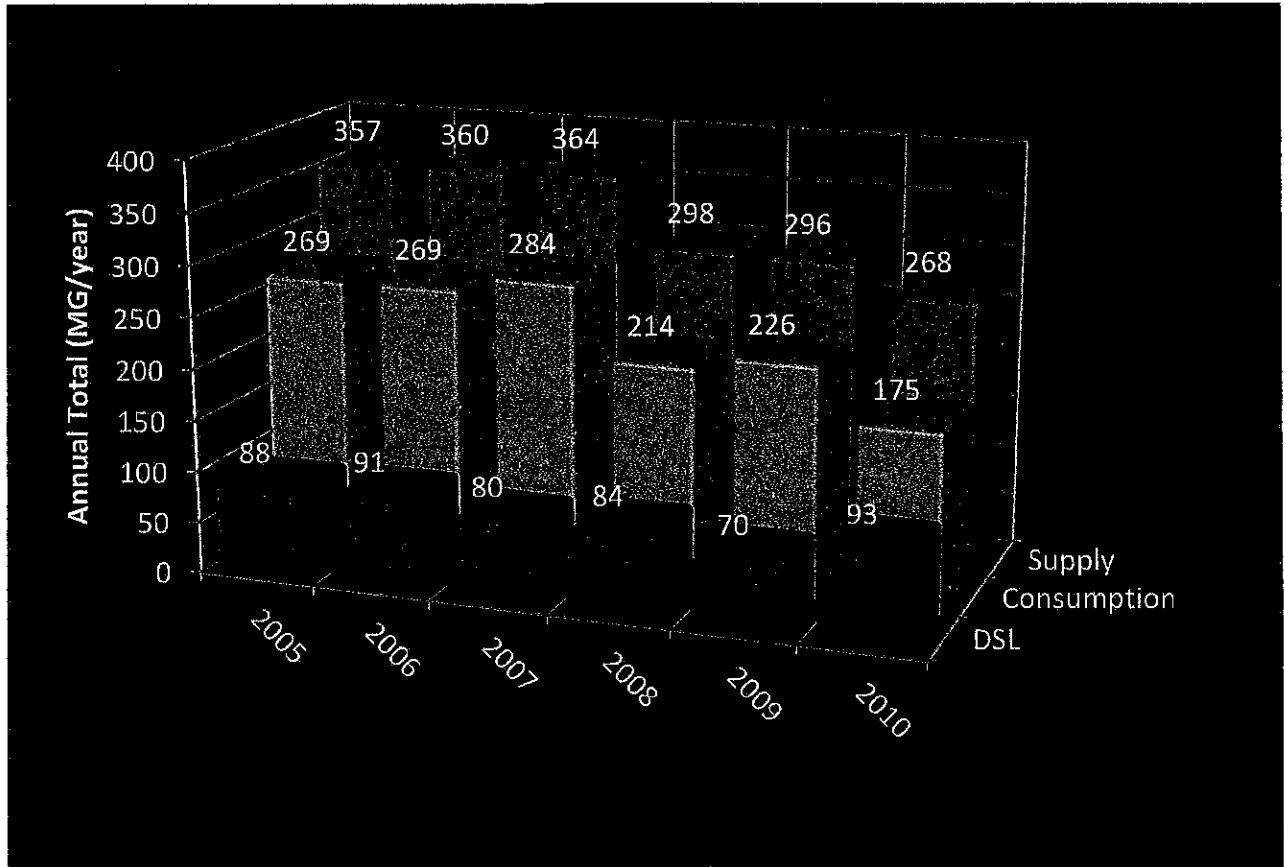
**2. What was accomplished during the preparation of the Plan?**

- City staff gathered data from past years
- Documented existing system facilities from data collected and site visits
- Prepared colored maps of the existing water system to clearly show all facilities and how the water system works
- Tabulated and analyzed past water usage to identify amount of water loss and impacts from water conservation
- Projected future water usage based on population growth data provided by City Planning Department - Used for planning purposes to ensure City has adequate water supply, storage, and other infrastructure to serve future water customers
- Updated the computer model of the water system for evaluating existing system and to help in planning improvements for the future
- Analyzed existing system and identified improvements to resolve deficiencies and accommodate future growth
- Documented City's financial program and costs of improvements
- Documented operation and maintenance procedures for all facilities and evaluated staffing requirements
- Updated supplemental documents required by DOH, including Water Conservation Plan, Emergency Response Plan, Cross Connection Control Plan, Wellhead Protection and Watershed Control Plan, Coliform Monitoring Plan, and Emergency Response Plan

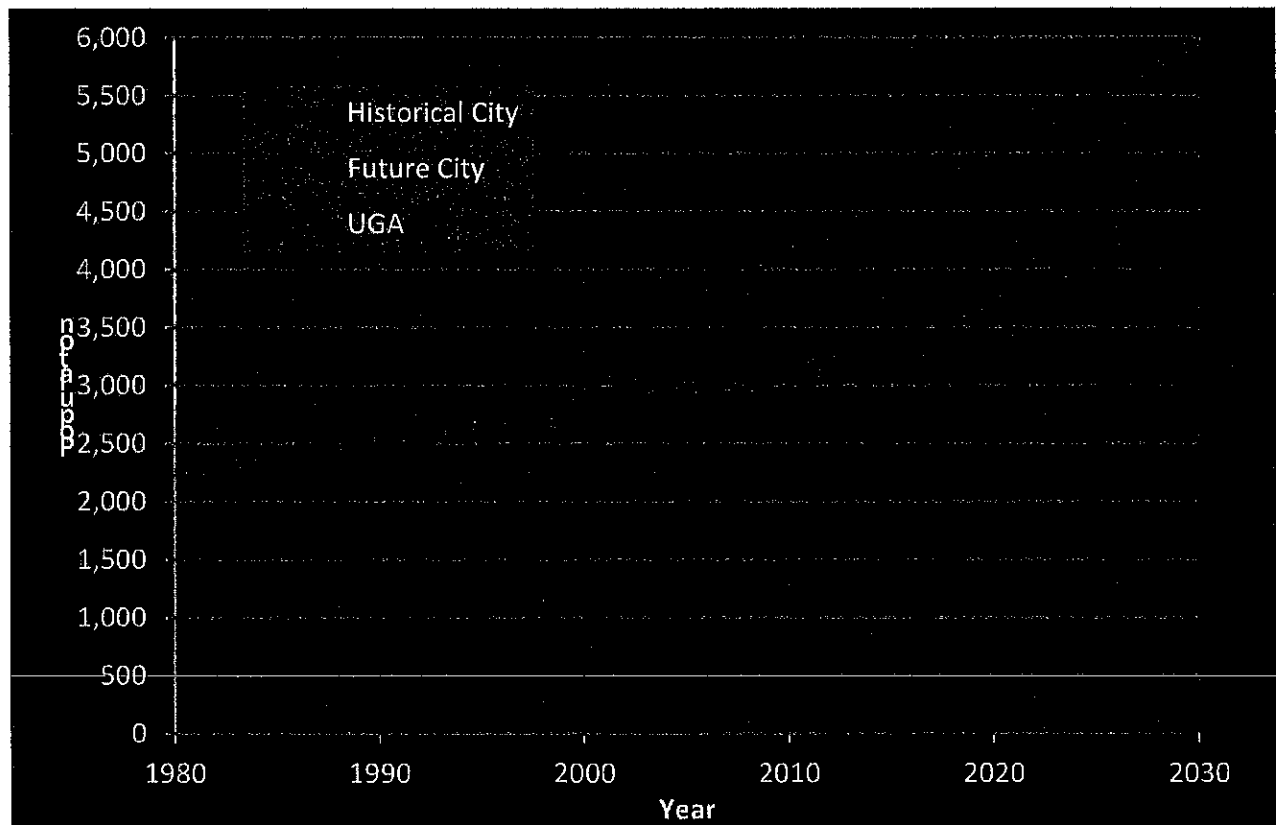
**3. What were the findings?**

- Well maintained and operated system
- Residential water use
  - 195 gpdpc, 390 gpd/ERU Average over the year. 823 gpd/ERU max day (irrigation)
  - Unique City because large demand from non-residential water users (TreeTop pre 2007; Blue Star and Crunch Pak currently)
- Water demand/supply has generally increased from 1993 to 2007, then dropped (TreeTop)
- Physical Supply and Storage are sufficient for foreseeable future
- Many undersized watermains to meet current fire protection standards
- Water loss is above average for systems of similar size (26% avg 2005'-10'), but leak detection and Mill Site replacements should improve this
- Additional water rights may be needed by 2017
- Capital Projects planned for approximately \$400,000 per year

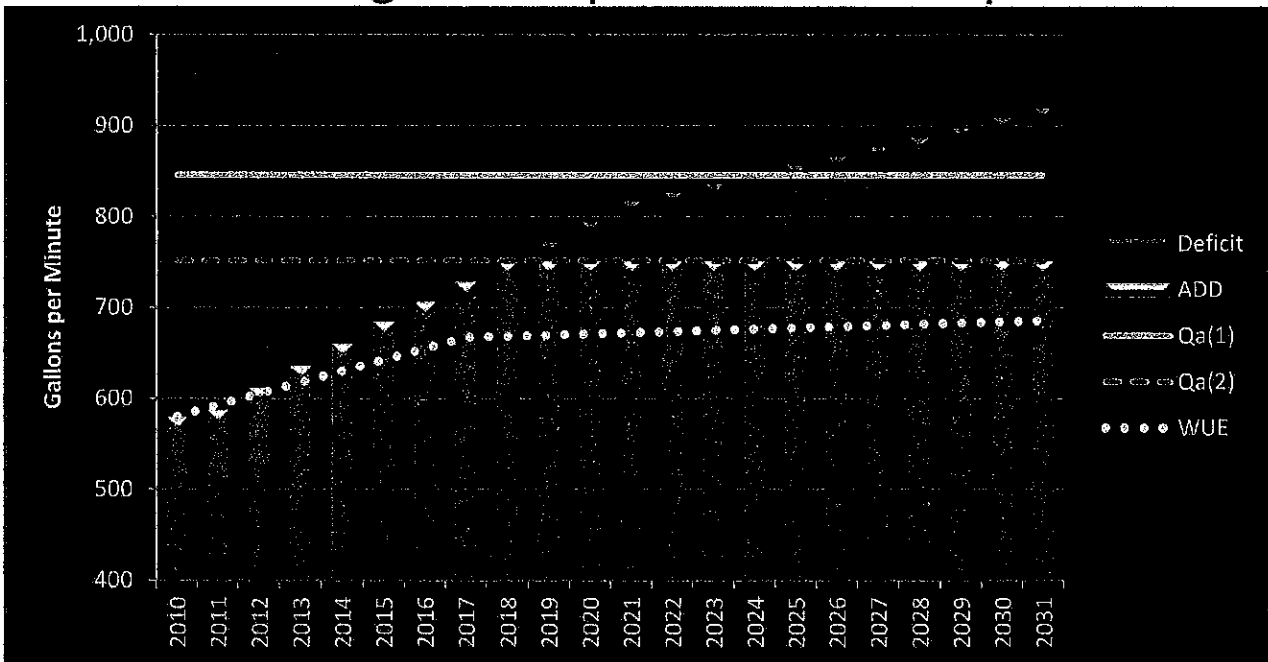
# Water Supply, Consumption, and Water Loss



# Population Projections



# Water Rights Compared to Consumption



## Capital Improvement Plan

No.	Description	Total Cost	2012	2013	2014	2015	2016	2017	2018
<b>Watermain Projects</b>									
W1	Annual Replacement Projects		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
<b>Supply Projects</b>									
S1	Backup Generator	\$ 80,000				\$ 87,500			
<b>Treatment Projects</b>									
T1	Water Treatment Plant Improvements study	\$ 30,000					\$ 33,800		
<b>Booster Station Projects</b>									
B1	Vista Heights meter head	\$ 2,000		\$ 2,100					
<b>Storage Projects</b>									
R1	Sherman Reservoir Fill Valve	\$ 24,000		\$ 24,800					
<b>Pressure Zone Projects</b>									
P1	1050 Zone Phase 1 (PRV station & Division St connection)	\$ 88,000		\$ 90,700					
P2A	1000 Zone Phase 1 (PRV station & Division St connection)	\$ 95,000				\$ 103,900			
P2B	1000 Zone Phase 2 (Tigner Road watermain)	\$ 152,000					\$ 171,100		
P4	1000 and 1050 Zone Pressure Relief Valves	\$ 32,000				\$ 34,000			
P5	PRV Station flooding Improvements	\$ 57,000				\$ 60,500			
P6	Chapel St PRV abandonment	\$ 92,000							\$ 109,900
<b>Control System Projects</b>									
C1	Telemetry System	\$ 396,000			\$ 84,023	\$ 86,544	\$ 89,140	\$ 91,815	\$ 94,569
<b>Operations and Maintenance Projects</b>									
M1	Conservation Program and Leak Detection	\$ 30,000		\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628	\$ 5,796	\$ 5,970
M2	System Mapping	\$ 30,000		\$ 30,900					
M3	Hydraulic Model Calibration	\$ 25,000				\$ 27,400			
M4	Comprehensive Water System Plan	\$ 100,000	\$ 40,000						\$ 119,500
M5	Water Rights Planning	\$ 21,000						\$ 24,400	
M6	Customer meter replacement	\$ 21,000						\$ 24,400	\$ 25,100
M7	Wellhead Protection Plan	\$ 25,000						\$ 29,000	
<b>Future Projects</b>									
F1	West Cashmere Transmission	\$ 744,000							
F2	Third River Crossing	\$ 475,000							
F3	895 Zone 1 MG Reservoir and Transmission Main	\$ 3,797,000							
F4	New 1114 Zone Booster Station	\$ 791,000							
F5	1114 Zone Reliability	\$ 1,551,000							
F6	1114 Zone Reservoir and Transmission Main	TBD							
<b>Total Estimated Costs per Year</b>			\$ 190,000	\$ 303,650	\$ 333,828	\$ 460,808	\$ 449,668	\$ 325,411	\$ 505,039



# Staff Summary

**Date:** May 29, 2012  
**To:** City Council  
**From:** Bob Schmidt, Director of Operations  
**RE:** Approve proceeding with the development of an  
Interlocal Agreement with other Water Utilities

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**I was made aware** of a means to expedite the processing of water rights applications through Ecology. A group of water rights applicants can form a Coordinated Cost Reimbursement partnership and apply to DOE as a group and pay to have their water right applications processed. This process was made available in 2011 and no one has yet utilized this option. The applicants pay a consultant to process the application and pay DOE to review the processed application. There is a savings as a group to share the costs of this process.

There are many unprocessed water rights applications from Chelan County that are more than 20 years old. We have interest from the City of Leavenworth, Alpine Water District and Chelan County to pursue the Coordinated Cost Reimbursement process. I will explain in greater detail at the Council meeting.

**I Recommend that Council:**

**Move to Approve proceeding with an Interlocal Agreement with other Water Utilities to join in a Coordinated Cost Reimbursement process to expedite our Water Rights Applications.**





# Staff Summary

**Date:** May 29, 2012  
**To:** City Council  
**From:** Bob Schmidt, Director of Operations  
**RE:** Approve Small Works Contract to Drill an Irrigation Well at Riverside Park

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**We requested Bids from** contractors on our small works roster for an irrigation well at Riverside Park with an 8 inch steel casing and a final depth of 75 feet. We received bids from two contractors with the following results.

	<u>Bid Amount for a 75' well</u>
Fogle Pump & Supply	\$8,490.17
Tumwater Drilling & Pump Inc.	\$5,367.00

This bid is for the well only. A pump will be purchased after the well is developed. The actual cost of the finished well will vary depending on finished depth of the well and other factors that may become necessary to develop the well. Staff estimated a cost of \$12,000 for the finished well and pump.

**I Recommend that Council:**

**Move to Approve the Mayor to sign a Small Works Construction Contract with Tumwater Drilling and Pump for the construction of an irrigation well at Riverside Park.**

**CITY OF CASHMERE****Small Works Construction Contract****Project:** Cashmere Riverside Park Irrigation Well

THIS CONTRACT is entered into by and between the City of Cashmere, Washington (hereinafter the "City") and Tumwater Drilling & Pump (hereinafter the "Contractor"), sometimes each individually referred to herein as a "party" or collectively referred to herein as the "parties".

In consideration of the terms and conditions contained herein, the City and Contractor agree as follows:

**I. WSDOT STANDARD SPECIFICATIONS**

- A. Except as may be otherwise specifically provided in this Contract, the definitions of terms used in this Contract and the other provisions set forth in the Washing State Department of Transportation Standard Specifications for Road, Bridge, and Municipal Construction, 2010 Edition (hereinafter "2010 WSDOT Standard Specifications"), shall apply to the standard of construction of the Project Work by the Contractor and shall apply with respect to all other matters not otherwise specifically identified in this Contract.
- B. The City is the Contracting Agency.

**II. PROJECT WORK, PAYMENT, GUARANTEE**

- A. The Contractor shall perform all Work and furnish all tools, materials and equipment for the construction for the Project in accordance with and as described in the City Request for bid and the Contractor Proposal and all other plans and specifications on file with the City for the bid amount. The aforementioned documents are by this reference incorporated herein and made a part of this Contract. The bid amount is inclusive of all applicable taxes, including Washington State Sales taxes and is: \$5367.00.
- B. The City shall pay the Contractor for performance of the Project Work according to the City Request for bid and the Contractor Proposal on file with the City.
- C. The Project Work shall start within 15 calendar days after execution of this Contract and the issuance of a notice to proceed by the City. The Project Work shall be completed within 45 calendar/working days from the date of issuance of the notice to proceed by the City.

- D. If the Project Work is not completed within the time specified, the Contractor agrees to pay the City liquidated damages in the sum specified in Section 1.08.9 of the 2010 WSDOT Standard Specifications for each and every working day that Project Work remains uncompleted.
- E. The Contractor shall provide and pay for all equipment and labor required to construct and complete the Project Work. The Contractor shall guarantee the completed Project Work and all components thereof for a period of one year following the Completion Date of the Project Work, except as may be otherwise specifically modified by the City in the City Request for bids, the plans, specification, or other Project Work documents.
- F. Contractor shall be responsible for all temporary functions associated with the Project Work, including but not limited to, lighting, wiring protection, hoisting, scaffolding, rigging, flaggers, drinking water, dust control, storage, ventilation, and heating.

### **III. PREVAILING WAGE REQUIREMENT**

The contractor shall pay prevailing wages for all Project Work and shall comply with Chapters 39.12 and 49.28 RCW. Notice of intent to pay prevailing wages and prevailing wage rates for the Project must be posted for the benefit of workers. At the completion of the Project the Contractor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification. Final payment on the Contract shall be withheld until the City receives certification from the Department of Labor and Industries that prevailing wage requirement have been satisfied.

### **IV. CONTRACT BOND**

The Contractor shall provide a Contract Bond, in a form acceptable to the City, for the faithful performance and payment of all its obligation under this Contract. The Contract Bond shall remain in effect for the repair and replacement of defective equipment, materials, and workmanship and payment of damages sustained by the City on account of any such defects, discovered within one (1) year after the Completion Date.

### **V. PERMITS AND TAXES**

Contractor shall secure and pay for all permits, fees and licenses necessary for the performance of the Project Work. Contractor shall pay any and all applicable federal, state and municipal taxes, including sales taxes associated with performance of the Project Work.

## VI. INDEMNIFICATION

Contractor shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, engineers, agents, and volunteers from and against all demands, claims, losses, injuries, damages, liabilities, suits, judgments, attorneys' fees and costs, and other expenses of any kind incurred by the City on account of, relating to, or arising out of Contractor's Work under this Contract, except to the extent such injuries or damages are caused by the negligence of the City.

## VII. INSURANCE

- A. The Contractor shall procure and maintain for the duration of the Project Work, and for a period of three (3) years thereafter, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the Project Work by the Contractor, its agents, representatives, employees, or subcontractors.
- B. Contractor's maintenance of insurance as required by this Contract shall not be construed to limit the liability of the Contractor to the coverage provided by such Insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- C. Contractor shall maintain insurance of the types described below:
1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
  2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, , stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, an liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25 03 11 85. There shall be no endorsement or modification of the Commercial General Liability insurance fort liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy. The proof of insurance and identification of the City as an additional insured shall be provided on a form acceptable to the City.
- D. Contractor shall maintain the following minimum insurance limit:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

- 2. Commercial General Liability Insurance shall be written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate and a \$1,000,000 products-completed operations aggregate limit.
- E. Insurance shall be placed with insurers acceptable to the City.

**VIII. GENERAL PROVISIONS**

- A. Venue for any legal action arising out of the existence of this Contract shall be in Chelan County Superior Court. Except as specifically provided otherwise herein, in any legal action commenced by either party to this Contract, each party shall pay its own attorney's fees and costs, regardless of the outcome.
- B. This Contract contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements or understandings between the parties with respect thereto. This Contract may be amended only by an agreement in writing signed by both parties.
- C. The effective date of this Contract shall be the date the Contract is approved and signed by the City Mayor.
- D. This Contract may be signed in counterparts, each of which shall be an original but all of which shall constitute one and the same document. Signatures transmitted by facsimile or PDF e-mail shall be deemed valid execution of this Contract, binding on the parties.

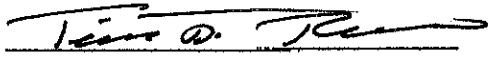
APPROVED the \_\_\_\_\_ day of \_\_\_\_\_, 2012 by the City of Cashmere, Washington.

\_\_\_\_\_  
(Jeff Gomes, Mayor)

Address:

City of Cashmere  
101 Woodring Street  
Cashmere, WA 98815  
(509) 782-3513

APPROVED the 21st day of MAY, 2012 by the contractor.

  
\_\_\_\_\_  
(Signature)

Timothy D. Tucker, Manager  
\_\_\_\_\_  
(print Name and Title)

Contractor, Address and Phone Number:  
Tumwater Drilling & Pump Inc.  
\_\_\_\_\_  
PO Box 777  
\_\_\_\_\_  
Leavenworth, WA 98826  
\_\_\_\_\_  
509-548-5361  
\_\_\_\_\_  
509-548-5300 fax



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

**REQUEST FOR LODGING TAX FUNDS**

AGENCY NAME Cashmere Art and Activities Center  
 MAILING ADDRESS 120 Cottage Avenue  
 CONTACT PERSON Artie Bowman PHONE 782-2415  
 AMOUNT REQUESTED \$1,500.00 669-4851

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

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

Advertising our center will bring tourists to our Cashmere area. Tourists and local visitors will be able to take advantage of stores, restaurants, wineries, and motels, bed and breakfast inns, thus promoting tourism.

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

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

- ❖ NUMBER OF **TOURISTS** EXPECTED TO VISIT CASHMERE AS A RESULT OF THIS FUNDING 897
- ❖ NUMBER OF THOSE TOURISTS TRAVELING OVER 50 MILES TO CASHMERE 800
- ❖ NUMBER OF LODGING STAYS, PER FESTIVAL, IN THE CASHMERE AREA GENERATED BY THESE FUNDS 350
- ❖ ANY OTHER INCREASED ECONOMIC IMPACT ATTRIBUTABLE TO THE EVENT \_\_\_\_\_

Tourists will use Cashmere's many venues for eating, lodging, & purchasing needed sundries. Wineries will be open to visitors, as well.

Artie Bowman  
 Applicant Signature

4/26/12  
 Date

Ruth Matson  
741-0282

## Corporations Division

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### Corporation Detail

Neither the State of Washington nor any agency, officer, or employee of the State of Washington warrants the accuracy, reliability, or timeliness of any information in the Public Access System and shall not be liable for any losses caused by such reliance on the accuracy, reliability, or timeliness of such information. While every effort is made to ensure the accuracy of this information, portions may be incorrect or not current. Any person or entity who relies on information obtained from the System does so at his or her own risk.

#### SENIOR CITIZENS OF CASHMERE

UBI Number	601537314
Category	REG
Profit/Nonprofit	Nonprofit
Active/Inactive	Active
State Of Incorporation	WA
WA Filing Date	10/27/1978
Expiration Date	10/31/2012
Inactive Date	
Duration	Perpetual
Registered Agent Information	
Agent Name	Christine Kennedy
Address	120 COTTAGE AVE
City	CASHMERE
State	WA
ZIP	98815
Special Address Information	
Address	
City	
State	
Zip	

#### Governing Persons

Title	Name	Address
Director	Bowman, Artie	1130 Maple St Unit 91 WENATCHEE, WA
Director	Ebert, Heinz	95 S. Riverfront Dr Cashmere, WA
President	Ebert, Jan	95 S. Riverfront Drive Cashmere, WA
Treasurer	Kennedy, Christine	PO Box 431 Cashmere, WA
Vice President	Davis, Evelyn	120 Mission Creek Rd Cashmere, WA

Secretary

Farrens, Marjorie


300 Chapel St #4  
Cashmere, WA

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Washington Secretary of State · Corporations Division  
801 Capitol Way South  
PO Box 40234, Olympia WA 98504-0234  
(360) 725-0377

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