



## City of Cashmere

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

CASHMERE CITY COUNCIL MEETING  
MONDAY, AUGUST 13, 2012 7:00 P.M., CITY HALL

### AGENDA

#### CALL TO ORDER

#### FLAG SALUTE

#### EXCUSE ABSENCE

#### ANNOUNCEMENTS & INFORMATION

- July Financial Reports are on the website

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

#### APPROVAL OF AGENDA

#### CONSENT AGENDA

1. Minutes of July 9, 2012 Regular Study Session Meeting
2. Minutes of July 23, 2012 Regular Council Meeting
3. Minutes of July 30, 2012 Special Joint Study Session Meeting
4. Payroll and Claims Packet Dated August 13, 2012

#### BUSINESS ITEMS

1. Resolution No. 06-2012 petition to vacate a portion of River Street
2. Annexation Request
3. Urban Growth Area Amendment Request
4. Change Order No. 3 to Riverfront Drive water and sewer extension project
5. Change Order No. 4 to Riverfront Drive water and sewer extension project
6. Charter Franchise Extension Agreement

#### PROGRESS REPORTS

#### 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)**

The City of Cashmere is an equal opportunity provider and employer.

To file a complaint of discrimination, write USDA, Director, Office of Civil rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202)720-6382 (TDD).

**CITY OF CASHMERE  
MINUTES OF REGULAR STUDY SESSION  
MONDAY, JULY 9, 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	

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

At 6:00 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.

- Appendix B; Critical Areas.
- Appendix C; Restoration Plan.
- Appendix E; Public Access Plan

There were no questions or comments from the public.

ADJOURNMENT

Mayor Gomes closed the public hearing and adjourned the study session at 6:32 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 JULY 23, 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 Donna Wynne Derek Knutsen John Bryant	
Staff:	Bob Schmidt, Dir. of Operations Kay Jones, City Clerk-Treasurer Mark Botello, Dir. of Planning/Building	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

Councilor Moore, city representative on the Airport Board, passed on a request from the Board. The Board is requesting the City Council consider giving the Airport first rights of refusal regarding the purchase of the surplus property on Fisher Street.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Minutes of July 9, 2012 Regular City Council Meeting  
Payroll and Claims Packet Dated July 23, 2012

Claims Check No. 32322 through 32347 and EFT 06/2012 totaling \$92,256.65

MOVED by Councilor Wynne and seconded by Councilor Fletcher to approve the consent agenda. Motion carried.

EXECUTIVE DIRECTOR JEFF WILKINS, WENATCHEE VALLEY TRANSPORTATION COUNCIL (WVTC)

Jeff Wilkins, Executive Director for Wenatchee Valley Transportation Council explained the purpose and goals of the WVTC and the difference between the WVTC and the North Central Regional Transportation Planning Organization (NCRTPO). If the City were to be a member of the WVTC the annual dues would be \$11,000.

DNR INTERAGENCY AGREEMENT FOR PUBLIC TREE INVENTORY

Director Botello explained that the public tree inventory is a pilot program through the Department of Natural Resources (DNR). The DNR will perform public tree inventory for the City

at no cost. The primary data that will be collected includes location, species, diameter, condition, maintenance needs and priority, and proximity to utility lines, traffic signs and signals.

The City of Cashmere is the fourth oldest "Tree City USA" in the State of Washington. Director Botello recommends the initial public tree inventory be performed by the DNR and then maintained in the future by city staff.

MOVED by Councilor Fletcher and seconded by Councilor Bryant to approve the DNR Interagency Agreement for Public Tree Inventory. Motion Carried.

DISCUSSION OF WATER MAIN ON TREE TOP PROPERTY – NO ACTION NEEDED

Director Bob Schmidt informed the council that Blue Star Growers approached Cashmere Investment Group (CIG) requesting to connect to the water main on the highway side of their building. CIG approached the City inquiring as to whether the City would be willing to take possession of the water mains on the property if CIG was willing to deed utility easements to the City. Director Schmidt and City Attorney Chuck Zimmerman believe taking possession of the water mains would be logical and beneficial for the City. The majority of the water mains the City would be taking possession of are 10 inch ductile and cast iron steel that is in good condition. There is a portion that will need to be updated in the future.

Director Schmidt stated that no action was needed at the time. If the Council had no objections to taking possession of the water mains he would give CIG the approval to move forward. No objections were voiced.

PROGRESS REPORTS

Director Mark Botello stated that the park improvements project includes a skate park and restroom facilities along with the grassy areas and the asphalt and parking improvements. The City has a nice project and a good grant application. Director Botello reported that he has received several commitments for donations for the park improvements that are contingent on receiving the park grant. He will be presenting the project in Olympia in August.

Mayor Gomes reported that they had the annual oversight committee with law enforcement. It was a good meeting and the Mayor stated that he feels the department is listening.

Director Schmidt reported that the Riverfront Utility Extension project is completed and the final documents to release funds for the Wastewater Treatment Plant Project have been received.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 7:54 p.m.

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Jeff Gomes, Mayor

Attest:

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Kay Jones, Clerk-Treasurer



**CITY OF CASHMERE  
MINUTES OF SPECIAL JOINT STUDY SESSION  
CITY OF CASHMERE AND CITY OF LEAVENWORTH  
PUBLIC SAFETY REPORT  
MONDAY, JULY 30, 2012 AT RIVERSIDE CENTER**

OPENING

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

ATTENDANCE

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

City of Leavenworth: Mayor Cheryl Farivar, City Council and City Administer Joel Walinski

Consultant Tom Davis

FINAL PUBLIC SAFETY REPORT

Consultant Tom Davis began the meeting by thanking the Sheriff's office for being very open and helpful in providing the information needed to complete the Public Safety Report. The surveys council and staff completed were very helpful also.

Mr. Davis presented his Public Safety Report, briefly explaining each section and answering questions and concerns.

One of the main questions for both cities is; what is the minimum level of service cities must provide and what is that minimum service level based on? Mr. Davis explained that both cities are considered Code Cities and as such, are required to appoint a chief law enforcement officer per RCW 35A.12.020. Other than this requirement to appoint a chief law enforcement officer, there appears to be no minimum required service level.

Currently the level of service is determined by the philosophy of the Sheriff's Office since they are providing the service. Mr. Davis stated that the agency providing the service should be able to set the level of services for safety and liability.

One of the main concerns stated was that we elect the Sheriff, but we don't negotiate with the Sheriff. The Cities have to negotiate with the County Commissioners and the Commissioners weren't willing to negotiate. A signed contract was presented to Cashmere and Leavenworth to sign, no negotiation was involved.

Mr. Davis discussed direct costs versus indirect costs and how they affect the overall cost of the contracts. Whenever indirect/shared costs are involved there are different methodologies on how those costs are charged out. He strongly encouraged that contract negotiations center on and use direct costs as much as possible.

Support functions required for law enforcement services specifically provided by the Sheriff's Office such as the cost of records personnel, administrative personnel, and detectives are included in the cost recovery. This is a widely accepted method of cost recovery. Indirect costs for entities outside the Sheriff's Office such as auditor, treasurer, and commissioners are not included in the cost recovery.

Mr. Davis stated that the overall budget methodology and formatting utilized by the Chelan County Sheriff's office is a commonly used and widely accepted method. Cashmere and Leavenworth represent over 27% of the total revenue for the Chelan County Sheriff's Office.

Total Revenues are as follows:

All City Contracts:	\$1,694,376,
Grants funding staffed positions:	\$ 978,651
All other revenues:	\$ 105,758
Total Revenues	\$2,778,786

The councils discussed that the cities need to have a stronger level of influence with respect to the level, degree and type of City services received. The Cities need to identify their own philosophy to see if it mirrors the Sheriff's philosophy. The cities need to decide what they want to have happen, what their needs and priorities are and what they want the deputies to focus on. The needs of the cities may change from time to time.

The cities can have 24 hour coverage if that's what they want, but it is going to cost them. The cities each pay for three (3) full-time employees (FTE). It would take 5.7 FTE's to have 24/7 coverage. The additional employees are needed to cover training, sick leave, vacation leave and disability. Additional FTE's coverage is higher for public safety; you have to be able to cover the employee that is out on leave.

Mr. Davis discussed the start up and annual operating costs of operating a Leavenworth-Cashmere Police Department (LCPD). The comparison model (for current operations) showed the annual operating costs for a LCPD at \$1,006,799, compared to the 2012 Chelan County contract total for both cities at \$944,768.

Other scenarios showing the estimated start up and annual operating costs for a LCPD:

Eight commissioned employees and one civilian employee: \$1,200,590 operating and \$440,560 start up.

Ten commissioned employees and one civilian employee: \$1,446,719 operating and \$555,217 start up.

ADJOURNMENT

The Mayor closed the study session at 7:41 p.m.

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Jeff Gomes, Mayor

Attest:

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Kay Jones, Clerk-Treasurer

# Staff Summary

**Date:** August 13, 2012  
**To:** Cashmere City Council  
**Mayor Gomes**  
**From:** Mark Botello  
**RE:** Resolution 06-2012 petition to vacate a portion of River Street.

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A small portion of undeveloped right-of-way remains after the re-alignment and installation of the new River Street and Sunset Highway project. This small portion of right-of-way is approximately 600 square feet in size (Please see attached picture).

Crunch Pak offered to purchase this property for \$900 and pay for the applicable survey/legal description and recording fees. Staff utilized the same valuation process used during the original September 2011 River Street and Sunset highway vacation process.

Staff would like to have the \$900 applied towards the Riverside Park improvements project. This would be similar to the Fisher Street process.

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

## Recommendation

Staff recommends approval of Resolution 06-2012

**RESOLUTION NO. 06-2012**

**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 RIVER STREET.**

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**WHEREAS**, the City has received a Petition for the vacation of a portion of River Street from Crunch Pak, LLC, (hereinafter referred as “Crunch Pak”) the owners of 100% of the property abutting the portion of River 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 River 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 “A” and contains within it a depiction of the River 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 River Street as set forth in Exhibit "B" 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 River Street is hereby scheduled for 7:00 p.m. on Monday, the 24<sup>th</sup> day of September, 2012, 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 "B" to this Resolution in three of the most public places in the City and in a conspicuous place on River 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 River 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 13<sup>th</sup> DAY OF AUGUST, 2012  
CITY OF CASHMERE

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

ATTEST:

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



Exhibit "B"

**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, hereby petition the City Council of the City of Cashmere, Washington, for the vacation of that portion of River 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 River Street proposed to be vacated. As further consideration for the requested vacation of River Street, Crunch Pak agrees to compensate the City in the sum of Nine Hundred Dollars (\$900) for the property, Four Hundred Dollars (\$400) for legal description, Seventy Dollars (\$70) for recording for a total of One Thousand Three Hundred Seventy Dollars (\$1,370). 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.

Dated this 8 day of August, 2012



TODD DANKO, Director of Operations  
Crunch Pak, LLC





**CRUNCH PAK<sup>®</sup>**  
***Sliced Apples***

August 7, 2012

Mark Botello  
City of Cashmere

Mark, Crunch Pak would like to purchase back the "triangle" section of property on the corner of River Road and Sunset Highway. We would purchase the property for \$900 and would be responsible for paying the surveying/legal description and recording fees.

Thank You,



Todd Danko  
Director of Operations  
Crunch Pak







**CITY OF CASHMERE**

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

**CUSTOMER COPY**

Receipt Number:

**1821**

One Thousand Three Hundred Seventy and 0/100's Dollars

Received From:

Date

Receipt Number

Amount

MT CASHMERE PROPERTIES

8/8/2012

1821

\$1,370.00

Printed By

Check

3027

\$1,370.00

Counter

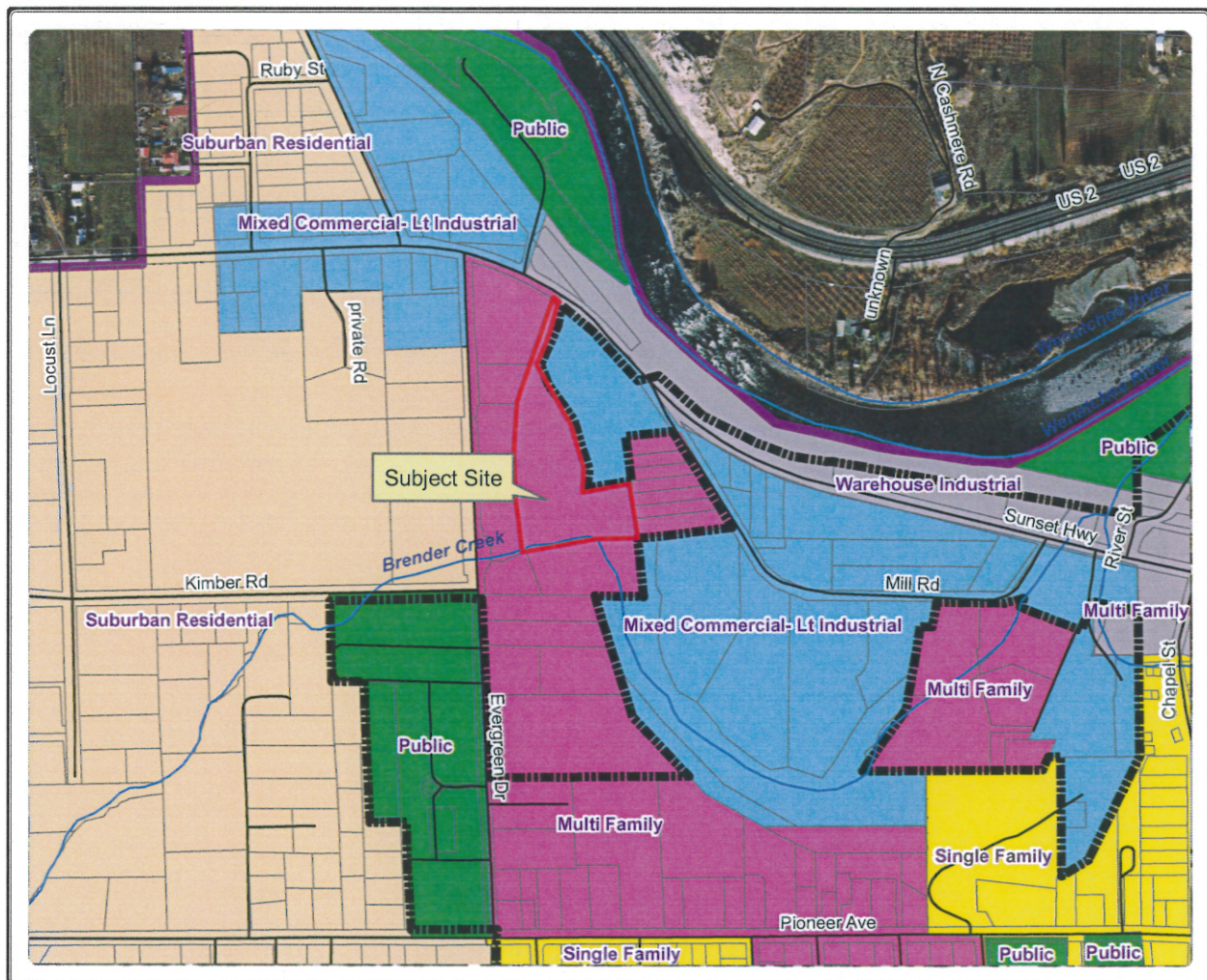
RECORDING, SURVEYING AND PURCHASE PRICE RIVER ST PROPERTY

# Staff Summary

**Date:** August 13, 2012  
**To:** Mayor and Cashmere City Council  
**From:** Mark Botello  
**RE:** Annexation Request

Please see Ann Chipman's annexation request for her property located at 5739 Sunset highway.

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



- Everything within the black dashed line is within the Cashmere City Limits.

**Ann L Chipman**

P.O. Box 424  
Cashmere, WA 98815  
(509) 860-3344

August 3, 2012

Planning Commission  
City of Cashmere  
101 Woodring  
Cashmere, WA 98815

Dear Commission:

I would like to request an Urban Growth Area (UGA) amendment, and an Annexation and Zone change for 2 separate parcels.

The first request for the UGA Amendment is for Parcel # 23 19 06 140 280, located at 6226 Pioneer Drive, Cashmere (see enclosed map). It is located adjacent to the UGA, and currently zoned Rural Village by Chelan County. It is approximately 1.1 acres.

The second request for Annexation and Zone Change is for parcel #23 19 05 120 155, located at 5739 Sunset Hwy (see enclosed map). It is adjacent to the city limits of Cashmere, and is approximately 5 acres. Its current zoning is Multi Family, but I would like to change the zoning to Commercial.

If you have any questions, please do not hesitate to call.

Thank you,

Ann L Chipman

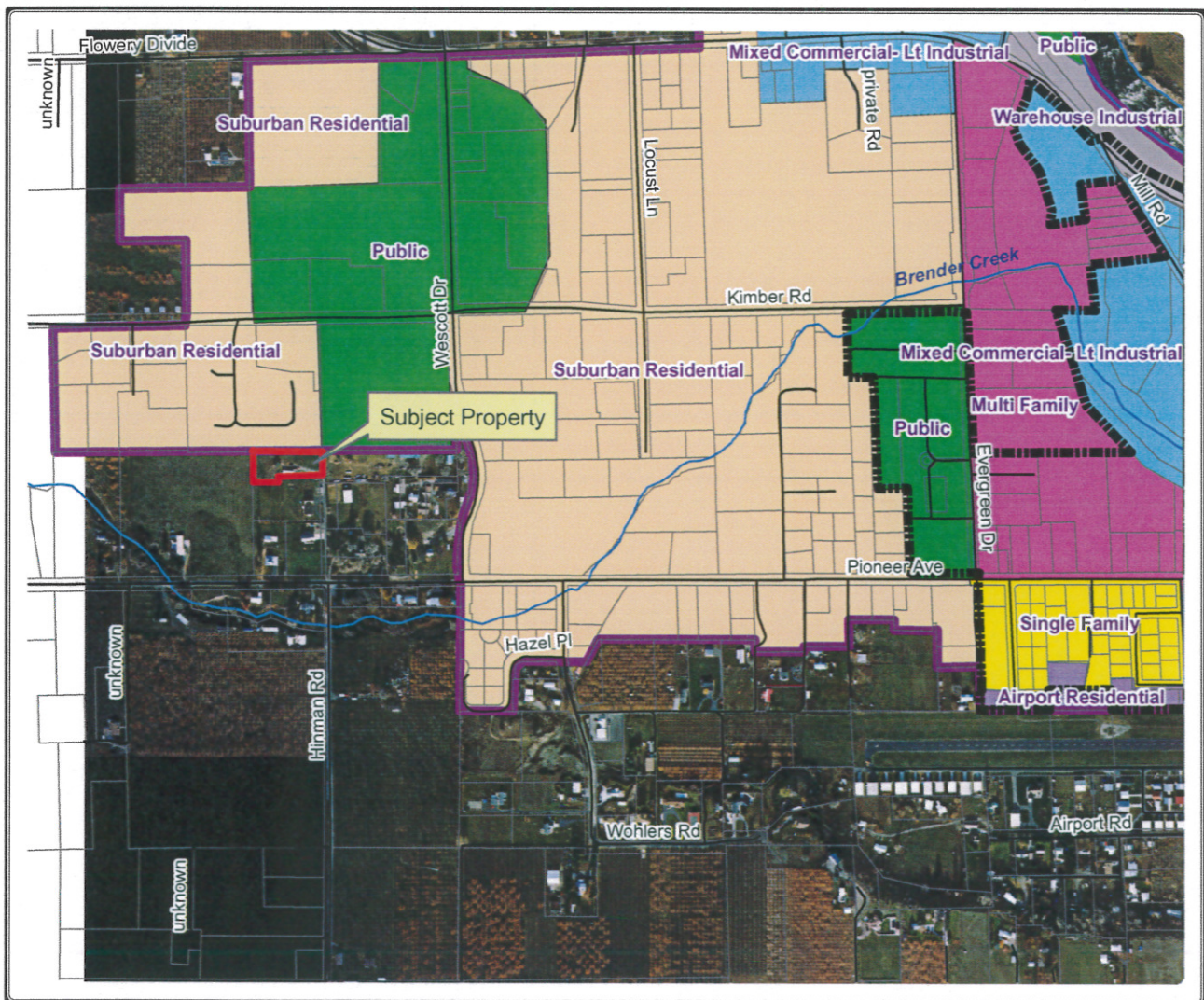


# Staff Summary

**Date:** August 13, 2012  
**To:** Mayor and Cashmere City Council  
**From:** Mark Botello  
**RE:** Urban Growth Area Amendment Request

Please see Ann Chipman's Urban Growth Area Amendment request for her property located at 6226 Pioneer Ave.

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



- Everything within the black dashed line is within the Cashmere City Limits.

**Ann L Chipman**  
P.O. Box 424  
Cashmere, WA 98815  
(509) 860-3344

August 3, 2012

Planning Commission  
City of Cashmere  
101 Woodring  
Cashmere, WA 98815

Dear Commission:

I would like to request an Urban Growth Area (UGA) amendment, and an Annexation and Zone change for 2 separate parcels.

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If you have any questions, please do not hesitate to call.

Thank you,

Ann L Chipman





# Staff Summary

**Date:** August 13, 2012  
**To:** City Council  
**From:** Bob Schmidt, Director of Operations  
**RE:** Riverfront Drive Water and Sewer Extensions Project, Change Order #3

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**See the sketch below.** This change order is due to finding the old abandoned sewer main along lagoon cell #1 further into the roadway than anticipated. The line was also still full of water and after closing a valve that we found open still flowed some water. So the two new wastewater lines were installed further into the roadway. Thus more asphalt grinding gravel resurfacing and asphalt repair. This change order also includes a repair of a sunken piece of asphalt (after it was resurfaced) near the City lift station that was caused by natural ground water. The increase in the project cost from change order #3 is \$13,132.07.



**I recommend that Council Approves Change Order #3 for the Riverfront Drive Water and Sewer Extensions Project**



# Change Order No. 3

Date of Issuance: 7/26/12

Effective Date: 7/24/12

Project: Riverfront Drive Water and Sewer Main Extensions	Owner: City of Cashmere	Owner's Contract No.:
Contract:		Date of Contract: 4/12/12
Contractor: Pipkin Construction		Engineer's Project No.: 211.038

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description: Additional gravel and prep required due to relocation of new force main into road to avoid existing Old force main connected to ponds. Repair of settled pavement at station 14+00, cause likely due to groundwater.

**Attachments (list documents supporting change):**

Pipkin 7/24/12 calculations. Pipkin 7/23/12 force account worksheet.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:  \$ 377,057.34 _____	Original Contract Times: <input checked="" type="checkbox"/> Working days <input type="checkbox"/> Calendar days Substantial completion (days or date): July 10, 2012 _____ Ready for final payment (days or date): July 24, 2012 _____
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> :  \$55,839.30 _____	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : 0 days  Substantial completion (days): July 10, 2012 _____ Ready for final payment (days): July 24, 2012 _____
Contract Price prior to this Change Order:  \$432,896.64 _____	Contract Times prior to this Change Order: Substantial completion (days or date): July 10, 2012 _____ Ready for final payment (days or date): July 24, 2012 _____
[Increase] [Decrease] of this Change Order:  \$13,132.07 _____	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): 0 _____ Ready for final payment (days or date): 0 _____
Contract Price incorporating this Change Order:  \$446,028.71 _____	Contract Times with all approved Change Orders: Substantial completion (days or date): July 10, 2012 _____ Ready for final payment (days or date): July 24, 2012 _____

**RECOMMENDED:**  
By: [Signature]  
Engineer (Authorized Signature)

**ACCEPTED:**  
By: \_\_\_\_\_  
Owner (Authorized Signature)

**ACCEPTED:**  
By: [Signature]  
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 7-26-2012

Approved by Funding Agency (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

**Riverfront Drive Water and Sewer Main Extension  
Final Surface Restoration Accounting**

<b>Description</b>	<b>Job Cost Total</b>	<b>Bid Item 7 Unit Cost Per Ton</b>	<b>Bid Item 7 Payment on 234.84 TN</b>	<b>Unaccounted Cost</b>
Pulverize Pavement	\$ 6,677.06	\$ 20.48	\$ 4,809.75	\$ 1,867.31
Buy & Haul Surfacing	\$ 12,017.34	\$ 23.75	\$ 5,578.37	\$ 6,438.97
Main Line Trench Prep	\$ 6,988.55	\$ 28.63	\$ 6,724.44	\$ 264.11
Commercial HMA	\$ 20,196.24	\$ 86.00	\$ 20,196.24	\$ -
Shoulder Up After Paving	\$ 241.40	\$ 3.69	\$ 866.86	\$ (625.46)
Bond & Insurance @ 4.58%		\$ 7.44	\$ 1,747.14	\$ 363.61
Total		\$ 170.00	\$ 39,922.80	\$ 8,308.54
Markup @ 10%				\$ 830.85
Total				\$ 9,139.39

7-24-2012  
CW

ACTUAL PAVING:

AREA 10,750 FT<sup>2</sup> +/-  
ACP 234,84 TD

AVG. WIDTH =  $234,84 \times \frac{1}{2,055} \times 27 \times \frac{1}{10,750} = 0.29'$

COST IF PAVED PER DAY:

AREA (PER CURB SIDEWALK + WINDINGS) = 19,720 FT<sup>2</sup> +/-

COMMON ACP =  $19,720 \times \frac{1}{2} \times \frac{1}{27} \times 2,055 = 250 TD$

ASBL 1" =  $19,720 \times (0.29 - \frac{1}{2}) \times \frac{1}{27} \times 2,055 = 185 TD$

TOTAL PAVING COST =  $250 @ \$170 = 42,500$   
 $185 @ \$86 = 15,910$   
\$58,410<sup>00</sup>

PAVED EXPENDITURE:

ACP 39,922.80  
 C.O. AMOUNT 9,139.39  
 \$49,062<sup>00</sup>

NET CONTRACT SAVINGS

\$9,347<sup>81</sup>

DATE: 07/23/12

SUBCONTRACTOR:  
DESCRIPTION:

PIPKIN CONSTRUCTION  
PAVEMENT REPAIR AT NARROWS DUE TO EXISTING SPRING

LABOR CLASSIFICATION	HOUS REG.	HOUS OT	WAGE RATE	TAXES 14.47%	L&I INS 1.81205	LABOR TOTAL	AMOUNT
FOREMAN	2.5		\$50.89	\$18.41	\$4.53	\$127.23	\$150.16
OPERATOR	5		\$49.48	\$35.80	\$9.06	\$247.40	\$292.26
LABORER	5		\$32.11	\$23.23	\$9.06	\$160.55	\$192.84
MOB:							
TRUCK DRIVER	1		\$20.00	\$2.89	\$1.81	\$20.00	\$24.71

SUBTOTAL \$659.97  
OVERHEAD & PROFIT @ 29% \$191.39  
LABOR TOTAL \$851.36

MATERIALS / MISC INVOICE NUMBERS	QTY	UM	UNIT COST			INVOICE NO	AMOUNT
CSBC	2	TN	\$6.00				\$12.00

SUBTOTAL \$12.00  
OVERHEAD & PROFIT @ 21% \$2.52  
MATERIALS TOTAL \$14.52

EQUIPMENT TYPE, MAKE, MODEL	EQUIP NO.	HOURS REG.	STANDBY	RENTAL RATE	STANDBY RATE		AMOUNT
FOREMANS PICKUP	PUMJ	2.5		\$23.86			\$59.65
CAT 420E BACKHOE	BH29	5		\$58.71			\$293.55
1 TON TOOL TRUCK	TR28	5		\$47.23			\$236.15
MOB:							
KENWORTH DUMP TRUCK	TR34	1		\$80.28			\$80.28
25 TON TILT RAILER	TL29	1		\$9.05			\$9.05

SUBTOTAL \$678.68  
OVERHEAD & PROFIT @ 21% \$142.52  
EQUIPMENT TOTAL \$821.20

SUBCONTRACTOR	QTY	UM	UNIT COST				AMOUNT
PAVING	1	LS	\$1,180.00				\$1,180.00

SUBTOTAL \$1,180.00  
OVERHEAD & PROFIT @ 12% \$141.60  
RENTAL TOTAL \$1,321.60

**\$3,008.69**



# Staff Summary

**Date:** August 13, 2012  
**To:** City Council  
**From:** Bob Schmidt, Director of Operations  
**RE:** Riverfront Drive Water and Sewer Extensions Project, Change Order #4

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**See the sketch below.** This change order is due to finding the old abandoned sewer main along lagoon cell #1 further into the roadway than anticipated and extending North into the intersection where the two existing wastewater mains needed to be connected to and extended. Because of the interference of the old steel line the connections needed to be re-designed requiring additional time, fittings backfill etc. The increase in the project cost from change order #4 is \$8,528.19.



**I recommend that Council Approves Change Order #4 for the Riverfront Drive Water and Sewer Extensions Project**



# Change Order No. 4

Date of Issuance: 7/26/12

Effective Date: 7/24/12

Project: Riverfront Drive Water and Sewer Main Extensions	Owner: City of Cashmere	Owner's Contract No.:
Contract:		Date of Contract: 4/12/12
Contractor: Pipkin Construction		Engineer's Project No.: 211.038

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description: Revised force main connection to existing lagoon outfall. Existing piping was not in location and configuration originally surveyed

**Attachments (list documents supporting change):**

Pipkin 7/19/12 letter, 5/29/12 and 6/12/12 force account worksheets.

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 377,057.34

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 3:

\$68,971.37

Contract Price prior to this Change Order:

\$446,028.71

[Increase] [Decrease] of this Change Order:

\$8,528.19

Contract Price incorporating this Change Order:

\$454,556.90

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): July 10, 2012

Ready for final payment (days or date): July 24, 2012

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 3: 0 days

Substantial completion (days): July 10, 2012

Ready for final payment (days): July 24, 2012

Contract Times prior to this Change Order:

Substantial completion (days or date): July 10, 2012

Ready for final payment (days or date): July 24, 2012

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): 0

Ready for final payment (days or date): 0

Contract Times with all approved Change Orders:

Substantial completion (days or date): July 10, 2012

Ready for final payment (days or date): July 24, 2012

RECOMMENDED:

By:   
Engineer (Authorized Signature)

Date: \_\_\_\_\_

Approved by Funding Agency (if applicable):  
\_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By:   
Contractor (Authorized Signature)

Date: 7-26-2012

Date: \_\_\_\_\_



June 19, 2012

RH2 Engineering, Inc.  
300 Simon Street SE, Suite 5  
East Wenatchee, WA 98802

RE: Riverfront Drive Water and Sewer Main Extensions  
Project No. 211.038.05

Attn: Ryan Peterson

Ladies and Gentlemen:

Attached for the record are the costs associated with relocating a section of the existing 10-Inch forcemain and adding additional fittings to make the tie-in at Station 30+30. The total cost for this work is \$7,145.72.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Garritt Visser", written over a horizontal line.

Garritt Visser  
Pipkin Construction













**Consolidated  
Supply Co.**

QUESTIONS ON THIS INVOICE  
509-662-7128

**\*\* INVOICE \*\***

INVOICE DATE      INVOICE NUMBER  
05/23/12      S6033544.001  
REMIT TO:              PAGE NO.  
PO BOX 5788  
PORTLAND, OR 97228              1

BILL TO:  
PIPKIN CONSTRUCTION  
PO BOX 3181  
WENATCHEE, WA 98807-3181

SHIP TO:  
PIPKIN CONSTRUCTION/RIVERFRONT  
RIVERFRONT DR WATER & SEWER EX  
RIVERFRONT DR & E PARKHILL  
CASHMERE, WA 98815

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	ORDERED BY	WHSE	SALESMAN				
216342	c1822	GARRITT	20	MCLBRU				Prc Br: 20
WRITER		SHIP VIA	DATE SHIPPED	ORDER DATE				
NEUERI	OT OUR TRUCK		05/23/12	05/21/12				Shp Br: 20
	DESCRIPTION	QTY ORD	QTY SHIP	U/M	NET UNIT PRICE			NET AMOUNT
	10"X20' DR18 CL235 C900 PVC PIPE W/ RINGS (PRESSURE CLASS REVISED PER AWWA C900-7) (FORMERLY CL150)	100'	100'	ft	16.850FT			1685.00
	10" MJ 45 C153 CL L/ACCS 099871	3ea	3ea	ea	106.200EA			318.60
	10" MJ 22-1/2 C153 CL L/ACCS 099857	3ea	3ea	ea	105.600EA			316.80
	ROMAC 10" RG-PVCAP-D ROMAGRIP PVC ACCS PACK W/CORTEN B&N FOR C900 & IPS 10.75-11.10 DOMESTIC	16ea	16ea	ea	107.800EA			1724.80
	8" MJ 90 C153 CL L/ACCS 100294	1ea	1ea	ea	90.000EA			90.00
	8" MJ 22-1/2 C153 CL L/ACCS 100256	2ea	2ea	ea	70.800EA			141.60
	ROMAC 8" ROMAGRIP PVC ACCS PACK W/ CORTEN B&N FOR C900 & IPS 8.63-9.05 RG-PVCAP	6ea	6ea	ea	62.347EA			374.08
	ROMAC 8" ROMAGRIP PVC ACCS PACK W/ CORTEN B&N FOR C900 & IPS 8.63-9.05 RG-PVCAP	2ea	2ea	ea	0.000EA			0.00

\*\*\* Continued on Next Page \*\*\*

S400-10  
C1822  
7-1  
w





**Consolidated  
Supply Co.**

QUESTIONS ON THIS INVOICE  
509-662-7128

**\*\* INVOICE \*\***

INVOICE DATE      INVOICE NUMBER  
05/23/12      S6033544.001  
REMIT TO:              PAGE NO.  
PO BOX 5788  
PORTLAND, OR 97228              2

BILL TO:  
PIPKIN CONSTRUCTION  
PO BOX 3181  
WENATCHEE, WA 98807-3181

SHIP TO:  
PIPKIN CONSTRUCTION/RIVERFRONT  
RIVERFRONT DR WATER & SEWER EX  
RIVERFRONT DR & E PARKHILL  
CASHMERE, WA 98815

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	ORDERED BY	WHSE	SALESMAN		
216342	c1822	GARRITT	20	MCLBRU	Prs Br: 20	
WRITER		SHIP VIA	DATE SHIPPED	ORDER DATE		
NEUERI	OT OUR TRUCK		05/23/12	05/21/12	Shp Br: 20	
	DESCRIPTION	QTY ORD	QTY SHIP	U/M	NET UNIT PRICE	NET AMOUNT
10" MJ 90 C153 CL L/ACCS		2ea	2ea	ea	152.320EA	304.64
099895						

\*\* Reprint \*\* Reprint \*\* Reprint \*\* Reprint \*\*

Invoice is due by 06/30/12.

Subtotal	4955.52
Freight	0.00
Tax	0.00
Amount	
Due	4955.52





**Consolidated  
Supply Co.**

**\*\* Acknowledgement \*\***  
 Order #: S6041293  
 P/O # : sewer connection  
 Release:  
 Printed: 11:40:00 30 MAY 2012  
 Page # 1 of 1

CONSOLIDATED SUPPLY CO - WENATCHEE  
 1100 WALLA WALLA ST  
 WENATCHEE, WA 98801  
 Phone # : 509-662-7128

Bill To: 216341  
 PIPKIN CONSTRUCTION  
 PO BOX 3181  
 WENATCHEE, WA 98807-3181

Ship To: 216342  
 PIPKIN CONSTRUCTION/RIVERFRONT  
 RIVERFRONT DR WATER & SEWER EXT  
 RIVERFRONT DR & E PARKHILL  
 CASHMERE, WA 98815

Ord-Date	Ship-Date	Writer	Terms	Ship Via	Ordered By
05/29/12	05/29/12	NEUERI	Net 30 EOM w/SVC C	WCN WC NOW	garritt
		Ship Br:20Slsman	Phone	Total Weight	Freight
		Prc Br:20MCLBRU	509-884-2400	0.0	Billable

Order Qty	Product Description	Unit Price	Ext Price
2ea	ROMAC 501 8"X5" LONG CENTER RING ONLY	73.185EA	146.37
4ea	ROMAC 501 RED 8" END RING 7.80-9.06	38.354EA	153.42
2ea	ROMAC 501 8" GASKET 8.05-8.30 (RED)	11.503ea	23.01
2ea	ROMAC 501 RED 8" GASKET 8.60-9.06	11.503ea	23.01
12ea	ROMAC 501 SS TRACKHEAD BOLT 5/8"X8" FOR 5" CENTER RING 304SS	15.615ea	187.38
	*Special - Subject to Restock Fee*		
	ORDER TOTAL		533.19
	Invoice Amount		533.19



Consolidated Supply Co.

CONSOLIDATED SUPPLY CO - WENATCHEE  
1100 WALLA WALLA ST  
WENATCHEE, WA 98801  
Phone # : 509-662-7128

**\*\* Ship Ticket \*\***

ORDER DATE	ORDER NUMBER
05/30/12	S6042101.004
PAGE NO	
1 of 1	

Printed: 14:40:46 30 MAY 2012



BILL TO: 216341  
PIPKIN CONSTRUCTION  
PO BOX 3181  
WENATCHEE, WA 98807-3181

SHIP TO: 216342  
PIPKIN CONSTRUCTION/RIVERFRONT  
RIVERFRONT DR WATER & SEWER EX  
RIVERFRONT DR & E PARKHILL  
CASHMERE, WA 98815  
509-884-2400

SHIP DATE	WRITER	TERMS	SHIP VIA	ORDERED BY	WAREHOUSE
05/30/12	NEUERI	Net 30 EOM w/SVC C	OT OUR TRUCK	GARRITT	Shp Br 20 Prc Br 20
PO NUMBER	RELEASE NUMBER	SALESPERSON	Tot Weight	FREIGHT	
delivery charge 1		Bruce McLean - Wen	0.0	Billable	
ORDER QTY	SHIP QTY	DESCRIPTION	Unit Price	Ext Price	
1MC	1MC	INBOUND FREIGHT ALLOWED SAME DAY DELIVERY SURCHARGE FOR ROMAC COUPLINGS. SEE INVOICE S6041293 LOC: Pn: 4695	525.000MC	525.00	
		ORDER TOTAL		525.00	
		Invoice Amount		525.00	

This signed receipt acknowledges above merchandise has been delivered and/or received in perfect condition.

Signature: \_\_\_\_\_

Pieces: \_\_\_\_\_ Boxes: \_\_\_\_\_ Pallets: \_\_\_\_\_ Other: \_\_\_\_\_

Picked By: \_\_\_\_\_ Packed By: \_\_\_\_\_ Chkd By: \_\_\_\_\_ Driver: \_\_\_\_\_

Received Time May. 30. 2:48PM



**Consolidated  
Supply Co.**

QUESTIONS ON THIS INVOICE  
509-662-7128

**\*\* INVOICE \*\***

INVOICE DATE      INVOICE NUMBER  
05/18/12      S6010340.001  
REMIT TO:              PAGE NO.  
PO BOX 5788  
PORTLAND, OR 97228              2

BILL TO:  
PIPKIN CONSTRUCTION  
PO BOX 3181  
WENATCHEE, WA 98807-3181

SHIP TO:  
PIPKIN CONSTRUCTION/RIVERFRONT  
Contact Darren @ 669-6270  
RIVERFRONT DR & E PARKHILL  
CASHMERE, WA 98815

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	ORDERED BY	WHSE	SALESMAN		
216342	Riverfront		20	HOWWEN	Prc Br: 20	
WRITER	SHIP VIA		DATE SHIPPED	ORDER DATE		
BURJEF	OT OUR TRUCK		05/18/12	05/01/12	Shp Br: 20	
	DESCRIPTION	QTY ORD	QTY SHIP	U/M	NET UNIT PRICE	NET AMOUNT
	2"X3" BRASS NIPPLE	4ea	4ea	ea	11.210EA	44.84 2-1
	LEGEND 104-308 2" 200 LB IPS BRS GATE VLV	2ea	2ea	ea	30.930ea	61.86 4-1
	2" APCO SERIES 400.1 AIR RELEASE VALVE W/ VACUUM CHECK ON DISCHARGE Low Pressure Service	2ea	2ea	ea	423.910ea	847.82 4-1
	3/4" BRASS STREET 90	2ea	2ea	ea	4.900EA	9.80 4-1
	3/4" BRASS 90	4ea	4ea	ea	3.770EA	15.08 4-1
	3/4"X8" BRASS NIPPLE	2ea	2ea	ea	9.270EA	18.54 4-1
	3/4"X36" BRASS NIPPLE	2ea	2ea	ea	54.910EA	109.82 4-1
	8"X1/8" BUNA-N NITRILE RING GASKET 150 LB *Special - Subject to Restock Fee*	4ea	4ea	ea	4.240ea	16.96 4-1
	6"&8" 150LB 316SS FLG BOLT SET CONSISTING OF: QTY 8 3/4"X3-1/4" BOLT WITH NUT	4ea	4ea	ea	40.800ea	163.20 4-1
	12"X1/8" BUNA-N NITRILE FLANGE RING GASKET	4ea	4ea	ea	6.180ea	24.72 4-1

\*\*\* Continued on Next Page \*\*\*





**Consolidated  
Supply Co.**

QUESTIONS ON THIS INVOICE  
509-662-7128

**\*\* INVOICE \*\***

INVOICE DATE      INVOICE NUMBER  
05/18/12 S6010340.001  
REMIT TO:              PAGE NO.  
PO BOX 5788  
PORTLAND, OR 97228              4

BILL TO:  
PIPKIN CONSTRUCTION  
PO BOX 3181  
WENATCHEE, WA 98807-3181

SHIP TO:  
PIPKIN CONSTRUCTION/RIVERFRONT  
Contact Darren @ 669-6270  
RIVERFRONT DR & E PARKHILL  
CASHMERE, WA 98815

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	ORDERED BY	WHSE	SALESMAN		
216342	Riverfront		20	HOWWEN	Pr	Br: 20
WRITER	SHIP VIA		DATE SHIPPED	ORDER DATE		
BURJEF	OT OUR TRUCK		05/18/12	05/01/12	Shp	Br: 20
099918	DESCRIPTION	QTY ORD	QTY SHIP	U/M	NET UNIT PRICE	NET AMOUNT
10"X1/8" BUNA-N NITRILE RING GASKET 150 LB		2ea	2ea	ea	6.890ea	13.783-1
12"X1/8" BUNA-N NITRILE FLANGE RING GASKET		4ea	4ea	ea	6.180ea	24.72 4-1
10"&12" 150LB 316SS FLG BOLT KIT CONSISTING OF: QTY 12 7/8"X3-3/4" BOLT & NUT		6ea	6ea	ea	90.870ea	545.22 4-1
ROMAC 12" ROMAGRIP DI ACCS PACK W/ CORTEN B&N 13.20 RGAP-D		3ea	3ea	ea	82.830EA	248.49 4-1
ROMAC 12" RG-PVCAP-D ROMAGRIP PVC ACCS PACK W/CORTEN B&N FOR C900 & IPS 12.75-13.20 DOMESTIC		1ea	1ea	ea	92.310EA	92.313-1
8" ROMAC RFCA-9.05 RESTRAINED FLANGE COUPLING ADPT FOR STEEL/DI, FUSION EPOXY W/304 SS B&N		2ea	2ea	ea	219.210ea	438.42 4-1
8" 125# DI FLG CROSS CL 132325		1ea	1ea	ea	310.720ea	310.72 4-1
8"X13-1/2" 125# DI BLIND FLANGE 062578		2ea	2ea	ea	77.820ea	155.64 4-1

\*\*\* Continued on Next Page \*\*\*

**FRANCHISE EXTENSION AGREEMENT  
CASHMERE, WASHINGTON**

WHEREAS, Falcon Video Communications, L.P., locally known as Charter Communications (“Charter”) currently holds a cable franchise with the City of Cashmere, Washington (“City”), granted by Ordinance No. 592 (“Franchise”) on July 23, 1979, as amended by Ordinance No. 835 on August 8, 1994 and Ordinance No. 953 on September 13, 1999; and

WHEREAS, the City initially extended the term of the Franchise until December 31, 2010; November 30, 2011; May 31, 2012 and thereafter until July 31, 2012; and

WHEREAS, the parties continue to reserve all rights under the formal procedures of Section 626 of the Cable Act and do not waive any rights related thereto; and

WHEREAS, it is in the public interest to further extend the current Franchise for an additional period of time so that cable service to the public will not be interrupted;

NOW, THEREFORE, the Franchise of Charter shall be extended on a month-to-month basis until either party gives the other 90 days written notice of its intent to negotiate a new Franchise. The parties continue to reserve all rights under the formal procedures of Section 626 of Title VI of the Communications Act of 1934, as amended, and do not waive any rights related thereto. Charter shall not be required to send another request for renewal of its Franchise under 626 as a result of this Extension.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2012

City of Cashmere, Washington

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

ACCEPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2012

Falcon Video Communications, L.P., I/k/a Charter Communications

By: Charter Communications VII, LLC its General Manager

By: Charter Communications Inc., its Manager

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: Executive Vice President and Chief  
Administrative Officer  
Charter Communications